



CITY OF

FAIRBANKS

www.fairbanksalaska.us/departments/building-department

BUILDING DEPARTMENT T459-6720 F459-6719

COMMERCIAL PLAN/SUBMITTAL REQUIREMENTS

Please submit the following items together through our front counter, stamped in at one time. It expedites routing, thorough checking, and minimal processing time till permit approval. Thank you for your cooperation!

PROJECT/SUBMITTAL DOCUMENTS ARE NOT ACCEPTED VIA EMAIL

(1) paper copy of the following:

1. Building Permit application must be completed (numbered spaces 1-12) and signed.

• Site Address FNSB Emergency Services/GIS Specialist
bwitte@fnsb.gov (907) 459-1264

2. Copy of approved Zoning Permit (FNSB 18.54.060)

• Zoning/Flood Plain Permit FNS Borough Department of Community Planning
planning@fnsb.gov (907) 459-1260
<http://fnsb.us/cp/Pages/Planning-and-Zoning.aspx>

(1) paper & (1) electronic (on disk or thumb drive) identical copies of the following:

- 3. Complete set of structural calculations prepared by a structural engineer, registered in the State of Alaska.
 - 4. Structural narrative of code compliance, design assumptions, and conditions.
 - 5. Soils investigation report (as determined by professional design team and actual soil conditions in field).
 - 6. Stamped truss sheets (shop drawings)
 - 7. Project specifications (if available)
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(2) paper & (1) electronic (on disk or thumb drive) identical copies of the following:

- 8. Site plan (Separate Site Development/Storm Water Disposal review coordinated directly with City of Fairbanks Engineering, (907) 459-6740)
 - Site drainage • Parking, including Accessible spaces • Site access (driveways, entries) • Accessible Route from/to site arrival point(s) • Utilities/Services locations • Easements (utilities, ROW, etc.) • required Zoning setbacks • Fire hydrants • Other onsite structures • fuel tanks
- 9. Landscape plan (if off street parking is provided)
- 10. Code Analysis
- 11. Floor plans (with use of each space or room). Provide both existing floor plan/uses and proposed floor plan/uses for work in existing buildings.

- 12. Typical foundation section drawings
 - 13. Typical wall, floor and roof section drawings
 - 14. Building section drawings
 - 15. Elevation drawings
 - 16. Fire resistive construction and fire stop penetration details
 - 17. Interior finish schedule
 - 18. Door and hardware schedule
 - 19. Glazing schedule
 - 20. Accessibility provisions according to the 2018 IBC and ICC A117.1-2017
 - 21. Special Inspection identified on plans as required by (Section 1704.2, 1705, 2018 I.B.C.) Individual Special Inspector's Qualifications submitted/approved by the Building Department prior to construction.
 - 22. STC rating if applicable
 - 23. ELECTRICAL PLANS, Complete • Require SOA-licensed Electrical Engineer
 - 24. MECHANICAL PLANS • Require SOA-licensed Mechanical Engineer
 - Kitchen Ventilation, including Exhaust and Makeup Air Systems.
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- (1) Fire Code Submittal coordinated directly with the Fire Prevention Office
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25. Fire Code Submittal (Note: Does not include copies of the documents 1–24).
 Moira Townsend, Deputy Fire Marshal mtownsend@fairbanks.us
 Fairbanks Fire Department; (907) 450-6614
- Sprinkler plans (if required) with (1) set of hydraulic calculations. • verified Fire flow
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- (1) paper copy of the following, as coordinated with the respective FBD Inspectors
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- 26. SEPARATE ELECTRICAL PERMIT • Requires SOA-licensed Electrical Administrator
 - 27. SEPARATE MECHANICAL PERMIT • Requires SOA-licensed Mechanical Administrator
 - 28. SEPARATE PLUMBING PERMIT • Requires City of Fairbanks-licensed Master Plumber
 - 29. SEPARATE SIGN PERMIT • Requires Structural and Electrical review, if applicable
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FLO=Fairbanks Landscape Ordinance, Fairbanks General Code Part II, Chap. 10, Art. XV; 20CFAC=2020 City of Fairbanks Administrative Code, adopted with amendments by Fairbanks Ordinance 6162; 18IEBC=2018 International Existing Building Code, adopted with amendments by FO 6160; 18IBC=2018 International Building Code >> 17ICCA117.1=ICC A117.1-2017 Accessible and Usable Buildings and Facilities, adopted with amendments by FO 6152; 18IECC=2018 International Energy Conservation Code, adopted with amendments by FO 6159; 18IFC=2018 International Fire Code, adopted with amendments by FO 6158; 18IFGC=2018 International Fuel Gas Code, adopted with amendments by FO 6157; 18IMC=2018 International Mechanical Code, adopted with amendments by FO 6155; 18IRC=2018 International Residential Code, adopted with amendments by FO 6153; 18UPC=2018 Uniform Plumbing Code, adopted with amendments by FO6156; 20NEC=2020 National Electric Code, adopted with amendments by FO 6154

Read ICC published codes without cost at <https://codes.iccsafe.org/codes/i-codes> , 17ICC A117.1 standard at <https://codes.iccsafe.org/content/ICCA11712017P2> , UPC at <https://epubs.iapmo.org/2018/UPC/> ,NEC at <http://www.nfpa.org/codes-and-standards/document-information-pages?mode=code&code=70> , & amendment ordinances at <https://www.fairbanksalaska.us/building/page/building-code-information> , or the FBD in Patrick B. Cole City Hall.