

CITY OF CANTON
COMMERCIAL PLANS SUBMITTAL GUIDELINES
(Effective 1/15/2014)

1. No plans will be accepted without a completed building permit application.
2. All plan set(s) must be bound. Unbound sets will not be accepted.
3. Lead sheets must have an Address Block and must include contact information for all project personnel.
4. The current adopted codes are 2003 I-Codes and the 2002 NEC Code.
5. All building plans must meet the following minimum standards:
 - a. All plans must be produced by a **State of Texas Design Professional of Record**.
 - b. All plans must be "wet sealed."
 - c. All plans must include a code analysis.
 - d. All plans must include the type of construction (II-B, V-B, ...).
 - e. Interior finishes must be based on the type of construction and the purposed use per ASTM E-84, Class A, B, C-flame spread and smoke development.
 - f. All plans must be submitted on paper 24"x36" (half sizes may be accepted if they are fully legible)
 - g. Three sets of plans are required.
 - h. All plans must encompass the full scope of the project.
 - i. All plans must be fully dimensioned and scaled.
 - j. The Site Plan must show utilities as well as the drainage gradients.
 - k. The plans must show all elevations, door sizes, swing, window sizes, type of glass (tempered, etc.)
 - l. All plans must show escape routes and distances
 - m. All submitted plans must include a floor plan
 - n. All plans must include a legend and detail sheet for all trades.
 - o. All show must include all fire-rated building elements for doors and dampers included with the design reference for same (UL, FM, IBC, etc.)
 - p. All plans must have a "one-line" for plumbing and electrical.
 - q. All plans must show all structural elements (foundation, red iron, etc.) to be **Wet Sealed** by the **State of Texas Engineer of Record**.
 - r. All new project(s) with a construction cost of \$50,000+ must be submitted to the Texas Board of Architectural Examiners for compliance review with Texas Accessibility Standards. The City of Canton must be provided provide submittal documentation. Construction costs will be verified using current ICC building valuation data.

- s. The City of Canton may require Wet Sealed letter(s) of completion and compliance from the engineer of record at the close of the project.
- t. "As Builts" must be submitted on CD to the City at the close of the project by the Building Final.

DUE TO THE UNIQUENESS OF INDIVIDUAL PROJECTS, THIS LIST IS NOT INCLUSIVE OF ALL REQUIREMENTS. SUBMITTALS WILL BE REVIEWED FOR CODE COMPLIANCE AND ARE SUBJECT TO "FIELD APPROVAL."

These requirements are subject to update and/or correction without notice.