

**CITY OF RALEIGH
BUILDING CODE SUMMARY
FOR ALL COMMERCIAL PROJECTS**

**(EXCEPT 1 AND 2-FAMILY DWELLINGS AND TOWNHOUSES)
(Reproduce the following data on the building plans sheet 1 or 2.)**



**DEVELOPMENT
SERVICES
DEPARTMENT**

Name of Project: _____

Address: _____ Suite #: _____

Owner or Authorized Agent: _____ Phone: _____

Email: _____ Fax: _____

Owned By: Privately City/County State

Code Enforcement Jurisdiction: City County City/County

Name of Jurisdiction: City of Raleigh

PROJECT SUMMARY:

Building Description:

Scope of Work:

Code Compliance Summary:

Alternative Means of Compliance Request:

Lead Design Professional/Project Coordinator: _____

DESIGNER	FIRM	NAME	LICENSE	TELEPHONE
Architectural:	_____	_____	_____	_____
Civil:	_____	_____	_____	_____
Electrical:	_____	_____	_____	_____
Fire Alarm:	_____	_____	_____	_____
Plumbing:	_____	_____	_____	_____
Mechanical:	_____	_____	_____	_____
Sprinkler-Standpipe:	_____	_____	_____	_____
Structural:	_____	_____	_____	_____
Precast:	_____	_____	_____	_____
Trusses:	_____	_____	_____	_____
Retaining Walls >5' High:	_____	_____	_____	_____
Other:	_____	_____	_____	_____

Note: Special Inspections to be listed at end of this document.

Building Code: 2015 NC Existing Building Code
 2012 North Carolina State Building Code (NCSBC)
 2012 NC Rehab

New Building: New Building Shell Building First Time Interior Completion
 Addition Alteration to Shell

[Accessibility Compliance Form](#) (when applicable)

Existing Building: Renovation Interior Completion Tenant Alteration
 Reconstruction Repair Alteration to Shell
 Change of Use Tenant Space Change of Occupancy

Note: Zoning Review May Be Required for Change of Use or Occupancy

Original Occupancy: _____

Proposed Occupancy: _____

OCCUPANCY INFORMATION

Primary Occupancies: Assembly: A-1 A-2 A-3 A -4 A-5
 Business Educational Factory-Industrial: F-1 F-2
High-Hazard: H-1 H-2 H-3 H-4 H-5
Institutional: I-1 I-2 I-3 I-4
I-3 USE CONDITION: 1 2 3 4 5
 Mercantile Residential: R-1 R-2 R-3 R-4
Storage: S-1 S-2 High-piled
S-1 SPECIAL CONDITION: Repair Garage (406.6)
S-2 SPECIAL CONDITION -- Parking Garage: Open (406.3) Enclosed (406.4)
 Utility and Miscellaneous

Accessory Occupancies:

Accessory Uses (Indicate Percentages): _____

Incidental Uses: _____

Special Occupancies: 402 403 404 405 406 407 408
 409 410 411 412 413 414 415
 416 417 418 419 420 421 422
 423 424 425 426 427

Special Provisions: _____

Mixed Occupancy: No Yes Separation: _____

Exception: _____

Non-Separated Mixed Occupancy (508.3.2)

Separated Mixed Occupancy (508.3.3)

$$\frac{\text{Actual Area of Occupancy A}}{\text{Allowable Area of Occupancy A}} + \frac{\text{Actual Area of Occupancy B}}{\text{Allowable Area of Occupancy B}} \leq 1$$

ALLOWABLE AREA AND HEIGHT CALCULATIONS
THIS SECTION FOR NEW, ADDITIONS, CHANGE OF USE, AND INTERIOR COMPLETIONS

EXTERIOR WALL	ACTUAL LENGTH		OPEN LENGTH		WIDTH OF PUBLIC WAY OR OPEN SPACE	
North						
South						
East						
West						
Total		P		F		W

INCREASE FRONTAGE _____ %

SPRINKLERS _____ %

FRONTAGE INCREASE FORMULA ALLOWABLE AREA FORMULA

$$I_f = 100 \left(\frac{F}{P} - 0.25 \right) \frac{W}{30}$$

BOTH BUILDING AND TENANT MUST BE INDICATED ON CHART BELOW

STORY NO.	OCCUPANCY	(A) BLDG AREA PER STORY (ACTUAL)	(B) TABLE 503 ⁵ AREA	(C) % OPEN SPACE INCREASE ¹	(D) % SPRINKLER INCREASE ²	(E) ALLOWABLE FLOOR AREA OR UNLIMITED ³	RATIO OF ACTUAL /ALLOWABLE	(F) MAXIMUM BUILDING AREA ⁴	SEPARATION RATING REQUIRED

¹ Frontage area increases from Section 506.2 are computed thus:

- a. Perimeter which fronts a public way or open space having 20 feet minimum width = _____ ft (F)
- b. Total Building Perimeter = _____ ft (P)
- c. Ratio (F/P) = _____ (F/P)
- d. W = Minimum width of public way = _____ ft (W)
- e. Percent of frontage increase $I_f = 100 [F/P - 0.25] \times W/30 = \text{_____} (\%)$

² The sprinkler increase per Section 506.3 is as follows:

- a. Multistory building $I_s = 200$ percent
- b. Single story building $I_s = 300$ percent

³ Unlimited area applicable under conditions of Sections Group B, F, M, S, A-4 (507.1, 507.2, 507.3, 507.4, 507.7); Group A motion picture (507.10); Malls (507.11); and H-2 aircraft paint hangers (507.8).

⁴ Maximum Building Area = total number of stories in the building x E but not greater than 3 x E.

⁵ The maximum area of parking garages must comply with 406.3.5. The maximum area of air traffic control towers must comply with 412.3.2.

FIRE PROTECTION REQUIREMENTS
THIS SECTION REQUIRED FOR ALL PROJECTS

Life Safety Plan Sheet #, if Provided _____

BUILDING ELEMENT	FIRE SEPARATION DISTANCE (FEET)	RATING		DETAIL # AND SHEET #	DESIGN # FOR RATED ASSEMBLY	DESIGN # FOR RATED PENETRATION	DESIGN # FOR RATED JOINTS
		REQ'D*	PROVIDED (W/____ HR* REDUCTION)				
Bearing walls Exterior							
North							
East							
West							
South							
Interior Bearing Walls							
Nonbearing walls Exterior							
North							
East							
West							
South							
Interior Non Bearing Walls							
Structural frame, including columns, girders, trusses							
Floor construction, including supporting beams and joists. List construction type.							
Floor Ceiling Assembly							
Columns Supporting Floors							
Roof construction, including supporting beams and joists **							
Roof Ceiling Assembly							
Columns Supporting Roof							
Shafts – Exit Enclosures							
Shafts – Other (describe)							
Shafts – Other (describe)							
Corridor Separation							
Occupancy Separation							
Party/Fire Wall Separation							
Incidental Use Separation							
Dwelling/Sleeping unit Separation							
Smoke Barrier Separation							
Tenant Separation							

* Indicate section number permitting reduction

** Indicated if using Table 601 Note C exception

PERCENTAGE OF WALL OPENING CALCULATIONS

THIS SECTION FOR ADDITIONS, NEW, AND CHANGE OF USE

Allowable openings per Table 705.8

WALL LEGENDS

THIS SECTION REQUIRED FOR ALL PROJECTS

CHECK IF THE FOLLOWING ARE PRESENT AND INDICATE BY A **WALL LEGEND** ON ALL PLANS

- Fire Partitions 708 Fire Walls 705 Fire Barriers 706 Smoke Partitions 710
 Smoke Barriers 709 Shaft Enclosure 707

LIFE SAFETY SYSTEM REQUIREMENTS

THIS SECTION REQUIRED FOR ALL PROJECTS

- Emergency Lighting: No Yes
Exit Signs: No Yes
Fire Alarm: No Yes
Smoke Detection Systems: No Yes
Panic Hardware: No Yes

EXIT REQUIREMENTS

NUMBER AND ARRANGEMENT OF EXITS

THIS SECTION REQUIRED FOR ALL PROJECTS

FLOOR, ROOM AND/OR SPACE DESIGNATION	MINIMUM ² NUMBER OF EXITS		TRAVEL DISTANCE		ARRANGEMENT MEANS OF EGRESS ^{1,3} (SECTION 1015.2)	
	REQUIRED	SHOWN ON PLANS	ALLOWABLE TRAVEL DISTANCE (TABLE 1015.1)	ACTUAL TRAVEL DISTANCE SHOWN ON PLANS	REQUIRED DISTANCE BETWEEN EXIT DOORS	ACTUAL DISTANCE SHOWN ON PLANS

¹ Corridor dead ends (Section 1017.3)

² Single exits (Section 1015.1; Section 1019.2)

³ Common Path of Egress Travel (Section 1014.3)

OCCUPANT LOAD AND EXIT WIDTH

THIS SECTION REQUIRED FOR ALL PROJECTS

USE GROUP AND/OR SPACE DESIGNATION	(a)	(b)	(a+b)	(c)		EXIT WIDTH (in) ^{2,3,4,5}			
	AREA ¹ SQ. FT.	AREA ¹ PER OCCU- PANT	NUMBER OF OCCU- PANTS	EGRESS WIDTH PER OCCUPANT (TABLE 1005.1)		REQUIRED WIDTH (SECTION 1005.1) (a÷b) x c		ACTUAL WIDTH SHOWN ON PLANS	
				STAIR	LEVEL	STAIR	LEVEL	STAIR	LEVEL
Total # of Occupants									

¹ See Table 1004.1.1 to determine whether net or gross area is applicable.
² Minimum stairway width (Section 1009.1); min. corridor width (Section 1017.2); min. door width (Section 1008.1.1)
³ Minimum width of exit passageway (Section 1021.2)
⁴ The loss of 1 means of egress shall not reduce the available capacity to less than 50 percent of the total required (Section 1005.1)
⁵ Assembly occupancies (Section 1025)

ASSEMBLY OCCUPANCY INFORMATION

THIS SECTION FOR ASSEMBLY USE AREA(S)

Space Description	Area - SF	Occupant Load Factor	Occupant Load	Exit Width	Exit Quantity
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
TOTAL	_____	_____	_____	_____	_____

PLUMBING FIXTURE REQUIREMENTS

THIS SECTION REQUIRED FOR ALL PROJECTS

OCCUPANCY	WATERCLOSETS		URINALS	LAVATORIES		SHOWERS/ TUBS	DRINKING FOUNTAINS	
	MALE	FEMALE		MALE	FEMALE		REGULAR	ACCESSIBLE
Total Required								
Total Provided								

BUILDING DRAIN SIZE	NUMBER OF BUILDING DRAINS	TOTAL FIXTURE UNIT LOAD	WATER SERVICE SIZE	NUMBER OF WATER SERVICES	TOTAL FIXTURE UNIT LOAD	NOTES

Structural Design Loads

Structure Conforms to "Conventional Light Frame Provisions of 2308

1	__Yes, continue __No, Go to Line 9		
2	Roof Live Load =	<input style="width: 40px; height: 20px;" type="text"/>	PSF
3	Floor Live Load =	<input style="width: 40px; height: 20px;" type="text"/>	PSF
4	Ground Snow Load (Pg) =	<input style="width: 40px; height: 20px;" type="text"/>	PSF
5	Basic Wind Speed, 3 sec. Gust =	<input style="width: 40px; height: 20px;" type="text"/>	MPH
6	Seismic Site Class =	<input style="width: 40px; height: 20px;" type="text"/>	
7	Seismic Design Category =	<input style="width: 40px; height: 20px;" type="text"/>	
8	<u>Go to Line 44</u>		
9	Live Loads		Area
10	Floor Live Load (indicate area) =	<input style="width: 40px; height: 20px;" type="text"/>	PSF
11	Floor Live Load (indicate area) =	<input style="width: 40px; height: 20px;" type="text"/>	PSF
12	Floor Live Load (indicate area) =	<input style="width: 40px; height: 20px;" type="text"/>	PSF
13	Live Load Reduction used in Design	<input style="width: 40px; height: 20px;" type="text"/>	Yes No
14	Roof Live Load =	<input style="width: 40px; height: 20px;" type="text"/>	PSF
15	Roof Snow Load Data		
16	Flat-Roof Snow Load (Pf) =	<input style="width: 40px; height: 20px;" type="text"/>	PSF
17	Snow Exposure Factor (Ce) =	<input style="width: 40px; height: 20px;" type="text"/>	
18	Snow Importance Factor (Is) =	<input style="width: 40px; height: 20px;" type="text"/>	
19	Thermal Factor (Ct) =	<input style="width: 40px; height: 20px;" type="text"/>	
20	Wind Design Data		
21	Basic Wind Speed, 3 sec. Gust =	<input style="width: 40px; height: 20px;" type="text"/>	MPH
22	Wind Importance Factor (Iw) =	<input style="width: 40px; height: 20px;" type="text"/>	
23	Wind Exposure	<input style="width: 40px; height: 20px;" type="text"/>	(If multiple exposures are used indicate directions)
24	Internal Pressure Coefficient	<input style="width: 40px; height: 20px;" type="text"/>	
25	Components and Cladding Loads =	<input style="width: 40px; height: 20px;" type="text"/>	(If elements are not designed by the registered design professional)
26	Wind Base Shear, Wx	<input style="width: 40px; height: 20px;" type="text"/>	KIPS
27	Wind Base Shear, Wyx	<input style="width: 40px; height: 20px;" type="text"/>	KIPS
28	Earthquake Design Data		
29	Seismic Important Factor (Ie) =	<input style="width: 40px; height: 20px;" type="text"/>	
30	Occupancy Category	<input style="width: 40px; height: 20px;" type="text"/>	
31	Mapped Spectral Response Acceleration Ss	<input style="width: 40px; height: 20px;" type="text"/>	
32	Mapped Spectral Response Acceleration S1	<input style="width: 40px; height: 20px;" type="text"/>	
33	Site Class	<input style="width: 40px; height: 20px;" type="text"/>	(Provide soils report if Site Class is not "D")
34	Spectral Response Coefficient, Sds =	<input style="width: 40px; height: 20px;" type="text"/>	
35	Spectral Response Coefficient, Sd1 =	<input style="width: 40px; height: 20px;" type="text"/>	
36	Seismic Design Category =	<input style="width: 40px; height: 20px;" type="text"/>	
37	Building (Structural) System	<input style="width: 40px; height: 20px;" type="text"/>	
38	Basic Seismic Force Resisting System	<input style="width: 40px; height: 20px;" type="text"/>	
39	Seismic Response Coefficient (Cs) =	<input style="width: 40px; height: 20px;" type="text"/>	

- 40 Response Modification Factor, R =
- 41 Analysis Procedure Used =
- 42 Seismic Base Shear, Sx KIPS
- 43 Seismic Base Shear, Sy KIPS
- 44 **Soil Data**
- 45 Presumptive Soil Bearing Pressure = PSF
- 46 Bearing Pressure per Soils Report PSF
- 47 Deep Foundation Type
- 48 Deep Foundation Allowable Loads TONS, downward
- 49 Uplift KIPS
- 50 Lateral KIPS

ACCESSIBLE PARKING

LOT OR PARKING AREA	TOTAL # OF PARKING SPACES		# OF ACCESSIBLE SPACES PROVIDED		TOTAL # ACCESSIBLE PROVIDED
	REQUIRED	PROVIDED	REGULAR WITH 5' ACCESS AISLE	VAN SPACES WITH 8' ACCESS AISLE	
TOTAL					

SPECIAL APPROVALS

(Describe special approvals from local jurisdictions, County or State Department of Health, NC Department of Insurance, International Code Council, etc.)

ENERGY SUMMARY

THIS SECTION FOR NEW, ADDITIONS, CHANGE OF USE, AND INTERIOR COMPLETION

ENERGY REQUIREMENTS:

The following data shall be considered minimum and any special attribute required to meet the energy code shall also be provided. Each Designer shall furnish the required portions of the project information for the plan data sheet. If energy cost budget method, state the annual energy cost budget vs. allowable annual energy cost budget.

Method of Compliance: Prescriptive Performance Energy Cost Budget

THERMAL ENVELOPE:

Roof/ceiling Assembly (each assembly):

Description of assembly _____

U-Value of total assembly _____

R-Value of insulation _____

Skylights in each assembly

U-Value of skylight _____

Total square footage of skylights in each assembly _____

Exterior Walls (each assembly):

Description of assembly _____

U-Value of total assembly _____

R-Value of insulation _____

Openings (windows or doors with glazing)

U-Value of assembly _____

Solar heat gain coefficient _____

Projection factor _____

Low-e required, if applicable _____

Door R-Values _____

Walls adjacent to unconditioned space (each assembly):

Description of assembly _____

U-Value of total assembly _____

R-Value of insulation _____

Openings (windows or doors with glazing)

U-Value of assembly _____

Low-e required, if applicable _____

Door R-Values _____

Walls below grade (each assembly):

Description of assembly _____

U-Value of total assembly _____

R-Value of insulation _____

Floors over unconditioned space (each assembly):

Description of assembly _____

U-Value of total assembly _____
R-Value of insulation _____

Floors slab on grade (each assembly):

Description of assembly _____

U-Value of total assembly _____
R-Value of insulation _____
Horizontal/Vertical requirement _____
Slab heated _____

ELECTRICAL SUMMARY

ELECTRICAL SYSTEM AND EQUIPMENT

THIS SECTION REQUIRED FOR ALL PROJECTS THAT INCLUDE ELECTRICAL DESIGN

Method of Compliance:

Prescriptive Performance Energy Cost Budget

Lighting Schedule:

Lamp type required in fixture _____
Number of lamps in fixture _____
Ballast type used in the fixture _____
Number of ballasts in fixture _____
Total wattage per fixture _____
Total interior wattage specified vs. allowed _____
Total exterior wattage specified vs. allowed _____

Equipment schedules with motors (not used for mechanical systems):

Motor horsepower _____
Number of phases _____
Minimum efficiency _____
Motor type _____
No. of poles _____

Exceptions: _____

MECHANICAL SUMMARY

MECHANICAL SYSTEMS, SERVICE SYSTEMS AND EQUIPMENT **THIS SECTION REQUIRED FOR ALL PROJECTS THAT INCLUDE MECHANICAL DESIGN**

Method of Compliance:

Prescriptive Performance Energy Cost Budget

Thermal zone:

Winter dry bulb _____
Summer dry bulb _____

Interior design conditions:

Winter dry bulb _____
Summer dry bulb _____
Relative humidity _____

Building heating load: _____

Building cooling load: _____

Mechanical Spacing Conditioning System

Unitary

Description of unit: _____

Heating efficiency: _____

Cooling efficiency: _____

Heat output of unit: _____

Cooling output of unit: _____

Boiler: _____

Total boiler output. If oversized, state reason: _____

Chiller: _____

Total chiller capacity. If oversized, state reason: _____

List equipment efficiencies: _____

Equipment schedules with motors (mechanical systems):

Motor horsepower: _____

Number of phases: _____

Minimum efficiency: _____

Motor type: _____

of poles: _____

Shell Variable Form

Required for all Shell, Alteration to Shell and Interior Completion Permits

Check each applicable line to match scope of work. Edit as necessary to provide clear detail of installation.

Reproduce on Cover Sheet

Mechanical

- No work
- Equipment set __with __without power
- Trunk line installed __with __without outlets
- Gas Line
- Install complete operational system
- Other _____

Plumbing

- No work
- Install water service and sewer
- Install building drain __and __or water distribution main __with __without branches
- Install complete plumbing system
- Other _____

Sprinkler

- Install complete sprinkler system

Building

- Install slab __partial __complete
- Install demising walls
- Install interior partitioning __partial __complete
- Install Ceilings
- White box (additional interior completion permits are required for Certificate of Occupancy and power)
- Other _____

Electrical

- House panel
- Service laterals to meter centers/panels located on buildings
- Demise wall and ceilings only
- Conduit, duct, raceway in slab
- Power and lighting circuits to "J" Box
- Install light fixtures
- Install __Heat/Ac __ Elevator __Generator __Parking lot lighting
- Install complete system

Other _____

Please provide full information on any alternate methods and means incorporated into the design of this project. Provide specific details and incorporate into plan submittal any supporting documents or agreement letters.

Special Inspections Chapter 17

SPECIAL INSPECTIONS SHALL BE CONDUCTED ON ALL PROJECTS THAT FALL WITHIN BUILDING CATEGORIES AND/OR CONTAIN ELEMENTS SUBJECT TO SPECIAL INSPECTIONS AS PRESCRIBED BY REVISED SECTION 1704.

To schedule a **required** pre-construction meeting with the City of Raleigh, please call the Chief Code Compliance Officer at 919-996-2183. The main phone number for the [Development Services Customer Service Center](#) is 919-996-2495.

Indicate which special inspections will be required:

- Fabricator of load bearing components No Yes
- Soil tests No Yes
- Concrete, caissons, piles, piers, pre-cast No Yes
- Post tension concrete No Yes
- Modular construction No Yes
- Steel and connections, welds, bolts, anchors No Yes
- Fire spray tests No Yes
- Smoke control No Yes
- Seismic, wind designs, Quality Assurance No Yes
- Retaining walls No Yes
- Masonry No Yes
- Wood No Yes
- Alternate Methods No Yes
- EFIS No Yes

Other (describe) _____

Other (describe) _____

Owner or Agent Signature _____