

A.) **Site Plan- Required Items: (Provide drawings and dimensions)**

1. Size and location of all existing and proposed structures. (new construction incl. additions)
2. Boundary line survey information.
3. Use of unoccupied space around building(s). (Commercial)
4. Measured distances of structures for setback from road right-of-way and distances to side and rear boundary lines.
5. Location of driveway\* (new construction)
6. Designation of any deeds pertaining to lot. (for shared driveway access)
7. Location and establishment of drainage ways, right-of-ways. (Commercial)
8. Location of electric service. (Commercial)

B.) **Building Specifications- Required Items: Provide drawings-(2 Copies-1 -office /1- onsite)  
\*Must comply with the International Building Codes- Version 2016\***

1. Elevations of front, side, and rear of building.
2. Foundation, floor, roof, and structural plans.
3. Door, window, and finish schedules.
4. Sections, details, and connections.
5. Material designations. (Foundation, framing, insulation, siding, roofing)
6. Electric floor, ceiling plans including: lighting receptacles, motors and equipment, service entry locations, line diagram and wire sizes, conduits and breakers. (Commercial)
7. Plumbing floor plan including: fixtures, pipe sizes, equipments and isometrics, fixture schedule and sewage disposal. (Residential- floor plan only with fixture locations)
8. Mechanical floor and ceiling plans including equipment, distribution location, with size and flow, location of dampers and safeguards.(Commercial)
9. When required, adequate engineering details of structural, mechanical plumbing, and electrical work including computations, stresses diagrams and other technical data. (Commercial)
10. Design loads- floor, roof, stairs, walls, etc. (Commercial)
11. Detail of maintenance of fire resistance ratings where penetrations are made in building-assemblies. (Commercial)
12. Utility releases for demolition. (Commercial)
13. Intended construction classification. (Commercial)
14. Designation of number of occupants to be accommodated in rooms and space (except one and two family.)
15. Location, construction, size and character of all exit ways. (Commercial)
16. Fire resistance ratings of all structural elements and supporting data. (Commercial)
17. Details of chimneys, vents, ducts, and their connections. (solid fuel appliances)
18. Details of fire protection systems including design considerations. (Commercial)
19. Details of heating appliances and systems. (Commercial)
20. Details of all temporary construction safeguards. (Commercial)
21. Details of all signs and display structures. (Commercial)
22. Details of elevator, dumbwaiter, moving stairs and conveyor equipment. (Commercial)
23. Details of plastics used in construction. (Commercial)
24. Energy Conservation Code Compliance. (**ECCCNYS 2016 Version**)
25. Additional information which may be required by the Code Enforcement Officer.

\* (DRIVEWAYS: If the driveway is 100 feet or less, it must be at least 12 feet wide. If the driveway is over 100 feet in length, the driveway must be 18 feet wide and be able to support a 35-ton vehicle. If you have any questions regarding this, please feel free to contact me.)