



Commercial Plan Submittal Requirements

Development Services

Building and Safety

Project Name _____

Project Location _____

Applicant _____

Contact Info _____

Shell Permit Number _____

In order to expedite your plan review, please check your plan and the supporting documents to insure that the following information has been included. When each of the items have been verified by you, submit this form, the plan and the supporting documents to the permit technician.

Plans will not be accepted for review until all of the following are complete:

- A complete permit application form.
- Two copies of the soils investigation report.
- Two copies of the structural calculations.
- Two copies of the "Statement of Special Inspection" prepared by the design professional.
- Energy analysis showing compliance with the 2006 International Energy Conservation Code.
- Two copies of Material Safety Data Sheets (MSDS) for flammable or combustible liquids or other hazardous materials. (If requested)
- Two copies of the plan:
 - Title or Cover page including the seals and signatures of the design professionals
 - Site Plan:
 - Setbacks.
 - Parking including accessible stalls, vertical signage, access aisles, accessible routes, curb ramps and landings. (The plan should clearly indicate the slopes of these items)
 - Permanent exit discharge to the public way.
 - Code Analysis Summary:
 - Area of Building.
 - Height and number of stories.

- Type of construction.
- Fire sprinkler system. (Fire sprinkler and fire alarm plans must be submitted to the Saint George Fire Department for review and approval)
- Occupancy classification.
- Occupant load.
- Floor Plans:
 - Drawn to scale (1/8" = 1' or larger)
 - Clearly indicate the specific uses of each room, area or space.
 - Locations of Fire Barriers, Fire Walls, Fire Partitions, and Smoke Barriers.
 - Locations and types of Fire Stops and/or methods used to protect through and membrane penetrations of fire-resistive assemblies.
- Elevations for each side of the building.
- Wall/Building Section Drawings.
- Detail Drawings.
- Schedules for doors and windows etc.
- Specifications
- Electrical Plan.
- Plumbing Plan.
- Mechanical Plan.

Note: Additional information may be required and will be identified during the Building Department Plan Review.

When the plan review is complete and the plan has been approved, prior to the issuance of the building permit, copies of the plan and supporting documents (structural calculations, specifications, etc.) must be provided on a CD, in pdf.format.

Check for plan review status at www.ci.st.george.ut.us/

My signature below indicates that I have carefully reviewed the submitted documents and verified that all of the items above have been included. I understand that failure to provide any required information will delay the processing of my permit application.

Applicant's Signature

Date



Special Inspection Agreement

*Development Services
Building and Safety*

Project Name _____

Project Location _____

Chapter 17 of the 2006 International Building Code (IBC) has specific requirements for Structural Tests and Special Inspections. These tests and inspections are in addition to the inspections required by IBC 109. These tests and inspections are to be made by an agency approved by the building official. (Approved Agency)

The Approved Agency must be employed by the owner or the registered design professional in responsible charge acting as the owner's agent.

When special inspection is required by IBC 1704, 1707, or 1708, the registered design professional in responsible charge shall prepare a Statement of Special Inspections, for submittal by the permit applicant. This statement shall include the following:

1. The materials, systems, components and work required to have special inspection.
2. The type and extent of each inspection.
3. The type and extent of each test
4. Identification as to whether it will be a continuous or periodic special inspection.

Prior to the issuance of a building permit, a preconstruction meeting shall be held at the Building Officials office. The following are required to attend this meeting:

1. The Building Official, Plans Examiner and Building Inspector.
2. The Registered Design Professional in Responsible Charge or representative.
3. The General Contractor or representative.
4. The Approved Agency or representative.

The special inspector shall provide written inspection reports to the building official and the design professional in responsible charge.

A special inspection does not waive the requirement for inspections by the building inspector. The contractor is responsible to schedule all inspections required by IBC 109, with the building department.

A Final Report of Special Inspection shall be provided to the building official. This report shall document the special inspections and corrections of any discrepancies noted in the inspections. The report must be submitted to the building official, for approval, seven days prior to the request for final inspection.

Statement of Special Inspections

The areas marked below shall have special inspections	Continuous	Periodic	Design Professional Initials
<input type="checkbox"/> Inspection of Fabricators (1704.2) <input type="checkbox"/> Other			
<input type="checkbox"/> Steel Construction (1704.3) <input type="checkbox"/> Materials <input type="checkbox"/> Welding <input type="checkbox"/> Steel frame details <input type="checkbox"/> High-strength bolts <input type="checkbox"/> Structural steel (1707.2 & 1708.4) <input type="checkbox"/> Other			
<input type="checkbox"/> Concrete Construction (1704.4 & 1708.3) <input type="checkbox"/> Reinforcing steel <input type="checkbox"/> Conc Placement <input type="checkbox"/> Prestressed <input type="checkbox"/> Sampling & Strength tests <input type="checkbox"/> Bolts in concrete <input type="checkbox"/> Shotcrete <input type="checkbox"/> Precast <input type="checkbox"/> Other			
<input type="checkbox"/> Masonry Construction (1704.5) <input type="checkbox"/> Essential facility glass units & veneer — Level 1 <input type="checkbox"/> Nonessential facility — Level 1 <input type="checkbox"/> Essential facility — Level 2 <input type="checkbox"/> Other			
<input type="checkbox"/> Wood Construction (1704.6) <input type="checkbox"/> High-load diaphragms <input type="checkbox"/> Structural wood (1707.3) <input type="checkbox"/> Other			
<input type="checkbox"/> Soils (1704.7) <input type="checkbox"/> Site preparation <input type="checkbox"/> In-place density <input type="checkbox"/> Fill Placement <input type="checkbox"/> Other			
<input type="checkbox"/> Pile Foundations (1704.8) <input type="checkbox"/> Other			

Statement of Special Inspections

The areas marked below shall have special inspections	Continuous	Periodic	Design Professional Initials
<input type="checkbox"/> Pier Foundations (1704.9 & 1707.5) <input type="checkbox"/> Other			
<input type="checkbox"/> Spray fire-resistant materials (1704.10) <input type="checkbox"/> Other			
<input type="checkbox"/> Fire-resistant coatings (1704.11) <input type="checkbox"/> Other			
<input type="checkbox"/> Exterior insulation & finish [EIFS] (1704.12) <input type="checkbox"/> Other			
<input type="checkbox"/> Special cases (1704.13) <input type="checkbox"/> Other			
<input type="checkbox"/> Smoke control (1704.14) <input type="checkbox"/> Other			
<input type="checkbox"/> MEP Components (1705.3 & 1707.8) <input type="checkbox"/> Emergency electrical <input type="checkbox"/> Hazardous piping <input type="checkbox"/> Hazardous ductwork <input type="checkbox"/> Vibration isolation systems <input type="checkbox"/> Other			
<input type="checkbox"/> Architectural Components (1705.3, 1707.6 & 1707.7) <input type="checkbox"/> Exterior wall panels <input type="checkbox"/> Veneer (>5 psf) <input type="checkbox"/> Suspended ceilings <input type="checkbox"/> Access floors <input type="checkbox"/> Storage racks (>8 ft) <input type="checkbox"/> Other			
<input type="checkbox"/> Cold-formed steel (1707.4) <input type="checkbox"/> Welding <input type="checkbox"/> Fastening <input type="checkbox"/> Other			
<input type="checkbox"/> Seismically isolated structures (1708.6)			
<input type="checkbox"/> Seismic Design Category <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F			

Statement of Special Inspections

The areas marked below shall have special inspections	Continuous	Periodic	Design Professional Initials
<input type="checkbox"/> Seismic-Force-Resisting Systems <input type="checkbox"/> Structural Steel <input type="checkbox"/> Structural Wood <input type="checkbox"/> Cold-Formed Steel Framing <input type="checkbox"/> Seismic Isolation Systems <input type="checkbox"/> Other			
<input type="checkbox"/> Designated Seismic Systems <input type="checkbox"/> Importance factor > 1 <input type="checkbox"/> Architectural <input type="checkbox"/> Mechanical <input type="checkbox"/> Electrical <input type="checkbox"/> Other			
<input type="checkbox"/> Structural Observation (1709) <input type="checkbox"/> Yes <input type="checkbox"/> No			
<p>If structural observations are to occur, Statement of Special Inspections must clearly note who will perform the observations and list the stages of construction at which it will occur per IBC 106.3.4. Observation reports must be submitted to the building official noting any deficiencies that may exist per IBC 1709.1.</p>			
<input type="checkbox"/> Other (please specify) <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____			
<p>Special inspection of fabricators is required unless approved by the City of St. George. At completion of fabrication, approved fabricators are required to submit a certificate of compliance to the building official per IBC 1704.2.2.</p>			

The owner agrees to the following:

1. The owner or the design professional in responsible charge is responsible for obtaining tests and/or special inspections, required by IBC Chapter 17, by an agency approved by the building official.
2. That all materials, systems and components identified in the Statement of Special Inspection shall be tested and/or inspected in accordance with Chapter 17 of the International Building Code and that written results of those tests and/or inspections are provided to the building official and the design professional in responsible charge.
3. The Approved Agency is appointed by the building official to carry out the necessary functions for stop work orders in accordance with the provisions of Section 114 of the International Building Code and the policies and procedures of the City of Saint George Building Inspection Department.
4. Testing services will not be performed by the City of Saint George.

Ground-fault protection of equipment shall be provided for solidly grounded wye electrical services of more than 150 volts to ground but not exceeding 600 volts phase-to-phase for each service disconnect rated 1000 amperes or more. The ground-fault protection system shall be performance tested when first installed on site. A written record of this test shall be made and shall be available to the authority having jurisdiction. (building official)

Tests of the complete emergency electrical systems, required by NEC 700, shall be witnessed, at the time of installation, by the authority having jurisdiction. (building official)

STATEMENT OF SPECIAL INSPECTIONS

ACKNOWLEDGMENTS

(Acknowledged by the signatures shown below)

I have read and agree to comply with the terms and conditions of this agreement:

Owner (Responsible for hiring
Special Inspection Agency) By _____
Date _____

Contractor By _____
Date _____

Project Engineer of Record By _____
Date _____

Email _____ Phone _____
Fax _____

Architect By _____
Date _____

Special Inspection & Testing Agency By _____
Date _____

IF APPLICABLE:

Electrical Engineer By _____
Date _____



Deferred Submittal Agreement

(All references are per the 2006 International Building Code)

Project Name: _____

Project Address: _____

Building Permit Number: _____ Date Issued: _____

IBC 106.3.4.1: The Engineer or Architect in responsible charge is accountable for the review and coordination of all submittal documents designed by others and to ensure they are compatible with the design of the building.

IBC 106.3.4.2: Deferred submittal items are those portions of the design that are not submitted at the time of application, and have received prior approval from the building official to be deferred. All deferred submittal items must be listed on the approved plans and be placed in a conspicuous location. The process is as follows:

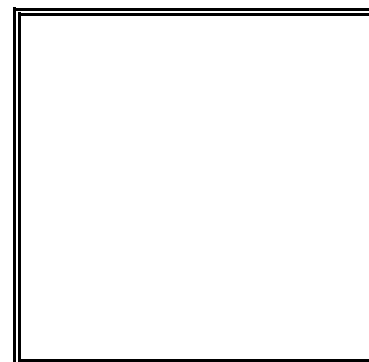
1. Deferred submittal items must first be reviewed by the Engineer or Architect in responsible charge.
2. The deferred submittal items are then submitted to the city for review. **The Engineer or Architect in responsible charge shall attach a letter** to the submittal stating that the deferred item is in conformance with the design of the structure.
3. Deferred submittal items shall not be installed until approved by the Building Official.

Deferred Submittal Items
1.
2.
3.
4.
5.
6.
7.
8.

Deferred submittals shall be submitted to the address provided in the letterhead and the envelope should explicitly state the Project Address and Permit Number associated with the project.

DECLARATION BY ARCHITECT/ENGINEER

I, the design professional in responsible charge for this project, have read and agree to comply with the terms and conditions of this agreement.



Signature

Date

(SEAL)



Contractor's Statement of Responsibility

Each contractor responsible for the construction or fabrication of a seismic system or seismic component designated in the Quality Assurance Plan must submit a Statement of Responsibility (IBC 1706.1).

Project: _____

Contractor's Name: _____

Address: _____

License No.: _____

Description of designated building seismic systems and seismic components included in the Statement of Responsibility:

Contractor's Acknowledgment of Statement of Special Inspections

I hereby acknowledge that I have received, read, and understand the Statement of Special Inspection program (IBC 1705).

I hereby acknowledge that control will be exercised to obtain conformance with the construction documents approved by the Building Official.

Contractor's Provisions for Quality Control

Job site safety and means and methods of construction are solely the responsibility of the contractor.

Procedures for exercising control within the contractor's organization, the method and frequency of reporting and the distribution of reports are the responsibility of the General Contractor.

Identification and qualifications of the person(s) exercising such control and their position(s) in the organization are the responsibility of the General Contractor.

Signature

Date



CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA

The City of St. George uses the following design criteria when reviewing a project or development within the corporate limits of the City of St. George.

SNOW			WIND	
Ground Snow Load	Roof Snow Load	Minimum Roof Live Load shall comply with IBC 1607.11	Wind Speed (mph)	Exposure
$(P_g) = 21 \text{ psf}$	$(P_f) = 15 \text{ psf}$		90 mph, 3-second wind gust	Site specific. Typically B or C

SEISMIC	
Seismic Design Category	Because ground motions tend to vary substantially throughout the city, the mapped spectral accelerations (S_s & S_1) should be obtained by inputting the site-specific latitude and longitude values rather than the zip code of the site.
Site Specific. Typically C or D	

FLOOD
<ul style="list-style-type: none"> ➤ Date of jurisdiction's entry into the national Flood Insurance program <ul style="list-style-type: none"> — 11/15/1984 ➤ Adoption of the first code or ordinance for management of flood hazard areas <ul style="list-style-type: none"> — 11/15/1984 ➤ Currently effective: <ul style="list-style-type: none"> — F.I.R.M. January 7, 1998 — F.B.F.M. January 7, 1998 — Flood hazard map adopted August 19, 1997

SOILS		
➤ All projects require a site-specific soils report meeting the requirements of IBC 1802.		
Frost Depth	Soil Sulfate Content	<i>Table 4.3.1 of ACI 318-05 requires concrete in contact with “severe” concentrations of sulfate to meet the following durability requirements:</i>
12 inches	Severe (unless stated otherwise in the project specific soils report).	<ul style="list-style-type: none"> ➤ Type V cement required ➤ 4,500 psi minimum concrete compressive strength ➤ 0.45 maximum water-cement ratio
<ul style="list-style-type: none"> ➤ All soils reports submitted for permit issuance must be dated no later than two years from the application date of the building permit. Outdated reports must be accompanied by a letter from a qualified geotechnical engineer stating that the report requirements are still valid, or stating what items may have changed. All building code references must be updated to the current code adopted by the State of Utah. ➤ If the soils report or the Utah Geologic Survey (UGS) Washington County Fault map shows a known fault traversing the project site, a special hazard study must be performed in accordance with the UGS “Guidelines for Evaluating Surface-Fault-Rupture Hazards in Utah. A report of this study must be submitted to the city for review. To learn more please visit the UGS website (http://geology.utah.gov/). 		

Addition IRC Criteria (Table 301.2(1))

			Design Temperatures		
			Winter	Summer	
Weathering	Termite	Decay	Temperature	Dry Bulb 2.5%	Wet bulb 2.5%
Moderate	Moderate	None	26 °F	102 °F	70 °F
Elevation 2,750'					
Washington County Climate Zone — 3					

I.S.O Rating: 4