



# Columbia County

## BUILDING DEPARTMENT

Revised 7/1/15

### COMMERCIAL MINIMUM PLAN CHECKLIST

**MINIMUM PLAN REQUIREMENTS AND CHECKLIST FOR THE 2014 FLORIDA BUILDING CODE ,FLORIDA PLUMBING CODE,FLORIDA MECHINICAL CODE,FLORIDA FUEL AND GAS CODE 2014 EFFECTIVE 1 JULY 2015 AND 2011 NATIONAL ELECTRICAL**

ALL REQUIREMENTS ARE SUBJECT TO CHANGE

**ALL BUILDING PLANS MUST INDICATE COMPLIANCE WITH THE CURRENT FLORIDA BUILDING CODES. ALL PLANS OR DRAWING SHALL PROVIDED CALCULATIONS AND DETAILS THAT HAVE THE SEAL AND SIGNATURE OF A CERTIFIED ARCHITECT OR ENGINEER REGISTERED IN THE STATE OF FLORIDA, OR ALTERNATE METHODOLOGIES, APPROVED BY THE STATE OF FLORIDA BUILDING COMMISSION.**

**FOR DESIGN PURPOSES THE FOLLOWING BASIC WIND SPEEDS ARE PER FLORIDA BUILDING CODE FIGURE 1609-A THROUGH 1609-C ULTIMATE DESIGN WIND SPEEDS FOR RISK CATEGORY AND BUILDINGS AND OTHER STRUCTURES**

GENERAL REQUIREMENTS:		Items to Include-Each Box shall be Circled as Applicable			
1	All drawings must be clear, concise and drawn to scale, details that are not used shall be marked void.	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A	N/A
2	If the design professional is an architect or engineer legally registered under the laws of this state regulating the practice of architecture as provided for in Chapter 481, Florida Statutes, Part I, or engineering as provided for in Chapter 471, Florida Statutes, then he or she shall affix his or her official seal to said drawings, specifications and accompanying data, as required by Florida Statute.	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A	N/A
3	The design professional signature shall be affixed to the plans	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A	
4	Two (2) complete sets of plans with the architecture or engineer signature and the date the affix embossed official seal was placed on the plans	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A	N/A

**Two (2) complete sets of plans containing the following information:**

Building Site Plan Requirements		Items to Include-Each Box shall be Circled as Applicable			
4	Parking, including provision Florida Building Code Accessibility Code	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	N/A
5	Fire access, showing all drive way which will be accessible for emergency vehicles	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	N/A
6	Driving/turning radius of parking lots	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	N/A
7	Vehicle loading include truck dock loading or rail site loading	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	N/A
8	Nearest or number of onsite Fire hydrant/water supply/post indicator valve (PIV)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	N/A
9	Set back of all existing or proposed structures from each structure and property boundaries, Show all	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	N/A

	separation including assumed property lines			
10	Location of specific tanks(above or under grown ,water lines and sewer lines and septic tank and drain fields	Yes	No	N/A N/A
11	All structures exterior views include finished floor elevation	Yes	No	N/A N/A
12	Total height of structure(s) form established grade	Yes	No	N/A N/A
Review required by the Columbia County Fire Department Items 13 <sup>th</sup> 43				

Occupancy group use circle all uses:	Group A	Group B	Group E	Group F	Group H	Group I	Group M	Group R	Group S	Group U D	
13	Special occupancy requirements.								Yes	No	N/A/N/A
14	Incidental use areas (total square footage for each room of use area)								Yes	No	N/A/N/A
15	Mixed occupancies								Yes	No	N/A/N/A
16	REQUIRED SEPARATION OF OCCUPANCIES IN HOURS FBC TABLE 707.3.10								Yes	No	N/A/N/A
Minimum type of permitted construction by code for occupancy use circle the construction type FBC 602											
17	Type I (FBC:602.2)	Type II (FBC:602.2)	Type III (FBC:602.3)	Type IV (FBC:602.4)	Type V (FBC:602.5)	Type I					

Fire-resistant construction requirements shall be shown, include the following components				
18	Fire-resistant separations	Yes	No	N/A N/A
19	Fire-resistant protection for type of construction	Yes	No	N/A N/A
20	Protection of openings and penetrations of rated walls	Yes	No	N/A N/A
21	Protection of corridors and penetrations of rated walls	Yes	No	N/A N/A
22	Fire blocking and draftstopping and calculated fire resistance	Yes	No	N/A N/A
Fire suppression systems shall be shown include:				
23	Early warning smoke evacuation systems Schematic fire sprinklers Standpipes	Yes	No	N/A N/A
24	Standpipes	Yes	No	N/A N/A
25	Pre-engineered systems	Yes	No	N/A N/A
26	Riser diagram	Yes	No	N/A N/A
Life safety systems shall be shown include the following requirements:				
27	Occupant load and egress capacities	Yes	No	N/A N/A
28	Early warning	Yes	No	N/A N/A
29	Smoke control	Yes	No	N/A N/A
30	Stair pressurization	Yes	No	N/A N/A
31	Systems schematic	Yes	No	N/A N/A
Occupancy load/egress requirements shall be shown include:				
32	Occupancy load	Yes	No	N/A N/A
33	Gross occupancy load	Yes	No	N/A N/A
34	Net occupancy load	Yes	No	N/A N/A
35	Means of egress	Yes	No	N/A N/A
36	Exit access	Yes	No	N/A N/A
37	Exit discharge	Yes	No	N/A N/A
38	Stairs construction/geometry and protection	Yes	No	N/A N/A
39	Doors	Yes	No	N/A N/A
40	Emergency lighting and exit signs	Yes	No	N/A N/A
41	Specific occupancy requirements	Yes	No	N/A N/A
42	Construction requirements	Yes	No	N/A N/A
43	Horizontal exits/exit passageways	Yes	No	N/A N/A

Items to Include-  
Each Box shall be  
Circled as  
Applicable

Structural requirements shall be shown include:				
44	Soil conditions/analysis	Yes	No	N/A N/A
45	Termite protection	Yes	No	N/A N/A
46	Design loads	Yes	No	N/A N/A
47	Wind requirements	Yes	No	N/A N/A
48	Building envelope	Yes	No	N/A N/A



49	Structural calculations (if required)	Yes	No	N/A	N/A
50	Foundation For structures with foundation which establish new electrical utility companies service connection a Concrete Encased Electrode will be required within the foundation to serve as an grounding electrode system. Per the National Electrical Code article 250.52.3	Yes	No	N/A	N/A
51	Wall systems	Yes	No	N/A	N/A
52	Floor systems	Yes	No	N/A	N/A
53	Roof systems	Yes	No	N/A	N/A
54	Threshold inspection plan	Yes	No	N/A	N/A
55	Stair systems	Yes	No	N/A	N/A
<b>Materials shall be shown include the following</b>					
56	Wood	Yes	No	N/A	N/A
57	Steel	Yes	No	N/A	N/A
58	Aluminum	Yes	No	N/A	N/A
59	Concrete	Yes	No	N/A	N/A
60	Plastic	Yes	No	N/A	N/A
61	Glass	Yes	No	N/A	N/A
62	Masonry	Yes	No	N/A	N/A
63	Gypsum board and plaster	Yes	No	N/A	N/A
64	Insulating (mechanical)	Yes	No	N/A	N/A
65	Roofing	Yes	No	N/A	N/A
66	Insulation	Yes	No	N/A	N/A
<b>Accessibility requirements shall be shown include the following</b>					
67	Site requirements	Yes	No	N/A	N/A
68	Accessible route	Yes	No	N/A	N/A
69	Vertical accessibility	Yes	No	N/A	N/A
70	Toilet and bathing facilities	Yes	No	N/A	N/A
71	Drinking fountains	Yes	No	N/A	N/A
72	Equipment	Yes	No	N/A	N/A
73	Special occupancy requirements	Yes	No	N/A	N/A
74	Fair housing requirements	Yes	No	N/A	N/A
<b>Interior requirements shall include the following</b>					
75	Review required by the Columbia County Fire Department Items 75 <sup>th</sup> 80	Yes	No	N/A	N/A
	Interior finishes (flame spread/smoke development)				
76	Light and ventilation	Yes	No	N/A	N/A
77	Sanitation	Yes	No	N/A	N/A
<b>Special systems</b>					
78	Elevators	Yes	No	N/A	N/A
79	Escalators	Yes	No	N/A	N/A
80	Lifts	Yes	No	N/A	N/A
<b>Swimming pools</b>					
81	Barrier requirements	Yes	No	N/A	N/A
82	Spas and Wading pools	Yes	No	N/A	N/A
83	Access required per Florida Building Code 454.1.2.5	Yes	No	N/A	N/A

Items to Include-Each Box shall be Circled as Applicable					
Electrical					
84	Wiring	Yes	No	N/A	N/A
85	Services For structures with foundation which establish new electrical utility companies service connection a Concrete Encased Electrode will be required within the foundation to serve as an grounding electrode system. Per the National Electrical Code article 250.52.3	Yes	No	N/A	N/A
86	Feeders and branch circuits	Yes	No	N/A	N/A
87	Overcurrent protection	Yes	No	N/A	N/A
88	Grounding	Yes	No	N/A	N/A
89	Wiring methods and materials	Yes	No	N/A	N/A

90	GFCIs	<input checked="" type="radio"/> Yes	No	N/A	N/A
91	Equipment	<input checked="" type="radio"/> Yes	No	N/A	N/A
92	Special occupancies	Yes	<input checked="" type="radio"/> No	<input checked="" type="radio"/> N/A	N/A
93	Emergency systems	Yes	<input checked="" type="radio"/> No	<input checked="" type="radio"/> N/A	N/A
94	Communication systems	Yes	<input checked="" type="radio"/> No	<input checked="" type="radio"/> N/A	N/A
95	Low voltage	<input checked="" type="radio"/> Yes	No	N/A	N/A
96	Load calculations	<input checked="" type="radio"/> Yes	No	N/A	N/A
<b>Plumbing</b>					
97	Minimum plumbing facilities	<input checked="" type="radio"/> Yes	No	N/A	N/A
98	Fixture requirements	<input checked="" type="radio"/> Yes	No	N/A	N/A
99	Water supply piping	<input checked="" type="radio"/> Yes	No	N/A	N/A
100	Sanitary drainage	<input checked="" type="radio"/> Yes	No	N/A	N/A
101	Water heaters	<input checked="" type="radio"/> Yes	No	N/A	N/A
102	Vents	<input checked="" type="radio"/> Yes	No	N/A	N/A
103	Roof drainage	<input checked="" type="radio"/> Yes	No	N/A	N/A
104	Back flow prevention	<input checked="" type="radio"/> Yes	No	N/A	N/A
105	Irrigation	Yes	<input checked="" type="radio"/> No	<input checked="" type="radio"/> N/A	N/A
106	Location of water supply line	<input checked="" type="radio"/> Yes	No	N/A	N/A
107	Grease traps	Yes	<input checked="" type="radio"/> No	<input checked="" type="radio"/> N/A	N/A
108	Environmental requirements	Yes	<input checked="" type="radio"/> No	<input checked="" type="radio"/> N/A	N/A
109	Plumbing riser	<input checked="" type="radio"/> Yes	No	N/A	N/A
<b>Mechanical</b>					
110	Energy calculations	<input checked="" type="radio"/> Yes	No	N/A	N/A
111	Review required by the Columbia County Fire Department Items 111 <sup>th</sup> 114 Exhaust systems	Yes	<input checked="" type="radio"/> No	N/A	N/A
112	Clothes dryer exhaust	Yes	<input checked="" type="radio"/> No	N/A	N/A
113	Kitchen equipment exhaust	Yes	<input checked="" type="radio"/> No	N/A	N/A
114	Specialty exhaust systems	Yes	<input checked="" type="radio"/> No	N/A	N/A
<b>Equipment location</b>					
115	Make-up air	<input checked="" type="radio"/> Yes	No	<input checked="" type="radio"/> N/A	N/A
116	Roof-mounted equipment	<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> No	<input checked="" type="radio"/> N/A	N/A
117	Duct systems	<input checked="" type="radio"/> Yes	No	N/A	N/A
118	Ventilation	<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> No	N/A	N/A
119	Laboratory	Yes	<input checked="" type="radio"/> No	N/A	N/A
120	Combustion air	Yes	<input checked="" type="radio"/> No	N/A	N/A
121	Chimneys, fireplaces and vents	Yes	<input checked="" type="radio"/> No	N/A	N/A
122	Appliances	Yes	<input checked="" type="radio"/> No	N/A	N/A
123	Boilers	Yes	<input checked="" type="radio"/> No	N/A	N/A
124	Refrigeration	Yes	<input checked="" type="radio"/> No	N/A	N/A
125	Bathroom ventilation	<input checked="" type="radio"/> Yes	No	N/A	N/A
<b>Items to Include- Each Box shall be Circled as Applicable</b>					
<b>Gas</b>					
126	Review required by the Columbia County Fire Department Items 126 <sup>th</sup> 134 Gas piping	Yes	No	N/A	N/A
127	Venting	Yes	<input checked="" type="radio"/> No	N/A	N/A
128	Combustion air	Yes	<input checked="" type="radio"/> No	N/A	N/A
129	Chimneys and vents	Yes	<input checked="" type="radio"/> No	N/A	N/A
130	Appliances	Yes	<input checked="" type="radio"/> No	<input checked="" type="radio"/> N/A	N/A
131	Type of gas	Yes	No	<input checked="" type="radio"/> N/A	N/A
132	Fireplaces	Yes	No	<input checked="" type="radio"/> N/A	N/A
133	LP tank location	Yes	No	<input checked="" type="radio"/> N/A	N/A
134	Riser diagram/shutoffs	Yes	No	<input checked="" type="radio"/> N/A	N/A
<b>Notice of Commencement</b>					
135	A recorded (in the Columbia County Clerk Office) notice of commencement is required to be on file with the building department . <i>Before Any Inspections Will Be Done</i>	<input checked="" type="radio"/> Yes	No	N/A	N/A
	<b>Disclosure Statement for Owner Builders</b>	Yes	No	<input checked="" type="radio"/> N/A	N/A