

City of Alliance Building Guide



Large Commercial Project

Instructions to Obtain a Building Permit:

1. Ensure the proposed land use is a permitted or conditional use in the zoning district in which the property lies. Such uses are listed in Chapter 109 of the Alliance Municipal Code. Additional steps are required to obtain a conditional use permit if it is listed as such.
2. The Nebraska Engineers and Architects Act requires construction drawings that are prepared and sealed by an engineer or an architect for large scale projects. This requirement is determined by the square footage of the project, the amount of impacted space, the impacted building systems, occupancy type, and the Building Official.
3. Submittal of two complete sets of sealed drawings is required for review. The City of Alliance may request additional information depending on the circumstances and the complexity of the project.
4. Drawings must be submitted to the State Electrical Division for any electrical work and the State Fire Marshal's office. A Certificate of Occupancy will NOT be issued without their reviews and inspections.
5. Construction work requiring permits on commercial property and residential rental property must be performed by a contractor licensed by the City of Alliance.
6. In the event of alterations substantially impacting the drainage system, a drainage study must be approved by the City Manager or designee prior to the issuance of a building permit. The final drainage report will outline the physical facilities that will be required of the applicant. The City Manager or designee shall require that post construction run off will not exceed preconstruction runoff.

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
PO Box D
324 Laramie Avenue
Alliance, NE 69301
Phone: (308) 762-5400
www.cityofalliance.net

State of Nebraska:
Electrical Division
Phone: (308) 631-1828
www.electrical.nebraska.gov

Fire Marshal's Office
Phone: (402) 471-2027
www.sfm.nebraska.gov/plans

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Inspections:

It is the contractor's responsibility to schedule and be prepared* for inspections. Failure to call for inspections may require the removal of material or components to ensure compliance with code. The Building Official may require additional inspections depending on the complexity of the project. Minimum required inspections are:

1. Site Layout; the site layout inspection should be completed after the property lines and proposed structure are staked out. 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) work before enclosing any walls, filling any trench, or pouring any concrete that conceals any of these components.
5. Fire and smoke penetrations.
6. Final inspection for a Certificate of Occupancy.

*Contractors habitually calling for inspections before they are prepared or ready shall be assessed a reinspection fee.

Minimum Drawing Requirements:

All drawings for Large Commercial Projects shall be prepared and stamped by engineers and/or architects licensed by the State of Nebraska to perform such related work.

General Code Data:

The information required below can be shown either on the site plan or the architectural cover sheet:

- Occupancy
- Address of site
- Separated use or non-separated use (New Construction)
- Type of construction
- Square footage
- Allowable area calculation
- Sprinklers (Yes or No)
- Fire alarms (Yes or No)
- Emergency lighting (Yes or No)
- Plumbing fixture requirements (New Construction)
- Governing codes
- Complete description of operation
- Legal description of the property

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Site Plan:

Plan drawing(s) to scale showing:

- Date, scale, title, north arrow, name of owner, and name of person preparing the plan
- Location and dimensions of boundary lines, easements, street yards, interior side yards, buffer yards, and 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
- Major site features, including drainage systems, existing and proposed contour lines as necessary to display proposed grading, but in no case greater than five foot intervals, directional drainage arrows, and storm water collection and discharge points.
- Parking lot and parking lot perimeter landscaping setbacks
- Complete site water, storm, and sewer plans (if applicable)
- The location of the electric service entrance (if applicable)
- The streets and alleys
- Proposed and existing curbs
- The parking spaces (standard and accessible) and provide parking space calculations
- Provide accessibility routes, including ramps as required
- Grading and erosion control plan (> 1 acre)
- Driveways, sidewalks, and handicap ramps

Architectural Plans: (If Applicable)

Provide complete architectural floor plans, roof plans, and reflected ceiling plans:

- Show complete floor layout including fixed equipment
- Identify the use of each room
- Identify the complete exiting system, including the occupant load of each room
- Provide a wall schedule identifying walls to be demolished, new/existing, bearing/non-bearing, and different height walls
- Provide dimensions of rooms, corridors, doors, etc.
- State the occupancy classification of the adjoining suites
- Provide energy code requirements for the building envelope and related details
- Identify fire rated assemblies (if applicable) and provide architectural details, referred UL/Gypsum Board Association number and standard details
- Show accessibility information including:
 1. The location and dimensions of the accessible restroom facilities
 2. The location and dimensions of elevators (if applicable)
- Provide elevations of all sides of the building
- Provide cross-sectional views of the building
- Provide wall details (top and bottom connection details with approved listed anchors)
- Provide window schedule, door schedule and hardware schedule
- Provide floor/wall finish schedule

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Mechanical Plans: (If Applicable)

- Site plan documenting new equipment for the project and demolition plans
- Provide a symbol schedule of all symbols and abbreviations used
- Provide mechanical system compliance per IECC using COMcheck or ASHARE 90.1
- 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 clearances
- Outside air ventilation calculations for each system and room
- Air-balance schedule
- Air-balance report note
- HVAC equipment specifications
- HVAC duct detector automatic shutoffs
- 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: (If Applicable)

- Site plan documenting new equipment and piping for the project
- Provide a symbol schedule of all symbols and abbreviations used
- Complete plumbing supply, waste and vent floor plans for the entire project area
- Roof drainage systems and calculations for the entire project area
- Minimum number of plumbing fixtures analysis
- Plumbing fixture specifications
- Plumbing fixture connection schedule
- Drain, waste, and vent sizing isometrics
- Water pipe and meter sizing calculations
- 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 (*New Construction*)
- Provide a scaled site plan clearly denoting project location and gas meter location (*New Construction*)

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Plumbing Plans: (Continued)

- Provide a floor/roof plan document all appliance types and locations (*New Construction*)
- Provide a one-line gas pipe, sizing diagram (*New Construction*)
- Identify on the one-line, all branch pipe lengths, sizes and equipment BTU/hr (*New Construction*)
- Identify total building MBH and pressure from the gas meter (*New Construction*)
- Specify gas pipe support method and spacing (*New Construction*)
- Address gas venting and combustion air (*New Construction*)

Electrical Plans: (If Applicable)

Electrical plans shall also be submitted to the State of Nebraska Electrical Division for their review and inspection.

- Provide lighting power calculations and controls per IECC
- Provide complete electrical site plans showing utility transformer(s), SES location(s), and all exterior lighting or other wiring
- Provide a symbol schedule of the complete electrical system showing:
 - System voltage, phase configuration, and available fault current
 - All subpanels and feeders with conductor sizes and types
 - Fault current calculations from SES to lowest rating over current device
 - Ampere rating of all over current devices
 - Grounding details
- Provide a lighting floor plan (emergency and exit lights) fixture types and wattage
- Provide a power floor plan showing receptacles, switches, outlets, etc.
- Label all rooms/areas on all floor plans
- Show the location of all electrical equipment (IE, SES, panels, transformers, etc.)
- Provide nameplate ratings of all motors, elevators, AC units, and equipment
- Provide a schedule for each panel showing:
 1. Voltage, phase configuration, and interrupting rating
 2. NEMA enclosure type
 3. Ampere rating of all over current devices
- Load calculations for the SES and all panels
- Identify any hazardous or classified areas by NEC type
- Provide a copy of Special Electrical Inspection Certificate (if applicable)

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Structural Plans: (If Applicable)

- Design dead loads
- Design live loads
- Wind design data
- Seismic design data
- Special loads (if applicable) that are specified by the code
- Identify all deferred submittal items
- Identify all special inspection and structural observation requirements
- Material specifications
- Geotechnical information – soils class, allowable bearing pressure,
- Investigation report or IBC Table 1804.2, other information pertaining to the design
- Foundation Plan (New Construction)
- Indicate shear wall and hold down locations
- Include separate sheets for “mirrored” plans
- Footing bearing or top of footing elevations
- Anchor size and placements
- Floor framing plan (New Construction)
- Indicate shear wall and hold down locations

These lists are not intended to be all-inclusive. Depending on the complexity of the project, additional information may be required.

The City of Alliance issues permits based on the premise that the information on the drawings and site plan is accurate. The City is not responsible for any inaccurate representations made in the drawings.