Information & Drawings Required
For Alterations of Existing Buildings
OBC Related Buildings
Section 106 (OBC)

2  1. Name and Address of Job
O 2. Identification of Occupancy Classification, Construction Type & Fire Protection
O 3. Key Plan or Site Plan Showing Location of Work
O 4. Floor Plans Showing (Drawn to scale)
   O   A) Existing & new walls and walls to be removed;
   O   B) Identification of all rooms with respect to their proposed use-
   O   C) Adequate dimensions for all new construction and new rooms,
   O   D) Identification & information on all existing & proposed doors including hardware;
   O   E) Identification of all existing & proposed windows;
   O   F) Identification of all existing stairs and details or proposed stairs-
   O   G) Dimensions & details of all restrooms as necessary to determine ADA compliance;
   O   H) Wall construction key or wall sections to indicate details of wall construction.
   O   I) Test design numbers for all fire rated assemblies.
O 5. Cross-sections as necessary to clarify work
O 6. Ceiling plan showing the construction of ceilings, lighting and exit sign and emergency lighting locations
O 7. HVAC plans showing ductwork changes, diffuser and return locations and amount of cfm supply and exhaust to be) provided (separate permit required for HVAC).
O 8. Method of firestopping all fire rated construction where mechanicals and electricals penetrate.
O 9. Such other plans, section details or elevations necessary to clarify construction.
2  10. Plans must identify the person primarily responsible for their preparation and provisions for safety and sanitation on the plans (106.3.4 OBC). Plans must be signed and sealed by a registered design professional unless determined by the building official to be minor in nature.