ALTAMONTE SPRINGS
BUILDING / FIRE SAFETY DIVISION

COMMERCIAL PLAN REVIEW GUIDE FOR DESIGNERS

(REVISED 10/24/06)

BUILDING:

- ❑ Drawings Signed and Sealed by a State of Florida Design Professional.
- ❑ Address.
- ❑ Reference the Currently Adopted Codes.
- ❑ Approved Site Plan Submitted.
- ❑ Proposed lowest finished floor elevation.
- ❑ Signed and sealed soil report.
- ❑ Truss and/or Precast Engineering submitted.
- ❑ Tilt wall panel drawings
- ❑ Energy Calculations submitted, Signed and/or Sealed as required.
- ❑ Type of Construction denoted.
- ❑ Building Height.
- ❑ Gross Square Footage – Net Square Footage.
- ❑ Percent of Exterior Opening.
- ❑ Occupancy Classification /also Life Safety Code.
- ❑ Classification Of Hazard of Contents.
- ❑ Threshold Inspection Plan. (if applicable)
- ❑ Division of Hotel and Restaurant Approval - (Restaurants).
- ❑ Department of Agriculture Approval - (Prepackaged food).
- ❑ MSDS information .(if applicable)
- ❑ DEP Notice of Asbestos - (Demolition).
- ❑ State plan approval on Gasoline Tanks.
- ❑ Vapor barrier.

- ❑ Termite Protection.

Method for wind load design, including:

- ❑ Basic wind speed. MPH.
- ❑ Wind importance factor.
- ❑ Wind exposure category.
- ❑ Enclosure classification.
- ❑ Internal pressure coefficient.
- ❑ Design wind pressure of openings.
- ❑ Design wind pressure for components and cladding..

Foundation and slab:

- ❑ Dimensioned and Depth specified.
- ❑ Reinforcing steel, Size, Grade, Spacing, and Lap.
- ❑ Imbedments.
- ❑ All areas dimensioned.

Floor Plan:

- ❑ All areas Dimensioned and Labeled.

- ❑ Interior and Exterior Wall sections included.

- ❑ Insulation type, thickness and R value.
  - ❑ Floor/Ceiling
  - ❑ Walls
  - ❑ Ceiling/Roof

- ❑ Framing details and Fastening.

- ❑ Light, Ventilation and Sanitation.

Design Criteria:

- ❑ Floors. - psf
- ❑ Stairs. - psf
- ❑ Roofs. - psf
- ❑ Balconies. - psf
- ❑ Corridors. - psf
- ❑ Lobbies - psf

- ❑ Load Path Connectors.

- ❑ Shear walls

- ❑ Floor deck and Fastening.
- ❑ Wall sheathing and Fastening.
- ❑ Roof framing plan.
- ❑ Roof deck and Fastening.
- ❑ Window and door details, including design pressure of openings.
- ❑ Product approval on Windows and Doors.
- ❑ Product approval on other Building Materials.
- ❑ Fastening details for windows and doors, (type, length, and quantity).
- ❑ Rated Assemblies requirements.
- ❑ Design Numbers and Details for Rated Assemblies.
- ❑ Rated Penetration designs.
- ❑ Rated Doors and Hardware.
- ❑ Shafts and Elevator Hoistways.
- ❑ Fire Blocking and Draftstopping.
- ❑ Calculated Fire Resistance.

Attics:

- ❑ Ventilation and Accessibility.
- ❑ Air Barrier Requirements.
- ❑ Interior Finish Ratings.
- ❑ Accessibility to roofs.
- ❑ Protection of pedestrian walkway.

Handicapped Accessibility:

- ❑ Site requirements.
- ❑ Entrance.
- ❑ Vertical accessibility.
- ❑ Restrooms:
  - ❑ Turning Radius.
  - ❑ Doors.

- ❑ Grab bars.
- ❑ Required Floor Space for Fixtures.
- ❑ Fixture Mounting Dimensions.
- ❑ Adaptability.
- ❑ Showers and controls.

- ❑ Dressing rooms.
- ❑ Service Counters.
- ❑ Ramps- Egress.
- ❑ Hi-Lo Drinking Fountain.
- ❑ Signage.
- ❑ Equipment.
- ❑ Special Occupancy requirements.
- ❑ Fair Housing requirements

Life Safety Requirements:

- ❑ Occupant load.
- ❑ Egress plan.
- ❑ Number of Exits.
- ❑ Capacity of Exits: Width and Height.
- ❑ Arrangement of Exits.
- ❑ Aisle widths.
- ❑ Travel distance to exits.
- ❑ Marking and Illumination of Exits.
- ❑ Emergency Lighting.
- ❑ Stairs.
- ❑ Enclosures.
- ❑ Handrails and Guardrails
- ❑ Extinguishing requirements.

Fire Protection and Suppression:

- ❑ Separation requirements.
- ❑ Check Life Safety Code for Separation requirements of other Occupancies.

- ❑ Rated assemblies and design numbers and details.
- ❑ Rated doors and hardware.
- ❑ Elevator lobbies.
- ❑ Elevators and/or escalators.
- ❑ Shafts and Hoistways.
- ❑ Fire blocking and Draftstopping.
- ❑ Calculated fire resistance.
- ❑ Interior finish ratings.
- ❑ Sprinkler Design Criterion provided (No plans).
    - ❑ To have plans submitted and permitted separately.
- ❑ Fire Alarm Design Criterion provided (No plans).
    - ❑ To have plans submitted and permitted separately.
- ❑ Early Warning.
- ❑ Smoke Evacuation and Control.
- ❑ Standpipes.
- ❑ Stair Pressurization
- ❑ Emergency vehicle clearance: 13’- 6”

Plumbing:

- ❑ Plumbing Plans submitted.
- ❑ Determine Minimum Plumbing facilities.
    - ❑ Pools
- ❑ Water distribution.
    - ❑ Shock Arrestors
- ❑ Drain and Sewer lines.
- ❑ Venting.
- ❑ Grease Trap Detail.
- ❑ Grease Trap Report on Existing.

NOTE: Both of the above regarding grease traps require prior approval from Altamonte Springs Public Works prior to plan submittal.

- ❑ Interceptors.
- ❑ Fixtures.
- ❑ Gas Riser diagram:
    - ❑ Type of Gas

- ❑ Pipe Sizing
- ❑ Total Developed Length
- ❑ Segment Lengths
- ❑ Shut-offs
- ❑ Appliances and BTU's
- ❑ LP Tank Size and Location

- ❑ Medical Gas.
- ❑ Roof Drains
- ❑ Water Heaters:
  - ❑ T & P Drain
  - ❑ Pan Drain
  - ❑ Thermal Expansion Device
  - ❑ Heat Traps
  - ❑ Mounting Platform
  - ❑ Recirculating pumps
  - ❑ Hot water pipe insulation
- ❑ Backflow Prevention.

Mechanical:

- ❑ HVAC Plans submitted
  - ❑ Duct systems, Sizing, strapping and supports
  - ❑ Register sizes.
  - ❑ CFM requirements.
  - ❑ Ventilation.
  - ❑ Combustion Air.
  - ❑ Equipment location.
  - ❑ Required Platforms and Catwalks.
  - ❑ Roof- mounted Equipment – meets 110 MPH design
  - ❑ Outside air.
  - ❑ Combustion air.
- ❑ Details and Specifications.
  - ❑ Equipment Sizing Calculations.
  - ❑ Equipment Specifications.
  - ❑ Joint Sealing methods and Product Specification.
  - ❑ Air Balance Table.
  - ❑ Rated Penetrations- Designs and Details.
- ❑ Roof mounted equipment.

- ❑ Means for Automatic Fan Shutdown.
- ❑ Grease Hood and Duct Plans and Specifications.
- ❑ Exhaust Systems.
- ❑ Make-up Air.
- ❑ Chimneys, Fireplaces and Vents.
- ❑ Other Appliances.
- ❑ Boilers.
- ❑ Refrigeration.
- ❑ Bathroom Ventilation.
- ❑ Laboratory
- ❑ Balanced Return per M601.4

Electrical:

- ❑ Max. available fault current @ service.
- ❑ Main overcurrent size, and number of service disconnecting means.
- ❑ Disconnecting means location and signage
- ❑ Dedicated fire alarm circuit.

Comment [r1]: RGP 9/1/10

- ❑ Voltage and phase of electrical system.
- ❑ Transformer sizes and types if used.
- ❑ Panel locations and clearances
- ❑ Feeder load calculations.
- ❑ Feeders and Branch Circuits, Conduit sizes and types.
- ❑ Grounding electrode system and size.
- ❑ Grounding conductors Exit lights.
- ❑ Wiring Methods and Materials.
- ❑ Emergency lighting system (locations and 2 types of lighting in all egress areas)
- ❑ Generator
  - ❑ Remote annunciation. Load calculation, Load shed if necessary
  - ❑ Type: Emergency or standby.
- ❑ Grounding electrode system: separately derived system or not? (solid neutral or switching)

- ❑ GFCI's
- ❑ Special Equipment
- ❑ Roof top A/C equipment and W/P/ GFCI receptacle
- ❑ Special Occupancies eg. Hospital
- ❑ Communication Systems
- ❑ Sign circuit
- ❑ Show window receptacles

NOTES:

1. Maximum size of plan sheets that will be accepted is 30" X 42".
2. When responding to plan review comments, include a letter outlining your responses.
3. This plan review list is provided as a general guideline. Additional information may be required depending on the scope of the work involved.