

YOUR GUIDE TO CONSTRUCTING OR OPENING A NEW BUSINESS

- All Businesses in the City of Fort Oglethorpe are required to have a business license and every building must have a Certificate of Occupancy to operate.
- To obtain a business license, first complete a business license application. These are available at City Hall.
- **No** renovations, construction, demolition, or land clearing may begin until the proper permits are issued based on approved plan submittal.
- You must get proper authorization from the Zoning Office (City Hall, 500 City Hall Drive (706) 866-2544, ext. 1200)
- If the building is changing occupancy classification or modifications are being made to the building, plans must be submitted to **FIRST** the Fire Prevention Bureau **and** then Codes Enforcement Office
- Contact the Codes Enforcement Office for details on plans submittal (City Hall, 500 City Hall Drive, (706) 866-2544, ext. 1200). A building permit is required.
- Contact the Fire Prevention Bureau for details on plans submittal (Fort Oglethorpe Fire & Rescue, 201 Forrest Road, (706) 861-4194). A building permit will be issued by the Fire Department also.
- To obtain a Certificate of Occupancy the building must pass all inspections based on all applicable codes. All inspections must be **scheduled** with Codes Enforcement **and** the Fire Prevention Bureau.
- Fire inspections will be at no charge for the first scheduled inspection. All re-inspections shall incur a fee based on City Ordinance.
- Building Official inspections will be at no charge for the first scheduled inspection. All re-inspections shall incur a fee based on City Ordinance.

**CITY OF FORT OGLETHORPE
FIRE PREVENTION BUREAU
CONTRACTOR INSTRUCTIONS**

Projects will be divided into two (2) categories: New Construction and Tenant Finish (excluding one & two family dwelling).

Instructions for: New Construction, Occupancy Classification Change and Major Renovations

Definition of Major Renovations - any renovation that exceeds the accessed value of the property or that involves egress.

An 80% completion inspection shall be conducted on all new construction occupancy change and major renovations. A 100% inspection shall be completed and a certificate of occupancy issued before any building is occupied. Requests for 80% and 100% inspections must be made a minimum of 48 hours in advance. All inspection requests shall be made to the fire department.

1. Architectural plans shall be submitted. These plans shall include a minimum of the following: Site plan, Floor plan, Electrical, Mechanical, Fire detection or Suppression and Specifications. A minimum of project name, address, contact person and telephone number must be included on or with the plans. **Incomplete plans will be denied.**
2. All plans shall be reviewed based on the current State minimum Fire Safety Laws as listed in the Rules and Regulations of the Safety Fire Commissioner, Chapter 120-3-3. All applicable codes may be found in Chapter 120-3-3.
3. **A minimum of three (3) complete sets** of architectural stamped and signed plans & 1 digital copy shall be submitted for construction review and at least 2 sheets of a drawing that are addressable. The plans may be hand delivered or mailed to the City of Fort Oglethorpe Fire Prevention Bureau, 201 Forrest Road, Fort Oglethorpe, Georgia 30742, attention Fire Marshal's Office.
4. No work on the project shall begin until plans are reviewed, stamped for corrections and approved.
5. A plan review certificate will be issued by the fire department and must be kept with the building permit issued by Codes Enforcement.
6. The approved plans obtained from the City of fort Oglethorpe Fire Prevention Bureau must be kept on site at all times for inspections as required by law.

ALL CONSTRUCTION MUST COMPLY WITH ALL CITY ORDINANCES, STATE LAWS AND FEDERAL REGULATIONS THAT APPLY.

Contractor Instructions

7. 80% and 100% inspections will be conducted (definitions in packet). Requests for 80% and 100% inspections will be made 48 hours in advance. After the first follow-up inspection a fee for any reinspection will be charged per city Ordinance No. 2001-15.
8. A certificate of Occupancy will be issued once the 100% inspection is completed and no deficiencies noted. The Certificate of Occupancy needs to be framed and located in a conspicuous location.

Extinguishers must be installed and inspected in compliance with NFPA 10 by a vendor certified by the state of Georgia Fire Safety Commissioner. Extinguishers are required to be inspected annually by A State certified vendor (see attachment #1).

Instructions for : Tenant finish

All tenant finish projects in which the occupancy classification changes or undergo major renovation will be required to follow the new construction procedures. Occupancy classifications are based on NFPA Life Safety Code.

Definition of Major Renovations - any renovation that exceeds the accessed Value of the property or that involves egress.

An 80% completion inspection may be required on all new construction. A 100% Inspection shall be completed and a certificate of occupancy issued before any building is occupied. Requests for 80% and 100% inspections must be made a minimum of 48 hours in advance. All inspection requests shall be made to the fire department.

Tenant finish **not** changing occupancy classification shall:

1. Submit drawing for review, such drawings and specifications shall contain information, in the form of notes or otherwise, as to the quality of materials, where quality is essential to conformity with the technical codes. Such information shall be specific, and the technical codes shall not be cited as a whole or in part, nor shall the term "legal" or its equivalent be used as a substitute for specific information. All information, drawings, specifications and accompanying data shall bear the name and signature of the person responsible for the design. A minimum of project name, address, contact person and telephone number must be included on or with the drawings.

**ALL CONSTRUCTION MUST COMPLY WITH ALL CITY ORDINANCES,
STATE LAWS AND FEDERAL REGULATIONS THAT APPLY.**

Contractor Instructions

2. A minimum of two (2) complete sets of signed plans shall be submitted for review. The plans may be hand delivered or mailed to the City of Fort Oglethorpe Fire Prevention Bureau, 201 Forrest Road, Fort Oglethorpe, Georgia 30742, Attention Fire Marshal's Office.
3. No work on the project shall begin until plans are reviewed, stamped for corrections and approved.
4. A plan review certificate will be issued by the fire department and must be kept with the building permit issued by Codes Enforcement.
5. The approved plans obtained from the City of Fort Oglethorpe Fire Prevention Bureau must be kept on site at all times for inspections as required by law.
6. An 80% completion inspection may be required. A 100% inspection will be conducted, (definitions in packet). Requests for 80% and 100% inspections will be made 48 hours in advance. After the first follow-up inspection a fee for any reinspection will be charged per City Ordinance No. 2001-15.
7. A Certificate of Occupancy will be issued once the 100% inspection is completed and no deficiencies noted. The Certificate of Occupancy needs to be framed and located in a conspicuous location.

Extinguishers must be installed and inspected in compliance with NFPA 10 by a vendor certified by the State of Georgia Fire Safety Commissioner. Extinguishers are required to be inspected annually by a State certified vendor (see attachment #1).

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**CURRENT APPLICABLE CODES
CITY OF FORT OGLETHORPE FIRE MARSHAL'S OFFICE**

BUILDING and FACILITIES that are designed and constructed on or after these dates **MUST COMPLY WITH** the applicable **CODES** that were enforce when facility was built.

**GEORGIA=S MANDATORY MINIMUM STANDARD CODES
DEPARTMENT OF COMMUNITY AFFAIRS
FOR ASSISTANCE WITH THESE CODE PLEASE CALL 404-679-3118**

Code	Code editions in effect:	Currently in effect as of:
National Fire Protection Association Life Safety Code NFPA 101	2012 Edition	January 1, 2015
NFPA Standards as listed in the <u>Rules and Regulations of The Safety Fire Commissioner Chapter 120-3-3.</u> http://www.gainsurance.org/FireMarshal/Rules%20and%20Regulations.aspx	As listed in 120-3-3	January 1, 2015
International Building Code	2012 Edition	January 1, 2014
International Fuel Gas Code	2012 Edition	January 1, 2014
International Mechanical Code	2012 Edition	January 1, 2014
International Plumbing Code	2012 Edition	January 1, 2014
National Electrical Code	2017 Edition	January 1, 2018
International Fire Code	2012 Edition	January 1, 2015
International Energy Conservation Code	2009 Edition	January 1, 2011
International Residential Code http://www.dca.state.ga.us/development/constructioncodes/programs/codeAmendments.asp	2012 Edition	January 1, 2014

All of the above mandatory minimum codes have Georgia Amendments

AMERICANS WITH DISABILITIES ACT ADMINISTERED BY THE FEDERAL GOVERNMENT

ADA is a federal civil rights law that is complaint driven.

Georgia Accessibly Code 120-3-20 http://www.gainsurance.org/FireMarshal/Rules%20and%20Regulations.aspx		June 25, 1997 Before March 15, 2011
Georgia accessible code is the combination of the <u>Americans with Disabilities Act Accessibility Guidelines, ADAAG</u> with American National Standard Institute, ANSI A117.1 1986.		
American National Standard Institute A117.1	1980 Edition	July 1, 1984
American National Standard Institute A117.1	1986 Edition	July 1, 1987
2010 Standards for Accessible Design		March 15, 2011
Title II Public Service B State and Local Governments		March 15, 2011
Title III Public Accommodations		March 15, 2011

INSPECTIONS 80% AND 100%

THE BASIC DEFINITIONS FOR 80% AND 100%
INSPECTIONS ARE AS FOLLOWS:

80% ENGINEERING FIELD REVIEW

THE STRUCTURAL COMPONENTS ARE IN PLACE
AND OPEN FOR REVIEW OF THE FIRE SAFETY
COMPONENTS.

NOTE: STRUCTURAL COMPONENTS INCLUDE
THE FOLLOWING: FIRE WALLS, VERTICAL
SHAFTS, STAIRWAYS, SMOKE STOPS,
HAZARDOUS AREA SEPARATION, ROOF AND
CEILING ASSEMBLIES, CORRIDOR AND DOOR
WIDTH, AND HVAC SYSTEM.

100% COMPLETION

THE BUILDING IS **READY TO OCCUPY** AND
QUALIFIES FOR A CERTIFICATE OF
OCCUPANCY.

REINSPECTION

ANYTIME AN 80% OR 100% FAILS DUE TO
DEFICIENCIES OR INADEQUACIES, AND
AFTER THE FOLLOW-UP INSPECTION A FEE
FOR ANY REINSPECTION WILL BE CHARGED
PER CITY ORDINANCE 2001-15

General Assignment of Code Components

Component	Primary Code	Secondary
Occupancy Classification	Life Safety Code	International Building Code
Building Construction Types Including Allowable height, allowable building area, and the requirements for sprinkler protection related to minimum building construction types	International Building Code	Life Safety Code
Means of Egress	Life Safety Code	NONE
Standpipes	International Building Code	International Fire Code
Interior Finish	Life Safety Code	NONE
HVAC System	International Mechanical Code	NONE
Vertical Openings	Life Safety Code	NONE
Sprinkler Systems minimum Construction Standards	Life Safety Code	NONE
Fire Alarm Systems	Life Safety Code	NONE
Smoke Alarms and Smoke Detection Systems	State Statute and Life Safety Code	NONE
Portable Fire Extinguisher	International Fire Code	NONE
Cooking Equipment	Life Safety Code & NFPA96	NONE
Fuel Fired Appliances	International Fire Gas Code	NFPA 54
Liquid Petroleum Gas	NFPA 58	NFPA 54 and International Fire Gas Code
Compressed Natural Gas	NFPA 52	NONE

**CITY OF FORT OGLETHORPE
STATE OF GEORGIA**

ORDINANCE NO. 2011-12

AN ORDINANCE TO AMEND ORDINANCE 2000-53 OF THE FIRE PREVENTION AND PROTECTION ORDINANCE, TO FURTHER AMEND THE CODE OF ORDINANCES, CITY OF FORT OGLETHORPE, GEORGIA TO PROVIDE NEW CODE SECTIONS REGARDING FIRE HYDRANTS, FALSE ALARMS, DEFINITIONS AND BURNING REGULATIONS; ORDINANCES: TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN ADOPTION DATE; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES ALLOWED BY LAW.

WHEREAS, the duly elected governing authority of the City of Fort Oglethorpe, Georgia is authorized under Article IX, Section II, Paragraph III of the Constitution of the State of Georgia to adopt reasonable ordinances to protect and improve the public health, safety, welfare, and aesthetics of the citizens of the City of Fort Oglethorpe, Georgia; and

WHEREAS, the duly electing governing authority of the City of Fort Oglethorpe, Georgia is the Mayor and Council thereof; and

WHEREAS, the governing authority desires to amend and adopt regulations in the subject areas of fire protection, including the particular issues of fire hydrants, false alarms, burning regulations and definitions.

NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE GOVERNING AUTHORITY OF THE CITY OF FORT OGLETHORPE, GEORGIA

Section 38-48 Fire Hydrants

As referenced in Sec. 38-81 State minimum fire safety standards adopted, incorporated by reference; amendments. The International Fire Code (IFC) is incorporated by reference. IFC outlines fire protection systems and appliances public and private. City ordinance requires the following in addition to those requirements of the IFC.

- (a) **Fire hydrants installed in the City shall meet ANSI/AWWA C205 standards, ISO standards and have a minimum of:** one 4 1/2 in. Steamer, or pumper connection, two 2 1/2 in. Connections. All fire hydrants installed in the City shall be approved by the fire official, and the City of Fort Oglethorpe utilities department head. Fire hydrants without a pumper connection shall not be permitted. All hydrants cut off valves shall be accessible and readily identified. Hydrant cut off valves shall be located within a 3 ft. radius of the fire hydrant it serves unless otherwise authorized by the fire official, or City of Fort Oglethorpe utilities department head.

- (b) **Water Supply:** Adequate water supply to meet a minimum Needed Fire Flow (NFF) as defined by ISO shall be provided for all buildings constructed within the City. More capacity may be required under certain circumstances by the fire official. Water mains, appliances, and fire hydrants shall be installed to provide the NFF or available water whichever is greater. All fire flow tests shall be witnessed by the fire official, or representative, prior to final approval. At no time shall a water main in a predominantly commercial area, or serving a commercial structure, be less than 8" diameter and must meet NFPA 24 standards as adopted and amended by 120.3.3. At no time shall a water main serving any other area be less than 6" in diameter. No dead end water mains shall be permitted; all water mains shall be part of a grid, or loop, system to provide for the use of more than one hydrant at a time.
- (c) **Locations of Fire Hydrants:** Approved fire hydrants shall be located every 300ft. Fire hydrants may be located every 500 ft. in those areas determined by the fire official to be predominantly residential, one and two family dwellings, only. Maximum distance from the nearest hydrant to the most remote exterior point of any building shall be 300 ft., the maximum distance may be increased to 500 ft. for those one and two family dwellings determined by the fire official to be located in a predominantly residential area. The distance shall be measured on a roadway surface meeting the fire department access requirements outlined in the IFC, with distance being added for turns and obstacles that may increase the way hose may be laid.
- (d) **Maintenance:** In addition to those requirements in the IFC, all hydrants found to be defective shall be repaired to proper working order within 36 hours of notification. If the hydrant is not repaired within the time specified the City of Fort Oglethorpe will repair the hydrant and all costs will be charged to the owner of said hydrant. The owner of said hydrant will be responsible for the maintenance and repair of hydrants, and will be charged for the repairs if done by the City of Fort Oglethorpe when a defective fire hydrant is found, when a fire hydrant is found to be out of service, and when a hydrant is fixed. Any fire hydrant not located within a public Right-of- Way or within an easement which has been deeded to the City shall be deemed private and will be the responsibility of the owner of the property where the fire hydrant is located.
- (e) **Obstruction:** It shall be unlawful for any person to obstruct or hinder the approach of the Fire Department to any fire hydrants. In order to assure access to fire hydrants, the following requirements must be met:
- (1) A minimum of thirty-six inches of clearance is required around a fire plug; and
 - (2) No person or entity shall construct any fence or other structure which would encroach the thirty-six inch minimum clearance for fire hydrants as outlined in subsection (1) of this section and no fence shall be constructed between the fire hydrant and the roadway; and
 - (3) Fire hydrants shall no be buried, caps shall be at least 12" from grade; and

- (4) No person shall allow trees, bushes or other growth upon the person's property to interfere with the approach to any fire hydrant or to encroach the thirty-six inch minimum clearance; and
- (5) A fire plug may not be painted except by an authorized agent or employee of the Fire Department of the City of Fort Oglethorpe; and
- (6) Parking of motor vehicles within 15 feet of a fire hydrant is prohibited. Parking lot lines may be required as necessary.
- (f) **Exception to the above shall be:** Other installations acceptable to and approved by the authority having jurisdiction.

PLANS TRANSMITTAL LETTER

FIRE MARSHAL

GLENN P. DAVIS

Fort Oglethorpe Fire & Rescue
Fire Prevention Division
Telephone: (706) 861-4194 Fax: (706) 861-1041
Email: **FOFRPREVENTION@COMCAST.NET**

201 Forrest Road
P. O. Box 5509
Fort Oglethorpe, GA 30742

Please Fill Out the following COMPLETELY

DATE: _____

TYPE OF PLANS: FULL SET ADDENDUM NO. ARCHITECTUR HVAC
 PLUMBING ELECTRICAL FIRE PROTECTION CIVIL

FACILITY NAME: _____ NEW EXISTING

BUSINESS NAME: _____ PHONE (____) ____ - _____

STREET ADDRESS (PHYSICAL LOCATION): _____

CITY: _____ ZIP: _____ COUNTY: _____

TYPE OF OCCUPANCY (LSC): ASSEMBLY AMBULATORY HEALTH COLLEGE
 DAY CARE EDUCATION HOSPITAL INDUSTRIAL
 INSTITUTION MERCANTILE NURSING HOME OFFICE
 PERSONAL CARE BUSINESS RESIDENTIAL STORAGE

OWNER: _____ PHONE: (____) ____ - _____

ADDRESS: _____ CITY: _____ CELL: (____) ____ - _____

STATE: _____ ZIP: _____ - _____ EMAIL _____

ARCHITECT/ENGINEER: _____ PHONE: (____) ____ - _____

GEORGIA REGISTRATION NUMBER: _____

ADDRESS: _____ EMAIL ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____ - _____

CONTACT PERSON: _____ PHONE: (____) ____ - _____

TYPE OF SUBMISSION (How many copies? Minimum 2 sets of prints required):

BLUEPRINTS SPECIFICATIONS

PURPOSE OF SUBMISSION: PERMIT PRELIMINARY INFORMATION ONLY

REVIEW/APPROVAL RESUBMISSION OTHER _____

SQUARE FEET: _____ HOURS OPEN: _____ TO _____ **TOTAL** STORIES OF BUILDING _____

OCCUPANT LOAD NFPA 101): _____ BASEMENT: YES NO SPRINKLERS: YES NO

CONSTRUCTION TYPE (PER SBC) PLEASE CIRCLE ONE:

NFPA 220 I(4,4,3) I(3,3,2) II(2,2,2) II(1,1,1) II(0,0,0) III(2,1,1) III(2,0,0) IV(2,H,H) V(1,1,1) V(0,0,0)

IBC IA IB IIA IIB IIIA IIIB IV VA VB

RETURN PLANS TO: PROJECTED COMPLETION DATE OF PROJECT: _____

NAME: _____ PHONE: (____) ____ - _____

ADDRESS: _____ CITY: _____ CELL: (____) ____ - _____

STATE: _____ ZIP: _____ - _____ EMAIL _____

Note: **ANY** submittal **RECEIVED** without a **COMPLETET TRANSMITTAL FORM**, will be **RETURNED**. This includes addendum, resubmission, and ANY OTHER ITEMS that are submitted.

**CITY OF FORT OGLETHORPE FIRE DEPARTMENT
AND BUILDING DEPARTMENT CODE SUMMARY
FOR ALL COMMERCIAL PROJECTS
(EXCEPT 1 AND 2-FAMILY DWELLINGS)**

(Fill out these sheets and Reproduce the following data on the building plans sheet 1 or 2)

Name of Project: _____
 Address: _____
 Proposed Use: _____
 Owner or Authorized Agent: _____ Phone # _____
 Owned By: City Private State
 Discription of Facility: Occupancy Load _____ Occupancy Type _____

LEAD DESIGN PROFESSIONAL: _____

DESIGNER	FIRM	NAME	LICENSE #	TELEPHONE #
Architectural	_____	_____	_____	(____)_____
Civil	_____	_____	_____	(____)_____
Electrical	_____	_____	_____	(____)_____
Fire Alarm	_____	_____	_____	(____)_____
Plumbing	_____	_____	_____	(____)_____
Mechanical	_____	_____	_____	(____)_____
Sprinkler-Standpipe	_____	_____	_____	(____)_____
Structural	_____	_____	_____	(____)_____
Retaining Walls >5' High	_____	_____	_____	(____)_____
Other	_____	_____	_____	(____)_____

YEAR EDITION BUILDING CODE: _____ **YEAR EDITION LIFE SAFETY CODE:** _____
 New Construction Renovation (Existing Bldg) Upfit Alteration

BUILDING DATA

Construction Type: I-A I-B II-A II-B III-A III-B
 IV V-A V-B
 Mixed construction: No Yes Types _____
Sprinklers: No Yes NFPA 13 NFPA 13R NFPA 13D
Standpipes: No Yes Class I II III Wet Dry

Building Height: _____ Feet _____ Number of Stories Unlimited per _____
Mezzanine: No Yes
High Rise: No Yes Central Reference Sheet # (if provided) _____
Gross Building Area:

FLOOR	EXISTING (SQ FT)	NEW (SQ FT)	SUB-TOTAL
6 th Floor	_____	_____	_____
5 th Floor	_____	_____	_____
4 th Floor	_____	_____	_____
3 rd Floor	_____	_____	_____
2 nd Floor	_____	_____	_____
Mezzanine	_____	_____	_____
1 st Floor	_____	_____	_____
Basement	_____	_____	_____
TOTAL	_____	_____	_____

ALLOWABLE AREA

- Primary Occupancy:**
- | | | | | | | |
|--|--------------------------------------|---|-------------------------------------|-----------------------------------|---------------------------------|----------------------------|
| <input type="checkbox"/> Assembly | <input type="checkbox"/> A-1 | <input type="checkbox"/> A-2 | <input type="checkbox"/> A-3 | <input type="checkbox"/> A-4 | <input type="checkbox"/> A-5 | |
| <input type="checkbox"/> Business | <input type="checkbox"/> Educational | <input type="checkbox"/> Factory-Industrial | <input type="checkbox"/> F-1 | <input type="checkbox"/> F-2 | | |
| <input type="checkbox"/> High-Hazard | <input type="checkbox"/> H-1 | <input type="checkbox"/> H-2 | <input type="checkbox"/> H-3 | <input type="checkbox"/> H-4 | <input type="checkbox"/> H-5 | |
| <input type="checkbox"/> Institutional | <input type="checkbox"/> I-1 | <input type="checkbox"/> I-2 | <input type="checkbox"/> I-3 | <input type="checkbox"/> I-4 | | |
| | I-3 Use Condition | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 | <input type="checkbox"/> 5 |
| <input type="checkbox"/> Mercantile | <input type="checkbox"/> Residential | <input type="checkbox"/> R-1 | <input type="checkbox"/> R-2 | <input type="checkbox"/> R-3 | <input type="checkbox"/> R-4 | |
| <input type="checkbox"/> Storage | <input type="checkbox"/> S-1 | <input type="checkbox"/> S-2 | <input type="checkbox"/> High-piled | | | |
| <input type="checkbox"/> Utility and Miscellaneous | | Parking Garage | <input type="checkbox"/> Open | <input type="checkbox"/> Enclosed | <input type="checkbox"/> Repair | |

Secondary Occupancy: _____

- Special Occupancy:** 510.3 510.4 510.5 510.6 510.7 510.8 510.9

- Mixed Occupancy:** No Yes Separation: _____ Hr. Exception: _____

- Non-Separated Mixed Occupancy (508.3)

Code requirements shall apply to each portion of the building based on the occupancy classification of that space except that the most restrictive application provisions of Section 403 and chapter 9 shall apply to the entire building or portion thereof.

- Separated Mixed Occupancy (508.4) - See below for area calculations

In each story, the building area shall be such that the sum of the ratios of the actual floor area of each occupancy divided by the allowable of each occupancy shall not exceed 1.

$$\frac{\text{Actual Area of Occupancy A}}{\text{Allowable Area of Occupancy A}} + \frac{\text{Actual Area of Occupancy B}}{\text{Allowable Area of Occupancy B}} \leq 1$$

_____ + _____ + = _____ ≤ 1.00

STORY NO.	DESCRIPTION AND USE	(A) BLDG AREA PER STORY (ACTUAL)	(B) TABLE 503 ⁵ AREA	(C) AREA FOR OPEN SPACE INCREASE ¹	(D) AREA FOR SPRINKLER INCREASE ²	(E) ALLOWABLE AREA OR UNLIMITED ³	(F) MAXIMUM BUILDING AREA ⁴

¹ Open space area increases from Section 506.2 are computed thus:

- Perimeter which fronts a public way or open space having 20 feet open minimum width = _____ (F)
- Perimeter of entire building (feet) = _____ (P)
- Ratio (F/P) = _____ (F/P)
- W = Width of public way or open space (feet) in accordance with section 506.2.1 = _____ (W)
- Percent of frontage increase $I_f = 100 [F/P - 0.25] \times W/30 = \text{_____} (\%)$

² The sprinkler increase per Section 506.3 is as follows:

- Multi-story building $I_s = 200$ percent
- Single story building $I_s = 300$ percent

³ Unlimited area applicable under conditions of Sections Group B, F, M, S, A-4 (507.2, 507.3, 507.4, 507.6&7, 507.8); Group A motion picture (507.11); Malls (402.6); and H-2 aircraft paint hangers (507.9).

⁴ Maximum Building Area (506.4.1) = (total number of stories in the building) x E but not greater than 3 x E.

⁵ The maximum area of parking garages must comply with 406.3. The maximum area of air traffic control towers must comply with 412.3.

ALLOWABLE HEIGHT

	ALLOWABLE (TABLE 503)	INCREASE FOR SPRINKLERS	SHOWN ON PLANS	CODE REFERENCE
Type of Construction	Type _____		Type _____	
Building Height in Feet	Feet _____	Feet = H + 20' = _____		
Building Height in Stories	Stories _____	Stories + 1 = _____	Stories	

FIRE PROTECTION REQUIREMENTS

Life Safety Plan Sheet #, if Provided _____

BUILDING ELEMENT	FIRE SEPARATION DISTANCE (FEET)	RATING		DETAIL # AND SHEET #	DESIGN # FOR RATED ASSEMBLY	DESIGN # FOR RATED PENETRATION	DESIGN # FOR RATED JOINTS
		REQ'D	PROVIDED (W/ _____ *) REDUCTION)				
Structural frame, including columns, girders, trusses							
Bearing walls							
Exterior							
North							
East							
West							
South							
Interior							
Nonbearing walls and partitions							
Exterior							
North							
East							
West							
South							
Interior							
Floor construction Including supporting beams and joists							
Roof construction Including supporting beams and joists							
Shafts - Exit							
Shafts - Other							
Corridor Separation							
Occupancy Separation							
Party/Fire Wall Separation							
Smoke Barrier Separation							
Tenant Separation							

* Indicate section number permitting reduction

LIFE SAFETY SYSTEM REQUIREMENTS

Emergency Lighting: No Yes
 Exit Signs: No Yes
 Fire Alarm: No Yes
 Smoke Detection Systems: No Yes
 Panic Hardware: No Yes

EXIT REQUIREMENTS

NUMBER AND ARRANGEMENT OF EXITS

FLOOR, ROOM OR SPACE DESIGNATION	MINIMUM ² NUMBER OF EXITS		TRAVEL DISTANCE		ARRANGEMENT MEANS OF EGRESS(SECTION 1015.2.1)	
	REQUIRED	SHOWN ON PLANS	ALLOWABLE TRAVEL DISTANCE (TABLE 1016.2)	ACTUAL TRAVEL DISTANCE SHOWN ON PLANS	REQUIRED DISTANCE BETWEEN EXIT DOORS	ACTUAL DISTANCE SHOWN ON PLANS

¹ Corridor dead ends (Section 1018.4)
² Single exits (Table 1021)
³ Common Path of Travel (Section 1014.3)

EXIT WIDTH

USE GROUP OR SPACE DESCRIPTION	(a)	(b)	(c)		EXIT WIDTH (in) ^{2,3,4,5,6}			
	AREA ¹ sq. ft.	AREA ¹ PER OCCUPANT (TABLE 1004.1.1)	EGRESS WIDTH PER OCCUPANT (1005)		REQUIRED WIDTH (Section1005)		ACTUAL WIDTH SHOWN ON PLANS	
			STAIR	LEVEL	STAIR	LEVEL	STAIR	LEVEL

¹ See Table 1004.1.1 to determine whether net or gross area is applicable. See definition "Area, Gross" and "Area, Net" (Section 1002)
² Minimum stairway width (Section 1009.2); min. corridor width (Section 1018.2); min. door width (Section 1008.1)
³ Minimum width of exit passageway (Section 1023.1)
⁴ See Section 1005.6 for converging exits.
⁵ The loss of one means of egress shall not reduce the available capacity to less than 50 percent of the total required (Section 1005.5)
⁶ Assembly occupancies (Section 1028)

STRUCTURAL DESIGN

DESIGN LOADS:

Importance Factors: Wind (I_w) _____
 Snow (I_s) _____
 Seismic (I_E) _____

Live Loads: Roof _____ psf
 Mezzanine _____ psf
 Floor _____ psf

Snow Load: _____ psf

Wind Load: Basic Wind Speed _____ mph (ASCE-7-98)
 Exposure Category _____
 Wind Base Shears (for MWFRS) $V_x =$ _____ $V_y =$ _____

SEISMIC DESIGN CATEGORY A, B, C, D & E

Provide the following Seismic Design Parameters:

Seismic Use Group _____

Spectral Response Acceleration S_{MS} _____ %g S_{M1} _____ %g

Site Classification _____

Basic structural system (check one)
 _____ Bearing Wall _____ Dual w/Special Moment Frame
 _____ Building Frame _____ Dual w/Intermediate R/C or Special Steel
 _____ Moment Frame _____ Inverted Pendulum

Seismic base shear $V_x =$ _____ $V_y =$ _____

Analysis Procedure _____ Simplified _____ Equivalent Lateral Force _____ Modal

Architectural, Mechanical, Components anchored? _____

LATERAL DESIGN CONTROL: Earthquake _____ Wind _____

SOIL BEARING CAPACITIES:

Field Test (provide copy of test report) _____ psf
 Presumptive Bearing capacity _____ psf
 Pile size, type, and capacity _____

PLUMBING FIXTURE REQUIREMENTS

OCCUPANCY	WATERCLOSETS		URINALS	LAVATORIES		SHOWERS/ TUBS	DRINKING FOUNTAINS	
	MALE	FEMALE		MALE	FEMALE		REGULAR	ACCESSIBLE

ACCESSIBLE PARKING

LOT OR PARKING AREA	TOTAL # OF PARKING SPACES		# OF ACCESSIBLE SPACES PROVIDED		TOTAL # ACCESSIBLE PROVIDED
	REQUIRED	PROVIDED	REGULAR WITH 5' ACCESS AISLE	VAN SPACES WITH 8' ACCESS AISLE	
TOTAL					

SPECIAL APPROVALS

Special approval: (Local Jurisdiction, Department of Insurance, SBCCI, ICC, etc., describe below)

ENERGY SUMMARY

ENERGY REQUIREMENTS:

The following data shall be considered minimum and any special attribute required to meet the energy code shall also be provided. Each Designer shall furnish the required portions of the project information for the plan data sheet. If energy cost budget method, state the annual energy cost budget vs allowable annual energy cost budget.

THERMAL ENVELOPE

Method of Compliance:

Prescriptive Performance Energy Cost Budget

Roof/ceiling Assembly (each assembly)

Description of assembly
U-Value of total assembly
R-Value of insulation
Skylights in each assembly
 U-Value of skylight
 total square footage of skylights in each assembly

Exterior Walls (each assembly)

Description of assembly
U-Value of total assembly
R-Value of insulation
Openings (windows or doors with glazing)
 U-Value of assembly
 shading coefficient
 projection factor
 low e required, if applicable
Door R-Values

Walls adjacent to unconditioned space (each assembly)

Description of assembly
U-Value of total assembly
R-Value of insulation
Openings (windows or doors with glazing)
 U-Value of assembly
 Low e required, if applicable
Door R-Values

Walls below grade (each assembly)

Description of assembly
U-Value of total assembly
R-Value of insulation

Floors over unconditioned space (each assembly)

Description of assembly
U-Value of total assembly
R-Value of insulation

Floors slab on grade

Description of assembly
U-Value of total assembly
R-Value of insulation
Horizontal/vertical requirement
slab heated

ELECTRICAL SUMMARY

ELECTRICAL SYSTEM AND EQUIPMENT

Method of Compliance:

Prescriptive Performance Energy Cost Budget

Lighting schedule

lamp type required in fixture
number of lamps in fixture
ballast type used in the fixture
number of ballasts in fixture
total wattage per fixture
total interior wattage specified vs allowed
total exterior wattage specified vs allowed

Equipment schedules with motors (not used for mechanical systems)

motor horsepower
number of phases
minimum efficiency
motor type
of poles

MECHANICAL SUMMARY

MECHANICAL SYSTEMS, SERVICE SYSTEMS AND EQUIPMENT

Method of Compliance

Prescriptive Energy Cost Budget

Thermal Zone

winter dry bulb
summer dry bulb

Interior design conditions

winter dry bulb
summer dry bulb
relative humidity

Building heating load

Building cooling load

Mechanical Spacing Conditioning System

Unitary

description of unit

heating efficiency

cooling efficiency

heat output of unit

cooling output of unit

Boiler

total boiler output. If oversized, state reason.

Chiller

total chiller capacity. If oversized, state reason.

List equipment efficiencies

Equipment schedules with motors (mechanical systems)

motor horsepower

number of phases

minimum efficiency

motor type

of poles