COMMERCIAL, INDUSTRIAL &

MULTI-FAMILY RESIDENTIAL PROJECTS

GENERAL INFORMATION

The provisions of the International Building Code, 2006 Edition as amended by the City of Pekin adopting ordinance, shall apply to the construction, alteration, movement, enlargement, replacement, repair. Equipment, use and occupancy, location, removal and demolition of commercial, industrial and multi-family residential buildings and structures. (2006 IBC Section 101.2)

Code References

2006 International Building Code
2006 International Mechanical Code
2006 International Fire Code
2008 National Electric Code
2015 International Energy Conservation Code
2014 Illinois State Plumbing Code (Required by the Illinois Department of Public Health)
2010 Illinois Accessibility Code (Required by the Illinois Environmental Barriers Act)

PLAN REQUIREMENTS

New commercial, industrial and multi-family residential building and additions to existing buildings require the submittal of a complete set of sealed building plans for plan review and approval. Sealed plans must also be submitted for all other projects other than minor remodeling involving no structural or life safety changes. The Building Inspection /Development Director is authorized to waive the submission of sealed building plans if it is found that the nature of the work applied for is such that review of sealed plans is not necessary to obtain compliance with the code.

Illinois State law requires that, as a minimum, all plans submitted for the construction of a new structure, addition, or major improvement be sealed by a registered Architect or Structural Engineer. Building systems, electrical, plumbing, mechanical, etc. must be designed by one of the aforementioned individuals or may be designed and sealed by a Professional Engineer.

Submit three (3) complete sets of building plans, signed and sealed by a licensed design professional, one (1) final electronic version in PDF format and one (1) Site Plan (if applicable), along with a completed building permit application to the Building Inspection / Development Department for review. It is the responsibility of the applicant to provide sufficient information with the permit application for staff to verify code compliance.

Building Plan Review Checklist

The following checklist is provided to help you determine what information is required to submit for review.

The applicant should check Yes or N/A (Not Applicable) and note appropriate drawing sheet/page number(s) and or Specification Section as allotted within the below checklist. The only items that should be checked as Not Applicable are those which will not be present in the completed building.

An application for each applicable permit (Demolition, Building, Plumbing, Mechanical and Electrical) will need to be filed with the Building Inspection / Development Department prior to start of work.

City of Pekin
Plan Review Checklist for all Commercial, Industrial and Multi-Family Projects

Project Address: _____

Project Title: _____

Date Submitted: _____

ARCHITECTURAL

Item	Submitted		Sheet/Page Number or Document Reference
	☐	**Foundation** Details, Pier Schedule, Assumed Soil Bearing, Concrete Specifications, Footing Dimensions, Reinforcement	
	☐	**Floor Plans** Seating Plan (Assembly Use), Identify all Fire-rated Walls, Label all Spaces	
	☐	**Framing Plans** Design Live Loads, Type of Framing, Size of Structural Members, Span of Members, Truss Bearing Locations	

ARCHITECTURAL

Item	Submitted		Sheet/Page Number or Document Reference
	☐	**Elevations** Height Between Floors, Materials to be Used, Grade Plane, Grade Elevations, Window Size/ Openings, Floor Elevations, Building Height	
	☐	**Building Sections**	
	☐	**Stair Section & Details** Tread and Riser Dimensions, Width of Stair, Details and Dimensions of Hand and Guardrails	
	☐	**Structural Loads** Soil Report, Uniform Live Loads, Roof Loads, (Including Snow), Wind Loads, Footing Design Loads, Design/Construction Standards for Each Type of Structural Material	
	☐	**Roof** Type of Roofing Materials, Shop Drawings for Truss Systems, Roofer's License Number Must be Included with the Application, Contractor must have Unlimited Roofing License	

ELECTRICAL

Item	Submitted		Sheet/Page Number or Document Reference
	☐	**Floor Plan** Fixture Locations, Electrical Symbols Key, Location of Receptacles, Panel Size & Location, Wire Size and Type, Smoke Detectors, Fire Alarm Devices, Site Electrical and Signs	
	☐	**Reflected Ceiling Plan** Location of Fixtures, Emergency & Exit Lighting	
	☐	**Schematic** Service & Feeder/Subpanel Line Diagram, Panel Schedule	
	☐	**Load Calculations**	

PLUMBING

Item	Submitted		Sheet/Page Number or Document Reference
	☐	**Floor Plan** Location of All Fixtures, Handicap Fixtures, Floor Drains, Drinking Fountains, Meter(s) Location and Size, Water Service Size	
	☐	**Riser Diagrams / Water DMV**	
	☐	**Material Fixture Schedule**	
	☐	**Backflow Device**	
	☐	**Isometric Plumbing Diagram**	

MECHANICAL

Item	Submitted		Sheet/Page Number or Document Reference
	☐	**Floor / Reflected Ceiling Plan** Location of Equipment, Type of Equipment, Rating and/or Capacity, Gas Piping Sizes/Locations, Air Distribution System Layout Including: Damper Location, Size & Type of Material, Location of transfer Grills, Duct Smoke Detectors, Location/Type of Controls	
	☐	**Calculations / Specifications** Calculations for Natural/Mechanical Ventilation Air Requirements, Combustion Air (Inside/Outdoor) Requirements	
	☐	**Fireplaces**	
	☐	**Elevator Plan / Details**	

FIRE PROTECTION SYSTEMS

Item	Submitted		Sheet/Page Number or Document Reference
	☐	**Sprinkler / Standpipe Plans** Hazard Classification, Water Supply Available, Flow Location, Test Valve, Hydraulic Calculations, Riser Details, Fire Dept. Connections, Type of System ( )Water, ( ) Carbon Dioxide ( ) Foam ( ) Dry Chemical ( ) Halogenated	
	☐	**Sprinkler Calculations**	
	☐	**Fire Alarm System** Location of Panel/Devices, Cut Sheets for Devices, transmission Method, Supervising Facility, UL Listing Numbers	
	☐	**Backflow Device**	

OTHER

Item	Submitted		Sheet/Page Number or Document Reference
	☐	**Illinois Accessibility Code** Provide Sufficient information on Plans to Verify Compliance	
	☐	**Illinois Energy Code Compliance Forms**	

Prepared By (Print): _____

Address: _____

_____

Phone: _____ **Email:** _____

Signature: _____