

**FOR NEW INDUSTRIAL/COMMERCIAL BUILDINGS OR  
 MAJOR ADDITIONS & REMODELING**

Please contact **Duane Grace**, Building & Fire Codes Consultant  
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**Plan Review Check List**

City or Firm \_\_\_\_\_ My project Number \_\_\_\_\_

Project Name \_\_\_\_\_ Date Information Received \_\_\_\_\_

Project Designer \_\_\_\_\_ Phone Number \_\_\_\_\_

Contact/E-mail address \_\_\_\_\_

	Required Date			Review Date Completed	Comments Ret.	Rec'd
	Yes	No	Rec'd			
1. Architectural Plans						
2. Structural Plans						
3. Plumbing Plans						
4. HVAC Plans						
5. Electrical Plans						
6. Soil Testing Info						
7. Structural Calculations						
8. Bldg. Envelope Forms						
9. HVAC Comp. Forms						
10. Serv. Wtr. Heating Forms						
11. Lighting Comp. Forms						
12. Performance Rating Form						
13. Sprinkler Design Calculations						
14. Sprinkler Drawings						
15. Site Plan						
16. Specifications						
17. Existing Struc. Plan						
18. Special Inspection List- Chap 17						
19. Special Inspection Form Completed						
20. Addendum's						
21. ASI's, RFP's, etc						
22. Construction Meeting Minutes						
23. Contractor to Provide						
24. U.L. Fire Blocking System Number for prior approval						
25. Engineered truss details. See IBC Sec. 2303.4.1.4						
26.						
27.						
28.						
29.						