

Pony Express Checklist



**DEVELOPMENT
SERVICES
DEPARTMENT**

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ITEM	YES	NO
Zoning Site Plan		
Mechanical Roof Top Unit(s) (Provide screen detail, line of sight detail from a public way, and a vicinity map detail)	<input type="checkbox"/>	<input type="checkbox"/>
Building		
New and existing work	<input type="checkbox"/>	<input type="checkbox"/>
Completed Building Code Summary Sheet	<input type="checkbox"/>	<input type="checkbox"/>
Life Safety Plan (indicating exits, travel distance)	<input type="checkbox"/>	<input type="checkbox"/>
Floor Plan	<input type="checkbox"/>	<input type="checkbox"/>
Wall Sections	<input type="checkbox"/>	<input type="checkbox"/>
Fire Rated Walls Legend (indentify fire barriers, fire partition, fire walls, and smoke barriers)	<input type="checkbox"/>	<input type="checkbox"/>
U.L. Designs for Penetrations	<input type="checkbox"/>	<input type="checkbox"/>
Structural Plan	<input type="checkbox"/>	<input type="checkbox"/>
Energy Code-Electrical	<input type="checkbox"/>	<input type="checkbox"/>
Energy Code-Mechanical	<input type="checkbox"/>	<input type="checkbox"/>
Energy Code-Building	<input type="checkbox"/>	<input type="checkbox"/>
Accessibility Compliance Form (reproduced onto all three sets of plans)	<input type="checkbox"/>	<input type="checkbox"/>
Accessibility Details	<input type="checkbox"/>	<input type="checkbox"/>
Electrical		
Reflected Ceiling Plan	<input type="checkbox"/>	<input type="checkbox"/>
Power Plan	<input type="checkbox"/>	<input type="checkbox"/>
Riser Diagram	<input type="checkbox"/>	<input type="checkbox"/>
Fire Rated Walls Legend	<input type="checkbox"/>	<input type="checkbox"/>
U.L. Designs for Penetrations	<input type="checkbox"/>	<input type="checkbox"/>
Panel Location and Schedules	<input type="checkbox"/>	<input type="checkbox"/>
Electrical Load Calcs	<input type="checkbox"/>	<input type="checkbox"/>
Fire Rated Penetrations	<input type="checkbox"/>	<input type="checkbox"/>
Receptacle Plan	<input type="checkbox"/>	<input type="checkbox"/>
Fire Alarm/Smoke Detector	<input type="checkbox"/>	<input type="checkbox"/>

ITEM	YES	NO
Plumbing		
Fixture and Equipment Plan	<input type="checkbox"/>	<input type="checkbox"/>
Hot and Cold Water Riser	<input type="checkbox"/>	<input type="checkbox"/>
Waste and Vent Riser	<input type="checkbox"/>	<input type="checkbox"/>
Plumbing Load Calcs	<input type="checkbox"/>	<input type="checkbox"/>
Fire Rated Walls Legend	<input type="checkbox"/>	<input type="checkbox"/>
U.L. Designs for Penetrations	<input type="checkbox"/>	<input type="checkbox"/>
Fire Rated Penetrations	<input type="checkbox"/>	<input type="checkbox"/>
Minimum Facility Calcs	<input type="checkbox"/>	<input type="checkbox"/>
Mechanical		
Mechanical Equipment type	<input type="checkbox"/>	<input type="checkbox"/>
Equipment location	<input type="checkbox"/>	<input type="checkbox"/>
Dampers and Detail	<input type="checkbox"/>	<input type="checkbox"/>
Fire Rated Penetrations	<input type="checkbox"/>	<input type="checkbox"/>
Fire Rated Walls Legend	<input type="checkbox"/>	<input type="checkbox"/>
U.L. Designs for Penetrations	<input type="checkbox"/>	<input type="checkbox"/>
Gas Riser Diagram	<input type="checkbox"/>	<input type="checkbox"/>
Refrigeration Calcs	<input type="checkbox"/>	<input type="checkbox"/>
Outdoor Air Calcs	<input type="checkbox"/>	<input type="checkbox"/>
Fire Alarm (NCFC Section 907.1.1)		
Floor Plan	<input type="checkbox"/>	<input type="checkbox"/>
Locations of alarm-initiating and notification appliances	<input type="checkbox"/>	<input type="checkbox"/>
Alarm control and trouble signaling equipment	<input type="checkbox"/>	<input type="checkbox"/>
Annunciation	<input type="checkbox"/>	<input type="checkbox"/>
Power connection	<input type="checkbox"/>	<input type="checkbox"/>
Battery calcs	<input type="checkbox"/>	<input type="checkbox"/>
Conductor type and size	<input type="checkbox"/>	<input type="checkbox"/>
Voltage Drop calcs	<input type="checkbox"/>	<input type="checkbox"/>
Manufacturers, model numbers and listing information for equipment	<input type="checkbox"/>	<input type="checkbox"/>
Ceiling height and construction detail	<input type="checkbox"/>	<input type="checkbox"/>
CD (Compact Disk) copy of calculations and equipment cut sheets	<input type="checkbox"/>	<input type="checkbox"/>

ITEM	YES	NO
Fire Protection		
Sprinkler Piping Plan	<input type="checkbox"/>	<input type="checkbox"/>
Reflected Ceiling Plan	<input type="checkbox"/>	<input type="checkbox"/>
Calcs and Water Flow Test	<input type="checkbox"/>	<input type="checkbox"/>
Water Supply Data	<input type="checkbox"/>	<input type="checkbox"/>
System Riser	<input type="checkbox"/>	<input type="checkbox"/>
Fire Rated Walls Legend	<input type="checkbox"/>	<input type="checkbox"/>
U.L. Designs for Penetrations	<input type="checkbox"/>	<input type="checkbox"/>
CD (Compact Disk) copy of calculations and equipment cut sheets	<input type="checkbox"/>	<input type="checkbox"/>