



Commercial (Non-Residential) Architectural Drawing Requirements New Building or Addition

*These items should be shown on the architectural drawings submitted for permit.
Additional items may be required based on the specific project circumstances.*

General *(as indicated)*

- Drawing sheet size - 24" x 36" (preferred maximum size)
- Project address-every sheet
- Drawing date-with revision date on each affected sheet
- North arrow on all plans
- Scale
- Architect's (or Structural Engineer's) name / address / telephone
- Architect's (or Structural Engineer's) State of Illinois seal with signature, date and date of license expiration- on cover sheet with index of drawings or on every sheet. Required for all new commercial buildings and for additions, where structural or egress modifications are proposed
- Applicable codes or reference to adopted codes
- Code data - including: zoning district, use group(s), construction type, floor area(s), indication of fire protection system, etc.
- Structural design loads & material design values
- Accessibility compliance with Illinois Accessibility Code (IAC) & ANCI 117.1 is required
- Fire rated assembly designations and UL numbers for walls, ceilings, fire stopping, etc. are required
- On the cover sheet, state the method of energy code compliance (prescriptive or performance type) and submit compliance documents (if performance). Indicate mandatory R-values for ducts, piping, etc.

Site Plan *(as applicable and unless information is contained on civil engineer's or surveyor's drawings)*

- Building location with dimensions to property lines
- District minimum setbacks - front, side, rear
- Easements
- Parking lot stall/aisle sizes, total of parking spaces, signage for accessible spaces
- Accessible route from building to public way including curb ramps and detectable warnings
- For additions, state if there is an existing accessible way to the building
- Air conditioning unit and/or generator locations with dimensions to property line
- Water service, sanitary & storm service size & location (unless indicated elsewhere)
- Landscaping (if required)
- Refuse containment location

Plans *(as required)*

- Demolition Plan-as required
- 'Key Plan' for project location
- 'Egress (Life Safety) Plan'
- Floor plans with:
 - Room names
 - Dimensions
 - Rated wall locations
 - Wall, door & glazing locations
 - Structural information
 - Mechanical-indicate locations of:
 - Supply/return ducts
 - Heating units
 - Other equipment
 - Electrical-indicate locations of:
 - Service panel with size
 - Lights & switches (address IECC switching)
 - Receptacles
 - Emergency lights & exit signs
 - Plumbing-indicate locations of:
 - Plumbing fixtures, incl. mop sink & drinking fountains
 - Water heater
 - Accessibility compliance dimensions-include hatched boxes for clearances at all doors, plumbing fixtures, etc.
- Reflected ceiling plan with:
 - Lighting
 - Emergency lights & exit signs
 - Supply/return ducts

Elevations *(as required)*

- All sides of building or addition - indicate proposed / existing where applicable
- Materials
- Height of structure
- Window and door sizes (unless indicated elsewhere)
- HVAC rooftop screening and/or HVAC screening locations, if applicable

Details *(as required)*

- HVAC ventilation schedule with outside air indicated
- Electrical schematic diagram
- Plumbing riser diagrams
- Door and hardware schedule
- Energy code (IECC) compliance documents - prescriptive or performance and indicate mandatory requirements for ducts, piping, etc.
- Construction details/sections/schedules
- Refuse and/or HVAC screening details, if applicable