CITY OF NICEVILLE BUILDING DEPARTMENT

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Minimum Requirements for New Commercial Buildings

REQUIRED DOCUMENTS MUST BE SUBMITTED AT TIME OF PERMIT APPLICATION		To Be Included Each Box Shall Be Circled As Applicable		
1.	Copy of the recorded deed (if metes and bounds) or legal description and County Property Records Card.	Yes	No	N/A
2.	Florida Energy Efficiency Forms: Provide two (2) complete sets of Form 400A, 400B, or 400C. Three (3) copies of Form 600 if apartments. All sheets shall contain the signatures of the person who performed the calculations, owner/agent, architect, electrical, mechanical, plumbing, and lighting designers. Provide two (2) copies of load calculations.	Yes	No	N/A
3.	Fire Marshall plan review form shall be complete. MSDS shall be provided for storage of hazardous materials in "H" occupancies	Yes	No	N/A
4.	Two copies of the approved Site Plans	Yes	No	N/A
5.	Restaurants are required to submit two (2) copies of plans approved by Department of Business and Professional Regulation, Division of Hotels and Restaurants.	Yes	No	N/A
6.	Contact Building Department for special instructions if you plan on installing any underground storage tanks	Yes	No	N/A
7.	Sanitary sewer/water receipt: If sanitary sewer/water service is not available, provide a copy of septic tank permit/well permit. **NOTE:** Septic tank /well is not an option; if facilities are available, the plumbing systems shall be connected to the available municipal services.	Yes	No	N/A
8.	**Flood Protection:** Flood Damage Control Regulations and minimum standards under the National Flood Insurance Program require new construction, substantial improvements and remodeling projects to be protected from flood damage. Pursuant to these regulations, the following information must be included with plans submitted for approval for structures built within the Special Flood Hazard Area (for greater detail, please refer to the Flood Plain Coordinator): verification of grade and structural related elevations; certification of materials, ventilation and floodproofing techniques, area identified for remodeling and the value of construction; and added engineer certifications for construction within a floodway or velocity zone and for commercial construction below the base flood elevation.	Yes	No	N/A
9.	Two (2) copies of pre-engineered building shop drawings. Shop drawings shall be signed and sealed by a design professional and shall indicate the design criteria clearly indicated; i.e., wind loading, floor and roof live and dead loads.	Yes	No	N/A
10.	State Health Department permit is required to install water distribution systems serving multiple buildings or if water line is 1¼" or larger.	Yes	No	N/A

PLANS AND SPECIFICATIONS				
1.	Plans and specifications: Three (3) copies of drawings to scale (¼" = 1') with sufficient clarity and detail to indicate the nature and scope of work. Such drawings shall contain information, in the form of notes or otherwise, as to the quality of materials, where the quality is essential to conforming with the technical codes of the **2010 Florida Building, Plumbing, Mechanical, Fuel Gas, 2011 National Electrical Codes, and the 2010 Florida Fire Prevention Code.** All drawings, specifications and accompanying data shall bear the name and signature of the person(s) responsible for the design	Yes	No	N/A
2.	The following information related to wind loads shall be shown on the construction plans: o Basic wind speed, mph, (km/hr). o Wind importance factor (I) and building category per table 1604.5 and 1609.4 FBC. o Wind exposure – if more than one (1) wind exposure is utilized, the wind exposure and applicable wind direction shall be indicated. o The applicable internal pressure coefficient. o Components and Cladding. The design wind pressures in terms of psf, (kN/m2) to be used for the design of exterior component and cladding materials not specifically designed by the registered design professional.	Yes	No	N/A
3.	Occupancy group and special occupancy shall be noted as determined by **Chapter 3 and 4**.	Yes	No	N/A
4.	Minimum type of construction shall be noted as determined by **Table 601 and 602** Detail(s) provided showing compliance with table 601 Detail(s) provided showing compliance with table 602	Yes	No	N/A
5.	Provide the maximum area as provided by section 503, 505, 506, 507 and 508 FBC and any required calculations justifying any area of increase.	Yes	No	N/A
6.	Allowable Height/Actual Height including calculations Table 503, section 504 and 508	Yes	No	N/A
7.	Designed Occupant Load per table 1004.1 FBC	Yes	No	N/A
8.	Method of treating mixed uses per 302.3 FBC. Please provided written description of how this is being treated, Nonseparated, separated mixed use (provide ration sum), or separated buildings.	Yes	No	N/A
9.	Minimum plumbing fixtures Required/Provided per section 403FPC	Yes	No	N/A
10.	o Fire resistant construction requirements shall be shown and shall include the following components: o Fire resistant separations. (section 302.3.2) o Fire resistant protection for type of construction.(t.601, 602) o Protection of openings and penetrations of rated walls.(t. 715.3) o Listed assemblies of rated walls, floors/ceilings, and shaft enclosures. o Calculated fire resistance.(section 721) o Incidental usage separation (t. 302.1.1)	Yes	No	N/A
IDENTIFY THE FOLLOWING ON SCALED, DIMENSIONED FLOOR AND CEILING PLANS OR ON A SCALED DIMENSIONED CODE ANALYSIS DIAGRAM FOR 11 - 20				
11.	Buildings on the same lot or fire area (section 704.3 and 503.1)	Yes	No	N/A
12.	Each tenant space if the project is in a shopping center or other use with multiple	Yes	No	N/A

	tenants (chapter 4).			
13.	The use of each room or space (t. 1004.1 and t. 302.1.1)	Yes	No	N/A
14.	Square footage and design occupant load per room. Give actual design number and tabular area per Table 1004.1.1 and Table 302.1.1 where applicable.	Yes	No	N/A
15.	Existing, demolition and proposed construction areas	Yes	No	N/A
16.	Fire-resistive rated construction, including fire wall, fire partitions, fire barriers, smoke barriers, shaft enclosures, horizontal assemblies, fire separation assemblies, incidental use area and smoke partitions per chapter 7.	Yes	No	N/A
17.	Sprinkler, fire alarm and detection systems, and fire suppression equipment locations per chapter 9	Yes	No	N/A
18.	Fire extinguishing cabinet and stand pipe cabinet locations 905.7	Yes	No	N/A
19.	Egress capacity, proposed egress and egress direction at every point chapter 10	Yes	No	N/A
20.	Exit signage and emergency lighting locations , sections 1011 and 1006	Yes	No	N/A
	A DIMENSIONED SITE LAYOUT PLAN THAT INCLUDES ALL OF THE FOLLOWING 21-26			
21.	Established street grades, proposed finished grades and ground floor elevations	Yes	No	N/A
22.	The slopes of paving on the accessible route	Yes	No	N/A
23.	Overall dimensions of all buildings on the site	Yes	No	N/A
24.	Footprints of all construction to be demolished, to remain, or to be constructed	Yes	No	N/A
25.	The distance from the building footprint(s) to property lines and any adjacent buildings drawn in accordance with an accurate boundary line survey	Yes	No	N/A
26.	Accessible parking	Yes	No	N/A
	A DOOR SCHEDULE THAT PROVIDES ALL OF THE FOLLOWING 27-31			
27.	All door sizes	Yes	No	N/A
28.	Hardware type (locks, latches, handles, closers, panic and fire exit hardware, operating devices, access control systems)	Yes	No	N/A
29.	Door fire rating expressed in hours if rated	Yes	No	N/A
30.	Glazing type	Yes	No	N/A
31.	Product Approval requirements for exterior doors	Yes	No	N/A
32.	Building Sections locating floor/ceiling and roof /ceiling assemblies with details, design numbers and specifications	Yes	No	N/A
33.	Typical wall sections and partition types: All fire rated walls must be labeled as to the type (fire partition, fire barrier, smoke barrier, shaft enclosure, horizontal assembly, fire separation assembly, fire wall, smoke partition), provided with design numbers and specifications (U.L. Gypsum Association, etc.), drawn full height with cross sections of all fire rated assemblies including all material used in the assembly, support and termination details must be included.	Yes	No	N/A
34.	Stair and ramp sections	Yes	No	N/A
35.	Through penetration and fire stopping systems with details, design numbers and specifications	Yes	No	N/A
36.	If this project is an alteration, identify all walls and other structural framing that will be affected by the alteration. If the framing or foundation systems will be altered,	Yes	No	N/A

	provide complete foundation and framing plans with the design loads listed. Framing plans should provide beam, joist, rafter and truss sizes and layouts. Foundation plans should show footing depths, sizes and design bearing capacity.			
37.	Interior wall finish requirements (section 803 and t. 803.5)	Yes	No	N/A
38.	Floor live loads, including concentrated loads	Yes	No	N/A
39.	Roof live loads and dead loads	Yes	No	N/A
40.	Effective wind loads/pressures for the main wind force resisting system and components and cladding (windward, leeward, uplift, component and cladding pressures section 1609)	Yes	No	N/A
41.	Rain load including the ds and dh used for calculation per section 1611.	Yes	No	N/A
42.	Basic Wind Speed section, use category, exposure group, and internal pressure coefficient 1609 FBC	Yes	No	N/A
43.	Cable safeguard barrier plans per 1618.6.	Yes	No	N/A
44.	Compliance statement per 109.3.6.4.4 FBC	Yes	No	N/A
45.	Threshold Inspection Plan and Shoring Plan where required by 109.3.6 FBC	Yes	No	N/A
46.	Special Inspector Credentials	Yes	No	N/A
47.	Provide structural calculations	Yes	No	N/A
	ELECTRICAL REQUIREMENTS			
48.	Electrical plans shall comply with the **2011 National Electrical Code** and shall include the following: o Designer name and registration number shall be on all plans. o Type, location, and capacity of all service equipment. o Size and length of wiring enclosures, including dimensions of junction boxes. o The number, size, and type of all conductors to be installed in wiring enclosures. o The location of every proposed outlet, including switches. o The wattage or amperage of outlets. o The location, voltage, horsepower, kilowatt, or similar rating of every motor or generator. o Location and wattage of every transformer or other appliance to be installed. o Details of panelboard, switchboard, and distribution centers, showing type and arrangement of switches, over-current devices, and general control equipment. o Panelboard or switchboard schedules showing wattage or amperage and the number of active or branch circuits to be installed, and the number of spare or branch circuits for future use. o The location of emergency lighting systems and exit lighting. o The circuiting of every electrical outlet with size of conductor and raceway. o The load calculation sheet, and method used to perform the calculation. o Conduit type and conductors installed. o Derating calculations if applicable. o Identification of all Hazardous locations. o Identification of all rooms as they apply to the requirements of NFPA 70	Yes	No	N/A
	GAS REQUIREMENTS			
49.	Gas plans shall include the following: o Designer name and registration number shall be on all plans.	Yes	No	N/A

	o Gas piping layout.with all lengths, and size changes. o Venting. o Gas riser diagram/shut-offs and pipe sizes. o Type of gas. o Appliances.along with BTU rating o Fireplaces. o Chimneys and vents. o L P tank locations.			
MECHANICAL PLANS				
50.	o Designer name and registration number o Duct size and type for both Return and Supply o Damper locations, along with the type of damper. o Equipment location and required access widths o CFM at each register for both Return and Supply o Typical Duct Installation requirements, insulation attachment and support o Exhaust duct type, size, location, termination and roof penetration detail o Make up air size and location. o Fresh air location, size and volume. Location must be indicated on the plan per 401.5.1 FMC. o Attachment of mechanical equipment must be indicated per the wind zone indicated. o Combustion air size, location. o Required clearances of specific appliances	Yes	No	N/A