

## Commercial Plan Submittal Checklist

**ALL WORK MUST COMPLY WITH 2021 INTERNATIONAL BUILDING CODE, 2020 NATIONAL ELECTRICAL CODE, 2021 INTERNATIONAL PLUMBING CODE, 2021 INTERNATIONAL MECHANICAL CODES, 2021 INTERNATIONAL FUEL GAS CODE, 2021 INTERNATIONAL ENERGY CONSERVATION CODE, 2021 INTERNATIONAL FIRE CODE AND 2017 ICC / ANSI A117.1.**

### CONSTRUCTION DOCUMENTS

\_\_\_\_\_ COM CHECK (energy analysis) \_\_\_\_\_ GEO TECH REPORT (soils engineering analysis)

### COVER SHEET

_____ Plans 3,000 sf or more require a design professional stamp and signature	
_____ Plan Criteria (code analysis of allowable areas/heights & increases, occ'y separations, egress, Rated walls & openings, req'd plumbing fixtures, etc.)	
_____ Occupancy Load	_____ Index of Drawings
_____ Zone/Code Summary/Parcel Number	_____ General Notes
_____ Site Plan, including distances to all property lines	_____ Landscaping
_____ Floor Plans and Elevations	_____ Footing/Foundation/Basement
_____ Wall Cross Sections and Details	_____ Floor and Roof Framing
_____ Beam and Header Schedules	_____ Stairway, Handrail, and Guard Details
_____ Insulation Specifications	_____ Structural Sheets, Spec's and Details
_____ Contacts and Design Professionals	

### PLUMBING

\_\_\_\_\_ DWV Isometric with Pipe Sizing and Cleanout Locations  
 \_\_\_\_\_ DWV and Water Piping Plan Views with Sizing  
 \_\_\_\_\_ Gas Piping with Loads, Lengths, Sizing, and System Pressure  
 \_\_\_\_\_ Fixture Schedule \_\_\_\_\_ Piping Materials \_\_\_\_\_ Water Service Size

### MECHANICAL

\_\_\_\_\_ Equipment Schedule \_\_\_\_\_ Duct Materials and Layout  
 \_\_\_\_\_ Vent Sizing \_\_\_\_\_ Combustion Air Provisions  
 \_\_\_\_\_ Ventilation / Make-Up Air Provisions and Ductwork (if applicable)

### ELECTRICAL

\_\_\_\_\_ Service One-Line with Sizing \_\_\_\_\_ Wiring Method(s)  
 \_\_\_\_\_ Load Calculations \_\_\_\_\_ Circuitry and Panel Schedules  
 \_\_\_\_\_ Switch and Receptacle Locations \_\_\_\_\_ Lighting Outlets and Luminaires

### FIRE

Deferred Submittals (check if yes) [ ] Automatic Fire Sprinkler System, [ ] Fire Pump,  
 [ ] Fire Standpipe, [ ] Fire Alarm System, [ ] Clean Agent System, [ ] Dry Chemical System,  
 [ ] Commercial Kitchen U.L. 300 Wet Chem. System \_\_\_\_\_ Show Flow per Fire Code  
 \_\_\_\_\_ Show Fire Department Access \_\_\_\_\_ Show Fire Hydrants

### CIVIL ENGINEERING

\_\_\_\_\_ Roads \_\_\_\_\_ Water \_\_\_\_\_ Sewer \_\_\_\_\_ Utilities  
 \_\_\_\_\_ Curb & Gutter, and Sidewalks \_\_\_\_\_ Grading Plan  
 \_\_\_\_\_ Storm Drainage (including calculations) and Retention (if applicable)  
 \_\_\_\_\_ Best Management Practices (required by the EPA)