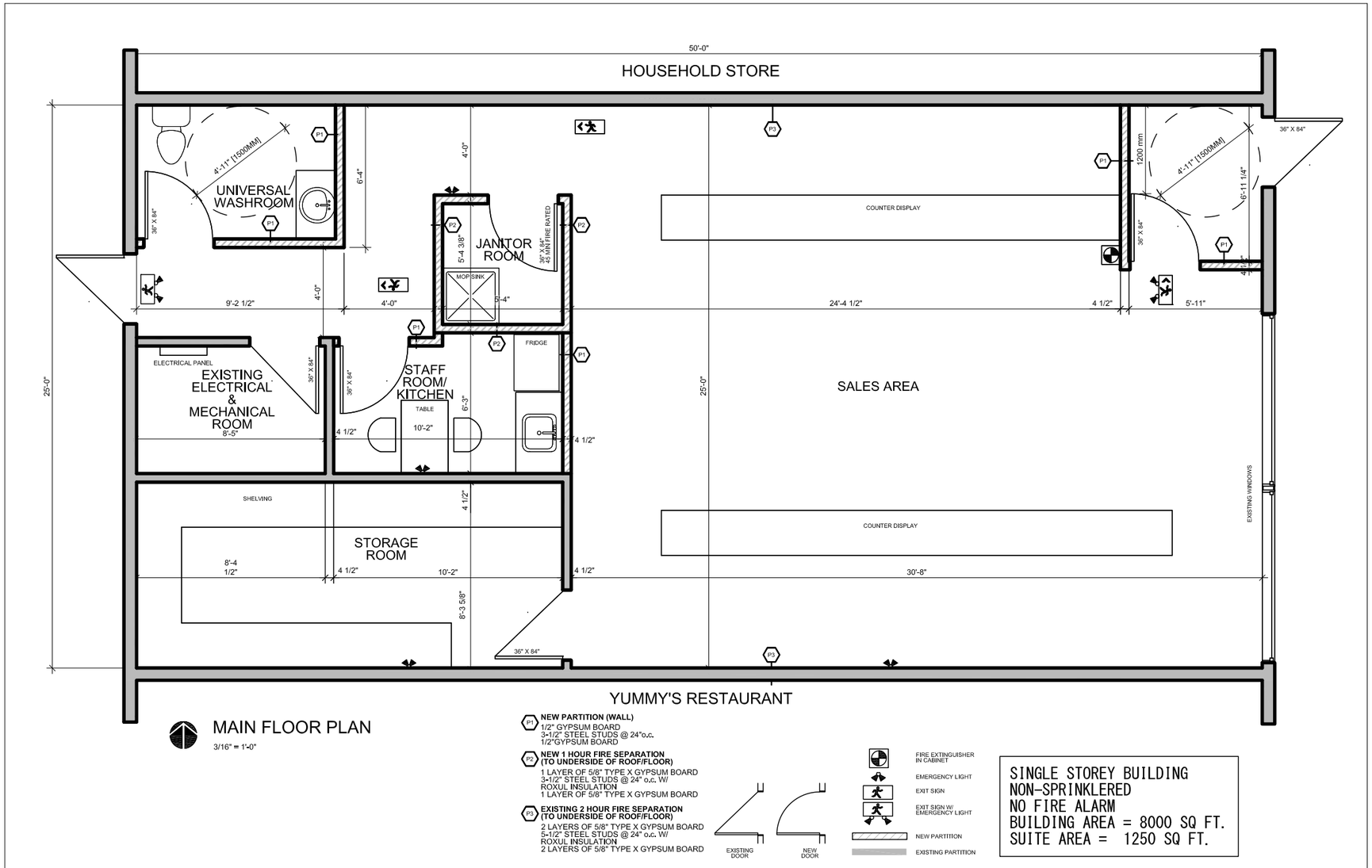
Floor Plan Standard - Retail or General Projects

Standard applies only to building permit applications. Standards differ for development permit (zoning approval) applications.
Standards apply to business owners working without a contractor. Professionals must adhere to industry drawing standards.

Applications must contain all items identified in the checklist.

Submission of incomplete drawings will delay application processing.



BUY MART

7654 123 Street NW
Edmonton, Alberta

Instructions:
- Provide engineer-stamped drawings and schedules of professional involvement for projects involving over 500 square metres of floor area
- Provide engineer-stamped drawings where complexity of design or installation cannot be assessed by a safety codes officer. 'Partial' professional involvement may be applied to particular elements; e.g., automatic sprinkler system, fire alarm system, structural changes, etc.

BUILDING PLANS CHECKLIST

Floor Plan Drawings:
- Diagram of the existing space, showing what is to be removed (partitions, fixtures, etc) by selective interior demolition
- Walls, partitions, floor/ceiling details and fire-resistance rating, including to the adjacent tenants
- Accessibility and comfort provisions: vestibule clearances, barrier-free washrooms, ramps, all washroom provisions
- Occupant load: customers and staff on duty at one time
- Show roof or wall terminations and air intake locations for any building services equipment and any process equipment exhaust and/ or make-up air

Structural Drawings:
- Engineer-stamped drawings are required for structure changes such as roof-top unit (RTU) and make-up air unit (MAU) support, new mezzanine, stairs, handrails and guards, etc.

Mechanical Drawings:
- HVAC design: detail/locations of the general ventilation system: RTU (roof-top unit) and MAUs (make-up air unit), ducts, supply diffusers, return air grilles
- Note whether equipment is new or existing
- Any specialized process equipment or areas governed under Safety Codes such as NFPA33-compliant spray applications showing detail/ locations of exhaust fans, including capacity, controls, ducts, terminations
- Any specialized process equipment or areas governed under Safety Codes, example: nail salon work station ventilation fans, including capacity, controls, ducts, terminations
- Hot water supply design: location and details of tank type, capacity, location, venting, installation, etc.
- Piping design: pipe types, floor drain locations, grease interceptors, fixtures, faucets, etc.

Electrical Drawings:
- Lighting and power plan design: fire alarm devices such as fire detectors, manual stations, bell/strobe signals, etc. as part of the building-wide alarm system
- Emergency lighting and exit sign location

Checklists identify the minimum information required for application review. Additional information may be requested.

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edmonton.ca/buildingchanges

Note:
- Sample floor plan drawing is not drawn to scale, and is intended for illustrative purposes only.

General Instructions:
- Metres or feet/inches are accepted. Please use units consistently.
- Preferred scale 1:100 (metric) or Imperial ¼" = 1'0" (imperial). Diagrams do not need to be drawn to scale.
- Alternate legends and labels are accepted.