



Building Department 480-488-6622

Commercial Plan Submittal Guidelines

Adopted Codes:

2018 International Building Code	2018 International Plumbing Code
2018 International Mechanical Code	2017 National Electric Code
2018 International Fire Code	2018 International Building Conservation Code
	2018 International Energy Conservation Code

PLAN SUBMITTAL: TWO (2) COMPLETE SETS OF THE FOLLOWING:

- I) **Cover sheet:**
 1. Building code summary
 2. Project data
 3. Area summary
 4. Drawing index
 5. Vicinity map
 6. Fire resistive construction assembly schedule (when applicable)

- II) **Site Plan:**
 1. Grading and drainage plan
 2. Topographical information
 3. Utility plan
 4. Scale of drawing and north arrow

- III) **Architectural:**
 1. Landscape plan
 2. Floor plan
 - a. Occupant Load calculation
 3. Exterior elevations
 4. Door/window schedules with hardware schedule
 5. Interior elevations, floor and wall types
 6. Accessibility per Arizonans With Disability Act
 - a. Accessible route of travel: ADAAG, Sections 4.1.2, 4.1.3, 4.3
 - b. Parking: ADAAG, Section 4.6
 - c. Curb ramps: ADAAG, Section 4.7
 - d. Ramps: ADAAG, Section 4.8
 - e. Stairs: ADAAG, Section 4.9
 - f. Doors: ADAAG, Sections 4.13, 4.14
 - g. Elevators: ADAAG, Section 4.10
 - h. Facility restroom: ADAAG, Sections 4.16, 4.17, 4.18, 4.19, 4.22, 4.23, 4.24
 - i. Alarms: ADAAG, Section 4.28
 7. Roof details
 8. Stair details (if applicable)
 9. Specification book (when applicable)

- IV) **Structural**
1. Foundation Plan
 2. Roof framing plan
 3. Floor framing plan
 4. Foundation details
 5. Structural details (connections, beams, headers, joist)
 6. Shear wall plan
 7. Structural schedules and specifications
 8. Truss calculations
 9. Structural calculations
- V) **Mechanical**
1. HVAC plan
 2. HVAC details
 3. HVAC schedules and specifications, Manual J and Manual S Calculations
 4. Fire barrier penetration protection details and specifications
 5. Roof access details
 6. CommCheck Certification
- VI) **Plumbing**
1. Waste and vent isometric
 2. Gasline isometric with pipe sizes and lengths
 3. Waste fixture unit load schedule per 710, 2009 IPC
 4. Water fixture unit load schedule per Table E 103.3(2), 2009 IPC
 5. Water service pressure loss calculation per Appendix A
 6. Fire barrier penetration protection details and specifications
 7. Backflow prevention details and specifications
- VII) **Electrical**
1. Electrical site plan
 2. Building electrical plan
 - a. Power plan
 - b. Light
 3. Electrical legend
 4. One-line diagram with notes
 5. Feeder schedule
 6. Panel schedules
 7. Fire alarm system, emergency lights, exit signs
 8. Specifications and details
 9. Fire barrier penetration protection details and specifications
- VIII) **Fire Protection**
(must be submitted to Rural Metro, reviewed and approved prior to rough frame inspection)
1. Fire sprinkler plan
 2. Water flow data
 3. Specifications for hydraulic design