STATE OF LOUISIANA
DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS
OFFICE OF STATE FIRE MARSHAL CODE ENFORCEMENT AND BUILDING SAFETY
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013113

LOUISIANA STATE UNIFORM CONSTRUCTION CODE PLAN REVIEW CHECKLIST
for structures excluding one-and-two family dwellings

The Office of the State Fire Marshal, Division of Code Enforcement and Building Safety, may review plans of structures excluding one-and-two family dwellings for compliance with the applicable requirements of the Louisiana State Uniform Construction Code (LSUCC) on behalf of parishes or municipalities requesting assistance. Plans and specifications for structures located within a parish or municipality that has requested this office to provide this service will be required to contain additional information for review. The information outlined in this document represents the minimum criteria necessary for this office to determine compliance with the LSUCC. Please note that this list is not comprehensive or all-inclusive and does not address all aspects of every structure.

In order to ensure that the proposed projects can be expeditiously reviewed, the requirements of the LSUCC should be addressed in the documents submitted for review. Applicable codes for commercial structures are as follows:

- **2009 International Building Code (IBC), (excluding Chapters 1, 11, 27, and 29);**
- **2009 International Existing Building Code (IEBC), (excluding Chapter 1);**
- **2009 International Mechanical Code (IMC);**
- **2013 Louisiana State Plumbing Code (LSPC) (effective Feb. 20, 2013);**
- **2009 International Fuel Gas Code (IFGC);**
- **2011 National Electric Code (NEC).**

Drawings and specifications shall also document compliance with the Louisiana Revised Statutes (LRS, see Fire Marshal's Act on our web site at www.dps.state.la.us/sfm), the Life Safety Code (NFPA 101) and all promulgated National Fire Codes, the Americans with Disabilities Act Accessibility Guideline (see ADA-AG, under Codes/Rules/Laws on our web site), ANSI A117.1, the Fair Housing Act, the Commercial Building Energy Conservation Code, (L.R.S. 40:1730.41 through 1730.48), the Architects Licensing Law, (L.R.S. 37:155), the Engineers/Land Surveyors Licensing Law (L.R.S. 37:696(B) & LAC 46:LXI. 2701), and the Louisiana State Sanitary Code (LAC Title 51, as may be applicable, see “PLUMBING INFORMATION” below).

The applicable general information contained in this checklist should be clearly identified on the drawings and/or specifications, or provided in the form of an attachment to the contract documents. An attachment is acceptable as long as it is part of the official construction documentation. Failure to provide this information may delay the review of the project or cause it to be rejected for lack of significant information. Additional information and/or drawings are never discouraged and may be necessary to describe complex or unique conditions contained in the project. Where the nature of the work is determined by the local building official to be such that review for compliance with the LSUCC by this office will not be necessary, provide written documentation from the building official to indicate that the required review will be performed by him or her.

As an aid to streamline our architectural plan review process, we ask that you complete this checklist, and attach it to your Plan Review Application. Your help, up front, will facilitate a complete submittal package, shorten our review time, and help us to get your project reviewed and returned sooner. Please verify that each item below is: A. in your submittal, B. correct, and C. is coordinated within the submittal. Provide a check mark adjacent to each item or print "N/A" for items not applicable to this submittal. Thank you for your help, in completing and coordinating the items in this checklist.

REVIEW APPLICATION, CHECKLIST, FEE & DOCUMENTATION

___ Completed Plan Review Application form;
___ This completed checklist;
___ Check or money order (no cash accepted) for plan review fee, payable to the LA Department of Public Safety. Calculate the required review fee from the Fee Calculation schedule, (visit our website at www.dps.state.la.us/sfm for a copy of the current fee schedule);
___ One set of drawings (and specifications, if separate) stamped by the architect or civil engineer (Professional of Record, (POR)) preparing the documents when applicable. Drawings shall be legible prints or photocopies, live ink or pencil applied by hand is not acceptable;
___ Provide a brief description of how the building is proposed to be used;
___ Include all existing documentation, if applicable (inspection report(s), equivalency determination letter(s), prior review letter(s), etc.).

SUGGESTED DRAWINGS AND SPECIFICATIONS FOR
NEW CONSTRUCTION AND ADDITIONS

COVER SHEET INFORMATION

___ Identify the proposed occupancy classification(s) [IBC Chapter 3];

- ___ Where the building contains multiple occupancy classifications, (not classified as "Accessory" to the main occupancy), indicate whether it's designed as "Separated Occupancies" or "Nonseparated Occupancies" [IBC Section 508];
- ___ Identify any "Accessory Occupancies" [IBC Section 508.2] *(other occupancy types less than 10% of the main occupancy)*, and any "Incidental Use Areas" [IBC Table 508.2.5];
- ___ Indicate if any "Special Detailed Requirements" based on use and occupancy apply [IBC Chapter 4];

___ Identify the new construction type (and existing if an addition) [IBC Table 601 (and IEBC Chapter 10 if an addition)];

___ Indicate the gross square footage of each floor, including any covered open areas that are subject to occupancy. If the project is an addition, identify the existing building area separately [IBC Section 503 and IEBC Section 1002]

___ Document compliance with the allowable height and building area limitations [IBC Chapter 5]. Provide calculations if area modifications are used [IBC Section 506]

___ Identify any Fire Protection Systems that are to be provided [IBC Chapter 9]:
- ___ Automatic sprinkler system type and extent; [IBC Section 903]
- ___ Alternative extinguishing systems; [IBC Section 904]
- ___ Standpipe system; [IBC Section 905]
- ___ Portable fire extinguisher size, type and locations; [IBC Section 906]
- ___ Automatic or manual fire alarm system and extent; [IBC Section 907]
- ___ Other fire protection / suppression systems.

Structural Design Data: (May also be indicated on the structural drawings)

___ Design loads must be included within the construction documents in a manner such that the design loads are clear for all parts of the structure [IBC Section 1603]. This information is required on ALL projects regardless of the involvement of a registered design professional.

Design Loads:

___ Indicate the load values used in the design of the structural components, as applicable:
- ___ Floor Live load; [IBC Table 1607.1]
- ___ Roof Live load; [Table 1607.1]
- ___ Roof (ground) snow load; [IBC Figure 1608.2]

Wind Design Data:

___ Indicate the following:
- ___ Basic wind speed (3-second gust) for the site location [IBC Figure 1609 or ASCE 7-05 Figure 6-1];
- ___ Wind Importance Factor [ASCE Table 6-1];
- ___ Occupancy Category [IBC Table 1604.5 or ASCE 7-05 Table 1-1];
- ___ Wind Exposure Category [IBC Section 1609.4.3] and applicable governing wind direction;
- ___ Applicable Internal Pressure Coefficient [ASCE 7-05 Figure 6-5];
- ___ Indicate the design wind pressures in terms of psf used for the design of exterior Component and Cladding materials.

___ Indicate the design method used to determine the wind loads (Take note of the specific limitations of each):
- ___ Conventional Light-Frame Construction provisions of IBC Section 2308, (limited applicability),
- ___ ASCE 7-05 Method 1 - Simplified Method, [ASCE 7-05 Section 6.4]
- ___ ASCE 7-05 Method 2 - Analytical Method, [ASCE 7-05 Section6.5]
- ___ ASCE 7-05 Method 3 - Wind Tunnel Procedure, [ASCE 7-05 Section 6.6]
- ___ AF&PA Wood Frame Construction Manual, (limited applicability),
- ___ SSTD-10, (limited applicability),
- ___ Other methods or manuals as allowed or required by the code for specific building construction methods.

Earthquake Design Data:

___ The following shall be shown regardless of whether seismic loads govern the design of the lateral-force-resisting system of the building: [IBC Sections 1603.1.5 and 1613]
- ___ Seismic importance factor [ASCE 7005 Section 11.5];
- ___ Occupancy category [IBC Table 1604.5 or ASCE 7-05 Table 1-1];
- ___ Mapped spectral response accelerations [IBC Section 1613.5.1];
- ___ Site class [IBC Table 1613.5.2 and ASCE 7-05 Chapter 20];

___ Spectral response coefficients [IBC Tables 1613.5.3(1) & 1613.5.3(2)];
___ Seismic design category [IBC Tables 1613.5.6(1) & 1613.5.6(2) – Highest of the two];
___ Identify the basic seismic-force-resisting system(s) [ASCE 7-05 Section 12.2 or Section 12.14.4];
___ Indicate the design base shear [ASCE 7-05 Section 12.8.1 or Section 12.14.8.1];
___ Seismic response coefficient(s) and Response modification factor(s) [ASCE 7-05 Table 12.2-1];
___ Analysis procedure used.[ASCE 7-05 Section 12.6 or Section 12.14]

Flood Design Data:

___ Indicate the elevation of the lowest floor of the structure and grade elevation [IBC Section 1612];
___ Identify the flood hazard zone, including feet of water in the zone, where indicated on the FIRM maps;
___ Indicate the Design Flood Elevation of the building [IBC Section 1612.2];

In ALL Flood Hazard Zones, (A, B, C, D, M, N, P, E, V, and X including modifiers in each designation), the following documentation shall be prepared and sealed by a registered design professional. (Surveyor, Architect, or Civil Engineer)

Note: FEMA Form 81-31, *Elevation Certificate,* and FEMA Form 81-65, *Floodproofing Certification,* recommended for this use in the IBC *Commentary* are available at http://www.fema.gov/pdf/nfip/elvcert.pdf and http://www.fema.gov/plan/prevent/fhm/dl_fpc.shtm . Verify acceptance of these forms with the local authority. Also visit the Department of Transportation and Development's Floodplain Management website at http://floods.dotd.la.gov for additional information.

___ For construction in an area NOT subject to high-velocity wave action (All zones except V);
Construction documents shall include a statement to indicate that the design will provide for equalization of hydrostatic flood forces in accordance with Section 2.6.2.2 of ASCE 24 if fully enclosed areas below the design flood elevation are provided and do not meet the minimum requirements in Section 2.6.2.1 of ASCE 24. For dry floodproofed nonresidential buildings, construction documents shall include a statement that the dry floodproofing is designed in accordance with ASCE 24.

___ For construction located in an area subject to high-velocity wave action (Zones V, VO, VE or V1-30.);

Construction documents shall indicate the elevation of the lowest horizontal structural member and shall include a statement that the building is designed in accordance with ASCE 24, including that the pile or column foundation and building or structure to be attached thereto is designed to be anchored to resist flotation, collapse and lateral movement due to the effects of wind and flood loads acting simultaneously on all building components, and other load requirements of Chapter 16.

___ In designs for required breakaway walls to resist a nominal load of less than 10 psf or more than 20 psf, construction documents shall include a statement that the breakaway wall is designed in accordance with ASCE 24.

SITE PLAN INFORMATION

Provide a site plan drawn to a scale indicated on the plan and in accordance with an accurate boundary line survey. Plan should indicate as a minimum:

___ Distances of the proposed building from the property lines (when the building stands alone on the property);
___ Distances from "Assumed property lines" (where the building stands with other buildings on the same site.) [IBC Section 503.1.2];
___ Identify adjacent buildings and structures and indicate their distances from the subject building. Indicate any potentially hazardous uses (Storage, Industrial occupancies);
___ Adjacent roads, drives, alleys, easements or other public ways;
___ Parking areas, including parking layouts, features of accessibility, fence and gate locations;
___ Design flood elevation, proposed finished floor elevations of the lowest floor and of the lowest finished floor if different, proposed finished grade elevations;
___ Flood zone established for the specific site;
___ Location of utilities, (water, gas sewer, electrical, sprinkler water, etc.);
___ Indicate topographic features of the site.

FOUNDATION PLAN INFORMATION

Provide a foundation plan drawn to the scale indicated on the plan, dimensioned, and keyed to the floor plan(s). Indicate the design method / manual used for the building foundation / slab. Take note of the specific limitations of each:

___ IBC Chapter 18 (may be used in areas not subject to wave action);
___ ASCE 24 (Flood resistant design standard);
___ Other standards or references as allowed, or required, by the code for specific building foundation types.

___ Identify soil types in the foundation area and the design bearing capacity used for the foundation design. Provide test reports where required [IBC Section 1802];
Plan should indicate as a minimum:

___ Foundation types, locations, sizes, depths, shapes, thicknesses, and materials (piers, piles, footings, walls, slabs, etc);
___ Specifications for the type, mix ratio, and minimum compressive strength of concrete (where applicable) [IBC Chapter 19];
___ Locations of air entrained concrete (where required) [IBC Section 1904];
___ Reinforcing details, specified strength or grade, placement and sizes [IBC Section 1907];
___ Imbedded anchoring locations, size and depth [IBC Sections 1911 and 1912];
___ Slab layout for recesses, void, and other irregularities;
___ Document the elevation of the lowest occupied floor of the structure with respect to grade.

FLOOR PLAN INFORMATION

Provide floor plan(s) drawn to a scale indicated on the plan and dimensioned. Plan(s) should indicate as a minimum:

___ Room names and/or uses;
___ Door and Window locations;
___ Clearly indicate the type and locations of any required fire resistance rated or smoke rated construction used in the project. (See Fire-Resistance Ratings, Fire Walls, Fire Barriers, Fire Partitions, Smoke Barriers, Smoke Partitions, etc. [IBC Table 601 and Chapter 7]):
  ___ Building Element protection required by the Construction Type [IBC Table 601]
  ___ Exterior wall construction [Table 602] including opening protection [IBC Section 704 and Table 704.8]
  ___ Incidental Use Area protection [IBC Table 508.2]
  ___ Occupancy Separations (if Separated Occupancies) [IBC Table 508.3.3]
  ___ Corridors [IBC Section 1017 and Table 1017.1]
  ___ Exit Enclosures [IBC Sections 1020, 1021, and 1022]
  ___ Fire Wall separations [IBC Table 705.4]
  ___ Fire Area Separations [IBC Table 706.3.9]
  ___ Shafts and Vertical Openings [IBC Section 707]
  ___ Smoke Barriers and Smoke Partitions [IBC Sections 709 and 710]
  ___ Other conditions that may require protection
___ Identify the listed tested assemblies, from an approved testing agency, used to achieve the fire resistance rating of the proposed construction (UL, ETL, FM, GA, WP, WH, etc.) including joints in the assemblies. [IBC Section 713]
___ Identify key features of the Means of Egress: (Chapter 10)
___ Indicate occupant loads for each room in Assembly (A1, A2, A3, A4, and A5) occupancies: [IBC Table 1004.1]
___ Indicate stair, corridor, aisle, and doorway widths in all occupancies: [IBC Section 1005]
___ Indicate locations of structural elements, including shear walls used to transfer lateral forces.

SCHEDULES and DETAILS

Provide sufficient information to identify features indicated in the construction documents:
___ Schedules to indicate door / frame and window opening sizes configurations, types, materials, fire resistance ratings and door operating hardware;
___ Where the project is located in a wind borne debris region, (basic wind speed = 120 mph or greater), provide details, specifications and/or schedules to identify the method of opening protection used, and its anchorage to the building. [IBC Sections 1609.1.2 and 1609.2]
___ Identify the interior finishes used in each room of the project:
Walls and Ceilings [IBC Table 803.5]
Floors [IBC Section 804]

STRUCTURAL FRAMING INFORMATION

Provide framing plan(s) drawn to a scale indicated on the plan, dimensioned, and keyed to the floor plan(s). Plan(s) should indicate as a minimum:
___ Floor and roof framing plans (as applicable);
___ Identify structural members - Materials used, Sizes, and spacing;
___ Identify the Main Wind Force Resisting System. Provide sufficient detail to demonstrate that the structure has been designed to withstand the indicated design loads;
___ Locate lateral bracing, ties, clips, sheathing or other elements and materials used to reinforce or otherwise provide stability to the structure and provide continuous path for loads from roof to grade.
___ Provide anchorage details. Indicate types, locations, sizes and spacing;
___ Design loads must be included within the construction documents in a manner such that the design loads are clear for all parts of the structure [IBC Section 1603]. (See also COVER SHEET INFORMATION above)

EXTERIOR ELEVATION INFORMATION

Provide elevations of each side of the building. Plans should indicate as a minimum:

___ Vertical distance from grade to the average height of the highest roof surface [IBC Sections 502 and 504];

___ Opening locations;

___ For 120 MPH (3 Second Gust) wind zones and above, documents should clearly identify methods used for opening protection;

___ Provide details and specifications to indicate that components and cladding (including the roof deck and roof coverings) are designed and are to be installed to withstand the pressures determined in accordance with ASCE 7 [ASCE 7-05 Sections 6.4.2.2 or 6.5.12.4];

___ Identify the lateral bracing system.

BUILDING AND WALL SECTIONS

___ Wall sections of each bearing wall condition, interior and exterior, to indicate a continuous load path through the structure from the roof to the foundation at each condition;

___ Drawings should clearly indicate the components required to resist wind forces and to achieve the required "continuous load path" from roof peak to foundation anchorage.

___ Provide details and specifications to indicate that components and cladding are designed and installed to withstand the pressures determined in accordance with ASCE 7. (See also EXTERIOR ELEVATION INFORMATION above)

___ Identify structural members;

___ Identify materials;

___ Provide dimensions;

___ Specify anchorage/connector types used and indicate their proposed locations and spacing. (See also STRUCTURAL FRAMING INFORMATION above)

MECHANICAL INFORMATION

Provide mechanical drawings to indicate as a minimum:

___ Equipment types and locations;

___ Ductwork and piping sizes, CFM, and locations;

___ Mechanical ventilation air balance design calculations;

___ Return, supply, exhaust and outdoor air supply in accordance with IMC 403.1, 403.2, 403.2.1, 403.3 and Table 403.3 requirements; (see also IBC Section 1017.4 & LSPC 404.1)

___ Electrical and/or fuel gas requirements of proposed equipment;

___ Identify the devices used to protect duct penetrations and air transfer openings in assemblies required to be protected [IBC Section 716];

___ Smoke control system details (where required) [IBC Section 909 and IMC Chapter 5];

___ Commercial hood and duct system details (where applicable) [IBC Section 904 and IMC Chapter 5]. (See also checklist available on our website at www.dps.state.la.us/sfm)

PLUMBING INFORMATION

Plans should indicate as a minimum:

___ Fixture types and locations;

___ Usable Floor Space (LSPC 411.A.4);

___ Water supply and distribution, Specify source of water supply;

___ Identify piping materials, fittings, and valves;

___ Backflow protection of potable water;

___ Sanitary drainage and cleanouts;

___ Specify method of sewage disposal;

___ Grease trap/interceptor type, size and location (where applicable);

___ Vent sizes and locations;

___ Plumbing riser and dimensioned Plumbing Layout Diagram(s);

___ Storm/Roof Drainage;

___ Water heating equipment size and type;

___ Non-conventional plumbing designs (LSPC 1203 / 1811 of LSPC, if applicable);

___ Identify the materials and methods of construction used to protect through penetrations and membrane penetrations of horizontal assemblies and fire-resistance-rated wall assemblies [IBC Section 712]

In accordance with the Public Health-Sanitary Code, (LAC Title 51), Part I, Section 119, certain activities require submission of plans to the state health officer, who must approve the plans and issue a permit prior to the initiation of the activity. Refer to the chart below to determine if submission to the DHH - Office of Public Health is required.

Plans for proposed construction, renovation, or use of the following buildings and establishments shall be submitted to the state health officer for review and approval before construction. (LAC Title 51 Part 1, Section 119)

Manufacturing, Processing, Packing and Holding of Food, Drugs and Cosmetics (Part VI)	Food or Drug Manufacturers., Distributors, Wholesalers, or Warehouses; Food Salvaging Operations, Bottled Drinking Water Processor/Packagers (109.B) Bakeries and Manufacturing Confectioneries (505.A.1) Soft Drink Manufacturing (1105.A) Cold Storage and Ice Plants (1303.A)
Milk, Milk Products, and Manufactured Milk Products (Part VII)	All dairies from which milk or milk products are offered for sale (301.A) All milk and milk products plants from which milk or milk products are offered for sale (501.A)
Frozen Desserts (Part VIII)	Plants for the production of frozen desserts (127.A) Depots for Mobile Frozen Dessert Units (141)
Marine and Fresh Water Animal Food Products (Part IX)	Establishments for the cleaning, shucking, picking, peeling, or packing of any marine or fresh-water animal food product (313.A)
Game Bird and Small Animal Slaughter and Processing (Part X)	Every slaughter house and meat packing plant (113.B)
Animals and Animal Diseases; Rendering of Animals (Part XI)	Rendering plant (301.B)
Water Supplies (Part XII)	Public water systems/supplies (105.B)
Sewage Disposal (Part XIII)	Community sewerage system, or make a modification of an existing system which changes the system's capacity, effluent quality, point of discharge, hydraulic or contaminant loadings, or operation of the component units of the system (501.A) Individual sewerage system of any kind (701.A)
Travel Trailers and Mobile/Manufactured Homes (Part XIV – Chapters 15 & 16)	Travel trailer parks (LSPC – 1507) Mobile/Manufactured home parks (LSPC – 1607)
Hotels, Lodging Houses, Boarding Houses (Part XV)	Hotel, lodging house or boarding house (105.A)
Campsites (Part XVI)	Campsite (301.A)
Public Buildings, Schools, and Other Institutions (Part XVII)	Facilities for any state agency, or any institutional buildings. Institutions include, but are not limited to schools, kindergartens, nursery schools, trade schools, colleges, universities, hospitals, nursing homes, jails, and mortuaries. (103.A)
Jails, Prisons and Other Institutions of Detention or Incarceration (Part XVIII)	Jails, prisons or other institutions of detention or incarceration (101.A)
Hospitals, Ambulatory Surgical Centers, Renal Dialysis Centers (Part XIX)	Hospital, ambulatory surgical center, or renal dialysis center (103.A)
Nursing Homes (Part XX)	Nursing home (103.A)
Day Care Centers and Residential Facilities (Part XXI)	Child and adult day care centers (103.A) Residential Facilities include, but are not limited to group homes, community homes, maternity homes, juvenile detention centers, emergency shelters, halfway homes and schools for the mentally retarded.
Retail Food Establishments (Part XXIII)	Food establishment or retail food store/market (307.A) Itinerant food establishments or itinerant retail food stores/markets (4131.A) Mobile Food Establishments/Depot (4509.A & 4523.B)
Swimming Pools and Natural or Semi-Artificial Swimming or Bathing Places (Part XXIV)	Swimming pool, water park or water slide public or private, including, but not limited to, those owned by clubs, private schools, apartment houses, and condominiums. (103.A.b)
Burial, Transportation, Disinterment or Other Disposition of Dead Human Bodies (Part XXVI)	Funeral establishments (105.A)

If the proposed project meets one or more of the descriptions above, contact a sanitarian or an engineer at the appropriate Department of Public Health regional office listed below to inquire where plans and specifications are to be submitted. In some cases, plans and specs will be reviewed by OPH sanitarians or engineers who are housed at offices other than those listed below.

1 Metro Region I 1450 Poydras Street, Suite 1273 Benson Towers New Orleans, LA 70112 (504) 599-0101 fax (504) 599-0200	2 Capitol Region II 628 North Fourth Street Baton Rouge, LA 70802 (225) 342-7521 fax (225) 342-7607	3 Teche Region III 1434 Tiger Dr Thibodaux, LA 70301 (985) 449-5007 x 345 fax (985) 449-5011
4 Acadian Region IV 825 Kaliste Saloom Bldg. 3, Suite 100 Lafayette, LA 70508 (337) 262-5311 fax (337) 262-5638	5 Southwest Region V 707 A East Prien Lake Road Lake Charles, LA 70601 (337) 475-3200 fax (337) 475-3222	6 Central Region VI 5604-B Coliseum Blvd Alexandria, LA 71303 (318) 487-5262 fax (318) 487-5338
7 Northwest Region VII 1525 Fairfield Ave, Room 566 Shreveport, LA 71101 (318) 676-7470 fax (318) 676-5170	8 Northeast Region VIII 1650 Desiard Street 2nd Floor Monroe, LA 71201 (318) 361-7201 fax (318) 362-3163	9 Southeast Region IX 71128 LA Hwy 59, Suite 102B Abita Springs, LA 70420 (985) 871-1300 fax (985) 871-1335

FUEL GAS INFORMATION

Plans should indicate as a minimum:

___ Fuel Gas type;
___ Pipe sizes, entrance location(s), controls;
___ Equipment and appliance locations;
___ Schedules of equipment and appliance demands;
___ Required clearances to combustible materials;
___ Combustion, Ventilation, and Dilution air requirements, locations and details;
___ Chimney and vent sizes, locations, and details;
___ Identify the materials and methods of construction used to protect through penetrations and membrane penetrations of horizontal assemblies and fire-resistance-rated wall assemblies [IBC Section 712]

ELECTRICAL INFORMATION

Plans should indicate as a minimum:

___ Receptacle and Lighting locations with circuits identified and symbol legends;
___ GFCI locations;
___ Exit Signage and Emergency Lighting locations [IBC Sections 1006 and 1011];
___ Equipment and Fixture schedules;
___ Service Entrance Feeder riser diagrams;
___ Indicate Meter type and location;
___ Transformer Ground fault calculations;
___ Panelboard ratings & locations;
___ Balanced panel load schedules in amps and KVA;
___ Size and ratings of all overcurrent protection devices;
___ Specify all conductor sizes in accordance with NEC 215.5, 215.2, 220.3 and annex G 80.21(a)(b)(c) requirements.
___ Identify the materials and methods of construction used to protect through penetrations and membrane penetrations of horizontal assemblies and fire-resistance-rated wall assemblies [IBC Section 712]

SUGGESTED DRAWINGS AND SPECIFICATIONS FOR
RENOVATION AND MAJOR REPAIR PROJECTS

COVER SHEET INFORMATION

___ Indicate the classification of work [IEBC Chapter 4]
- ___ Repairs [IEBC Chapter 5];
- ___ Alteration – Level 1 [IEBC Chapter 6];
- ___ Alteration – Level 2 [IEBC Chapters 6 and 7];
- ___ Alteration – Level 3 [IEBC Chapters 6, 7, and 8];
- ___ Change of Occupancy [IEBC Chapter 9];
  - ___ Identify the previous occupancy classification;
- ___ Additions (Refer to NEW CONSTRUCTION AND ADDITIONS above);
- ___ Historic Buildings [IEBC Section 408 and Chapter 11];
- ___ Relocated Buildings [IEBC Chapter 12].

___ Identify the proposed occupancy classification(s) [IBC Chapter 3];

___ Where multiple occupancy classes (not classified as "Accessory" to the main occupancy), are included, indicate whether designed as separated or nonseparated occupancies [IBC Section 508];

___ Identify any "Accessory Occupancies" [IBC Section 508.3.1]; *(other occupancy types less than 10% of the area of the floor.)*

___ Indicate any "Special Detailed Requirements" [IBC Chapter 4];

___ Identify the new construction type (and Existing, if different) [IBC Table 601];

___ Indicate the gross square footage of the proposed work on each floor, including any covered open areas that are subject to occupancy. In addition, indicate the gross area of each floor of the existing building [IBC Section 502];

___ Document compliance with the allowable height and building area limitations [IBC Chapter 5]. Provide calculations if area modifications are used [IBC Section 506];

___ Identify existing and new Fire Protection Systems provided within the building [IBC Chapter 9]:
IBC Chapter 16
- ___ Automatic sprinkler system type and extent; [IBC Section 903];
- ___ Alternative extinguishing systems; [IBC Section 904];
- ___ Standpipe system; [IBC Section 905];
- ___ Portable fire extinguisher size, type and locations; [IBC Section 906];
- ___ Automatic or manual fire alarm system and extent; [IBC Section 907];
- ___ Other fire protection / suppression systems provided.

___ Indicate the height of the existing building [IBC Sections 502 and 504];

___ Structural Design Data:
Where applicable, provide the same documents as required for new construction, above.

___ Flood Design Data: [IBC Section 1612];
If Substantial Improvement, (cost equals or exceeds 50% of market value of the structure), provide the same documents as required for new construction, above.

FLOOR PLAN INFORMATION

Provide floor plan(s) of the entire floor(s) where the project is located AND a floor plan of each floor level of the project drawn to a scale indicated. Plan(s) should indicate as a minimum:

___ Location and extent of the work of the project;
___ Identify the occupancy classes of any adjacent tenants in the same building;
___ Identify fire and smoke barriers within the building, regardless of their involvement in the project;
___ Room names and/or uses;
___ Door and Window locations;
___ Clearly indicate any required fire resistance rated or smoke rated construction used in the project;
___ Incidental Use protection [IBC Table 508.2];
___ Occupancy Separations [IBC Table 508.3.3];
___ Structural protection required by the Construction Type [IBC Table 601];
___ Exterior walls [Table 602] including opening protection [IBC Table 704.8];
___ Corridors [IBC Section 1017 and Table 1017.1];
___ Shafts and Vertical Openings [IBC Section 707];
___ Exit Enclosures [IBC Sections 1020, 1021, and 1022];
___ Fire Wall separations [IBC Table 705.4];
___ Fire Area Separations [IBC Table 706.3.9];

___ Fire Partitions [IBC Section 708];
___ Any other condition that may require fire or smoke resistance from requirements throughout the code;
___ Identify the listed tested assemblies, from an approved testing agency, used to achieve the fire resistance rating of the proposed construction (UL, ETL, FM, GA, WP, WH, etc.) including joints in the assemblies. [IBC Section 713];
___ Identify key features of the Means of Egress: (Chapter 10)
___ Indicate occupant loads for each room in Assembly (A1, A2, A3, A4, and A5) occupancies: [IBC Table 1004.1];
___ Indicate stair, corridor, aisle, and doorway widths in all occupancies: [IBC Section 1005];
___ Identify lighting, and emergency lighting locations [IBC Section 1006], and Exit Signage locations [IBC Section 1011];
___ Indicate locations of structural elements, including shear walls used to transfer lateral forces;
___ Provide sufficient detail in order to demonstrate that the structure has been designed to withstand the indicated design loads.

SCHEDULES and DETAILS

Provide information to identify features indicated in the construction documents:
___ Schedules to indicate door / frame and window opening sizes configurations, types, materials, fire resistance ratings and door operating hardware;
___ As appropriate, where the project is located in a wind borne debris region, provide details, specifications and/or schedules to identify the method of opening protection used, and its anchorage to the building, if appropriate. [IBC Sections 1609.1.2 and 1609.2]
___ Identify the interior finishes used in each room of the project:
___ Walls and Ceilings [IBC Table 803.5]
___ Floors [IBC Section 804]

ADDITIONAL INFORMATION:

Where applicable, provide the same documents as required for new construction, above. Include structural framing plans, exterior elevations, building and wall sections, mechanical, plumbing, fuel gas, and/or electrical drawings as necessary to document the scope of the work.