

Drawing Submittal Requirements for Tenant Improvement Plan

Plot Plan:

Provide a fully dimensioned site plan with existing lot lines. Provide the location of all existing improvements on the building. Show the existing use of all adjacent structures on and off the site. Provide the location of existing and/or proposed utilities. Show the existing disable access conditions and proposed site changes.

Floor Plan:

Provide a fully dimensioned floor plans identifying all existing occupied spaces. Show the existing exiting system number, width, distance to, direction of, hardware requirements, etc., including the corridors. Show all fixed elements of existing construction like the walls, partitions, cabinets, fixtures, etc. Clearly identify all occupancy separations and indicate fire resistive rating of each. Show on the plan the proposed construction. Show the existing and new T-bar ceiling details.

Wall Section:

Typical wall section indicating stud size, height, spacing, insulation, wall finish, and structural.

Connections must be clearly drawn and noted.

Plumbing Plan:

Provide plumbing isometric and schematic of the water piping, gas piping and drain waste and vent system with the size of all lines and materials to be used. Provide cross section drawings with existing firewalls and ceilings.

Mechanical Plan:

Provide mechanical isometric and schematic of the existing and new duct locations and size. Show the location of all existing and new return air. Show the location of all existing and new fire dampers. Show the method and amount of combustion air. Show the location of all existing and new HVAC units. Provide complete details of any new kitchen hood systems.

Electrical Plan:

Provide a single line diagram of the existing and new system which includes service location, feeder sizes, panel locations, conductor sizes, disconnect size, over current protection, grounding method, etc. Provide a panel schedules with circuit identification. Indicate all outlet, fixture, and equipment locations. Indicate all hazardous electrical locations, as applicable. Provide complete electrical load calculations.

State Energy Conservation Information:

All new and existing structures with condition space are required to provide energy calculations that will reduce energy consumption. Mechanical calculations shall include the MECH-1 certificate of compliance form and related applicable forms and information. Envelope calculations shall include ENV-1 certificate of compliance form and related applicable forms and information. Lighting calculations shall include the LTG-1 certificate of compliance form and related applicable forms and information. All of the requirements of the energy calculations shall be shown on the plans.