City of Harrisburg

Bureau of Code Enforcement

10 N. 2nd St, Suite 205

Harrisburg, Pa 17101

717-255-6553 **Commercial**

**Construction Documents**

**Plan Review Submittal**

(Pa Uniform Construction Code)

**Project Information**

 Project name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Ph: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This is a list of construction document requirements that should be used for preparation of plans and specifications for new buildings/structures, additions, alterations, renovations and fit-out projects located within the City of Harrisburg.

To help facilitate the permit review and approval process, provide the following as applicable. Alterations are to comply with either IBC (International Building Code) chapter 34 or the IEBC (International Existing Building Code).

**Deferred Plan Submittal:** Deferred plans per Pa UCC 403.43 (k), provide list of deferred plans

**Plans to be submitted** on **24” x 36”** plan sheets ***stapled or bound on left edge*** or electronically (call for electronic submission information)

Plans shall be prepared to scale

**Code Analysis:** Required information for plan review

Code year design \_\_\_\_\_\_\_\_ Construction Type \_\_\_\_\_\_\_\_ Occupancy Class \_\_\_\_\_\_\_\_

Square footage of work area \_\_\_\_\_\_\_\_ Occupant Load of Work area \_\_\_\_\_\_\_\_ Sprinkler design \_\_\_\_\_\_\_\_

Allowable height & area \_\_\_\_\_\_\_\_ Historic District \_\_\_\_\_\_\_\_ Flood Zone \_\_\_\_\_\_\_\_

**Site Plans** (Land Development Plan may apply in some cases, call to verify)

Detailed plan of accessible route is required

\_\_\_\_\_\_\_\_ Street cut permit required for work to take place on city streets (obtained from city engineering)

\_\_\_\_\_\_\_\_ Identify street address & zoning district, property lines and right-of-way’s

\_\_\_\_\_\_\_\_ Show all parking spaces, widths & lengths

\_\_\_\_\_\_\_\_ Accessible route (include curb cuts, ramps, walks, widths, lengths, running & cross slopes from parking to building entrance)

\_\_\_\_\_\_\_\_ Existing & proposed utilities

\_\_\_\_\_\_\_\_ Existing & finished grades & elevations

**Architectural Plans**

\_\_\_\_\_\_\_\_ Architectural floor plans of each floor

\_\_\_\_\_\_\_\_ Details, sections, dimensions & elevations of proposed construction

\_\_\_\_\_\_\_\_ Allowable building area increase showing calculations

\_\_\_\_\_\_\_\_ Actual building area including the square footage of each floor & the building height

\_\_\_\_\_\_\_\_ Special detailed requirements based on use & occupancy: high-rise bldg., atriums, special uses

\_\_\_\_\_\_\_\_ Identify use & name of each room

\_\_\_\_\_\_\_\_ Occupant load for each location include calculations

\_\_\_\_\_\_\_\_ Capacity of egress components: width (inch/occupant) stairways & all other components

\_\_\_\_\_\_\_\_ General means of egress, travel distance, exit spacing, occupant load of exits

\_\_\_\_\_\_\_\_ Identify all fire-resistant walls showing type of assembly and rating. Provide UL numbers, include smoke and draft barriers

\_\_\_\_\_\_\_\_ Fire rated construction penetrations specifications are to be provided, including opening protection & damper ratings

\_\_\_\_\_\_\_\_ Exterior wall opening protection, vertical fire spread protection & parapets

\_\_\_\_\_\_\_\_ Interior finishes (smoke development & flame spread) decorations and trim

\_\_\_\_\_\_\_\_ Door schedules: include size, type, rating & hardware

\_\_\_\_\_\_\_\_ Window Schedule include: glazing, safety glazing, skylights & sloped glazing

**Design** (check all that apply)

Option 1 \_\_\_\_ Single use or mixed use (non-separated) occupancy

Option 2 \_\_\_\_ Mixed use (separated) occupancy

 \_\_\_\_ unlimited area building \_\_\_\_ Mezzanines

 \_\_\_\_ Fire Alarm & Detection System \_\_\_\_ Standpipe system per NFPA 14

 \_\_\_\_ Sprinkler system per NFPA 13 \_\_\_\_ Alternative Fire-Extinguishing system

Use formulas and charts from Chapter 5 of the IBC

Option 1

 Use & Occupancy class \_\_\_\_\_\_\_\_\_\_\_\_

 Construction Type \_\_\_\_\_\_\_\_\_\_\_\_

 Allowable Building Area (per floor) \_\_\_\_\_\_\_\_\_\_\_\_

 Adjusted Building Area Increase (sq. ft.) \_\_\_\_\_\_\_\_\_\_\_\_

 Actual Building Area (sq. ft.) \_\_\_\_\_\_\_\_\_\_\_\_

 Actual Building Height \_\_\_\_\_\_\_\_\_\_(feet) \_\_\_\_\_\_\_\_\_\_(stories)

 Adjusted Building Height \_\_\_\_\_\_\_\_\_\_(feet) \_\_\_\_\_\_\_\_\_\_(stories)

Option 2

Story Use Actual Floor Area (sq. ft.) Story Use Actual Floor Are (sq. ft.)

1st \_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 3rd \_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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2nd \_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 4th \_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Structural Plans**

\_\_\_\_\_\_\_\_ List all special inspections & testing

\_\_\_\_\_\_\_\_ Structural design calculations. Structural plans shall be signed/sealed/dated by a Pa. registered architect and/or engineer responsible for the design

\_\_\_\_\_\_\_\_ Soil information, soil investigation/testing report

\_\_\_\_\_\_\_\_ Uniformly distributed floor live design loads for floor area use, any live load reduction, roof live loads, snow loads, wind design loads & all concentrated loads

\_\_\_\_\_\_\_\_ Flood design loads (if applicable) flood hazard zone, flood elevation certificate, structure elevation

\_\_\_\_\_\_\_\_ Footing & Foundation detail, dimensions, footing depth, foundation water/damp proofing, reinforcing steel to include steel bar size, spacing & lapping

\_\_\_\_\_\_\_\_ Concrete, plain and reinforced design, construction standard specification, minimum concrete strength, hot/cold weather curing procedure, seismic design and slab provisions

\_\_\_\_\_\_\_\_ details of beams, joists, girders, rafters/truss layout, fastening/connection detail. For steel: show sizes, framing gauges, sizes and connections; for wood: species, sizes design strength

**Accessibility Plans:** In accordance with 2018 IBC Chapter 11& Appendix E and ICC A117.1 – 2009 ANSI standards.

Only the Pennsylvania Accessibility Advisory Board can grant a variance for relief from the code relating to accessibility.

\_\_\_\_\_\_\_\_ Plumbing elements & facilities to accessible by the scoping provisions: toilet compartments, bathing rooms, grab bars, seats, laundry equipment, etc.

\_\_\_\_\_\_\_\_ Built-in furnishings & equipment including seating at tables, counters, work surfaces, benches, checkout

 & service counters and storage facilities

\_\_\_\_\_\_\_\_ Clearances at doorways, & maneuvering t furnishings and fixtures

\_\_\_\_\_\_\_\_ Communication elements & features as required by scoping provisions

**Fire Protection Plans:**

\_\_\_\_\_\_\_\_ Sprinkler systems with calculations and catalog cuts for NFPA 13 system components, includes flow test, hose connections, monitoring and alarms

\_\_\_\_\_\_\_\_ Sprinkler head layout, include room identification, dimensions, soffits and obstructions

\_\_\_\_\_\_\_\_ Commodity class & storage rack height

\_\_\_\_\_\_\_\_ Alternative fire extinguishing systems, details, installation, type of system

\_\_\_\_\_\_\_\_ Standpipe systems: details, installation, hose connections, locations, cabinets, valve supervision, building height, stages greater than 1000 sq. ft.

\_\_\_\_\_\_\_\_ Portable fire extinguisher locations

\_\_\_\_\_\_\_\_ Fire Alarm & Detection system details.

\_\_\_\_\_\_\_\_ Smoke control systems, design requirements including smoke barriers, pressurization, airflow, exhaust methods, detection & control, smokeproof enclosures

\_\_\_\_\_\_\_\_ Fire Dept. Knox box forms obtained through the Fire Chiefs Office 717-255-6464

**Plumbing Plans:**

\_\_\_\_\_\_\_\_ Construction Docs., riser diagrams, water calculations, site plan

\_\_\_\_\_\_\_\_ Fixtures: number provided by occupant load (male & female) If mixed occupancy, show for each occupancy.

\_\_\_\_\_\_\_\_ Toilet/bathroom layouts & drinking fountain locations

\_\_\_\_\_\_\_\_ Water supply & distribution for hot water including requirements for tempered water, return circulation & thermal expansion

\_\_\_\_\_\_\_\_ water supply & distribution design, include burial depth, service separation, maximum flow, pressure booster, water hammer, system design, valves, valve access and backflow prevention.

\_\_\_\_\_\_\_\_ Potable system disinfection procedure/specifications

\_\_\_\_\_\_\_\_ Drainage system details, include traps, seals, stacks, horizontal branches, building drain, sewer lateral, cleanouts, special equipment (ie: food waste, grease/oil separation) all venting

\_\_\_\_\_\_\_\_ Storm drainage details, include roof area. Rainfall rate, cleanouts, drain sizes, secondary drains and scuppers

\_\_\_\_\_\_\_\_ Piping material, support and installation including waterproofing, flood proofing penetration protection, corrosion protection

\_\_\_\_\_\_\_\_ Compliance with Energy Conservation Code

**Mechanical Plans:**

\_\_\_\_\_\_\_\_ Construction documents: equipment installation, location, pipe/duct support, condensate disposal

\_\_\_\_\_\_\_\_ Mech. Vent. Outdoor air requirements per room occupancy classification: include sq. ft. area, occupant load, required & actual cfm

\_\_\_\_\_\_\_\_ Duct sizes, layout, plenums, insulation R values, damper locations, smoke detection & locations, fire damper rating & location

\_\_\_\_\_\_\_\_ Contaminant exhaust systems, smoke control systems & roof vents. connection/direct-vent, mechanical combustion air ducts, opening obstructions, location & protection

\_\_\_\_\_\_\_\_ Gas-fired appliances, combustion air, indoor/outdoor air, combined use of air, any engineered combustion air supply, direct-vent, louver, grills & ducts

\_\_\_\_\_\_\_\_ Details of chimneys and vents, termination and required clearances from intakes & openings

\_\_\_\_\_\_\_\_ Details of Boilers, water heaters, pressurized vessels or appliances to be used

\_\_\_\_\_\_\_\_ Details of fuel-gas piping materials, size, shut-off valves, any other systems such as LP gas, compressed natural gas, etc.

\_\_\_\_\_\_\_\_ Details of fuel-oil piping, materials, size, shut-off valves, gauges, system installation, etc.

\_\_\_\_\_\_\_\_ Compliance with Energy Conservation Code

**Electrical Plans**

\_\_\_\_\_\_\_\_ Submitted with 3rd party plan review completed & approved

\_\_\_\_\_\_\_\_ Compliance with Energy Conservation Code

\_\_\_\_\_\_\_\_ Electrical inspections to be performed by the same 3rd party of the plan review