



COMMERCIAL PLAN REVIEW CHECKLIST

**Garfield County
Public Works
300 S 19th Street
PO Box 160
Pomeroy, WA 99347
509-843-1301**

All plans must be drawn to scale and have scale noted on each sheet.

SITE PLAN:

- | | | |
|---|--|--|
| <input type="checkbox"/> Property lines | <input type="checkbox"/> Easement | <input type="checkbox"/> Right-of-ways |
| <input type="checkbox"/> Topography | <input type="checkbox"/> Landscaping / Required trees | <input type="checkbox"/> Dimensions |
| <input type="checkbox"/> Driveway location & width | <input type="checkbox"/> Location of outdoor lighting and conduits | |
| <input type="checkbox"/> Parking lot details, elevations, drainage, curb access, parking lot striping | | |

STRUCTURAL PLANS:

- | | | |
|--|--|--|
| <input type="checkbox"/> Foundation plan (cross section & plan view) | <input type="checkbox"/> Section details | <input type="checkbox"/> Typical details |
| <input type="checkbox"/> Framing plans | <input type="checkbox"/> Roof plans | |

ARCHITECTURAL PLANS AND SPECIFICATIONS:

- | | | |
|---|--|--|
| <input type="checkbox"/> Cover/Title Sheet (include Code Analysis) | <input type="checkbox"/> Floor plan | <input type="checkbox"/> All rooms labeled |
| <input type="checkbox"/> Construction type | <input type="checkbox"/> Occupancy | <input type="checkbox"/> Room dimensions |
| <input type="checkbox"/> Door & window schedule | <input type="checkbox"/> Site details | <input type="checkbox"/> Ceiling plan |
| <input type="checkbox"/> Exterior elevations | <input type="checkbox"/> Roof plan | <input type="checkbox"/> Fire blocking |
| <input type="checkbox"/> Interior elevations | <input type="checkbox"/> Wall cross sections | <input type="checkbox"/> Stair cross section |
| <input type="checkbox"/> Smoke detector locations | <input type="checkbox"/> Building envelope NREC compliance forms | |

MECHANICAL PLANS AND SPECIFICATIONS:

- | | | |
|---|---|--|
| <input type="checkbox"/> Site plan | <input type="checkbox"/> Legend | <input type="checkbox"/> Plumbing plan |
| <input type="checkbox"/> Fire protection plan | <input type="checkbox"/> Piping details | <input type="checkbox"/> Backflow location |
| <input type="checkbox"/> Mechanical schedules | <input type="checkbox"/> HVAC plan | <input type="checkbox"/> HVAC details |
| <input type="checkbox"/> Mechanical NREC comp forms | <input type="checkbox"/> Equipment location | <input type="checkbox"/> Roof plan |

ELECTRICAL PLANS AND SPECIFICATIONS:

- | | | |
|--|---|---|
| <input type="checkbox"/> Symbols and note | <input type="checkbox"/> Fixture schedule | <input type="checkbox"/> Lighting Plan |
| <input type="checkbox"/> Electrical site plan | <input type="checkbox"/> Equipment plans | <input type="checkbox"/> Fire alarm diagram |
| <input type="checkbox"/> Lighting NREC comp form | <input type="checkbox"/> Equipment sections and details | |

LANDSCAPING PLANS AND SPECIFICATIONS:

- | | | |
|---|--|---|
| <input type="checkbox"/> Landscaping plan | <input type="checkbox"/> Irrigation plan (with backflow) | <input type="checkbox"/> Plant schedule |
|---|--|---|

PUBLIC WORKS PLANS AND SPECIFICATIONS:

- | | |
|---|---|
| <input type="checkbox"/> On-site storm drainage, size, location, and calculations | <input type="checkbox"/> Driveway location, size and handicap ramps |
| <input type="checkbox"/> Utility connection, size and location | <input type="checkbox"/> Parking lot lighting layout and details |
| <input type="checkbox"/> Industrial / Commercial Wastewater Survey form | |

I certify, by checking this box and signing my name below, that the checked items are included in my application packet and construction drawings if they are applicable. Errors/omissions may result in delay of permit issuance and/or certificate of occupancy.

Applicant's Signature: _____

Date: _____

Printed Name: _____