



Pueblo Regional Building Department
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www.prbd.com

CHECKLIST FOR 2015 I.B.C.COMMERCIAL PLAN
REVIEW SUBMITTAL
(INCLUDES BUT IS NOT LIMITED TO THIS LIST)

Building Codes

- 2015 IBC - International Building Code
- 2015 IECC - International Energy Code
- 2015 IPC - International Plumbing Code
- 2015 IMC - International Mechanical Code
- 2015 IFGC - International Fuel Gas Code
- 2017 NEC - National Electrical Code

Design Criteria:

- Snow Load: 20LB Ground load for City & Pueblo West, Variable with altitude in County see snow load table on website www.prbd.com
- Wind Load: 115mph
- Seismic: B

All Commercial Plan reviews must be submitted online in PDF format

IF APPLICABLE, ALL ITEMS BELOW MUST BE INCLUDED WITH SUBMITTAL OR PLANS WILL BE NOT BE ACCEPTED. PLEASE CHECK BOX THAT APPLY.

Please allow up to two weeks for initial comments. You may check the status of a plan review at <https://prbd.com/searches/prsearch.php> . You will need the address to access the review.

- Stamped and signed plans (each page) as required on PDF
- Jobsite name/project name
- Jobsite legal description/address/Parcel # Drawings need to be site specific. An address must be assigned before plans are submitted. See address application form.

Code study to include:

- Occupancy classification: Chapter 3
- Occupant Load w/area calculations & factor rating using Table 1004.1.2
- Floor Area
- Type of Construction: Chapter 6
- Height & Number of Stories
- If applicable, show Basement space, upper stories and adjoining spaces with area square footages & Occupancy Group.

Plan Review Fee deposit must be paid at time of submittal - See fee table

Plan Review Application must be completely checked

- Overall site plan- fully dimensioned. Include all utilities if applicable – 11" x 17" Min. size – 2 copies
- Key Plan showing adjoining units, if applicable with use of space.
- Floor plans with all work to be performed details – fully dimensioned
- Elevations—interior & exterior as applicable
- Structural cross sections as applicable
- Engineered foundation as applicable
- Soils report as applicable
- Energy Analysis: building envelope, electrical/lighting and mechanical portion (ComCheck) as applicable (2015 IECC) free download at website <http://www.energycodes.gov>
- Handicap accessibility ANSI standards (ICC/ANSI a117.1-2003)
- Electrical plan as applicable (see below)
- Mechanical plan as applicable (see below)
- Plumbing plan as applicable (see below)

*****Re-submittal of corrections: must be submitted as a new revised set of plans and must include any Architectural, Electrical, Mechanical and Plumbing corrections as reported on plan review status. Partial plans will not be accepted. Please be advised that revised plan review may take two (2) weeks for re-review.**

*****Revised plans after permits have been issued: any changes to approved Construction Site plans are subject to re-submittal of revised plans for plan review. When plans are approved an additional plan review fee will be assessed at an hourly rate of \$30.00 per hour, or part thereof, for each division that will have to review the plans. Approved plans must be on job site during inspections.**

Plumbing plan to include:

- (a). Civil drawings showing all utilities to structure w/sizing i.e. water, sewer, storm, & fire main
- (b). Size and location of drain, waste, and vent lines within building—when applicable. Include isometric drawings.
- (c). Restroom facilities with fixture units.
- (d). Location of drinking water facility.
- (e). Sand traps and grease traps with sizing calculations—when required.
- (f). Location of back-flow prevention devices.
- (g). For remodels and additions show all existing fixtures.
- (h). Water pipe drawings with sizing & calculations

Mechanical plan to include: (Check all boxes that are applicable.)

Mechanical plan reviews are based on the specified edition of the International Mechanical Code (IMC) and International Fuel Gas Code (IFGC) unless otherwise directed. In order to perform a thorough Mechanical plan review, the following specifications, drawings and details should be submitted.

- (a) Location, size and type of supply and return ducts.
- (b) Location and type of fire damper—when required.
- (c) Location and size of gas lines. Location of Gas meter
- (d) Location and access for mechanical equipment
- (e) Combustion air source
- (f) Equipment Details
- (g) Complete signed and sealed (as required by applicable laws) plan and specifications of all heating, ventilating and air conditioning work.
- (h) Complete information on all the mechanical equipment and materials including listing, labeling, installation and compliance with referenced material standards.
- (i) Details on the HVAC equipment including the equipment capacity (Btu/h input), controls, equipment location, access and clearances.
- (j) A ventilation schedule indicating the outdoor air rates, the estimated occupant load/1,000 ft² the floor area of the space and the amount of outdoor air supplied to each space.
- (k) The location of all outdoor air intakes with respect to sources of contaminants.
- (l) Duct construction and installation methods, flame spread/smoke development ratings of materials, flexible air duct and connector listings, sealing of duct joints seams and connections and duct support spacing.
- (m) Condensate disposal, routing of piping and auxiliary and secondary drainage systems.
- (n) Required exhaust systems, routing of ducts and termination to the exterior.
- (o) Complete details of all Type I and Type II kitchen hoods, grease duct construction and velocity, clearance to combustibles and fire suppression system.
- (p) Details of all duct penetrations through fire-resistance rated assemblies including locations for all fire dampers, smoke dampers and ceiling radiation dampers along with applicable fire protection ratings and labeling requirements.
- (q) Method of supplying combustion air to all fired appliances, the location and size of openings and criteria used to size the openings.
- (r) Details on the vents used to vent the products of combustion for all fuel burning appliances including the type of venting system, the sizing criteria required for the type of vent and the routing of the vent.
- (s) Boiler and water heater equipment and piping details including safety controls, gauges, valves and distribution piping layout.
- (t) Details on the type and quality of refrigerant, calculations indicating the quality of refrigerant and refrigerant piping material and the type of connections.
- (u) Complete details on the gas piping system including materials, installation, valve locations, sizing criteria and calculations (i.e. the longest run of piping, the pressure, the pressure drop and applicable gas piping sizing Table(s) in the IFGC

Electrical plan to include:

ONE LINE, (from transformer to electrical equipment for new and existing)

- 1. Wire size, type, and quantity for service and sub panel feeders.
- 2. Conduit size, type, and quantity.
- 3. Meters, Disconnects and panels.
- 4. Calculated load of service of the entire building.
- 5. Fault current calculations for all new service equipment and sub panels to include re-fed existing gear.(per 110.24 A&B)
- 6. Series rating information when used.
- 7. Over current protection showing compliance with NEC 215.10 and 230.95.

PANEL SCHEDULE

- 1. Disconnect and panel size.
- 2. Volt amps on all branch circuits and calculated load of panel.
- 3. AIC rating and SCA available.

FLOOR PLANS

- 1. Location of all equipment on the entire structure (new and existing).
- 2. Location of all equipment, lights and panel boards.
- 3. Circuit numbers on all receptacle and lighting outlets.
- 4. Patient care areas show compliance with Article 517 NEC.
- 5. GFCI protection for other than dwelling units per NEC (GFCI devices must be readily accessible)
- 6. Lighting fixture schedule including fixture and lamp wattage, type of fixture and light details.

PUEBLO REGIONAL BUILDING DEPARTMENT – Plan Review Information

Address: _____

City: _____ Zip: _____

Tax Schedule (Parcel) #: _____ Business Name: _____

Legal Description: _____

SCOPE OF PROJECT: *Check all that apply*

New Building ___ Interior Remodel ___ Tenant Finish ___ Addition ___ Change of Occupancy ___

Foundation Only ___ Core/Shell ___

DESCRIPTION OF WORK: _____

PRINCIPAL USE OF BUILDING: _____

Occupancy classification: _____ Type of construction: _____

Occupant load (include number of employees if applicable): _____

POINT OF CONTACT:

Project Contact: _____ Office Phone: _____

Cell: _____ Fax: _____

Email: (Required) _____

JOB INFORMATION:

Does the scope of work involve a change of occupancy classification? Yes No

Does the building or space have a basement of additional stories? Yes No If yes show on plans with use of space and area square footage.

Fire Sprinkler in Building? Yes No Fire Alarm in Building? Yes No

Does the scope of work include an elevator? Yes No

Is this a food establishment (equipment locations must be shown on plans)? Yes No

Is this a marijuana cultivation, sales, or processing facility? Yes No
(if yes, Zone District: _____)

Total Project Valuation: \$ _____