

BUILDING CODE SUMMARY PLANS, NARRATIVE, AND CODE CHECK WORKSHEET

This handout describes Building Code Summary Plans and includes a Code Check Worksheet. Code Summary Plans are a vital reference for designers, plan reviewers, contractors and inspectors, and are valuable for the design and review of separate Mechanical Permits and future alterations of a building. The Worksheet is a useful guide for designers to analyze a building design and demonstrate that it complies with the Building Code.

##### BUILDING CODE SUMMARY PLANS:

Floor Plan of each level showing walls, stairs, doors with swing direction, windows, plumbing fixtures, etc. Drawings must be at a minimum scale of 1/16” = 1’-0” and must be clearly legible and in black and white.

1. Label each room or area’s:

a) Use (e.g. Office, Sales, Storage, Corridor, Exit Enclosure, Exit Passageway, etc.);

b) Occupancy group classification;

c) Floor area;

d) Floor area per occupant;

e) Occupant load.

1. Graphically show locations and fire ratings of all fire-rated walls such as Exterior Walls, Exit Enclosures, Exit Passageways, Fire Area Separations, Occupancy Separations, Shafts, Horizontal Exits, Corridors, and Smoke Compartments by identifying and differentiating the walls as either: a) Fire Walls, b) Fire Barriers, c) Fire Partitions, d) Smoke Partitions, or e) Smoke Barriers.
2. Graphically show elevators, mechanical shafts and other openings through floors.
3. Graphically show the illuminated egress path, and indicate how backup power is supplied. Indicate the required width and minimum light level across the required egress path at the floor level.
4. Graphically show exit sign locations.
5. For larger occupant loads, graphically show the minimum required exit widths and proposed exit capacities at doors and stairs.

Building Elevations and/or Building Sections illustrating the following conditions as applicable:

1. Exterior wall areas in square feet per story, and the maximum allowable percentage and area of protected and unprotected openings per story due to fire separation distance from property lines.
2. Vertical fire wall locations and fire rating from foundation to the roof.
3. Locations and fire ratings of horizontal floor-ceiling assemblies that separate different construction types.

##### BUILDING CODE SUMMARY NARRATIVE CHECKLIST:

* Project name
* Scope of work
* Building code edition
* Date(s) of original building construction
* Use(s) and occupancy classification(s)
* Occupancy separation requirements – or nonseparated occupancies
* Number of stories
* Floor area per floor, total floor area
* Construction type(s)
* Fire sprinkler provided (yes/no), location and type
* Fire alarm pull stations and notification provided (yes/no)
* Number of standard and accessible parking spaces required/provided
* Number of plumbing fixtures required/provided
* Building code appeals with Date, ID #, and brief description of code requirement and alternate design approved

**PROJECT INFORMATION:**

|  |
| --- |
| PROJECT NAME |
|  |

|  |
| --- |
| PROJECT DESCRIPTION |
| *(check each that apply)* |  | New construction |  | Addition |  | Alteration |  | Change of occupancy (from **\_\_\_\_** to **\_\_\_\_**) |
|  |

|  |
| --- |
| PROJECT ADDRESS *(if there is no address is currently assigned to the site, please provide the tax account number (r number))* |
| Street address |  |
| City, State, Zip |  |

|  |
| --- |
| PROJECT CONTACT |
| Name |  |
| Company |  |
| Street address |  |
| City, State, Zip |  |
| Phone |  |
| Email |  |

|  |
| --- |
| PROJECT OWNER OR TENANT |
| Name |  |
| Company |  |
| Street address |  |
| City, State, Zip |  |
| Phone |  |
| Email |  |

**CONSTRUCTION TYPE, HEIGHT, AND EXTERIOR WALL FIRE RESISTANCE REQUIREMENTS:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Special Provisions *(circle one if applicable)* | 510.2 | 510.3 | 510.4 | 510.5 | 510.6 | 510.7 | 510.8 |
| Construction type(s) *(602) (circle each that apply)* | IA | IB | IIA | IIB | IIIA | IIIB | IV | VA | VB |
| Building height *(503)* | Allowed: |  ft | stories | Proposed: | ft |  stories |
| Sprinklers used to increase stories *(504.2)* | YES | NO |  |

|  |  |  |
| --- | --- | --- |
| Fire Resistive Requirements based on Construction Type *(602.1)* | Rating Required | Rating Provided |
| Structural Frame |  |  |
| Bearing walls – exterior |  |  |
| Bearing walls – interior |  |  |
| Floor |  |  |
| Roof |  |  |
|  |  |  |
| Exterior Wall fire resistance based on fire separation distance *(602.1)* | Allowable Area of Openings per story *(705.8)* |
| Protected  | Unprotected  |
| Wall location | Distance to property line | Fire rating | Wall area | Area of openings proposed | Allowable % of wall area in openings | Proposed % of wall area in openings | Wall area | Area of openings proposed | Allowable % of wall area in openings | Proposed % of wall area in openings |
| North A |  |  |  |  |  |  |  |  |  |  |
| North B |  |  |  |  |  |  |  |  |  |  |
| East A |  |  |  |  |  |  |  |  |  |  |
| East B |  |  |  |  |  |  |  |  |  |  |
| South A |  |  |  |  |  |  |  |  |  |  |
| South B |  |  |  |  |  |  |  |  |  |  |
| West A |  |  |  |  |  |  |  |  |  |  |
| West B |  |  |  |  |  |  |  |  |  |  |

**ALLOWABLE AND PROPOSED BUILDING AREA AND INCREASES (503, 506, 509):**

(If the building is divided by a Fire Wall (503.1) or a Horizontal Assembly (510), provide a separate analysis for each area.)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ALLOWABLE AREAS and AREA MODIFICATIONS | Occupancy( ) | Occupancy( ) | Occupancy( ) | Occupancy( ) |
| Tabular floor area for each occupancy (At) *(Table 503)*  |  |  |  |  |
| Frontage Increase (If )*(506.2)*If = (F/P - 0.25) X W/30F = Building perimeter fronting on public wayP = Perimeter of entire buildingW = Width of public way |  |  |  |  |
| Fire sprinkler system increase (Is) *(506.3)*Additional 200% for buildings with more than one story above grade plane or an additional 300% for buildings with not more than one story above grade plane.  |  |  |  |  |
| Area Modification, allowable area per story *(506.1)*Aa = At + ( At X If) + ( At X Is) |  |  |  |  |
| Total Allowable Building area: (Aa) X # of stories above grade plane as listed below *(506.4):*1. Buildings with two stories above grade plane, X 2;
2. Buildings with three or more stories above grade plane, X 3; and
3. No story shall exceed the allowable area per story (Aa) as determined in 506.1, for the occupancies on that story.
 |  |  |  |  |

**OCCUPANCY CLASSIFICATION (302):**

|  |
| --- |
| Use and Occupancy Classifications *(circle each that apply)* |
| A-1 | A-2 | A-3 | A-4 | A-5 | B | E | F-1 | F-2 | H-1 |
| H-2 | H-3 | H-4 | H-5 | I-1 | I-2 | I-3 | I-4 | M | R-1 |
| R-2 | R-3 | R-4 | S-1 | S-2 | U | SR-1 | SR-2 | SR-3 | SR-4 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| PROPOSED AREAS PER OCCUPANCY | Occupancy( ) | Occupancy( ) | Occupancy( ) | Occupancy( ) |
| Basement |  |  |  |  |
| First Floor |  |  |  |  |
| Second Floor |  |  |  |  |
| Third Floor |  |  |  |  |
| Other floor(s) |  |  |  |  |
| Total Proposed Building Area  |  |

**MIXED OCCUPANCIES AND SEPARATIONS (508):**

|  |  |  |
| --- | --- | --- |
| Does building qualify for Nonseparated occupancies? *(508.3)* *(check one)* |  | Yes |
|  | No\* |
| Occupancy separation ratings required *(508.4)**(e.g. B to A-3 = 2 hr)* |  | to |  | = | **\_\_\_\_**hr |  | to  |  | = | **\_\_\_\_**hr |
|  | to |  | = | **\_\_\_\_**hr  |  | to |  | = | **\_\_\_\_**hr  |
|  | to |  | = | **\_\_\_\_**hr  |  | to |  | = | **\_\_\_\_**hr  |

##### *\* If there is more than one occupancy group on a floor, provide a “Sum of the Ratios” calculation per Section 508.4.2:*

(Aocc#1/Aa occ#1) + (Aocc#2/Aa occ#2) + (Aocc#3/Aa occ#3) + (Aocc#4/Aa occ#4) ≤ 1

**BUILDING FIRE SUPPRESSION, ALARM AND STANDPIPE SYSTEMS (Chapter 9):**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Provided:YES / NO | Required / Optional*(list OSSC section(s))* | Type/Class/Areas of coverage: |
| Sprinkler system  | 13 | 13R | 13D |  |  |
| Fire alarm system  |  |  |  |
| Standpipe system  |  |  |  |

**ENERGY CODE (2014 Oregon Energy Efficiency Code):**

|  |
| --- |
| METHOD OF ENERGY CODE ANALYSIS (check one): |
|  | Envelope Prescriptive Path |  | Whole building / Trade-off approach |

|  |
| --- |
| ENVELOPE COMPONENTS DESCRIPTION |
|  | R-Value | U-Factor | Description of assembly  |
| Roof A |  |  |  |
| Roof B |  |  |  |
| Exterior wall A |  |  |  |
| Exterior wall B |  |  |  |
| Exterior wall C |  |  |  |
| Window A |  |  |  |
| Window B |  |  |  |
| Floor over unconditioned space |  |  |  |
| Skylight A |  |  |  |
| Door A |  |  |  |
| Door B |  |  |  |

|  |
| --- |
| WINDOW AREA (square feet) |
|  | North | East | South | West |
| Window A |  |  |  |  |
| Window B |  |  |  |  |

***Note:* *Completed Oregon Energy Code Compliance Forms for Envelope, HVAC and Lighting Power are required with building permit applications*.**

##### NUMBER OF Plumbing fixtureS (2902):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Occupancy or function | Occ. Load  | Drinking Fountains | Water closets | Lavatories  |
| Male | Female | Male | Female |
| Required | Provided | Required | Provided | Required | Provided | Required | Provided | Required | Provided |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| Total number of fixtures  |  |  |  |  |  |  |  |  |  |  |

##### BUILDING CODE APPEALS (104.10):

List all approved Building Code Appeals for this project:

|  |  |  |  |
| --- | --- | --- | --- |
| Appeal ID# | Date | Code Section | Proposed Design *(summary of the resulting design)* |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |

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