



TAYLOR BUILDING / ZONING DEPARTMENT
425 Papermill Rd. - P.O. Box 158
Taylor AZ. 85937
Phone (928) 536-7366

Commercial Plan Requirements

All submittals for commercial building permits should provide the following information:

COVER SHEET

Project Description: Project Location:

- Legal description of the property
- State the actual address of the project
- If an address has not been established, the Town will assign an address.
- Complete description of business operation

Owner/Applicant/Information:

- Contractor Name
- Contractor Address
- Owner's Name and Phone Number
- Owner's Mailing Address
- Contractor License Number
- Contact Person (Owner or Owner's Rep.)
- Contact Phone Numbers

Four complete sets of plans, drawn to scale, are to be submitted for a plan review. Plan review fees are based on the Town of Taylor Fee Schedule and are to be paid at the time of submittal. The permit fees are to be paid at the time of permit issuance, after review and approval of the plans.

Plans required are as follows:

SITE PLAN (1" = 20' scale recommended)

Sealed by an architect or civil engineer/ State of Arizona (if applicable) All seals to comply with A.C.C. R4-30-304, The rule addresses; adding the registrant's seal expiration date below the registrant's seal, effective date, March 8, 2008.



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- Actual address of the project (suite number and floor number if applicable)
- Show the size and shape of the lot
- Identify the property lines with dimensions
- Indicate the North direction of the lot
- Show all buildings and structures
- Provide the distances between the buildings/structures and to the property lines
- Show the streets and alleys
- Show the parking spaces (standard and accessible), and provide parking calculations
- Show all utilities
- Show the location of the electric service entrance section(s) (if applicable)
- Show location of gas meter (if applicable)
- Identify area separation walls (if applicable)
- Provide accessible routes from exits to public way including ramps as required
- Show all site fencing, gates, sidewalks, ramps, etc., demonstrate compliance with I.B.C., Chapters 10 and 11, for accessible routes and exiting to public way.
- Show all building and structures to be demolished

GENERAL CODE DATA

The information required below is to be shown on the architectural cover sheet.

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- Provide a building information block containing
 - 1) Occupancy Classification(s)
 - 2) Separated or Non-separated use
 - 3) Type of Construction
 - 4) Square footage (of each building/ tenant space)
 - 5) Allowable height & area calculations
 - 6) Separated or non-separated use
 - 7) Sprinklers / Yes or No
 - 8) Fire alarms / Yes or No
 - 9) Emergency lighting / Yes or No



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- 10) Number of exits required
- 11) Number of exits provided
- 12) Number of floors/stories in the building
- 13) Provide a list of governing codes
- 14) Provide hazardous materials information sheets, HMIS Data, (if applicable)

CODE COMPLIANCE SHEET

- Provide a building information block containing
 - 1) Provide a list of applicable governing codes
 - 2) Type of construction
 - 3) Project Description with overall areas and Occupancy Classification(s) for same
 - 4) Provide uses, occupancy types, and square footages for all rooms and areas shown on plans
 - 5) Provide hazardous storage information sheets, HMIS Data, (if applicable)
 - 6) Provide total square footage of each building/ tenant space
 - 7) Allowable height & area calculations
 - 8) Separated or non-separated use
 - 9) Fire rating requirements for walls and openings (if applicable)
 - 10) Sprinklers / Yes or No
 - 11) Fire alarms / Yes or No
 - 12) Emergency lighting / Yes or No
- Egress Capacity
 - 1) Number of exits required
 - 2) Exit widths required per exit loads
 - 3) Number of exits provided
 - 4) Exit widths provided per exit loads
 - 5) Common path of travel allowed
 - 6) Travel distance allowed
 - 7) Common path distance provided
 - 8) Other egress required
 - 9) Other egress provided
- Accessibility
 - 1) Number of entrances required
 - 2) Number of entrances provided



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- 3) Accessible restrooms
 - 4) Fixture units required per sex, based on occupancy types and occupant loads
 - 5) List of actual restrooms and fixtures provided per restroom
 - 6) Accessible drinking fountains required and number provided
 - 7) Occupant loads and egress routes.
 - 8) Number of floors/stories in the building
 - 9) Number of occupants per story
 - 10) Floor number(s) where work is being performed
- Key Plan showing exits, area uses, area square footages, area occupancy types, occupant loads and marked egress routes to public way
 - 1) Provide details for all handicap ramps

ARCHITECTURAL PLANS (1/8" or 1/4" = 1' scale)

Sealed by an architect/ State of Arizona (if applicable) All seals to comply with A.C.C. R4-30-304, The rule addresses; adding the registrant's seal expiration date below the registrant's seal, effective date, March 8, 2008.

- Abbreviations used throughout plan sheets
- Symbols used throughout plan sheets
- Deferred submittal items
- Special inspection items
- Provide complete architectural floor plans, roof plans and reflected ceiling plans:
 - 1) Show complete floor layout including equipment
 - 2) Identify the use, the occupancy classification and load for each room/space
 - 3) Show all doors and windows and indicate sizes and types of each
 - 4) Show the complete exiting system
 - 5) Provide a wall schedule to identifying walls to be demolished, new/existing, bearing, and different height walls
 - 6) Provide dimensions of rooms, corridors, doors, etc.
 - 7) State the occupancy classification of the adjoining suites
 - 8) Show accessibility information to include:
 - The location of the accessible restroom facilities
 - The location of elevators (if applicable)
 - For remodels and alterations: if accessible route is not being made entirely accessible provide documentation showing cost of providing accessible route is at least 20 % of cost of the alteration



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- Provide energy code building envelope compliance
- Identify fire rated assemblies (if applicable) and provide architectural details
 - 1) Exterior walls
 - 2) Roof /ceilings
 - 3) Separation walls
 - 4) Structural frame
 - 5) Bearing walls
 - 6) Non bearing walls
 - 7) Storage room walls
 - 8) Utility room walls
- Provide four (4) exterior building elevations
- Provide building cross sectional views
- Provide architectural details
- Provide wall details (top and bottom connection details with approved listed fasteners)
- Provide window schedule, door schedule and hardware schedule
- Provide room finish schedule (walls, floors, base board and ceilings)
- Provide two copies of Special Inspections Certification sealed by Architect or Engineer of Record and signed by Owner

MECHANICAL PLAN (1/4" = 1' scale)

Sealed by a registered mechanical engineer/ State of Arizona (if applicable) All seals to comply with A.C.C. R4-30-304, The rule addresses; adding the registrant's seal expiration date below the registrant's seal, effective date, March 8, 2008.

- Provide complete floor plan of mechanical layout (ductwork, a/c units, air-handlers, diffusers, etc.)
- Provide outdoor ventilation air calculations per I.M.C., Chapter 4
- Provide mechanical unit weights and coordinate with structural requirements
- Show condensate pans, lines, and secondary pans and lines as required
- Mechanical energy conservation code compliance
- Provide commercial kitchen hoods design per I.M.C., Chapter 5 (if applicable)
- Provide hood supports per IMC, Chapter 5
- Provide structural support details for all large ductwork



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PLUMBING PLAN (1/4" = 1' scale)

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- Provide a complete floor plan showing restrooms, water closets, sinks, lavatories, etc.
- Provide a plumbing isometric drawing (drain, waste, and vent system)
- Provide a water meter size and fixture unit calculations
- Provide roof drain calculations per Chapter 11, 2006 I.P.C.
- Provide structural support details for roof drain piping over 4" diameter
- Provide special piping system design drawings and installation specifications for Medical Gases and Oxygen Systems per I.P.C., Chapter 12, (if applicable)
- Provide grease interceptor(s) or oil separator(s) per I.P.C., Chapter 10, (if applicable) (review and approval required by Pinal County Environmental Health Department)
- Provide a civil set of drawings (if applicable)
- Provide a one-line gas isometric drawings (if applicable) Drawings shall include:
 - 1) Total developed length of pipe from meter to furthest appliance
 - 2) Total BTU/CFH rating of all appliances on the system
 - 3) The BTU/CFH rating of each appliance
 - 4) The size of pipe for each section of the system
 - 5) The IPC table number used to size the pipe
 - 6) The type of pipe used for the system

ELECTRICAL DRAWINGS

Sealed by electrical engineer licensed in the State of Arizona, or provide contractor's name and license number on the plans (if applicable) All seals to comply with A.C.C. R4-30-304, The rule addresses; adding the registrant's seal expiration date below the registrant's seal, effective date, March 8, 2008.

- Show the location and size of the S.E.S.
- Show the location and size of each sub panel
- Provide a one-line drawing of the complete electrical system showing;



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- 1) SES Voltage, ampacity, phases and over current devices (Services over 1000A require Hi-Pot special inspection)
 - 2) Maximum available fault current
 - 3) Conductor sizes
 - 4) Sizes and type of wire of all grounding and bonding conductor, and grounding detail
 - 5) Show all sub-panels and sizes of feeders
 - 6) Provide lighting floor plan (1/4" = 1' - 0" if applicable)
 - 7) Provide power floor plan showing receptacles, switches, outlets, etc. (identify if new, existing, relocated) (1/4" = 1' - 0" if applicable)
- Exterior lighting plan including fixture types, wattage, and conductor sizes
 - Nameplate rating for all motors, elevators, AC units and equipment
 - Provide a panel schedule for each panel and sub-panel showing:
 - 1) The identity of the panel (panel number)
 - 2) Size of main breaker (if applicable)
 - 3) AFC (available fault current), fault current calculations and panel A/C rating
 - 4) Total load calculations
 - Identify any hazardous or classified areas per the NEC
 - Demonstrate compliance with I.B.C., Chapter 10, means of egress illumination
 - Electrical energy conservation code compliance

STRUCTURAL DRAWINGS (1/4" = 1' scale)

Sealed by architect or structural engineer in the State of Arizona. All seals to comply with A.C.C. R4-30-304, The rule addresses; adding the registrant's seal expiration date below the registrant's seal, effective date, March 8, 2008.

- General Structural Notes
- Occupancy Classification(s)
- Design Dead Loads
- Design Live loads
- Wind Design Data
- Seismic Design Data
- Special Loads (if applicable) that are specified by code
- Comply with structural for components and cladding per I.B.C., Chapter 16.



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- Provide hood supports per I.M.C., Chapter 5.
- Identify all Deferred Submittal Items
- Identify all Special Inspection and Structural Observation requirements
- Material Specifications
- Geotechnical Information, i.e. Soils Classification, Allowable Bearing Pressure, Reference to Geotechnical Report or I.B.C., Chapter 18, and other information pertaining to the design

Foundation Plan

- Indicate shear wall and hold down locations
- Include separate sheets for mirrored plans
- Footing bearing or top of footing elevations
- Anchor size and placement

Floor Framing Plans

- Indicate shear wall and hold down locations
- Include separate sheets for mirrored plans
- Framing floor layouts and sizes (deferred submittal on trusses available upon request)Section and details cuts/referencing

Roof Framing Plan

- Framing roof layout and sizes (deferred submittal on trusses available upon request)
- Section and details cuts/referencing

Wall Framing Information and Details

Structural Details

- General structural details, connection details, and cuts/references on foundation and framing plans
- Site light pole foundation details

Structural Calculations

- Two copies of Structural Calculations that includes vertical and lateral structural analysis, sealed by the structural engineer of record:



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- 1) Calculations shall include design input load summary, output summary and explicit cross references to geotechnical report, supplemental calculations as well as the plans, and connection details.
- 2) Sketched detailed layout of Lateral Force Resistance System members
- 3) Foundation calculations for site light poles

Geotechnical Investigation Report

- Provide two copies of soils report, sealed by the geotechnical engineer of record
- Geotechnical Report to include Sulfate and Chloride testing

Special Inspections

Provide two copies of Special Inspection Certificates and Special Geotechnical Inspection Certificate (if applicable), sealed by architect of record, engineer of record or geotechnical engineer and signed by Owner. All seals to comply with A.C.C. R4-30-304, The rule addresses; adding the registrant's seal expiration date below the registrant's seal, effective date, March 8, 2008.

OTHER DRAWINGS

Sealed by civil/landscape engineer licensed in the State of Arizona. All seals to comply with A.C.C. R4-30-304, The rule addresses; adding the registrant's seal expiration date below the registrant's seal, effective date, March 8, 2008.

- Grading and Drainage plans included in building plan set for reference for floor elevation, accessible route, etc.
- Landscape plans included in building plan set for landscape meters calculations

NOTE: Additional drawings may be required depending on complexity of Project.