

COMMERCIAL BUILDING PERMIT APPLICATION

Design Criteria

Ground Snow Load: 20 psf	Weathering: Severe	Termite: Moderate to Heavy
Live Roof Load: 20 psf	Mean Air Temperature: 56.3	Decay: Slight to Moderate
Wind Speed: 90 MPH		Ice Shield Underlayment Required: No
Seismic Zone: A	Frost Line Depth: 30 inches	Flood Hazard: City Ordinance 7597 3-1-03

Adopted Codes

- 2009 International Building Code
- 2009 International Residential Code
- 2009 International Energy Conservation Code
- 2009 International Existing Building Code
- 2009 International Fire Code
- 2009 International Fuel Gas Code
- 2009 International Mechanical Code
- 2009 International Plumbing Code
- 2008 National Electrical Code
- ICC/ANSI A117.1-2003

Building Plans and Document Submittals

Building Plans

Plans must be accompanied by a completed building permit application. Plans, submittals and specifications shall be stamped and sealed by an architect or engineer licensed by the State of Kansas as required by the statutes of the Kansas State Board of Technical Professions. Architectural, mechanical, electrical and plumbing plans shall be a minimum of 1/8" scale. All submittals shall consist of 2 stamped hard sets and one electronic copy. One wet sealed and one copied set is permissible. The pdf format is the preferred electronic file type. Do not submit AutoCAD files. Construction documents shall identify new, remodeled, and existing portions of all rooms and spaces. **Plans shall label the use and indicate number of occupants to be accommodated on every floor, and in all rooms and spaces. Electrical Plans shall indicate the location of all exit signs and emergency lighting.** Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of the City of Lawrence adopted codes and relevant laws, ordinances, rules and regulations, as determined by the building official. Each set of commercial shall include code analysis.

Statement of Special Inspections

A completed statement of special inspection shall be submitted for review and approval with all commercial building permit applications.

Fire Protection System Shop Drawings

Shop drawings for the fire protection system(s) shall be submitted to indicate conformance with the City of Lawrence adopted codes and the construction documents and shall be approved prior to the start of system installation. Shop drawings shall contain all information as required by the referenced installation standards. Submit a minimum of 2 stamped hard copies and one electronic copy for review and approval.

2009 International Energy Code

Plans should demonstrate compliance with the City of Lawrence adopted codes. Details shall include but are not limited to insulation materials and their R-values; fenestration U-factors and SHGCs; system and equipment efficiencies, types, sizes and controls; duct sealing, insulation location air sealing; and air sealing details. Electrical plans shall indicate the method of lighting reduction, and light fixture switching pattern. Energy code compliance software tools such as Comcheck may be submitted for approval.

Site Plan

Generally a site plan is required for all new construction including additions. A site plan may also be required for changes of occupancy or remodels in which the occupancy load is increased. Commercial site plans must be approved by the City of Lawrence Planning and Development Services Department.

Code Analysis

Each set of commercial plans shall include on the coversheet or on a dedicated plan sheet a building code analysis. The building analysis shall include the following information;

- *Construction Type*
- *Occupancy groups*
- *Allowable and actual number of stories*
- *Allowable and actual number of exits*
- *Allowable and actual building height and area*
- *Exit travel distance allowable and actual*
- *Fire separation details*
- *Allowable and actual exit width*
- *Separated or non-separated design*
- *Sprinkled or Non-Sprinkled*
- *Fire separation distance*
- *Allowable and actual plumbing fixtures required*

Code Footprint

A code footprint as required by the K.A.R 22-1-7 shall be prepared for all new buildings, new building additions and change of occupancy. In addition a code footprint is also required for the following commercial remodels;

- *Multi-Family R-1 or R-2 occupancies with three or more stories or greater than 12,000 square feet*
- *Educational Occupancies, including any daycare facility for more than 24 persons*
- *Institutional Occupancies*
- *Mixed Assembly Occupancies with Educational or Institutional*

For a complete set of code footprint requirements please contact the State of Kansas Fire Marshall Prevention Division, 700 SW. Jackson Suite 600, Topeka, Kansas 66603. Phone Number 785-296-0751

Links to websites and documents:

- City of Lawrence amendments to adopted codes - http://www.lawrenceks.org/city_code/system/files/chapter05.pdf
- Kansas State Fire Marshall www.accesskansas.org/firemarshal
- Code Footprint Fact Sheet <http://www.accesskansas.org/firemarshal/Prevention/PrevDoc/FF2006/06FF061A.pdf>
- Kansas State Board of Technical Professions <http://www.kansas.gov/ksbtp/>