



## Commercial Plans Submittal Check List 2007 California Codes

## INFORMATION GUIDELINE

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City of Concord • BENS (Building, Engineering, Neighborhood Services) • 1950 Parkside Drive, MS/51 • Concord, CA 94519 • (925) 671-3107 • Fax (925) 680-4877

### **Current Applicable Codes:**

2007 California Building Code  
2007 California Electrical Code  
2007 California Plumbing Code  
2007 California Mechanical Code  
2005 California Energy Standards

***Minimum three (3) copies wet signed by document author***

### ***Plot Plan/Title Page/Roof Plan***

- Lot dimension
- Building footprint with all projections & dimension to **all** property lines and/or other buildings
- North arrow
- Easements
- Building construction type
- Square footage of building and building height
- Square footage of project
- Occupancy use
- Occupant load
- Pages to be numbered 1 of \_\_\_\_, etc.
- Wet signature on all documents by document maker
- Name, title, registration (if applicable) and address, and phone number of design professionals
- Address of the property and name, address, and phone number of the property owner
- Recommended scale: 1/8" = 1'0" for plot plan

<sup>(1)</sup>Plans can be combined for simpler buildings if clarity is maintained.

### ***Foundation Plan***

- Structural and architectural details
- Fireplaces - masonry
- Footings, piers, and grade beams
- Post and girder intersections
- Recommended scale: 1/4" = 1'0"

### ***Floor Plan***

- Recommended wall definitions
- Include adjoining rooms
- Recommended scale: 1/4" = 1'0"

### ***Exterior Elevations***

- Recommended scale: 1/4" = 1'0"

### ***Structural and Architectural Details***

- Roof: eaves, overhangs, rake and gables
- Floor changes (i.e., slab to wood frame)
- Handrails, guardrails and support details
- Structural section with details at foundation, floor and roof level
- Typical cross section in each direction
- Structural framing detail(s)
- Suspended ceiling plan (if applicable)
- 1/2" or 1" = 1'0" for details

### ***Prefabricated Trusses***

- Roof framing plan with truss ID number
- Specify truss manufacturer on the drawings
- Details of all truss splice, connection and plate sizes
- Show truss gable bracing
- Truss configuration and location
- Letter of approval from structure design engineer that he/she has reviewed truss plan/layout/design prior to fabrication and erection of trusses

### ***HVAC Plan***

- Location of HVAC Equipment
- Duct location and layout for supply and return air
- Smoke/Fire damper locations where applicable
- CFMs of all HVAC units

### ***Plumbing Layout including gas, cold and hot water lines***

- Water heater
- Sewer connection location
- Gas line piping materials and calcs when new gas lines installed or gas-fired equipment upsized
- Grease, oil, sand interceptors and sizing calcs

### ***Electrical Plan***

- Panel size(s) and location(s)
- Outlet layout
- Switching layout and total lighting for Title 24 Energy Compliance
- Title 24 - Energy documents:
  - Minimum two (2) copies wet signed by document author
  - Documents required to be part of plans
  - Mandatory compliance checklist on plans

### ***Calculations***

- Minimum two (2) wet stamped, wet signed copies of all structural calculations

### ***Handicapped Accessibility***

- Define all handicapped access features for new construction per current California T-24 requirements
- For remodeling and tenant improvements, the area of improvement shall comply with the access requirements for new construction. When the valuation is less than \$116,000, 20% of the valuation shall be surcharged to the project for handicapped access retrofit. (Cost for earthquake & Accessibility upgrades is not to be calculated in the \$116,000 valuation).

<sup>(1)</sup>Plans can be combined for simple buildings if clarity is maintained.