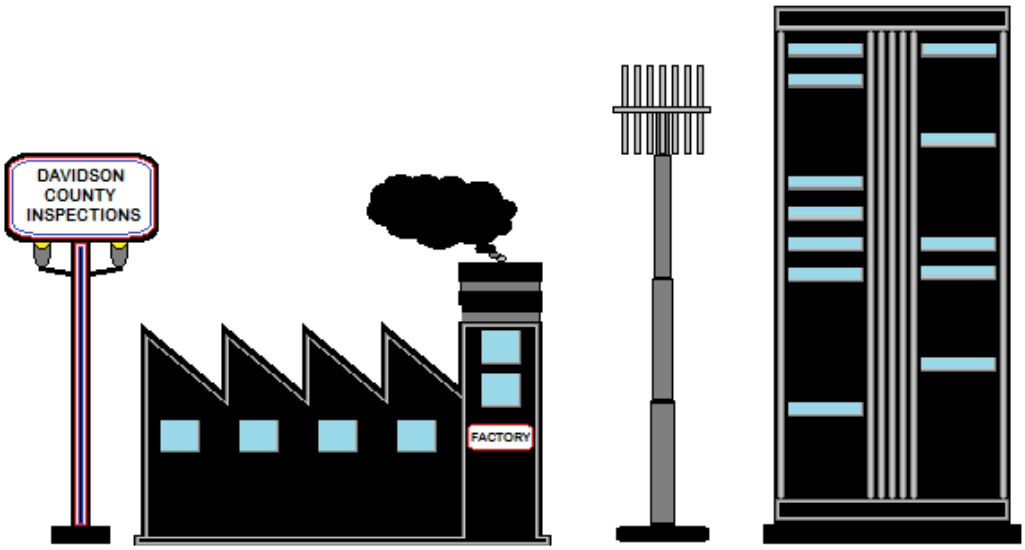
DAVIDSON COUNTY

CENTRAL PERMITTING

COMMERCIAL PLAN REVIEW PACKET



TOD HANCOCK

INSPECTION DIRECTOR

336-242-2807

ASSISTANT DIRECTOR
BEAU CHOLLETT

336-242-2239

CENTRAL PERMITTING SUPERVISOR
JENNIFER GOBLE

336-242-2911

COMMERCIAL PLAN REVIEWER
CHRIS WHALEY

336-242-2237

COMMERCIAL BUILDING PLAN REVIEW

All contractors, owners, architects, or anyone applying for a permit to construct a commercial building will be required to submit one (1) set of complete drawing to the Central Permitting Office either by Hard Copy or Digital Version.

- Need Lien # for project

&

- One (1) complete set of drawings will be submitted to the Inspections department.

OR

- One (1) complete set of drawing will be Digitally submitted to cpplansreview@davidsoncountync.gov

HOW TO PROCEED

1. Obtain a written release from the Environmental Health Department.
2. Obtain a written release from the Planning & Zoning Department
3. Submit your plans along with both release documents to the Central Permitting Office.
4. The Inspections Department will review plans and notify the contact person listed on the application when the permit is ready.

THERE IS A CHARGE FOR COMMERCIAL PLAN REVIEW

MINIMUM CHARGE	$25.00
$25000.00 - $100,000.00	$50.00
$100,001.00 - $500,000.00	$100.00
OVER $500,000.00	$200.00

THIS FEE WILL BE ADDED TO THE PERMIT FEE AND CAN BE PAID AT ONE TIME. WE ACCEPT CASH, CHECK, VISA, AND MASTERCARD.

TABLE 104.1
NORTH CAROLINA DEPARTMENT OF INSURANCE
ENGINEERING DIVISION DOCUMENT APPROVAL FOR
NEW CONSTRUCTION AND ADDITIONS

OCCUPANCY GROUP	BUILDING PLANS TO BE APPROVED
Section 403 – High Rise [1]	All buildings
Section 402 – Covered Malls Buildings [1]	All buildings
City/County Owned	All buildings 20,000 sq. ft. or greater as required by G.S. § 58-31-40
State Owned	All buildings as required by G.S. § 58-31-40
Group A[1, 2]	Occupant load over 1,000
Group B[1]	Over 2 stories or over 20,000 sq. ft./story
Group H[1]	Occupant load over 100
Group I[1]	Over 3 stories or over 10,000 sq. ft./story
Group R[1]	Over 4 stories or over 100 units/building

For SI 1 square foot = .0929m^2

1. ***Plans and specifications are not required by the Engineering Division on buildings, except city/county owned, that are located in a city or county inspection jurisdiction approved to perform plans review***
2. ***Except temporary bleachers***

Commentary: the square footage listed above refers to the footprint of a new building or building addition

The occupant loads refers to a new building or building addition area only

For the purpose of this table only, the occupant load for a church is based on the occupant load of the Occupant Group A-3 main meeting area. If the A-3 area is over 1,000 occupants then DOI plan review is required unless exception 2 applies.

General Statute 58-31-40 indicates that such city/ county owned buildings must be greater than 20,000 square feet (1858 m^2) of new or additional building footprint to require DOI review. The 20,000 square feet (1858 m^2) applies to individual structures on the site and not the sum of the structures.

GENERAL CONTRACTORS AND OWNERS

PLAN REVIEW REQUIREMENTS FOR BUILDINGS AND STRUCTURES AS CONSTRUCTED PER INTERNATIONAL BUILDING CODE 2009 WITH 2012 NORTH CAROLINA REVISIONS

1. SITE PLAN – Show proposed location, all buildings, size, type, distance apart, and distance to all property lines. *(1 hard copy or digital submittal)*
2. FLOOR PLAN – Include all doors, door swing, windows, stairs, ramps, and changes in elevations. Also, bathroom shall be shown. *(1 hard copy or digital submittal)*
3. FLOOD PLAIN INFORMATION – (If applicable) *(1 hard copy or digital submittal)*
4. FOOTING, SLAB, FOUNDATION, & ELEVATION DETAILS *(1 hard copy or digital submittal)*
5. STRUCTURAL DETAILS – For floors, walls, ceilings, roofs, all design loads, soil bearing capacity, and steel drawings. *(1 hard copy or digital submittal)*
6. COMPACTION TEST – Information on all backfill lots or otherwise as required by code. *(1 hard copy or digital submittal)*
7. PLUMBING, MECHANICAL, AND ELECTRICAL DRAWINGS *(1 hard copy or digital submittal)*

   SPRINKLERS PLANS – When required, should be submitted to the Davidson County Fire Marshal's Office, 935 North Main St. Lexington, NC 27292, (336) 242-2270. *(1 hard copy or digital submittal)*

   Where a building is protected throughout with an automatic sprinkler system in accordance with Chapter 9 of the North Carolina Fire Code, sprinkler plans are also required to be submitted with the building plans to the Inspections Department. *(1 hard copy or digital submittal)*
8. APPENDIX B – Building Code Summary. Sheets available from our office upon request. *(1 hard copy or digital submittal)*

**Where the General Statutes require construction documents (drawings and specifications) shall bear the seal of a North Carolina Design Professional. Also see: *North Carolina Administrative Code & Policies 2012 Edition,* Chapter 2, Section 204.3.5

***Documents Approval: See Chapter 1, Section 104.1.1 and Table 104.1 of the must be submitted to NCDOI (North Carolina Department of Insurance) for approvals prior to permit issuance.

DAVIDSON COUNTY EMERGENCY SERVICES

OFFICE OF THE FIRE MARSHAL

935 NORTH MAIN STREET, LEXINGTON, NC 27292

MEMORANDUM

TO: ALL COMMERCIAL CONTRACTORS
FROM: DAVIDSON COUNTY FIRE MARSHAL'S OFFICE
REF: PERMITS FOR COMMERCIAL CONSTRUCTION

ALL CONTRACTORS WHO ARE INVOLVED IN COMMERICAL CONSTRUCTION NEED TO COME BY OR CALL THE DAVIDSON COUNTY FIRE MARSHAL'S OFFICE IN REGARDS TO REQUIRED FIRE PERMITS FOR COMMERCIAL CONSTRUCTION. PERMITS ARE REQUIRED FOR ANY WORK INVOLVING FIRE SAFETY, HAZARDOUS MATERIALS, STORAGE, WAREHOUSING, FIRE PROTECTION, AND ANY OTHER SECTIONS THAT ARE AFFECTED BY THE INTERNATIONAL FIRE CODE AS RECONIZED BY DAVIDSON COUNTY AS DAVIDSON COUNTY'S FIRE PREVENTION ORDINANCE.

Danny Ward

Danny Ward
Fire Marshal

Paul Jarrett

Paul Jarrett
Plans Review / Code Enforcement Officer

Jeff Jenkins

Jeff Jenkins
Plans Review / Code Enforcement Officer

Phone # (336) 242 -2270 *Fax# (336) 249-7863*

Davidson County

Health Department

Lillian Koontz, MPA, REHS
Health Director

Michael Garrison, MD
Medical Director

Rebecca Daley, RN, MHA
Chair, Board of Health

Environmental Health Division

On-Site Water Protection Section

This section enforces state laws for subsurface sewage treatment and disposal systems and drinking water well construction.

For commercial facilities utilizing an existing septic tank system for sewage treatment and disposal with no change in sewage flow or wastewater strength an application for a Building Authorization must be submitted and approved prior to obtaining any building permits.

For commercial facilities proposing to use a septic tank system for sewage treatment and disposal an application for an Improvement Permit and Construction Authorization must be submitted and approved prior to obtaining any building permits.

Food & Lodging, Environmental Health Services Section

This section enforces state laws pertaining to restaurants, lodging, school buildings, daycares, nursing homes, public swimming pools, and tattoo sanitation.

Applications, instructions and a fee schedule can be obtained from our website:
http://www.dchdnc.com/EnvironmentalHealth.aspx

For facilities that will require a permit or inspection from the Division, please contact the Environmental Health Division to discuss in detail the requirements.

Submit questions to:
Darren Cecil, REHS
Environmental Health Supervisor III
Darren.Cecil@davidsoncountync.gov
336-242-2310

Randy Swicegood, REHS
Environmental Health Supervisor I
On-site Water Protection Section
Randy.Swicegood@davidsoncountync.gov
336-242-2310

Greg Hennessee
Environmental Health Supervisor I
Food & Lodging Section
Greg.Hennessee@davidsoncountync.gov
336-242-2310

Davidson County

Planning and Zoning Department

913 Greensboro Street, Lexington, NC 27292 - Phone # (336) 242-2220 - Fax # (336) 242-2222

Requirements for Commercial Building Zoning Compliance Permit

- A site plan that includes accurate distances from the proposed structure to all property lines
- A site plan to include impervious surface for the entire property if located inside a water supply watershed. Not applicable if outside of the watershed
- A site plan to include total building built upon areas (Total square footage of all existing buildings as well as the proposed building)
- A landscape site plan
- A parking plan for existing and proposed parking spaces
- A loading plan if applicable (Loading and unloading spaces)
- A description of what the proposed structure purpose (A floor plan will work for this if the areas inside the proposed structure are labeled for use)
- A copy of the applicable sewer permit or a letter from the applicable public sewer provider authorizing connection to sewer.
- Verification if a project is in a flood zone or not
- Other relevant information required includes but not limited to: Parcel number, Owners Name, Telephone Number and 911 Address

These do not have to be individual site plans. All information can be displayed on one site plan.

All information must be clear and legible.

Zoning Compliance Permits Fee

Residential	$25.00
Nonresidential	$50.00
Signs (On Site)	$20.00
Signs (Outdoor Advertising)	$100.00
Wireless Communication Tower	$500.00
Collocation	$250.00

HOW TO FILE AN LIEN AGENT

The mechanics' lien agent system was created to facilitate Chapter 44-A, Article 2, of the NC General Statutes. The law affects all projects commenced on or after April 1, 2013.

Step 1

Sign up to use the LiensNC system or login with your existing user credentials.

Step 2

Select the Appointment of Lien Agent option.

Step 3

Choose a Lien Agent from the drop-down menu. (All provide the same service)

Step 4

Provide the contact information for the owner of the project property, including:
Name
Address
Email
Phone
Note: This should be the owner's contact information. *(NOT a contractor, agent, or authorized representative who may be completing the Appointment on the owner's behalf.)*

Step 5

Give details about the project property location, including:
Street Address
Other legal description (Such as PIN, Tax map/block/lot, etc.)
DEFINITION: Property (i.e. Real Property) refers to the real estate that is being improved. (This includes: structures, lands, leaseholds, tenements, driveways, private roadways, accessory structures, pools, etc. and any furnished materials, such as trees and shrubbery.)

Step 6

If you had/have a contract with any design professionals prior to appointing the Lien Agent for this project, select 'Yes' and provide their contact information. (Example: an architect that drew design plans) Otherwise, choose 'No' if this section does not apply to your project.

Step 7

Choose the property type of the project. (Either 1-2 Family Dwelling or Other)

Step 8

Provide the date on which the furnishings began or plan to begin. (If known)

Step 9 (for 1-2 family dwellings only)

Skip this step if the property type is Other.
If you are a Custom Home Contractor authorized to designate a Lien Agent on behalf of the owner under a written contract, answer Yes to this question and provide your contact information.

Step 10

List up to three recipients to receive email notifications whenever future project activity occurs. (i.e. Notice filing or comments added)

Step 11
Select the Continue button.
(Note: If any errors are encountered, they will display in red text and let you know how to resolve them.)

Step 12
It is very important that you carefully review the information you are about to submit before continuing, since this will be the LAST OPPORTUNITY TO EDIT project information.

Step 13
Choose whether you want to Pay Now or Pay Later.
Pay Now - will advance you to the checkout.
Pay Later - will place the filing in your Cart and will not be valid until you submit payment.

Step 14
Choose the payment method you will be using:
Credit Card, or
eCheck (i.e. checking account).

Step 15
Provide billing and payment information and submit payment for processing.
Provide the customer billing information. *(Hint: Customer address must match what the bank/credit card company has on file)*
Provide the payment information.
Select Continue.
Verify information is correct.
Select Submit to process payment. *(Note: Do not refresh the page or use the back arrow. Refunds will not be given due to user error.)*
Select the final Continue option to advance to the user History area of your account. (History is where all of your submitted filings will be listed.)

Step 16
On your History page, you should see a blue Entry Number for each of your submitted filings. (The most recent filing should be located on top.)

Select the printer icon located below the Entry Number. Once you advance to the project details, select the Print Appointment option located at the bottom of the page.

We suggest making two copies of the project details:one to post at the job site, and one for your records. **(Note: This proof of Lien Agent is required to be continuously posted at the job site.)**

Step 17
You will want to share the Appointment Entry Number with any potential lien claimants that become involved in the project. This gives them an opportunity to file a related Notice to Lien Agent filing. The QR code located on the project details printout is a convenient way for PLCs to file their Notice quickly.

Step 18
The LiensNC system will automatically send the Lien Agent and any notification subscribers an email to let them know the Appointment was successfully filed.

ACCESSORY BUILDINGS, GARAGES, AND POOLS DO NOT REQUIRE A LIEN AGENT

Davidson County Central Permitting

P.O. Box 1067, Lexington, NC 27293
912 Greensboro St. Lexington, NC 27292

		Office	Cell
Central Permitting Supervisor	Jennifer Goble	(336) 242-2911	(704) 245-9376
Permit Technicians:	Vacant	(336) 242-2232	
	Erika Hinkle	(336) 242-2240	
	Jodie Hedrick	(336) 242-2234	
	Stacie Strass	(336) 242-2230	

		Office	Cell
Director:	Tod Hancock	(336) 242-2807	(336) 471-9893
Assistant Director	Beau Chollett	(336) 242-2239	(336) 240-0278
Plans Examiner	Chris Whaley	(336) 242-2237	(336) 425-2978
Inspectors	C. Dale Terry	(336) 242-2238	(336) 202-3398
	Ken Hepler	(336) 242-2808	(336) 309-3702
	Kirby Swing	(336) 242-2938	(336) 906-5694
	Zachary Frank	(336) 242-2231	(336) 239-5264

Frequently Called Numbers

Davidson County Fire Marshal	(336) 242-2270
Davidson County Planning & Zoning	(336) 242-2220
Davidson County Environmental Health	(336) 242-2310
Davidson County Tax Department	(336) 242-2160
Cube Hydro / Lake Piers – Robbie Cole-	(704) 422-5585
Department of Environmental and Natural Resources	(877) 623-6748
City of Lexington Inspections	(336) 248-3900
City of Thomasville Inspections	(336) 475-4255

2012 APPENDIX B
BUILDING CODE SUMMARY
FOR ALL COMMERCIAL PROJECTS
(EXCEPT 1 AND 2-FAMILY DWELLINGS AND TOWNHOUSES)

(Reproduce the following data on the building plans sheet 1 or 2)

Name of Project: _____

Address: _____ Zip Code _____

Proposed Use: _____

Owner/Authorized Agent: _____ Phone # (_____) _____ - _____ E-Mail _____

Owned By: ☐ City/County ☐ Private ☐ State

Code Enforcement Jurisdiction: ☐ City_____ ☐ County_____ ☐ State

LEAD DESIGN PROFESSIONAL: _____

DESIGNER FIRM	NAME	LICENSE #	TELEPHONE #	E-MAIL
Architectural			(____)_____	
Civil			(____)_____	
Electrical			(____)_____	
Fire Alarm			(____)_____	
Plumbing			(____)_____	
Mechanical			(____)_____	
Sprinkler-Standpipe			(____)_____	
Structural			(____)_____	
Retaining Walls >5' High			(____)_____	
Other			(____)_____	

2012 EDITION OF NC CODE FOR: ☐ New Construction ☐ Addition ☐ Upfit

EXISTING: ☐ Reconstruction ☐ Alteration ☐ Repair ☐ Renovation

CONSTRUCTED: (date) _____ **ORIGINAL USE(S)** (Ch. 3)**:** _____

RENOVATED: (date) _____ **CURRENT USE(S)** (Ch. 3)**:** _____

PROPOSED USE(S) (Ch. 3)**:** _____

BASIC BUILDING DATA

Construction Type: (check all that apply) ☐ I-A ☐ I-B ☐ II-A ☐ II-B ☐ III-A ☐ III-B ☐ IV ☐ V-A ☐ V-B

Sprinklers: ☐ No ☐ Partial ☐ Yes ☐ NFPA 13 ☐ NFPA 13R ☐ NFPA 13D

Standpipes: ☐ No ☐ Yes Class ☐ I ☐ II ☐ III ☐ Wet ☐ Dry

Fire District: ☐ No ☐ Yes (Primary) **Flood Hazard Area:** ☐ No ☐ Yes

Building Height: (feet) _____

Gross Building Area:

FLOOR	EXISTING (SQ FT)	NEW (SQ FT)	SUB-TOTAL
6th Floor			
5th Floor			
4th Floor			
3rd Floor			
2nd Floor			
Mezzanine			
1st Floor			
Basement			
TOTAL			

ALLOWABLE AREA

Occupancy:

Assembly ☐ A-1 ☐ A-2 ☐ A-3 ☐ A-4 ☐ A-5
Business ☐
Educational ☐
Factory ☐ F-1 Moderate ☐ F-2 Low
Hazardous ☐ H-1 Detonate ☐ H-2 Deflagrate ☐ H-3 Combust ☐ H-4 Health ☐ H-5 HPM
Institutional ☐ I-1 ☐ I-2 ☐ I-3 ☐ I-4
I-3 Condition ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
Mercantile ☐
Residential ☐ R-1 ☐ R-2 ☐ R-3 ☐ R-4
Storage ☐ S-1 Moderate ☐ S-2 Low ☐ High-piled
☐ Parking Garage ☐ Open ☐ Enclosed ☐ Repair Garage
Utility and Miscellaneous ☐

Accessory Occupancies:

Assembly ☐ A-1 ☐ A-2 ☐ A-3 ☐ A-4 ☐ A-5
Business ☐
Educational ☐
Factory ☐ F-1 Moderate ☐ F-2 Low
Hazardous ☐ H-1 Detonate ☐ H-2 Deflagrate ☐ H-3 Combust ☐ H-4 Health ☐ H-5 HPM
Institutional ☐ I-1 ☐ I-2 ☐ I-3 ☐ I-4
I-3 Condition ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
Mercantile ☐
Residential ☐ R-1 ☐ R-2 ☐ R-3 ☐ R-4
Storage ☐ S-1 Moderate ☐ S-2 Low ☐ High-piled
☐ Parking Garage ☐ Open ☐ Enclosed ☐ Repair Garage
Utility and Miscellaneous ☐

Incidental Uses (Table 508.2.5)**:**

☐ Furnace room where any piece of equipment is over 400,000 Btu per hour input

☐ Rooms with boilers where the largest piece of equipment is over 15 psi and 10 horsepower

☐ Refrigerant machine room

☐ Hydrogen cutoff rooms, not classified as Group H

☐ Incinerator rooms

☐ Paint shops, not classified as Group H, located in occupancies other than Group F

☐ Laboratories and vocational shops, not classified as Group H. located in a Group E or I-2 occupancy

☐ Laundry rooms over 100 square feet

☐ Group I-3 cells equipped with padded surfaces

☐ Group I-2 waste and linen collection rooms

☐ Waste and linen collection rooms over 100 square feet

☐ Stationary storage battery systems having a liquid electrolyte capacity of more than 50 gallons, or a lithium-ion capacity of 1,000 pounds used for facility standby power, emergency power or uninterrupted power supplies

☐ Rooms containing fire pumps

☐ Group I-2 storage rooms over 100 square feet

☐ Group I-2 commercial kitchens

☐ Group I-2 laundries equal to or less than 100 square feet

☐ Group I-2 rooms or spaces that contain fuel-fired heating equipment

Special Uses: ☐ 402 ☐ 403 ☐ 404 ☐ 405 ☐ 406 ☐ 407 ☐ 408 ☐ 409 ☐ 410 ☐ 411 ☐ 412 ☐ 413 ☐ 414 ☐ 415 ☐ 416 ☐ 417 ☐ 418 ☐ 419 ☐ 420 ☐ 421 ☐ 422 ☐ 423 ☐ 424 ☐ 425 ☐ 426 ☐ 427

Special Provisions: ☐ 509.2 ☐ 509.3 ☐ 509.4 ☐ 509.5 ☐ 509.6 ☐ 509.7 ☐ 509.8 ☐ 509.9

Mixed Occupancy: ☐ No ☐ Yes Separation: _____ Hr. Exception: _____

☐ Incidental Use Separation (508.2.5)

This separation is not exempt as a Non-Separated Use (see exceptions).

☐ Non-Separated Use (508.3)

The required type of construction for the building shall be determined by applying the height and area limitations for each of the applicable occupancies to the entire building. The most restrictive type of construction, so determined, shall apply to the entire building.

☐ Separated Use (508.4) - See below for area calculations

For each story, the area of the occupancy shall be such that the sum of the ratios of the actual floor area of each use divided by the allowable floor area for each use shall not exceed 1.

$$\frac{\textit{Actual Area of Occupancy A}}{\textit{Allowable Area of Occupancy A}} + \frac{\textit{Actual Area of Occupancy B}}{\textit{Allowable Area of Occupancy B}} \leq 1$$

_____ + _____ + …… = _____ ≤ 1.00

STORY NO.	DESCRIPTION AND USE	(A) BLDG AREA PER STORY (ACTUAL)	(B) TABLE 503[5] AREA	(C) AREA FOR FRONTAGE INCREASE[1]	(D) AREA FOR SPRINKLER INCREASE[2]	(E) ALLOWABLE AREA OR UNLIMITED[3]	(F) MAXIMUM BUILDING AREA[4]

[1] Frontage area increases from Section 506.2 are computed thus:

a. Perimeter which fronts a public way or open space having 20 feet minimum width = _____ (F)
b. Total Building Perimeter = _____ (P)
c. Ratio (F/P) = _____ (F/P)
d. W = Minimum width of public way = _____ (W)
e. Percent of frontage increase I_f = 100 [F/P - 0.25] x W/30 = _____ (%)

[2] The sprinkler increase per Section 506.3 is as follows:

a. Multi-story building I_s = 200 percent
b. Single story building I_s = 300 percent

[3] Unlimited area applicable under conditions of Section 507.

[4] Maximum Building Area = total number of stories in the building x E (506.4).

[5] The maximum area of open parking garages must comply with Table 406.3.5. The maximum area of air traffic control towers must comply with Table 412.1.2.

ALLOWABLE HEIGHT

	ALLOWABLE (TABLE 503)	INCREASE FOR SPRINKLERS	SHOWN ON PLANS	CODE REFERENCE
Type of Construction	Type _____		Type _____	
Building Height in Feet		Feet = H + 20' = _____		
Building Height in Stories		Stories + 1 = _____		

FIRE PROTECTION REQUIREMENTS

BUILDING ELEMENT	FIRE SEPARATION DISTANCE (FEET)	RATING		DETAIL # AND SHEET #	DESIGN # FOR RATED ASSEMBLY	DESIGN # FOR RATED PENETRATION	DESIGN # FOR RATED JOINTS
		REQ'D	PROVIDED (W/_____* REDUCTION)				
Structural Frame, including columns, girders, trusses							
Bearing Walls							
Exterior							
North							
East							
West							
South							
Interior							
Nonbearing Walls and Partitions Exterior walls							
North							
East							
West							
South							
Interior walls and partitions							
Floor Construction Including supporting beams and joists							
Roof Construction Including supporting beams and joists							
Shaft Enclosures - Exit							
Shaft Enclosures - Other							
Corridor Separation							
Occupancy Separation							
Party/Fire Wall Separation							
Smoke Barrier Separation							
Tenant Separation							
Incidental Use Separation							

* Indicate section number permitting reduction

LIFE SAFETY SYSTEM REQUIREMENTS

Emergency Lighting: ☐ No ☐ Yes
Exit Signs: ☐ No ☐ Yes
Fire Alarm: ☐ No ☐ Yes
Smoke Detection Systems: ☐ No ☐ Yes ☐ Partial _____
Panic Hardware: ☐ No ☐ Yes

LIFE SAFETY PLAN REQUIREMENTS

Life Safety Plan Sheet #: _____

- ☐ Fire and/or smoke rated wall locations (Chapter 7)
- ☐ Assumed and real property line locations
- ☐ Exterior wall opening area with respect to distance to assumed property lines (705.8)
- ☐ Existing structures within 30' of the proposed building
- ☐ Occupancy types for each area as it relates to occupant load calculation (Table 1004.1.1)
- ☐ Occupant loads for each area
- ☐ Exit access travel distances (1016)
- ☐ Common path of travel distances (1014.3 & 1028.8)
- ☐ Dead end lengths (1018.4)
- ☐ Clear exit widths for each exit door
- ☐ Maximum calculated occupant load capacity each exit door can accommodate based on egress width (1005.1)
- ☐ Actual occupant load for each exit door
- ☐ A separate schematic plan indicating where fire rated floor/ceiling and/or roof structure is provided for purposes of occupancy separation
- ☐ Location of doors with panic hardware (1008.1.10)
- ☐ Location of doors with delayed egress locks and the amount of delay (1008.1.9.7)
- ☐ Location of doors with electromagnetic egress locks (1008.1.9.8)
- ☐ Location of doors equipped with hold-open devices
- ☐ Location of emergency escape windows (1029)
- ☐ The square footage of each fire area (902)
- ☐ The square footage of each smoke compartment (407.4)
- ☐ Note any code exceptions or table notes that may have been utilized regarding the items above

ACCESSIBLE DWELLING UNITS

(SECTION 1107)

TOTAL UNITS	ACCESSIBLE UNITS REQUIRED	ACCESSIBLE UNITS PROVIDED	TYPE A UNITS REQUIRED	TYPE A UNITS PROVIDED	TYPE B UNITS REQUIRED	TYPE B UNITS PROVIDED	TOTAL ACCESSIBLE UNITS PROVIDED

ACCESSIBLE PARKING

(SECTION 1106)

LOT OR PARKING AREA	TOTAL # OF PARKING SPACES		# OF ACCESSIBLE SPACES PROVIDED			TOTAL # ACCESSIBLE PROVIDED
	REQUIRED	PROVIDED	REGULAR WITH 5' ACCESS AISLE	VAN SPACES WITH		
				132" ACCESS AISLE	8' ACCESS AISLE	
TOTAL						

STRUCTURAL DESIGN

DESIGN LOADS:

Importance Factors: Wind (I_W) _____
Snow (I_S) _____
Seismic (I_E) _____

Live Loads: Roof _____ psf
Mezzanine _____ psf
Floor _____ psf

Ground Snow Load: _____ psf

Wind Load: Basic Wind Speed _____ mph (ASCE-7)
Exposure Category _____
Wind Base Shears (for MWFRS) Vx = _____ Vy = _____

SEISMIC DESIGN CATEGORY: ☐ A ☐ B ☐ C ☐ D

Provide the following Seismic Design Parameters:
Occupancy Category (Table 1604.5) ☐ I ☐ II ☐ III ☐ IV
Spectral Response Acceleration S_S_____ %g S_1_____ %g
Site Classification (Table 1613.5.2) ☐ A ☐ B ☐ C ☐ D ☐ E ☐ F
Data Source: ☐ Field Test ☐ Presumptive ☐ Historical Data
Basic structural system (check one)
☐ Bearing Wall ☐ Dual w/Special Moment Frame
☐ Building Frame ☐ Dual w/Intermediate R/C or Special Steel
☐ Moment Frame ☐ Inverted Pendulum
Seismic base shear: V_X = _____ V_Y = _____
Analysis Procedure: ☐ Simplified ☐ Equivalent Lateral Force ☐ Dynamic
Architectural, Mechanical, Components anchored? ☐ Yes ☐ No

LATERAL DESIGN CONTROL: Earthquake ☐ Wind ☐

SOIL BEARING CAPACITIES:
Field Test (provide copy of test report) _____ psf
Presumptive Bearing capacity _____ psf
Pile size, type, and capacity _____

SPECIAL INSPECTIONS REQUIRED: ☐ Yes ☐ No

PLUMBING FIXTURE REQUIREMENTS
(TABLE 2902.1)

USE		WATERCLOSETS		URINALS	LAVATORIES		SHOWERS/ TUBS	DRINKING FOUNTAINS	
		MALE	FEMALE		MALE	FEMALE		REGULAR	ACCESSIBLE
SPACE	EXISTING								
	NEW								
	REQUIRED								

SPECIAL APPROVALS

Special approval: (Local Jurisdiction, Department of Insurance, OSC, DPI, DHHS, ICC, etc., describe below)

_____

_____

ENERGY SUMMARY

ENERGY REQUIREMENTS:

The following data shall be considered minimum and any special attribute required to meet the energy code shall also be provided. Each Designer shall furnish the required portions of the project information for the plan data sheet. If performance method, state the annual energy cost for the standard reference design vs annual energy cost for the proposed design.

Climate Zone: ☐ 3 ☐ 4 ☐ 5

Method of Compliance:

☐ Prescriptive (Energy Code)
☐ Performance (Energy Code)
☐ Prescriptive (ASHRAE 90.1)
☐ Performance (ASHRAE 90.1)

THERMAL ENVELOPE

Roof/ceiling Assembly (each assembly)

Description of assembly: _____
U-Value of total assembly: _____
R-Value of insulation: _____
Skylights in each assembly: _____
U-Value of skylight: _____
total square footage of skylights in each assembly: _____

Exterior Walls (each assembly)

Description of assembly: _____
U-Value of total assembly: _____
R-Value of insulation: _____
Openings (windows or doors with glazing)
U-Value of assembly: _____
Solar heat gain coefficient: _____
projection factor: _____
Door R-Values: _____

Walls below grade (each assembly)

Description of assembly: _____
U-Value of total assembly: _____
R-Value of insulation: _____

Floors over unconditioned space (each assembly)

Description of assembly: _____
U-Value of total assembly: _____
R-Value of insulation: _____

Floors slab on grade

Description of assembly: _____
U-Value of total assembly: _____
R-Value of insulation: _____
Horizontal/vertical requirement: _____
slab heated: _____

MECHANICAL SUMMARY

MECHANICAL SYSTEMS, SERVICE SYSTEMS AND EQUIPMENT

Thermal Zone

winter dry bulb: _____
summer dry bulb: _____

Interior design conditions

winter dry bulb: _____
summer dry bulb: _____
relative humidity: _____

Building heating load: _____

Building cooling load: _____

Mechanical Spacing Conditioning System

Unitary
description of unit: _____
heating efficiency: _____
cooling efficiency: _____
size category of unit: _____
Boiler
Size category. If oversized, state reason.: _____
Chiller
Size category. If oversized, state reason.: _____

List equipment efficiencies: _____

ELECTRICAL SUMMARY

ELECTRICAL SYSTEM AND EQUIPMENT

Method of Compliance:

Energy Code: ☐ Prescriptive ☐ Performance
ASHRAE 90.1: ☐ Prescriptive ☐ Performance

Lighting schedule (each fixture type)

lamp type required in fixture
number of lamps in fixture
ballast type used in the fixture
number of ballasts in fixture
total wattage per fixture
total interior wattage specified vs. allowed (whole building or space by space)
total exterior wattage specified vs. allowed

Additional Prescriptive Compliance

☐ 506.2.1 More Efficient Mechanical Equipment
☐ 506.2.2 Reduced Lighting Power Density
☐ 506.2.3 Energy Recovery Ventilation Systems
☐ 506.2.4 Higher Efficiency Service Water Heating
☐ 506.2.5 On-Site Supply of Renewable Energy
☐ 506.2.6 Automatic Daylighting Control Systems
