



*City of Belton
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DEPARTMENT OF BUILDING SAFETY AND REGULATION

COMMERCIAL PLANS SUBMITTAL

RECOMMENDATIONS

It is recommended that the architect, engineer, and other parties concerned, meet with city staff before a permit application is received by the city. That is to hopefully make adjustments to the plans before submitting to the city.

GENERAL REQUIREMENTS

Submit all sheets 18" x 24", or 24" x 36", to scale
Architect/Engineer is required for project of record
Contact County Health for approval on food service
All wood plates on concrete in contact with earth must be decay resistant
Parking lot striping must be in place prior to occupancy and meet ADA requirements
Wind load 90 mph, exposure "B"
Seismic Class "C"
Snow load Section 1608 I.B.C.
Soil bearing 1,500 psf or verify by soils report.
Codes: 2000 I.B.C., I.P.C., I.M.C., I.F.G.C., I.E.C.C., I.F.C., and 1999 N.E.C.

SEALED DRAWINGS

City requires **four** complete sets of drawings sealed and signed **in ink, other than black**, by the architect or engineer of the project. One set will be stamped and returned for the job site.

SPECIFY ON PLANS

Name of building and address
Owner's name, phone number and address
Designer's name, phone number and address
Floor area per story
Proposed occupancy types
Proposed type of construction

SITE DRAWINGS

Building Inspection Department requires one site drawing including all infrastructures

FIRE SPRINKLER SYSTEM

If the project calls for a fire sprinkler system, then two sets of drawings are required for the city, plus the number of additional sets you may want for the job site, shall be submitted. A separate permit will be required for the sprinkler system. A NICET level three or higher shall submit the drawings.

PERMIT APPLICATION

The City requires a four-part building permit application to be completed and turned in with the sets of drawings at the time of submittal. **The building permit application must be typed or neatly printed.**

OCCUPATION LICENSE

All subcontractors listed on the application must have a current City of Belton Occupation License or it may hold up the permit.

SUBMITTALS

SITE PLAN

Show surface drainage, site elevations, parking layout, lot dimensions, building dimensions, easements, existing and proposed utilities, existing structures, hydrants, lights, signs, and fences.

FLOOR PLAN

Label use of all rooms, dimension of rooms, equipment, windows, doors, ramps, stairs, fire extinguishers, exit signs, alarms/detectors and bathrooms. Label all fire-rated walls, and state type and hour rating, and header sizes.

ADDITIONAL PLAN REVIEW

If there is a need for additional plan review then all comments shall be directed to each respective department. After all comments have been satisfied by the Fire and Engineering Departments, then a memo will be issued to the Building Department, releasing the project for permit.

FOOTING AND FOUNDATION PLAN

Footing dimensions, step footings, anchor bolts and column footing.

ELEVATIONS

Show all four sides, windows, doors, exterior wall covering, shear bracing, safety glazing, height dimensions, parapets, chimneys, under-floor access and vents, veneer, roof slope and drains.

ROOF FRAMING PLAN

Lumber species, grade, size, spacing, ridgeboard sizes, girder trusses, skylights; trusses must be factory-built and engineered, and must be approved by the building official.

FLOOR FRAMING

Lumber species, grade, sizes, spacing, hangers and opening headers.

STRUCTURAL CROSS SECTIONS

These are 1/4-inch scale and 1/2-inch scale sections through the entire building. Label all building components.

STRUCTURAL DETAILS

Good, clear, enlarged details are required at all connections: post/beam, beam/wall, footing/post, ledger/wall, etc. Bathroom details, masonry reinforcing, masonry columns, wire ties, cross-grain stability, diaphragm shear nailing, stairs, guardrails, handrails and footing sections. A *typical wall section* must be shown from footing to roof which accurately describes the materials of construction typically found in the building.*

PLUMBING

Drain, waste and vent schematic. DWV plan. Water plan, line sizes and lengths, water heater location and type, water meter location, gas lines and sizes, ballards for gas meter.

ELECTRICAL

Floor plan, load calculations, single line drawing of service, grounding, water bond, conduit type and size, and wire type and size. Label location of all equipment, receptacles, light switches and GFCI locations.

MECHANICAL EQUIPMENT

Kitchen equipment, heating system design, cooling system, and ventilating system combustion air requirements and ducting.

MATERIAL SPECIFICATIONS

UL, I.C.C., Gypsum Association, etc.

ENGINEERING CALCULATIONS

Lateral analysis, horizontal shear, horizontal torsional movements, stability against overturning, anchorage, distribution of uniform loads and concentrated loads. Calculations showing the electrical, HVAC system, window glazing/or skylights will meet or exceed the minimum requirements of I.E.C.C.

* All fire-rated walls and ceiling must have sufficient detail to show nailing, auto- and self- closing doors and windows, *fire-protected structural members*, penetrations, shafts, overhangs, soffits, wall coverings that stop at drop ceilings, fire dampers, double wood floors, two layers 5/8-inch Type X on trusses, rated hangers, etc.