



HEBER CITY COMMERCIAL PLAN SUBMITTAL REQUIREMENTS

Name of
Project Owner _____

Building
Address _____

Contact Phone Number _____

In order to expedite your plan review, please check your plans and application to be sure the following information has been included. When each of the following items has been checked by you, sign the bottom of the form with your applications deposit 2 sets of plans and associated documents for Building Department review. Engineer or architect to sign and seal documents to comply with title 58-3A/58-22.

<http://www.dopl.utah.gov>

A soils investigation report shall be required for all plan submittals.

APPLICATION

- _____ **ALL** boxes in the shaded half of the application need to be filled out (No TBD)
- _____ Actual address of new building
- _____ Application needs to be signed

SITE PLANS (2 copies)

- _____ Setbacks
- _____ Parking including accessible stalls, access aisles, curb ramps, accessible route, door landings etc. (slopes for all items should be clearly indicated on plans)
- _____ Vertical signage @ accessible parking stalls
- _____ Permanent exit discharge to public way

BUILDING PLANS (2 copies, both wet stamped & signed)

- _____ Utah State registered architects and structural engineer's seal, signatures and dates required on at least the cover or title sheets.
- _____ Code analysis summary 2006 IBC
 - _____ Area of building
 - _____ Height and number of stories
 - _____ Type of construction
 - _____ Whether building is fire sprinklered
 - _____ Occupancy group (for each space if multiple occupancy groups)
 - _____ Occupant load
- _____ Floor plans clearly indicating specific uses of all areas (1/8" scale or larger)

- _____ Location of fire barriers, fire walls, fire partitions, smoke barriers
- _____ Fire stop requirements, methods used to protect through penetrations and membrane penetrations
- _____ Elevations
- _____ Door and hardware schedules
- _____ Window schedule
- _____ Room schedule
- _____ Stair details for all interior and exterior stairs
- _____ Handrail and guard details
- _____ Wall sections completely labeled and detailed
- _____ Roofing and roof drainage plan
- _____ Structural drawings
 - _____ Footing and foundation plan
 - _____ Wall construction
 - _____ Floor framing plans
 - _____ Roof framing plans
 - _____ Details including how diaphragm connections transfer shears to vertical shear resisting elements
- _____ Disabled access provisions including details for ramps, areas of refuge, restrooms, maneuvering clearances, landings, etc.

ELECTRICAL PLANS (2 copies)

- _____ Electrical engineers' seal, signature and date for complex designs
- _____ Single line diagram of building service
- _____ Lighting and power plans
- _____ Exit signage
- _____ Emergency lighting plan
- _____ Electrical panel schedules

MECHANICAL PLANS (2 copies)

- _____ Mechanical engineers' seal, signature, and date for complex designs
- _____ Plumbing fixture locations
- _____ Mechanical plans including smoke and fire damper locations
- _____ Electrical panel schedules

STRUCTURAL CALCULATIONS (2 copies)

- _____ Engineer's seal, signature and date for all designs
- _____ Correct design criteria
 - _____ 90mph with exposure C, or exposure B as defined by IBC Chapter 16
 - _____ Seismic site class to be determined as per soils engineer (IBC Chapter 16)
 - _____ 86psf ground snow load, 60psf roof load
 - _____ Correct longitude & latitude within 30 seconds each for seismic response values
- _____ Soils report
- _____ Complete lateral analysis
- _____ List or required special inspections, if special inspection is required provide agency name and inspector list with certification numbers

MATERIAL SPECIFICATIONS (2 copies)

_____ Specifications

MATERIAL SAFETY DATA SHEETS (2 copies) IF REQUESTED

_____ "MSDS" for flammable and combustible liquids and/or hazardous materials including maximum amount to be on site

BUILDING ENERGY ANALYSIS (2 copies)

_____ Energy analysis indicating compliance with 2006 International Energy Conservation Code

Note: Additional information may be required as the city proceeds with the plan review.

My signature below indicates 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 needed information at this time will delay the processing of my permit.

Applicant's Signature

Date

Checklist received as complete:

Building Permit Technician

Date