

**GUIDELINES FOR PLAN SUBMITTAL OF
1 OR 2 STORY RESIDENTIAL OCCUPANCIES LESS THAN 5000 GROSS SF
(Use Classified as other than 1- or 2- Family Dwelling or Townhouse)**

The following guidelines are the minimum standards for submission of plans for these buildings to the State Fire Marshal's Office. There may be circumstances that require a set of plans to be designed by a registered architect or engineer.

The first page of the plans must contain a statement that the construction will comply with the adopted codes in effect at the time your application is submitted, currently the following:

- a. International Building Code (excluding Chapters 11 and 27), 2006 edition.
- b. International Fire Code, 2006 edition.
- c. International Mechanical Code, 2006 edition.
- d. NFPA 70, National Electrical Code, 2008 edition.

[a., b., c. [Rule 0780-02-02-.01](#)] [d. [Rule 0780-02-01-.02](#)]

Submittal Requirements

1. Provide completed Plan Review Submittal Form with the required review fee (based on the estimated cost of construction). [TDCI Rule 0780-02-03-.05(a), 0780-02-03-.04]
2. Provide one (1) complete set of plans (Including plot plan and floor plans) with a PDF version on CD accompanied by letter certifying that the PDF version is an exact copy of the paper version submitted. [TDCI Rule 0780-02-03-.03(3)(b)]
3. Provide "Letter of Clarification" signed (original) by non-registrant (the person) preparing the plans.

General Plan Requirements [IBC 106.1.1]

1. Standard plan size is 24" x 36". The minimum paper size is 18" x 24". Use ink only (no pencil). All plan sheets must be uniform in size, printed on substantial paper, and be of sufficient clarity to indicate the location, nature, and extent of work proposed.
2. Show the entire parcel on plans. Recommend using 1 inch equals 20 feet.
3. Suggested floor Plan minimum scale is 1/4" per foot.
4. Standard architectural symbols should be used and identified in a legend.
5. Plans prepared by a non-registered architect or engineer must be signed (original) and dated by the person who prepared them.
6. A Tennessee registered architect or engineer must prepare, stamp and sign structural plans that utilize an engineer's design, or any buildings that are outside the limitations of 2006 IBC Chapters 16-23.

Cover Sheet [IBC 106.1.1]

1. Provide the following general information on the cover sheet and on title block of each page: job site address, owner's name and mailing address, and the non-registrant's name and address with (original) signature (person preparing the plans).
2. For buildings that are required to be accessible, the first page of the plans must contain a statement that the construction will comply with the 2010 ADA Standards for Accessible Design. [[TCA 68-120-204](#)]
3. The first page of the plans must include the following building information: (1) Occupancy Group and Use Classification per Chapter 3, 2006 IBC; (2) Construction Type per 2006 IBC Chapter 6; (3) Sprinkler standard used, per 2006 IBC Chapter 9; (4) Number of stories, and/or height of building; and (5) the Gross Area of building.
4. The first page of the plans must include the design live load values for wind, roof, floor, stairs, guard and hand railings, seismic, etc., as follows:
 - a. For new buildings, provide design live load values per IBC Section 1603.
 - b. For existing buildings that have not been reviewed and approved by our office, provide an evaluation report sealed, signed, and dated from a Tennessee licensed structural engineer. The evaluation report must show determination of adequacy of the existing structure to support the minimum Chapter 16. [IBC 3410.4.1]

Site Plan

Due to the technical nature of this aspect of the building plans, we recommend that you have a professional (engineer, architect, landscape architect, surveyor) assist with this portion of your plan preparation.

1. Show location and footprint of all existing structures, property lines, water mains and other utilities, fire department access and all ingress/egress to public ways. Include size and location of LP-Gas storage tanks (NFPA 58, 2008 Edition) and any other above ground storage tanks. [IBC 106.2, IFC Section 503]
2. Show the location of the fire hydrant(s) used to meet the 600 feet or less hose lay requirement with flow test data next to the hydrant tested. Flow test must have been conducted within the last six months and during peak demand hours. [IFC Section 508, TDEC Rule 1200-05-01-.017(18)]
3. Indicate height and location of retaining walls. Note that retaining walls exceeding 4' in height must be designed or approved by a Tennessee registered Engineer or Architect. In the case where retaining walls are part of the foundation system, the wall must be engineered, and designed or approved by a Tennessee registered Engineer or Architect.

Elevations

1. Provide four exterior elevations (side views) of the proposed structure (North, South, East and West). Show the proposed grade as it will be after final grading. For example, if the building foundation will be stepped to match an existing slope, this must be shown on each elevation.

Energy Package

1. Provide *ResCheck* Compliance Certificate. The author of the energy documents must sign the package as well as the designer/owner. Free *ResCheck* software is available from the U.S. Department of Energy at <http://www.energycodes.gov/rescheck/>.

**GUIDELINES FOR PLAN SUBMITTAL OF 1 OR 2 STORY RESIDENTIAL OCCUPANCIES LESS THAN 5000 GROSS SF
AND THE CHECKLIST FOR FIELD REVIEW AND INSPECTION**

2. Show the R-value of the floor, walls and ceilings sectional details. Show the energy values of doors, windows and other fenestration.

Foundation Plan [See Inspector Checklist below for Specific Code Reference]

1. Show all foundation elements (details), including interior footings and piers, on plan. Indicate the type, height, unbalanced backfill, of foundation walls. Note that foundation walls exceeding the prescriptive levels of IBC 1805.5 must be designed or approved by a Tennessee registered Engineer or Architect, if applicable. In the case retaining walls are part of the foundation system the wall must be designed or approved by a Tennessee registered Engineer or Architect.
2. Show minimum under floor ventilation of 1 sq. ft. per 150 sq. ft. of floor area with cross-ventilation. Crawl spaces shall be provided with a minimum of one access opening not less than 18"x24". Show minimum 18" clearance from grade to the bottom of floor joists (minimum 12" for girders). Specify foundation bolt size and spacing.
3. Provide a cross-section showing typical footing/stem wall or footing/slab dimensions, including placement and size of reinforcement.
4. Show hold-down locations, and provide a hold-down schedule on foundation plan. Note on plan that all hold-downs are to be fastened in place prior to foundation inspection.
5. For building sites steeper than a 1:10 slope, provide a stepped footing detail (cross section).
6. For slab-on-grade construction, show type of slab reinforcement. Also show vapor barrier if it is a habitable area. Be sure that the reinforcement type installed matches the plan engineering.

Floor Plan [See Inspector Checklist below for Specific Code Reference]

1. Provide a fully-dimensioned floor plan for each building level. Label each room or area with its proposed use and dimensions. Provide a Door & Window Schedule showing all doors and windows with nominal sizes. Show natural light and ventilation calculations.
2. Show all fire rated walls and doors for tenant space / dwelling unit separation, in corridors, between or a garage and adjacent living space (including an attic continuous between the garage and adjacent living space).
3. Show egress window locations in sleeping rooms. (See exception)
4. Show safety glazing in hazardous locations.
5. Show a minimum 36" x 36" landing on each side of an exterior doorway.
6. Show a minimum 22" x 30" access to attic areas that have 30" of headroom.
7. Show Stair and handrail details.

Floor-framing [See Inspector Checklist below for Specific Code Reference]

1. Show the type, size, and spacing of girders and floor joists. Identify if manufactured joists are used. Note that floor joists must be spaced no further apart than 16" O.C. when the underside forms part of a fire separation, such as between a garage and a living space above, otherwise an approved listing assembly will be required.

**GUIDELINES FOR PLAN SUBMITTAL OF 1 OR 2 STORY RESIDENTIAL OCCUPANCIES LESS THAN 5000 GROSS SF
AND THE CHECKLIST FOR FIELD REVIEW AND INSPECTION**

2. Show the thickness and span rating of the floor sheathing (for example: 3/4", 20/40 plywood).
3. Provide details for additional support under concentrated loads such as brick hearths, rock work, wood stoves, gas stoves, and so forth.

Wall Framing [See Inspector Checklist below for Specific Code Reference]

1. Provide one or more typical cross-sections to clearly showing how the structure will be constructed. Provide close-up details to clarify specific connections or other special framing.
2. Provide a cross-section showing typical high wall, beams trusses or rafters as applicable.
3. Show all header/beam locations and sizes. Note that beam sizes must match the project engineering where required.
4. Show method of bracing the structure. Provide fastener size and spacing for shear walls or braced wall panels.
5. If a deck is to be built, provide a deck framing plan with a typical cross-section.

Roof and Ceiling Framing [See Inspector Checklist below for Specific Code Reference]

1. For conventional (non-engineered) site-built roofs, show rafter size and ceiling joists, grade, and spacing. Show wall ties a minimum of 48" on center.
2. For engineered trusses, provide typical details of the truss & required hardware specifications from the truss manufacturer.
3. Show the thickness and span rating of the roof sheathing (for example: 5/8" 24/16 plywood).
4. Show location of attic ventilation.
5. Specify the type of roof covering.

Mechanical Plan [See Inspector Checklist below for Specific Code Reference]

1. The mechanical plan may be included on the floor plan if sufficient clarity is maintained.
2. Show the location of HVAC equipment (FAU, A/C, Water heater, Heat pump, Air handler, Exhaust fan, etc.). The equipment shall not be placed within the required side/ rear setbacks.
3. In bathrooms and toilet rooms, show mechanical ventilation to outside where required.
4. Show where the gas piping enters the building and specify the type of gas to be used (propane or natural gas). If any, show the location of LPG tanks.
5. Show all gas appliance locations with the rated BTU (input) of each device. Show how gas appliances in confined spaces will receive combustion air. Note the size and location of the openings.
6. If a water heater is located in the garage, show the burner assembly located a minimum of 18" above the floor. Appliances installed in garages shall be located behind protective barriers or located out of the normal path of vehicles. Show approved seismic bracing for all water heaters, when applicable.

Plumbing Plan [See Inspector Checklist below for Specific Code Reference]

1. The plumbing plan may be included on the floor plan if sufficient clarity is maintained.
2. Show the location of plumbing equipment (water closets, sinks, tub, showers, water heater, etc.)

Electrical Plan [See Inspector Checklist below for Specific Code Reference]

1. The electrical plan may be included on the floor plan if sufficient clarity is retained.
2. The electrical plan must include the location of the service panel and its rated ampacity. Provide load calculations with panel schedule identifying circuits. Show all outlets, switches, light fixtures and smoke detectors. Label any 220-volt outlets. Label all required GFCI (ground fault interrupter circuit) outlets
3. Specify that all bedroom branch circuits are protected by an arc fault circuit interrupter.
4. In R-1 & R-2 Occupancy Groups, provide fire alarm details & specification. (See Exceptions)

Fire Sprinkler Plan [See Inspector Checklist below for Specific Code Reference]

1. A Tennessee Licensed Sprinkler Contractor is required. Sprinkler Shop drawings must be prepared and submitted by a Responsible Managing Employee.
2. Identify the type of system to be installed in the building. Provide preliminary hydraulic calculations that show the water supply is adequate to meet the demand of the system.

Note:

Continue to page 6 for the Field Review and Inspection Checklist.

**Checklist for R1, R2, R3, & R4 Facilities <5,000 Square Feet for
Field Review and Inspection
2006 International Building Code / International Fire Code**

NOTE: THE INSPECTOR DOES NOT APPROVE PLANS; HOWEVER, CODE COMPLIANCE WILL BE DETERMINED BY INSPECTION.

**PLANS MUST BE SUBMITTED AND FEE PAID THROUGH NASHVILLE OFFICE PRIOR TO START OF CONSTRUCTION
PER RULE 0780-02-03.02**

Date:	Deputy State Fire Marshal:	TFM #:
		Project #:
Occupancy Type: R1 (Hotels, Motels, Transient Housing) R2 (Apartments, Dorms, Fraternities, Timeshares) R3 (16 or less congregate living) R4 (Board and Care 5-16)		
R1 <input type="checkbox"/>	R2 <input type="checkbox"/>	R3 <input type="checkbox"/> R4 <input type="checkbox"/>
County:	Gross Building Square Footage:	
Project Name:	Address:	
City/Town:	Zip Code:	

Owner Name:	Contractor:		
Address:	Name:		
City:	State:	Zip:	Address:
Phone:	City:	State:	Zip:
E-Mail:	Office Phone:		
Architect Firm: if (applicable)	Cell Phone:		
Address:	E-Mail:		
City/State/Zip:			
Email:			

Inspection Items

Items marked "No" require correction				
Site		YES	NO	N/A
1.	Have the proper distances, setbacks and projections been observed from lot lines? IBC 106.2 & Table 602	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Are Construction Drawings or approved plans on site? Rule 0780-02-03-.05 (4)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Is a portion of the building, as measured by an approved route around the exterior of the building, within 600 feet of a fire hydrant? IFC 508.5.1 (May be waived by local Fire Dept. using State approved waiver form if Plans Review received the form signed by Fire Chief – There still must be adequate water supply for fire sprinkler system. (See sprinkler system section.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Are fire apparatus access roads required? IFC 503.1.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**GUIDELINES FOR PLAN SUBMITTAL OF 1 OR 2 STORY RESIDENTIAL OCCUPANCIES LESS THAN 5000 GROSS SF
AND THE CHECKLIST FOR FIELD REVIEW AND INSPECTION**

	a. If so, are they minimum 20 feet of unobstructed width and capable of supporting fire apparatus? IFC 503.2.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b. Are dead-end fire apparatus access roads in excess of 150 feet in length provided with an approved area for turning around fire apparatus? IFC 503.2.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c. Is the grade of the fire apparatus access road within the limits established by the fire code official (or Fire Chief) based on the fire department's apparatus? IFC 503.2.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	d. Are approved fire lane signs or other approved notices provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof? IFC 503.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. IFC 505.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	If the building is considered a public building, does it meet Accessibility Codes per TCA 68-120-200 et seq.?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Foundations

YES NO N/A

7.	Are exterior footings a minimum of 12 inches below grade, or extend below the frost line? If a single story, is the footing at least 12 inches wide and 6 inches thick? Two story, 15 inches wide and 6 inches thick. IBC 1805.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Is proper re-bar installed, tied, and elevated? IBC (determined by various code references and seismic requirements.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Are anchor bolts provided (1/2 x 10 inch) for bottom wall plate: IBC 2308.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	a. 6 feet on center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b. Within 12 inches from the end of plates?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c. Are washers used?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	Is under floor ventilation sufficient? (1 sq. ft. for every 150 sq. ft. of floor area) IBC 1203.3.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Underfloor and Joist Construction

YES NO N/A

11.	Is wood that is in direct contact with concrete of the pressure treated type? IBC 2304.11.2.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.	Is wood that is in contact with earth of the pressure treated type? IBC 2304.11.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13.	Is there a minimum (clearance to earth) of 12 inches under beams, 18 inches under floor joists, or is the wood pressure treated? IBC 2304.11.2.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14.	Is there at least 1.5 inches of the joists, beam, or girder, bearing on wood, or 3 inches if on concrete? IBC 2308.8.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15.	Is there a crawl space access of at least 18 x 24 inches? IBC 1209.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16.	Are precautions taken against nails being overdriven? IBC 2304.9.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17.	Are fasteners for pressure treated wood of corrosion resistant type? IBC 2304.9.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**GUIDELINES FOR PLAN SUBMITTAL OF 1 OR 2 STORY RESIDENTIAL OCCUPANCIES LESS THAN 5000 GROSS SF
AND THE CHECKLIST FOR FIELD REVIEW AND INSPECTION**

Framing		YES	NO	N/A
18.	Are rafters nailed to the adjacent ceiling joists, or are they tied to a 1 x 4 brace, minimum? IBC 2308.10.4.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19.	Are rafters, ceiling joists, and trusses supported laterally to prevent rotation with full depth blocking at ends and at points of bearing? IBC 2308.10.4.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20.	Are trusses and rafters connected to the wall plates with approved connectors (hurricane clips)? IBC 2308.10.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21.	Is lift up resistance provided for the structure from the foundation to the roof? IBC 2308.10.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22.	Are trusses installed without modification? IBC 2303.4.1.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23.	Do any holes that have been bored in the bearing studs, exceed 40 percent (60% non-bearing) of stud thickness? IBC 2308.9.11	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24.	a .Does any notching exceed 25% of bearing stud thickness? (40% non-bearing) IBC 2308.9.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b. Does notching at the end of rafters or ceiling joist exceed one-fourth the depth? IBC 2308.10.4.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c. Does notching in the top or bottom of the rafter or ceiling joist exceed one-sixth the depth and located in the middle one-third of the span unless the exception is met? IBC 2308.10.4.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	d. Are holes bored in rafters or ceiling joists in proper location? (Holes bored in rafters or ceiling joists shall not be within 2 inches of the top and bottom and their diameter shall not exceed one-third the depth of the member) IBC 2308.10.4.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25.	Are metal straps provided on the top or bottom plate, where cutting of plates to install piping has occurred? Straps must be 16 gauge, and 1 ½ inches wide, nailed with six 16d nails. IBC 2308.9.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26.	Are top of wall members and top plates splices at least 48 inches apart? IBC 2308.9.2.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27.	Is the egress window provided if required in the sleeping rooms (5.7 sq. ft. for above grade, and 5 sq. ft. at grade)? (Not required for R1 and R2 if sprinklered) IBC 1026.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28.	Are stair risers 4-7 inches of rise and 11 inches minimum of tread depth? IBC 1009.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29.	Is headroom a minimum of 80 inches? IBC 1009.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30.	Are handrails graspable and 1 ½ inches from wall? IBC 1009.11.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31.	Are handrails 34-38 inches above tread? IBC 1012.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32.	Are guards provided where landings and stairs are 30 inches above grade? IBC 1013.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
33.	Are balusters installed so that a 4 inch sphere cannot pass through? IBC 1013.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
34.	Are under stair areas used as storage enclosed with ½ inch sheetrock? IBC 1009.5.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**GUIDELINES FOR PLAN SUBMITTAL OF 1 OR 2 STORY RESIDENTIAL OCCUPANCIES LESS THAN 5000 GROSS SF
AND THE CHECKLIST FOR FIELD REVIEW AND INSPECTION**

Fire Protection

		YES	NO	N/A
35.	Is the ductwork penetrating the garage separation wall 26 gauge galvanized steel or other approved material? IBC 406.1.4. (2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36.	Is fire blocking or sealing of penetrations provided in the following areas: IBC 717.2.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	a. At intervals not exceeding 10 foot horizontal and vertical in stud walls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b. At floor or ceiling connections and at stair stringers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c. Penetrations that include pipes, conduit and wiring	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37.	If the building is provided with a 13R sprinkler system instead of a NFPA 13 system, is draft stopping provided in the following areas: IBC 717.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	a. Floor-ceiling assembly in line with dwelling unit and sleeping unit separations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b. Attic space exceeding 3,000 square feet, or above every two dwelling units, whichever is smaller.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c. Overhangs or other concealed roof spaces.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
38.	Are walls that separate dwelling units, sleeping units in R1 and R2, and all corridor walls, separated by 1 hour fire –rated partition in a 13R sprinklered building? (NFPA 13 buildings require only 30 minute ratings) IBC 708	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
40.	Are floor-ceiling separations (for 2 or more stories) constructed to accomplish a 1 hour rating? (NFPA 13 buildings require only 30 minute ratings) IBC 711	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
41.	Are all penetrations in the required 1 hour or 30 minute separations protected by an approved fire-stop system? IBC 712.3.1.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
42.	Are any openings such as electrical boxes, switch boxes, etc., separated by 24 inch horizontal separation or are they properly protected? (Solid wood is allowed) IBC 712.3.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
43.	Is the door between the garage and dwelling unit, a 20 minute or 1 3/8 inch solid core wood or steel door? IBC 406.1.4 (1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
44.	If a living space is located above the garage, is a single layer of 5/8 inch type X sheetrock installed on the garage ceiling? IBC 406.1.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
45.	Is the garage ceiling area separated from the attic space with a minimum ½ inch sheetrock? IBC 406.1.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
46.	Do all openings from the garage area open into areas other than sleeping rooms? IBC 406.2.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
47.	Are all sleeping room doors that open into the corridor, at least 20 minute rated? IBC Table 715.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**GUIDELINES FOR PLAN SUBMITTAL OF 1 OR 2 STORY RESIDENTIAL OCCUPANCIES LESS THAN 5000 GROSS SF
AND THE CHECKLIST FOR FIELD REVIEW AND INSPECTION**

Fire and Smoke Alarms

YES NO N/A

48.	In R1 facilities: is a manually operated fire alarm system installed? (Not required if all sleeping units and attic/crawl spaces are 1 hour separated and have doors directly to the outside of sleeping units.) (Additionally, manual fire alarm boxes may be omitted IF the notification appliances activate upon sprinkler water flow, and at least one manual fire alarm box is installed in an approved location.) IBC 907.8.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
49.	In R1 facilities: Is an automatic fire alarm system (smoke detection) installed throughout all interior corridors serving sleeping units? IBC 907.2.8.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
50.	In R1 facilities: Are single or multiple station smoke alarms installed in all the following locations: IBC 907.2.10.1.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	a. Sleeping areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b. Each room leading from the bedroom in the path of egress to the door leading out of the sleeping unit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c. Are documentation & testing records from NFPA 72 filled out and a copy given to DSFM? NFPA 72 10.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51.	In R2 facilities: Is a manually operated fire alarm system installed in facilities of 16 or more sleeping or dwelling units, or that has dwelling or sleeping units more than 1 story below the Level of Exit Discharge (LED). (Not required if all sleeping units and attic/crawl spaces are 1 hour separated and have doors directly to the outside of sleeping units.) (Not required if the units do not have interior corridors and have a 13R or NFPA 13 sprinkler system, PROVIDED the egress door from the sleeping/dwelling units opens directly to an exterior exit access. (Additionally, manual fire alarm boxes may be omitted IF the notification appliances activate upon sprinkler water flow.) IBC 907.2.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
52.	In R2 facilities: Are single or multiple station smoke alarms installed in the following locations: IBC 907.2.10.1.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	a. Outside of each sleeping area in the vicinity of the bedroom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b. In each room used for sleeping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c. On each story	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
53.	R3 and R4 Do NOT require a manually operated system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
54.	In R3 and R4 facilities: Are single or multiple station smoke alarms installed in the following locations: IBC 907.2.10.1.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	a. Outside of each sleeping area, in the vicinity of the bedroom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b. In each room used for sleeping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c. On each story	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
55.	In R1, R2, R3 and R4: Are multiple smoke alarms within dwelling/sleeping units interconnected so that when one sounds all sound? IBC 907.2.10.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
56.	Are all fire alarm and smoke alarm installations compliant with NFPA 72?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**GUIDELINES FOR PLAN SUBMITTAL OF 1 OR 2 STORY RESIDENTIAL OCCUPANCIES LESS THAN 5000 GROSS SF
AND THE CHECKLIST FOR FIELD REVIEW AND INSPECTION**

57.	In all R occupancies with a fire alarm system , are visible notification devices installed in all public and common areas? IBC 907.9.1.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
58.	In all R occupancies with a fire alarm system , does the audible level meet a minimum of 70db, or 15db above ambient noise level? IBC 907.9.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
59.	Are all fire alarm systems central station monitored? IBC 907.14	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
60.	In R1 facilities: Are at least 2 sleeping units provided with both visible and audible alarms in accordance with table 907.1.3 in the IBC. The visible and audible alarms must be activated by both the building and "in room" smoke alarms. IBC 907.1.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
61.	In R2 facilities: Where a fire alarm system is required, do all dwelling and sleeping units have the necessary wiring for installation of strobes? IBC 907.9.1.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Sprinkler Systems-

PRIOR TO ANY CONSTRUCTION, WE NEED ASSURANCE OF ADEQUATE SPRINKLER SYSTEM WATER SUPPLY FROM LICENSED FIRE SPRINKLER CONTRACTOR. THIS MUST BE VERIFIED BY SFMO PLANS REVIEW.

YES NO N/A

62.	Are all Group R facilities fully sprinklered in accordance with either NFPA 13 or 13R? IBC 903.2.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	a. There must be at least one automatic water supply complying with NFPA 13 or 13R connection to reliable water source supplying system demand.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
63.	Is the sprinkler system monitored? IBC 903.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
64.	Are all sprinklers "Quick Response" heads? IBC 903.3.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
65.	Are sprinkler shop drawings submitted? (WE DO NOT approve. Obtain documentation that system was designed and installed per appropriate NFPA Standard 13 or 13R)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
66.	Are all sprinkler heads properly spaced? NFPA 13 or 13R	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
67.	Are the riser room and all sprinkler heads protected from freezing? NFPA 13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
68.	Is Fire Dept. connection provided? (For 13R- At least one fire department connection shall be provided for buildings accessible by a fire department that exceed 2000 ft ² or are more than a single story. Fire department connections shall be at least 1½ in.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Ingress and Egress

YES NO N/A

69.	For all "R" occupancies, are all egress door openings a minimum of 32 inches of clear width? IBC 1008.1.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
70.	In R1 and R4 facilities: Are all landings a minimum of the exit door width wide and 44 inches long? IBC 1008.1.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
71.	In R2 and R3 facilities: Are all landings a minimum of the exit door width wide and 36 inches long? IBC 1008.1.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
72.	Stairs, handrail and guardrails: Refer to framing section.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**GUIDELINES FOR PLAN SUBMITTAL OF 1 OR 2 STORY RESIDENTIAL OCCUPANCIES LESS THAN 5000 GROSS SF
AND THE CHECKLIST FOR FIELD REVIEW AND INSPECTION**

73.	In all "R" facilities: Are all latches and locks in individual dwelling/sleeping units able to be opened from the inside without the use of a special tool or key? IBC 1008.1.8.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
74.	In all "R" facilities: Do the required egress doors, other than those on individual dwelling/sleeping units, have hardware that is activated with only one motion? IBC 1008.1.8.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
75.	In all "R" facilities: Are all locks, handles, pulls and latches from 34 to 48 inches in height? IBC 1008.1.8.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
76.	In all "R" facilities: Are all corridors at least 36 inches in width? IBC 1017.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
77.	In all "R" occupancies: Is interior finish Class C (Class B in exit enclosures, exit passageways, and corridors) IFC Table 803.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
78.	Escape windows: See framing section and IFC 1026 for dimensions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
79.	Do draperies, curtains and other decorative materials meet flame propagation criteria of NFPA 701? IFC 807	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Mechanical

YES NO N/A

80.	Do type "B" gas vents (flue gases) have a minimum of one inch clearance from wood, wiring, or combustibles? IFGC 503.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
81.	Are access doors provided at the attic and crawl space where furnaces are installed? Attic (20" x 30") Crawl Space (22" x 30") IMC 306.3 & 306.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
82.	If the furnace that is installed in the attic or crawl space is more than 20 feet from the access door, is there a permanent electrical outlet and light fixture controlled by a switch provided? IMC 306.4.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
83.	Is combustion air provided for all fuel fired appliances? IMC 701.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
84.	Do the exhaust vents terminate at the exterior of the building? IMC 501.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
85.	Is the AC unit provided with a drain pan underneath to capture the condensation? IMC 307.2.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
86.	Are clothes dryer ducts provided with back draft dampers? IMC 504.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
87.	Is the water heater provided with strapping to prevent tip-over? IMC 508.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
88.	If installed in the garage or basement, is the ignition source for the gas-fired water heater or gas-fired furnace at least 18 inches above the floor? IPC 508.14	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
89.	Does the dryer exhaust fixed duct meet the following guidelines: IMC 504.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	a. Less than 25 feet of straight run fixed duct (not transition) (reduced 2 ½ feet for every 45° bend and 5 feet for every 90° bend).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b. A minimum of 4 inches in diameter, smooth on the interior and made of metal.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c. Supported and secured in place.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	d. Male end overlapped in the direction of airflow.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**GUIDELINES FOR PLAN SUBMITTAL OF 1 OR 2 STORY RESIDENTIAL OCCUPANCIES LESS THAN 5000 GROSS SF
AND THE CHECKLIST FOR FIELD REVIEW AND INSPECTION**

90.	Is the transition duct (from dryer to fixed duct) 8 feet or less in length and listed for its use? IMC 504.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
91.	Do all fuel-fired appliances have a gas cut-off within 6 feet of the appliance? IMC 409.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
92.	If appliances are installed in areas subject to mechanical damage, are they protected by bollards? IMC 303.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Documentation

		YES	NO	N/A
93.	Is the electrical final provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
94.	If a fire alarm system is required, is NFPA 72 compliance document provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
95.	Is above ground and below ground certification provided for sprinkler system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
96.	If boilers are installed, are they properly tagged?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
97.	Do R -1, R-2 college and university buildings and R-4 have a fire safety and evacuation plan? IFC 804.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Deputy State Fire Marshal:	Date:
----------------------------	-------