



CITY OF ALVA
415 4TH Street
Alva, OK 73717

Required Items for Commercial Building Plan Submittal:

Site Plan:

1. Show dimensions of the new facility in relationship with adjoining buildings and/or lot lines (to include set-back lines from the street).
2. Driveways, parking areas and vehicle accessibility.
3. Utilities to include electric, gas, water, sewer, etc.
4. Identify location of fire hydrants and size of water line feeding them.

Architectural Plan:

1. Provide an analysis of the overall building square footage. Example: New building to be connected to an existing building, area separations, area and height increases as allowed by the *International Building Code*. Include type of construction used in analysis.
2. Provide an elevation view of the building.
3. Floor plan with dimensions to scale, including height.
4. Egress Evaluation Plan with locations and paths of egress.
5. Window Schedule – including window hardware, location, size and type.
6. Doors Schedule – including sizes, types, fire-ratings and hardware
7. Walls/Ceilings – types, details of any UL listed assemblies, as well as and non-fire-rated walls and ceilings.
8. Occupancy of rooms by name, and number - i.e. storage, mechanical, office, Room #, etc.
9. Types of construction – as specified in the IBC, including exterior and interior bearing and non-bearing walls, roof and interior partitions.
10. Location of all stairways, elevators, and ramps. Identify those sited for means of egress.
11. Proposed location of fire extinguishers and other fire protection as required by codes.
12. Locations of all handicap accessibility requirements.
13. Detailed drawings of stairways, handrails, guardrails, elevators, and ramps.
14. Fire-rated construction must include UL, FM or other recognized approved design.

Foundation Plan:

1. Slab drawings
2. Footing Piers, Stem Wall drawing

Electrical Plan:

1. Electrical lighting and power layout including locations of emergency and exit lighting.
2. Electrical riser detail, include grounding detail and conductor/conduit sizing.

Mechanical Plan:

1. Location of all mechanical equipment.
2. Location of ducts (supply/return/exhaust) and fire/smoke dampers, as required.
3. Size of air handling units, (Tonnage, BTU per hour input) and fan CFM.
4. Details of any elevator equipment.
5. Details of any exhaust hoods.
6. Details of any required backup power supply.
7. Details of any required smoke control systems.

Plumbing Plan:

1. Location of all fixtures, include handicap accessibility.
2. Location, size of all building fixtures, drains, vents, clean outs, backflow prevention devices, and sanitary sewer or septic.
3. Location of potable water supply and entrance piping including valves.