



4101 S. Federal Blvd.
Sheridan, CO 80110
Office: 303-762-2200
Fax: 303-438-3398

TTING COMMERCIAL

Submittals for Commercial Plan Review need to include:

1. Permit application, completely filled out, along with payment of fees (or deposit)
2. 2 sets of complete construction drawings for new building or additions + 1 Electronic copy (preferably via email). 2 sets must be wet stamped by the Architect and Professional Engineer, as appropriate. Includes all Site Plans, must be same approved SIP's
3. Tenant Finish: Must have Owners OK. Two sets of complete construction drawings for tenant finish or remodels+ 1 Electronic copy (preferably via email).
4. Soils report – if requested
5. Drainage Plan and Stormwater Management Plan (if applicable), PLUS Phase 3 Drainage Report 2/100 Historical Event
 - a. Drainage Plan required if more than 1-acre of the site will be disturbed
 - b. SWAMP required if more than ½ acre is disturbed
 - c. SWAMP and State Permit required if more than 1-acre is disturbed
 - d. Less than ½ acre requires Stormwater Management Plan showing BMP's only
6. Structural calculations
7. Energy compliance calculations to include all insulation & fenestration value
8. Information for special systems, i.e.; rated assemblies, special acting doors, fire stopping, fire/smoke dampers, fire alarms, elevators, hydronics, etc.
9. Warranty Deed, title, (some proof of ownership) if requested
10. Architect/Engineer/Contractor Bid valuation – no exceptions

The construction plans should provide sufficient detail to show conformance with the applicable codes. Information needed on the plans include but is not limited to:

1. Name and address of building owner
2. Legal description of building
3. Name, address and telephone number of the designer.
4. Code compliance information;
 - a. Occupancy group
 - b. Type of construction
 - c. Actual floor area
 - d. Allowable floor area
 - e. Height of building
 - f. Occupant load calculation
 - g. Number of exits and total exit width
5. Site Plan
6. Stormwater Management Plans (SWMP) See attached Stormwater Packet
7. Building Floor Plans
8. Elevations
9. Building Sections
10. Energy compliance calculations to include all insulation & fenestration value

11. Information for special systems, i.e.; rated assemblies, special acting doors, fire stopping, fire/smoke dampers, fire alarms, elevators, hydronics, etc.
12. Appropriate details
13. Mechanical Plans with IECC Compliance (COMcheck, etc.)
14. Plumbing Plans
15. Electrical Plans with IECC Compliance (COMcheck, etc.)

Design Criteria for structures in the City of Sheridan:

1. Basic wind speed is 105 MPH for a 3 second gust or 85 mph for the fastest mile
2. Snow load is 30 pounds per square foot ground
3. Frost depth is 36 inches
4. Seismic zone is 1A, Exposure B

Applicable Codes:

- 2009 International Building Code
- 2009 International Energy Conservation Code
- 2009 International Mechanical Code
- 2009 International Fuel Gas Code
- 2009 International Plumbing Code
- 2008 National Electrical Code
- 2000 Uniform Solar Energy Code
- 2009 International Existing Building Code

In addition to a review by the Building Department, the plans will be routed for review to the Public Works, Planning and Zoning and Denver Fire Departments as needed. Comments based on the initial review will usually be available within 10 working days after the start of review of submittal documents by the Building Department.

Commercial projects that include food preparation or childcare must be reviewed by the Tri-County Health Department. Applications may be obtained by calling 303-452-9547. Copy and/or permit to be submitted to the City before a permit will be issued.

REQUIREMENTS FOR BUILDING

1. All construction in the City of Sheridan shall be in accordance with the 2009 International Building Code, 2009 International Residential Code, 2009 International Fire Code, 2009 International Energy Conservation Code, International Existing Building Code, 2009 International Plumbing Code, 2009 International Mechanical Code, 2009 International Fuel Gas Code, 2008 National Electrical Code and 2000 Uniform Solar Energy Code.
2. The International Building Code does not allow construction to be started without first obtaining a valid building permit from the City of Sheridan. This would include, but is not limited to setting footings, installing fences or boring caissons. Any work that is commenced without first obtaining a building permit will be issued a “Stop Work order” and assessed an investigation fee. The investigation fee will cause the building permit fee to double. Continued violations will result in a court summons. All Contractors and subcontractors must be licensed in the City of Sheridan before beginning work. Electrical and plumbing contractors must be registered with the City of Sheridan. Electrical contractors must pull a permit from the State of Colorado prior to beginning work. **General Contractor must submit listing of all subcontractors who will be working on site and ensure that they are licensed with the City prior to the Building Permit issuance.**
3. Every building site shall be marked with a sign showing the job’s address. Job sites that are not visible from the road shall have a sign at the entrance to the site on the road and adequately marked to the construction site.
4. The builder is responsible for providing sanitation facilities and for maintaining trash enclosure within the construction site. The site shall be maintained in a clean and orderly condition free from paper and construction debris that may scatter onto other properties.
5. The building inspection card shall be posted on the job site and the “APPROVED” plans shall be available at the inspector’s request. Failure to do so may result in the inspection not being performed, re-inspection fee being assessed, or a “Stop Work order” being posted.
6. Before any rough inspections can be requested the following must be provided to the City, a copy of Special Inspectors foundation inspection report and a copy of the Stormwater Management Inspection report (SWMP).
7. If a re-inspection fee has been indicated by the inspector, such fee shall be paid prior to requesting any additional inspections.
8. Special Inspections are designated by the Building Official Only.
9. Special inspectors shall be approved by the Building Official upon submittal of qualifications prior to beginning work. An application fee is required by the City prior to beginning the work.