

Permit Submittal and Design Criteria

Planning and Development Services Department

www.lawrenceks.org

Ground Snow Load: 20 Psf	Weathering : Severe	Termite: Moderate to Heavy
Live Roof Load: 20 psf	Mean Air Temp: 56.3	Decay: Slight to moderate
Wind Speed MPH: CAT I 105 - CAT II 115 - CAT III, IV 120		Ice Shield Required :No
Seismic Zone: A	Frost Depth: 30 inches	Flood Hazard : City Ordinance Chapter 20 Article 12

Adopted Codes

- 2018 International Building Code
- 2018 International Fire Code
- 2018 International Plumbing Code
- 2018 International Mechanical Code
- 2018 International Energy Conservation Code
- 2018 International Fuel Gas Code
- 2018 International Existing Building
- 2017 National Electrical Code
- ANSI A117.1-2009
- 2010 ADA Standards for Accessible Design

[City of Lawrence Amendments to Adopted Codes](#)

Code Analysis

Each set of commercial plans shall include on the coversheet or on a dedicated plan sheet a building code analysis. The building code analysis shall include where applicable the following;

- Construction type
- Fire barrier or fire wall ratings
- Occupancy groups
- Allowable and actual exit width
- Design occupant load
- Separated or non-separated design
- Allowable and actual number of stories
- Sprinkled or Non-Sprinkled
- Allowable and actual number of exits
- Fire Separation distance
- Allowable and actual Building height and area
- Allowable and actual plumbing fixtures required area

Code Footprint

A code footprint as required by K.A.R. 22-1-7 shall be submitted for the following occupancies and buildings.

- Multi-Family R-1 or R-2 occupancies with three or more stories of greater than 12,000 square feet
- Educational Occupancies, including any daycare facility for more than 24 persons
- Institutional Occupancies
- Mixed occupancies with educational or institutional

For a complete set of code footprint requirements contact State of Kansas Fire Marshall Prevention Division, 800 SW. Jackson Suite 104 Topeka, KS 66612. 785-296-3401

<https://firemarshal.ks.gov/189/Plans-Review-Code-Footprint>

Building Plans

Plans must be accompanied by a completed building permit application and statement of special inspections. Plans, submittals and specifications shall be stamped and sealed by an architect or engineer licensed by the State of Kansas. Architectural, mechanical, electrical and plumbing plans shall be a minimum of 1/8" scale. Submittals shall consist of ~~one wet-sealed stamped hard copy~~ and one electronic copy preferably in PDF format. Do not submit AutoCAD files. For simple projects limited in scope, the Building Official is authorized to waive requirements that construction documents to be prepared by a registered design professional. Construction documents shall identify new, remodeled, and existing portions of all rooms and spaces. **Plans shall label the use and indicate number of occupants to be accommodated on every floor, and in all rooms and spaces. Electrical Plans shall indicate the location of all exit signs and emergency lighting.** Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of the City of Lawrence adopted codes and relevant laws, ordinances, rules and regulations, as determined by the building official. Each set of commercial plans shall include a code analysis.

Statement of Special Inspections

A completed statement of special inspection shall be submitted for review and approval with all commercial building permit applications. For new commercial structures and addition to commercial structures, a Kansas licensed engineer shall review and stamp the Statement of Special Inspections. Certificates of Occupancy will not be issued for completed projects prior to receipt of all required special inspection reports, including final acceptance reports.

2018 International Fire Code

Shop drawings for fire protection system(s) shall be submitted to indicate conformance with the City of Lawrence adopted codes and the construction documents and shall be approved prior to the start of system installation. Shop drawings shall contain all information as required by the referenced installation standards. Submit a minimum of two stamped hard copies and one electronic copy for review and approval.

2018 International Energy Code

Construction documents should demonstrate compliance with the 2018 International Energy Code. Details shall include but are not limited to insulation materials and their R-values; fenestration U-factors and SHGCs; system and equipment efficiencies, types, sizes and controls. Electrical plans shall indicate the method of lighting reduction, and light fixture switching pattern. Energy code compliance software tools such as Comcheck may be submitted to demonstrate compliance for building envelope, equipment and lighting efficiencies. HVAC load calculations shall be submitted for new HVAC systems.

Site Plan

Generally, a site plan is required for all new construction including additions. A site plan may also be required for changes of occupancy or remodels in which the occupancy load is increased. Commercial site plans must be approved by the City of Lawrence Planning and Development Services Department.