

PLAN REVIEW CHECKLIST

| v | Items | v | Items |
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| | A title on the cover sheet or front page which includes: | | Complete information for all special occupancy requirements (hazardous uses, high rise and cover |
| | Use Group | | |
| | Type of construction | | Complete information for all special structures (skylights, roof, panels, awnings, etc.) |
| | List of all installed Fire Protection | | |
| | The total design options | | |
| | Sprinklered building | | Statement of Special Inspections |
| | The design code used and the edition of the code | | Geo Tech & Soil Report for new building 5,000 sq ft and up |
| | Square footage of building & rooms; occupant load total | | Calculations showing compliance with the Model Energy Code |
| | Occupant load per room | | |
| | | | A copy of pre-approved final site plan |
| | Two complete sets of building plans stamped, signed and sealed by the architect or designer including: | | |
| | Electrical plans (show location of all exit and means of egress lighting) | | |
| | Plumbing plans w/riser diagrams of waste and vent piping and size of piping | | |
| | Mechanical plans showing equipment sizes and ductwork | | |
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| | Building plans should include the following as applicable: | | |
| | All appropriate wall, floor and foundation | | |
| | Complete door schedule w/catalog cuts for all doors and hardware (including locksets) | | |
| | Complete window and glazing schedule | | |
| | Complete interior finish schedule w/flame spread ratings | | |
| | List of all rated assemblies (include a diagram of assembly and design number) & | | |
| | Details showing all handicapped requirements and compliance with ICC 117.1 | | |
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