

Building Department Plan - Checklist Type 1

Project: _____ Date: _____

The preliminary review of your plans, indicates the following items are missing:

Architectural

- Title Block - use DOB title block plan identification and revision numbers.
- Plot Plan - show lot dimensions, height of building, distances from corners, street names
- Zoning data: Block, Lot, Zoning map, Zoning district.
- Zoning analysis - Chart format to indicate item i.e.: Use and Bulk regulations with corresponding Z.R. Sections; Permitted/Required; Proposed; and Compliance
- Zoning Floor Area calculations (enlargements only) - show and prove compliance with the maximum allowable F.A.R. for the zoning district in question.
- Code Classification: Construction Classification of Building.
- List occupancy group and use group.
- Provide Zoning Lot Exhibits for enlargements as per DOB Memo 5/18/78 and ZR 12-10.
- Provide survey for enlargements as per DOB departmental procedure.
- Building Department Notes: include general description of application.
- Housing Maintenance Notes
- Multiple Dwelling Notes
- Tenant Safety Notes
- Energy Conservation Construction Code of NYS (on separate sheet)
- Show and prove compliance with appropriate construction classification as per Table 3-4.
- For New Buildings show and prove compliance with Tables 4-1 and 4-2.
- Show and prove compliance with Fire Separations and Fire Divisions as per Tables 5-1 and 5-2.
- Egress calculations - show travel distances and maximum number of occupant load per exit stair/door as per Table 6-1.
- Indicate means of egress from Cellar.
- Label all spaces and indicate their occupant capacity of based on net floor area calculations as per Table 6-2
- LL 58/87 Notes - handicap compliance Notes
- ANSI 117 Handicap diagrams - show for each condition included in application.
- Smoke Detector Notes
- Special Inspections - list only those covered in application.
- Legend - clearly showing new and existing work, and all partition types
- Partition types - list BSA, MEA, or GA numbers for rated partitions.
- Provide hung ceiling detail
- Show exit signs on plan
- Show all door sizes, label FPSC doors with ratings.

- Fully dimension plans - showing overall dimensions.
- Prove compliance with plumbing fixture count
- Public Assembly notes
- Emergency Lighting Notes
- Provide ST-1: Street Tree Form for compliance requirements
- Show Compliance with NYC Energy Code
 - Provide Commercial check/ Residential check or tabular analysis
 - Show Energy ratings for wall insulation
 - Show energy ratings for roof insulation
 - Show resistance values for windows
 - Show energy ratings for foundation insulation