

Commercial Plan Submittal Requirements

Project Name _____

Project Location _____

Applicant _____

Phone & Email _____

Shell Permit Number _____

In order to expedite your plan review, please check your plan and the supporting documents to insure that the following information has been included. When each of the items has been verified by you, submit this form, the plan and the supporting documents to Development Services.

Plans will not be accepted for review until all of the following are complete:

- A complete permit application form.
- One copy of the soils investigation report.
- One copy of the structural calculations.
- One copy of the "Statement of Special Inspection" prepared by the design professional. One paper and one electronic.
- Energy analysis showing compliance with the 2015 International Energy Conservation Code. One paper and one electronic.
- One copy of Material Safety Data Sheets (MSDS) for flammable or combustible liquids or other hazardous materials. (If requested)
- One copy of the plan:
 - Title or Cover page including the seals and signatures of the design professionals
 - Site Plan:
 - Setbacks.
 - Parking including accessible stalls, vertical signage, access aisles, accessible routes, curb ramps and landings. (The plan should clearly indicate the slopes of these items)
 - Permanent exit discharge to the public way.
- Code Analysis Summary:
 - Area of Building.
 - Height and number of stories.
 - Type of construction.

- Fire sprinkler system. (Fire sprinkler and fire alarm plans must be submitted to the St. George Fire Department for review and approval)
- Occupancy classification.
- Occupant load.
- Floor Plans:
 - Drawn to scale (1/8" = 1' or larger)
 - Clearly indicate the specific uses of each room, area or space.
 - Locations of Fire Barriers, Fire Walls, Fire Partitions, and Smoke Barriers.
- Locations and types of Fire Stops and/or methods used to protect through and membrane penetrations of fire-resistive assemblies.
- Elevations for each side of the building.
- Wall/Building Section Drawings.
- Detail Drawings.
- Schedules for doors and windows etc.
- Specifications
- Electrical Plan.
- Plumbing Plan.
- Mechanical Plan.

Note: Additional information may be required and will be identified during the Building Department Plan Review.

YOU WILL BE REQUIRED TO SUBMIT AN ELECTRONIC COPY OF ALL OF THE ABOVE MENTIONED DOCUMENTS WHEN YOUR PLANS ARE ACCEPTED AS COMPLETE.

My signature below indicates that I have carefully reviewed the submitted documents and verified that all of the items above have been included. I understand that failure to provide any required information will delay the processing of my permit application.

Applicant's Signature

Date