

COMMERCIAL PLAN REVIEW CHECK LIST

Required information on the Application/Plans for Stamp of Plan Approval:

- **Use Group**
- **Type of Construction**
- **Square foot per floor; design occupant load**
- **Design Professional's Registration Number**
- **If manufactured structure, supply unit number(s), manufactured date**

Required Fees for a Building Permit:

- **Structural/Mechanical**
- **Electrical**
- **Sprinkler/HVAC/Hood/Fire Alarm/etc.**
- **Board of Building Standards**

Required Submittals for a Commercial Building Permit (all items may not be necessary for every project):

- **Design Professional's Seals on the plans**
- **Site Plan**
- **Floor Plans**
- **Elevations**
- **Foundation Plan**
- **Roof Framing Plan**
- **Building Cross Sections**
- **Section Details**
- **Door/Room Finish Schedule**
- **ADAAG**
- **Plumbing Plans – Chapter 29 OBC/Ohio Plumbing Code**
- **HVAC Plans – Chapter 28 OBC/Ohio Mechanical Code**
- **Model Energy Code**
- **Electrical Site Plan – Chapter 27 OBC/NEC**
- **Electrical Service Plan – Riser Diagram/Panel Schedule**
- **Electrical Power Plans**
- **Electrical Lighting Plans – Egress Lighting and Exit Signs**
- **Automatic Fire Suppression System Plans – Hydraulic Calculations**
- **Automatic Signaling System Plans – Shop Drawings**
- **Other Fire Protection System Plans**