



**Department of Growth Management**  
**BUILDING DIVISION**  
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## **Commercial Plans Requirements Guide**

### **Minimum Plan Review criteria for Buildings:**

The examination of the documents by the building official shall include the following minimum criteria and documents; a floor plan; site plan; foundation plan; floor/roof framing plan or truss layout; all fenestration penetrations; flashing; and rough opening dimensions and all exterior elevations. Some items listed below may not be applicable to individual project locations.

### **Building:**

#### Site Requirements

- Parking
- Fire access
- Vehicle loading
- Driving/turning radius
- Fire hydrant/water supply/post indicator valve (PIV)

Occupancy group and special occupancy requirements shall be determined.

Fire-resistant constructions shall include the following components:

- Fire-resistant separations
- Fire-resistant protection for type of construction
- Protection of openings and penetrations of rated walls
- Fire blocking and draft stopping and calculated fire resistance

Fire suppression systems shall include:

- Early warning smoke evacuation systems
- Schematic fire sprinklers
- Standpipes
- Pre-engineered systems
- Riser diagram

Life safety systems shall be determined and shall include the following requirements

- Occupant load and egress capacities
- Early warning
- Smoke control
- Stair pressurization
- Systems schematic

Occupancy load/egress requirements shall include:

- Occupancy load
- Gross
- Net
- Means of egress
- Exit access
- Exit

- Exit discharge
- Stairs construction/geometry and protection
- Doors
- Emergency lighting and exit signs
- Specific occupancy requirements
- Construction requirements
- Horizontal exits/exit passageways

Structural requirements shall include:

- Soil conditions/analysis
- Termite protection
- Design loads
- Wind requirements
- Building envelope
- Impact resistant coverings or systems
- Structural calculations (if required)
- Foundation
- Flood requirements including lowest floor elevations, enclosures and flood damage-resistant materials
- Wall systems
- Floor systems
- Roof systems
- Threshold inspection plan
- Stair systems

Materials shall be reviewed and shall at a minimum include the following:

- Wood
- Steel
- Aluminum
- Concrete
- Plastic
- Glass
- Masonry
- Gypsum board and plaster
- Insulating (mechanical)
- Roofing
- Insulation

Accessibility requirements shall include the following:

- Site requirements
- Accessible route
- Vertical accessibility
- Toilet and bathing facilities
- Drinking fountains
- Equipment
- Special occupancy requirements

Interior requirements shall include the following:

- Interior finishes (flame spread/smoke development)
- Light and ventilation
- Sanitation

Special systems:

- Elevators
- Escalators
- Lifts

Swimming pools:

- Barrier requirements
- Spas
- Wading pools

Location and installation details. The specific location and installation details of each fire door, fire damper, ceiling damper and smoke damper shall be shown and properly identified on the building plans by the designer.

### **Electrical:**

Electrical:

- Wiring
- Services
- Feeders and branch circuits
- Overcurrent protection
- Grounding Wiring methods and materials
- GFCIs

Equipment

Special occupancies

Emergency systems

Communication systems

Load calculations

Design flood elevation

### **Plumbing:**

- Minimum plumbing facilities
- Fixture requirements
- Water supply piping
- Sanitary drainage
- Water heaters
- Vents
- Roof drainage
- Back flow prevention
- Irrigation
- Location of water supply line
- Grease traps
- Environmental requirements
- Plumbing riser
- Design flood elevation

### **Mechanical:**

- Energy calculations
- Exhaust systems
- Kitchen equipment exhaust
- Specialty exhaust systems
- Equipment and location

- Make-up air
- Roof-mounted equipment
- Duct systems
- Ventilation
- Combustion air
- Chimneys, fireplaces and vents
- Appliances
- Boilers
- Refrigeration
- Bathroom ventilation
- Laboratory
- Design flood elevation

Gas:

- Gas piping
- Venting
- Combustion air
- Chimneys and vents
- Appliances
- Type of gas
- Fireplaces
- LP tank location
- Riser diagram/shutoffs
- Design flood elevation

Demolition: Asbestos removal