

City of Alliance Building Guide



Small Commercial Project

Instructions to Obtain a Building Permit:

1. The Nebraska Engineers and Architects Act requires engineered and stamped drawings for large scale projects (Large Commercial Handout). This is determined by the occupancy type as defined by the Building Code and the square footage of the structure.
2. Ensure the land use of the proposed structure is allowed in the zoning district by checking Chapter 109 of the Alliance Municipal Code.
3. Submit two sets of drawings that provide the information required in this handout. Depending on the complexity of the project, the Building Official may request additional details and drawings.
4. Construction work requiring permits on Commercial Projects and residential rental property must be performed by contractors licensed by the City.

Inspections:

1. The site layout inspection should be completed after the proposed structure and property lines are staked out but before digging. Any building footing, or portions thereof not placed in accordance with the setbacks and the site plan shall be removed.
 2. Footing inspections before and after pouring concrete.
 3. Framing inspections before enclosing any walls.
 4. Any plumbing, HVAC, and electrical (State of Nebraska) work before enclosing any walls, filling any trench, or pouring any concrete that conceals any of these components.
 5. Fire & smoke penetrations.
 6. Final inspection for a Certificate of Occupancy.
- Contractors are responsible for scheduling inspections with the City. Failure to call for inspections may result in the removal of material or components to ensure code compliance. The Building Official may require additional inspections depending on the complexity of the project.
 - The City may assess a reinspection fee if the contractor habitually calls for inspections before being ready.

This handout was prepared according to the City of Alliance Municipal Code, the 2018 ICC Building Code, and the Nebraska Engineer and Architect Act.

This handout is not intended to cover all circumstances. Additional information may be required by the City before approving any permit application.

Contact Information:

City of Alliance	State of Nebraska
PO Box D	Electrical Division
324 Laramie Avenue	Phone: (308) 631-1828
Alliance, NE 69301	www.electrical.nebraska.gov
Phone: (308) 762-5400	
www.cityofalliance.net	

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General Requirements:

- Occupancy type.
- Address of the property.
- Type of construction.
- Total square footage.
- The Building Code used for the design.

Site Plan:

- Location and dimensions of property lines, zoning, proposed land use, easements, and required yards, street yards, interior side yards, buffer yards, and the setbacks of existing and proposed buildings and other improvements.
- Location, size, and use of existing and proposed structures on the site.
- The location of existing and proposed site improvements, including parking and loading areas, pedestrian and vehicular access, sewers, utilities, services areas, fencing, screening, landscaping, and lighting.
- Parking lot and parking lot perimeter landscaping setbacks on plans.
- Complete site water, storm, and drainage plans.
- The location of the electric, water, and sewer services.
- The streets and alleys.
- Parking spaces (standard and ADA accessible), parking calculations, and required landscaping locations and calculations.

Floor and Elevation Plans:

- Show floor layout and identify the use of each room.
- Provide a wall schedule identifying walls to be demolished, new/existing, bearing/nonbearing, and heights.
- Provide dimensions of rooms, corridors, and doors etc.
- Show accessibility information to include the location and dimensions of the accessible restroom facilities.
- Provide elevations of all sides of the building
- Provide general architectural details (if applicable).
- Provide wall details (top, bottom, connection types and approved anchors).
- Provide a window and door schedule.

Structural Details:

- Design dead, live, and wind loads.
- Structural material data.
- Foundation Plan.
- Indicate shear wall and hold down locations.
- Footing bearing or top of footing elevations.
- Anchor type, size and placements.
- Floor framing plan.
- Indicate shear wall and hold down locations.

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Mechanical Plans*:

- Site plan documenting new equipment and location for the project.
- Provide a symbol schedule of all symbols and abbreviations used.
- Provide mechanical system load calculations per IMC 312, ACCA manual or similar.
- Mechanical demolition plans.
- Complete mechanical HVAC and piping floor plans for the new systems that includes mechanical layout.
- Mechanical roof plans showing equipment distance from edge of roof, exhaust air to intake air plumbing vents to intake air.
- Mechanical equipment schedules & specifications and weight.
- Mechanical equipment support details.
- Mechanical equipment clearances.
- Restrooms exhaust ventilation systems.
- Kitchen exhaust system, CFM, make-up air and method used to size hoods.
- Hazardous exhaust ventilation systems (if applicable).
- Building make-up air openings – sizes and locations (if applicable) Combustion make-up air – sizes, details, required CFM and locations (if applicable).
- Combustion-air openings – sizes and locations (if applicable).

Plumbing Plans*:

- Site plan documenting new equipment and piping for the project.
- Grease interceptors (as required) – types, locations, and sizing calculation.
- Sand/oil interceptors (as required) – types, locations, and sizing calculation.
- Backflow devices (as required) – types and locations.
- Expansion tanks (as required) – size and locations.
- Gas pipe sizing calculations and isometric.
- Provide a floor/roof plan document all appliance types and locations.
- Provide a one-line gas pipe, sizing diagram.
- Specify gas pipe support method and spacing.
- Gas venting and combustion air.

*Separate permits are required for any plumbing, mechanical, signs, fences, and electrical work. Electrical permits and inspections are performed by the State of Nebraska Electrical Division.

•Depending on the complexity of the project and any unique circumstances, additional information may be required including the requirement for the drawings to be prepared and stamped by an engineer licensed in the State of Nebraska.

•The City of Alliance issues building permits based on the premise that the information provided on the drawings and site plan is accurate. The City shall not be held responsible for any inaccurate representations made in the design and drafting process.