

BUILDING DEPARTMENT

COMMERCIAL - NEW CONSTRUCTION and ADDITIONS - BUILDING PERMIT SUBMISSION REQUIREMENTS

Along with a Building Permit and payment in full, projects submitted for a Building Code compliance review shall contain the following documents, as applicable. Partial submissions will not be accepted.

- 1. Two sets of all documents.
- 2. All drawings stamped by a licensed design professional.
- 3. Geotechnical report.
- 4. Site Plan as approved by the Zoning Department and indicating utilities.
- 5. Farmington Valley Health/WPCA/CWC approval letter.
- Cover Sheet with building code information such as Occupancy Classification, type of Construction, occupancy load, egress diagrams, required/supplied code requirements and list of all drawings/documents that are being completed with the date of each document.
- 7. Basement/Foundation Plan with dimensions and information on slabs, vapor barriers, footings, piers, columns, beam pockets, insulation, radon mitigation system, steps in top of foundation wall, foundation wall reinforcing, windows.
- 8. Floor Plans with dimensions and information on stairs, handrails, framing, wall types, window and door sizes, tempered glass locations, bearing walls, fire rated barriers, ADA requirements.
- 9. Roof Plan that indicates slopes, framing members, crickets.
- 10. Wall Sections showing foundations with reinforcing, water/damp proofing, footing drain, framing, insulation types and R values, vapor barrier, roofing, siding, conformance with 2021 IECC Commercial Provisions.
- 11. Exterior elevations with grade contours accurately indicated.
- 12. Structural plans and details. Statement of special inspections and geotechnical report.
- 13. Electrical plans and details.
- 14. Plumbing plans and details.
- 15. Mechanical plans and details.
- 16. Fire sprinkler plans and details.
- 17. ComCheck and heat loss calculations and calculations that confirm heating and cooling equipment is sized "in accordance with ACCA Manual S based on building loads calculated in accordance with ACCA Manual J or other approved heating and cooling calculation methodologies."

If you have any questions please contact the building department, Rand D. Stanley, Building Official

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