

Commercial Plan Requirements Guide

**This list is intended as a basic guide only. Additional required documentation may be required based upon the scope of the proposed project and the applicable code requirements. This list may not be all-inclusive for your particular project and compliance with the Florida Building Code is required.*

COVER SHEET WITH INDEX:

- Statement of design criteria (all trades)
- Denote previous and proposed construction type and occupancy classification
- Statement of compliance with wind load requirements
- Show allowable height and area compliance and fire resistance of structural elements
- Indicate if the building is sprinklered or not

COMPLETE LIFE SAFETY PLAN:

- Exit and emergency lighting
- Occupant load calculations
- Travel distances, exit separation, rated corridors where required

COMPLETE FLOOR PLAN OF BUILDING OR SUITE:

- Label all rooms with intended use (office, warehouse, etc.)
- Room sizes, door sizes, fixture layout (including seating, display racks, shelving, etc.)
- All fire partitions, smoke barriers, smoke partitions and fire walls
- Denote occupancy classification of adjacent units (if any)

STRUCTURAL:

- Foundation plan showing footer size, slab thickness, steel reinforcement, vapor barrier, termite treatment and finish floor elevations.
- Signed and sealed geotechnical reports for new construction
- Lintel schedule including lintel manufacture load tables
- Connector schedule (all connectors for continuous load path from footer to roof)
- Signed / Sealed engineering for trusses and other engineered components

ELEVATIONS:

- Denote all finishes
- Denote roofing type
- Show changes in exterior elevations

ELECTRICAL:

- Floor plan showing layout of all switches, outlets, light fixtures, emergency lighting including branch circuitry
- Service riser diagram, panels schedule, load calculations and fixture schedule
- Automatic lighting control where required

MECHANICAL

- Complete HVAC plans showing the layout and sizes for all ductwork and openings. Indicate the amount air supplied, returned, or exhausted at each diffuser, return air grill etc. Show the location of all HVAC equipment, fire dampers, boilers, unit heaters, rooftop units, VAV boxes, exhaust fans, hoods, etc.
- Schedule of all HVAC equipment listing the location, equipment type, manufacturer, model number, BTUH input and output, CFMs, and weight of each unit.
- Ventilation schedule for all rooms and spaces. The schedule must include the space or room name, use and square footage. Call out the code required CFM and actual CFM provided and specify the HVAC equipment used to meet the code requirement.
- Details for securing outdoor equipment, fire damper installation, hood design, etc.
- Energy calculations and cooling/heating load calculations when required by code.

GAS PLAN

- Type of gas, delivery pressure, list of appliances and BTU's listed on the Seminole County gas worksheet form

PLUMBING:

- Floor plan showing layout of all plumbing fixtures, including mounting locations and handicap accessibility requirements
- Fixture and faucet schedule including model numbers
- Provide minimum plumbing fixture calculations based on the occupant load
- Plumbing isometric drawing for sanitary and water piping

DETAILS

- Typical wall sections, framing details, ceiling details, ceiling heights
- Approved listing of all fire rated assemblies
- Fire rated assembly penetration details where required
- All required accessibility (clear floor spaces, fixture mounting heights and locations)
- Stairs, ramps, handrails, guardrails

ADDITIONAL INFORMATION

- Copy of Seminole County Approved site plan
- Provide Seminole County Product Approval Form per Rule 9b-72
- Energy Calculations (required for new construction, additions, and change of use)
- Window/door and door hardware schedule

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