

Plan Design Requirements For Non-Residential Buildings:

The following is a list of minimum specifications to be included in the plans to be submitted for review prior to the issuance of a building permit. Some structures may require additional information depending on it's design and type of occupancy.

For structures that also are subject to the State Fire Marshal inspections, the plans must be submitted and approved by the State Fire Marshal office prior to being submitted to the Bartow County Building Inspection Department.

When submitted to this department, provide two sets of plans. Please allow two weeks for the plan review. Incomplete plans or corrections to the plans must be resubmitted. The plan review is only general and is not a detailed review. It is the responsibility of the plan designer to provide and determine the specifications as required by the state mandatory codes. Upon approval of the plans,

one set of plans will be returned to the applicant when the building permit is issued.

The State of Georgia requires certain buildings to have the seal of an architect on the plans. Structures exempt from the seal of an architect are:

- (1) One and two family residences and domestic outbuildings regardless of cost;
- (2) Any building classified as an agricultural occupancy upon any farm for the use of any farmer; any state owned farmer's market;
- (3) Any building which is a single story building, not exceeding more than 5,000 square feet in area, except new or existing assembly occupancies, correctional or detention facilities, hotels, dormitories or lodging facilities, multi-family housing or apartment complexes and care facilities;
- (4) Pre-engineered buildings that are one story in height, except new or existing assembly occupancies, educational occupancies, health care occupancies, correction or detention facilities, hotels, or apartment complexes, care facilities and facilities classified as 'high hazard'; provided, however, that the services of a duly registered architect shall be required for the design of any business or mercantile occupancies that exceed 5,000 square feet in areas that are incidental to the operation in such building; and
- (5) Non-load bearing interior construction in existing or planned office structures which were designed by a registered architect, where drawings and specifications are prepared by a Georgia registered interior designer

who also submits to the responsible building official a notarized and signed statement on letterhead from a person in a position of authority within the interior design firm certifying that the plans and specifications as submitted are in full compliance with the current building codes and regulations in effect.

The architect must have a current registration to practice in this state and be competent in the subject matter of the documents by virtue of education or experience or both.

The previous information provided does not provide the state law in its entirety. Please refer to Article 1 of Chapter 4 Title 43 of the Official Code of Georgia Annotated for the complete law.

The following information is required to be provided on the plans whether prepared by an architect or by someone else as allowed by Georgia law. The plans must consist of the following:

(1) **Cover Sheet**

- a) Location of proposed site.
- b) Owner name, address and phone number.
- c) Code and year edition plans are designed by:
 - 1) Building
 - 2) Electrical
 - 3) Plumbing
 - 4) HVAC
- d) Type Construction (Type I, II, III, IV OR V; see Chapter 6 of the Standard (ICC) Building Code).
- e) Type of occupancy.
- f) Number of stories.
- g) Square footage per story and total.
- h) Sprinklered or Unsprinklered.
- i) A list of any hazardous or explosive materials that will be used when the building is occupied.
- j) Maximum occupant load allowed as determined by the building code.
- k) Wind speed building is designed for.
- l) Name, phone number and signature of person responsible for the drawings.

(2) **Site Plan**

- a) Distance of structure from property lines or assumed property lines.
- b) Parking, including handicapped parking and signage.
- c) Ramps and their design for handicapped accessibility.
- d) Exterior stairs, guards and handrails when required, including materials to be used.

(3) **Building Plan**

- a) Dimensions of exterior perimeter of structure.
- b) Dimensions of all rooms, corridors, doors, windows, direction of door swing.
- c) Footing detail.
- d) Details of handicapped bathrooms showing dedicated space for water closet and lavatory and location and mounting heights of grab bars, lavatories, water closets, mirrors, etc.
- e) Type of door hardware.
- f) Fire rated wall assemblies and details of the wall, including the tested assembly listing number; provide the same for any fire rated floor/ceiling assembly.
- g) Type and size of framing materials. If it will be a pre-engineered metal building, also provide the engineered plans.
- h) Stairs, guards and handrail details.
- i) Exit signs, and when required by code, fire extinguishers.
- j) When sprinklers will be installed, provide sprinkler plans.
- k) For apartment complexes of 20 or more units, indicate which units and their details that will comply with the Georgia Handicapped Accessibility Code.
- l) For structures that require the plans to be prepared by a licensed architect, provide a list of the "Special Inspections" as required by Chapter 17 of the IBC.

(4) **Electrical Plan**

- a) Electrical service, panel-boards, number of phases, location.
- b) Size of service conductors and sub-panel feeders.
- c) Grounding method.
- d) Wiring method (i.e. non-metallic sheathed cable, rigid conduit, mc cable, etc).
- e) When required by building code, location of emergency lighting, alarms, strobe lights, horns, etc.

(5) **Plumbing Plan**

- a) Location and type of backflow preventers.
- b) Location and size of water heater and whether gas or electric.
- c) Location and type of thermal expansion device.
- d) Floor drains and whether deep seal traps or trap primers.
- e) Type of piping materials when installed in areas, such as above suspended ceilings, when used as return air plenums.
- f) Size and material of gas lines for gas fired appliance/equipment when gas lines are installed by the plumbing contractor.
- g) When gas appliances/equipment are installed in concealed spaces, show method to be used for obtaining combustion air.
- h) For restaurants, show location and size of grease trap; also show indirect drains for food prep sink.

(6) **HVAC Plan**

- a) Location and size of furnace, heat pump and air handler equipment, including hanging units in warehouse/storage areas.
- b) Size and material of gas lines for gas fired appliances/equipment when gas lines are installed by the HVAC contractor.
- c) Fire damper locations for ducts when penetrating fire rated separations.
- d) For electric furnaces, ampacity requirement.

- e) Specify if space above a suspended ceiling will be used for the return air plenum.
- f) For commercial kitchens, provide details for the ventilation hood and provisions for make-up air.
- g) When gas appliances/equipment are located in concealed spaces, show method to be used for obtaining combustion air.
- h) When required by code, show location of smoke detectors in the hvac system.