

MULTIFAMILY/COMMERCIAL PLAN

SUBMITTAL CHECKLIST

SITE PLAN

- North arrow, property lines, utility easements, & building setback lines
- Building location & dimensions to property lines
- Location & use of other existing or proposed buildings on property
- Description of finish grading & associated site improvements

ARCHITECTURAL PLANS AND DETAILS

- Dimensioned floor plans with room uses labeled
- Locations & dimensions of exterior decks, stairs, & canopies
- Details of stairs, handrails, & guardrails
- Complete door & window schedules with hardware schedule
- Details on compliance with handicapped accessibility criteria
- Location of means of egress systems & components (corridors, stairs, doors, etc.)
- Location & type of occupancy and/or area separations
- Location of shaft enclosures
- Sections & details of wall, roof, & floor assemblies
- Location & type of all plumbing fixtures & mechanical equipment

BUILDING ELEVATIONS

- Exterior grade levels & height of finish floor levels & roof
- All 4 exterior elevations shown
- Location & height of chimneys & rooftop mounted equipment

ENERGY CONSERVATION INFORMATION

- Exterior envelope component materials
- U-factors of the envelope systems
- U-factors of fenestration products (windows, skylights, glazed doors, glass block...)
- R-values of insulating materials
- Size and type of apparatus and equipment
- Equipment and systems controls

STRUCTURAL PLANS & INFORMATION

- Engineered soils report
- Dimensioned foundation with details
- Location & details of retaining walls
- Dimensioned floor framing plans & details
- Dimensioned roof framing plan & details
- Details and certification for manufactured trusses & joists
- Details of bearing wall construction
- Details of structural connections
- Details of provisions for lateral bracing
- Type, thickness, & rating of floor, roof, & structural wall sheathing
- General notes specifying all design loads (roof, floors, decks, wind, etc.)
- General notes specifying materials and construction requirements

FIRE-RESISTIVE CONSTRUCTION DETAILS

- Details of Fire-resistive wall, floor/ceiling, & roof/ceiling assemblies
- Details of Fire-resistive protection assemblies for structural frame members
- Details of Fire-resistive exit corridor & stairway enclosure construction
- Details of Fire-resistive shaft enclosure construction
- Specify materials & reference applicable listing designation for assemblies
- Details of penetration and through penetration firestop assemblies

Applications for plumbing and mechanical permits for multifamily residential and commercial projects require that plans be submitted with the permit applications. Two (2) complete sets of plans stamped by a Colorado Licensed Engineer must be submitted with each application.

PLUMBING PERMIT PLAN SUBMITTAL CHECKLIST

- Plan layouts with developed length of potable water piping
- Isometric layouts of drain/waste/vent piping
- Location & type of all plumbing fixtures and/or drains
- Isometric layout of roof drainage piping
- Isometric layout with developed length of fuel-piping systems
- Location & input rating of all fuel-fired appliances
- Specify size & material of all piping
- Specifications & details on grease traps, sand/oil interceptors, ejectors, etc.
- Plans & drawings stamped and signed by Colorado Licensed engineer

MECHANICAL PERMIT PLAN SUBMITTAL CHECKLIST

- Schematic layouts of air distribution, circulation, & venting systems
- Location & CFM rating of air handling equipment & exhaust fans
- Location & input rating of fuel-fired appliances & equipment
- Location & size of combustion air ducts and/or openings
- Size & material of air-distribution ducts & exhaust air ducts
- Layout & material of hydronic piping systems
- Boiler, furnace, & fan room layouts
- Details & equipment information on product-conveying ventilation systems
- Details & equipment information on commercial kitchen exhaust hood systems
- Location & rating of fire dampers in ductwork & other openings
- Plans & drawings stamped and signed by Colorado Licensed engineer

ELECTRICAL PERMIT CHECKLIST

All electrical permits are issued through the Summit County Building Department and applications shall include plans as required by the Summit County Building Department 970-668-3170.

SPECIAL INSPECTORS

International Building Code Section 1704 requires a special inspector employed by the project owner for certain types of construction work. Some examples of types of work that may require a special inspector include:

- Concrete; inspection of prestressed concrete and erection of precast concrete members
- Pile foundations; inspection during installation and during load tests
- Welding; inspection of all multi-pass fillet welds, and single-pass fillet welds > 5/16"
- High-Strength Bolting; inspection of slip-critical connections
- Spray-Applied Fireproofing; during preparation of surfaces, preparation of fireproofing material, application of fireproofing material, and inspection of completed application.

Types of work requiring these special inspection activities will be identified by the plans examiner during the plan review process. The project owner is then required to submit an application proposing a person or firm for performing these services. That application must include resumes and other information demonstrating that person's qualifications for the proposed activity. Each special inspector must be approved by the building official before the building permit is issued. Special inspector application forms, more detailed information on requirements for special inspectors, information on provisions for periodic special inspection activities, and requirements for reporting by special inspectors are available at the Building Department.