



Commercial Building Check
List

*In order for plans to be accepted for review, **ALL** of the following must be provided when submitting plans.

___ Approval from Planning Department

___ Water and Sewer Taps

___ Cover Sheet that includes all of the following:

___ Type of Construction

___ Square Footage

___ Type of Occupancy

___ Applicable Codes

___ Occupant Load

___ Type of Sprinkler System (if any)

___ 24 x 36 paper drawn to 1/4 inch=1-foot scale OR 1/8 inch=1-foot scale

___ Dimensioned Floor Plan

___ Framing Details Sheet

___ Electrical Details Sheet

___ Plumbing Fixture Plan

___ ADA Details Sheet

___ Foundation Plan

___ Exterior Elevations

___ Fire Alarm Plans