

Commercial Plan Submittal Checklist

- Three complete sets of 24" x 36" plans (including site plan) and engineering calculations and 1 set in electronic format to South Davis Metro Fire Agency (SDMF): cvorwaller@sdmetrofire.org. It is the applicant's responsibility to obtain SDMF approval.
- Designate the registered design professional in charge – provide contact info, email, etc.
- Stamp and sign plans (cover to be wet stamped, other pages may be copied)
- Code analysis including occupancy classification, building type, occupant loads, etc.
- List all applicable building codes
- Page index
- Site plan – Stamped by a licensed surveyor
- Floor Plan
- Footing/Foundation Plan
- Roof/Floor Framing Plan
- Plumbing Plan
- Stair Section/Guardrail Detail /Handrail Detail
- Elevator Detail
- Elevations (interior and exterior must be drawn to scale and full dimensions)
- Wall section – show exterior wall envelope, wall types, and all rated assemblies
- Window and door schedule with associates fenestration ratings and safety glazing locations
- List all deferred submittals
- Means of egress and travel distance, occupant load, all components
- Site Improvements must be prepared by a licensed civil engineer
- Electrical Plan
- Elevator Plan
- Pool Plan
- Equipment schedule (exhaust hoods)
- Mechanical/HVAC designs with heat loss calculation; manuals J, S and D
- Com Check or other approved method of energy code compliance
- Gas Line Schematic
- Engineering stamped structural pages and calculations
- ADA accessible route, parking, restrooms, etc. (if applicable)
- Show compliance with Chapter 17 of the IBC for required special inspections