INDIAN WELLS

COMMERCIAL PLAN CHECKLIST

This handout is designed to assist you in preparing your commercial building plans for submittal to the Plan Review Division of Building and Safety. Plans will not be accepted for plan review unless the items listed on this handout are included.

I. TWO COMPLETE SETS OF PLANS. ITEMS LISTED BELOW SHALL BE ATTACHED TO PLANS AT TIME OF PLAN SUBMITTAL.

- i. Structural engineering calculations with engineer's original signature on cover sheet.
- ii. Energy calculations (Title 24).
- iii. Acoustical study (when a condition of approval).
- iv. Soil report and/or geological report.
- v. If pre-fab trusses are used, include truss layout and detail sheets both signed by a California licensed Civil Engineer.

II. PLANS SHALL CONSIST OF:

1. PLOT PLAN

- i. Fully dimensioned with legal description and lot lines indicated.
- ii. All existing improvements and the area of proposed construction.
- iii. Grades and elevation of site and building.
- iv. Location of existing and/or proposed utilities.
- v. Project address along with owner's name and address.
- vi. Vicinity map showing distance to closest known fault, as shown in ICBO publication "Maps of Known Active Fault Near-Source Zones in California".

2. FOUNDATION PLAN

- i. Provide plan view of foundation, and show all supporting elements (piers, etc.), connection locations, type and size.
- ii. Note soil type and all allowable soil bearing pressure used for building design.
- iii. Show cross section with dimensions of all footing conditions.
- iv. Indicate all steel reinforcement, anchor bolt size and location, wire mesh, vapor barrier, etc.

3. **BUILDING PLANS**

   i. Building elevations from all sides of building with exterior material used.
   ii. Dimension fully and identify all occupied space (office, storage, etc.) on floor plan.
   vi. Show width, distance to, and direction of all exits. Show location of panic hardware.
   vii. Indicate width and distance of all corridors and type of fire-resistive construction when required.
   viii. Show all fixed elements of construction (walls, partitions, cabinets, etc.) on floor plan.
   ix. Identify area/occupancy separation walls and fire-resistive rating of each on floor plan.
   x. Show complete fully dimensioned elevations.
   xi. Indicate roof pitch and type of roofing.
   xii. Show details of special or unusual construction or materials.
   xiii. Show detail of fire rated construction and include item number of assembly from Table 720.1(1) in Chapter 7 of the C.B.C. or indicate GA file number if assembly is from Gypsum Association Fire Resistance Design Manual.
   xiv. Location, size and grade of all framing members and specification.
   xv. Plans to be stamped and wet signed by the professional responsible for their preparation.
   xvi. Calculations to be complete and cross-referenced to plans as required.
   xvii. Include structural design criteria (design load, wind, seismic, etc.) on plan.

4. **PLUMBING AND MECHANICAL PLANS**

   i. Provide plumbing isometric/schematic showing sewer, soil, waste vents and cleanout sizes and material.
   ii. Show water piping system, pipe sizes, and pipe material, to be installed on plumbing floor plans.
   iii. Show location of all gas meters and all gas piping including size on outlet side of meter (if applicable).
   iv. Show location of heating and air conditioning equipment including manufacturer's name, model number and weight of equipment.
   v. Show duct location, material and sizes and indicate location of fire dampers.

5. **ELECTRICAL PLAN**

   i. Provide a one-line diagram showing service, feeder panel, conductors, disconnect, over current sizes, grounding methods and service load calculation
   ii. Provide panel schedule with circuit identification, description of circuits, walls and voltage.
   iii. Provide fixture schedule with manufacture's cut sheets for exterior lights and method of support.
   iv. Provide details of suspended light fixtures.