



COMMERCIAL BUILDING PLANS EXAMINERS OFFICE

INSTRUCTION SHEET FOR REGISTERED DESIGN PROFESSIONALS FOR NEW COMMERCIAL BUILDINGS 2010 NY STATE UNIFORM CODES

ALL THE ITEMS NOTED BELOW MUST BE PROVIDED IN ORDER TO OBTAIN A BUILDING CONSTRUCTION PERMIT

1. The Town of Islip structural affidavit form must be fully completed and submitted for all new commercial buildings and additions in order to receive a building construction permit.
2. Site Plan with meets/bound, utilities, all setbacks of yards/buildings including from centerline of streets, subject and adjacent building locations and dimensions, hydrants, utilities, fire department access roads, elevations, topography and parking.
3. Energy Code Comcheck - *New York State version* only and check for frequent updates (residential version where allowed) Software forms must state "ECCCNYS 2010".
4. Special Inspection Documents per Building Code, New York State, Section 1704.1 - the architect or engineer (not the owner or contractor) shall prepare and submit a special inspection statement listing all required inspections, frequencies of special inspections, quality assurance plans per Building Code Section 1705 and 1706, and a list of persons/agencies with addresses and phone numbers of who will conduct each inspection. This is a stand alone document.
5. Town of Islip plan review notice must be on the title sheet of each trade.
6. Town of Islip New York State Building Code evaluation summary (TOIBES) is to be filled out according to the instructions thereon by the registered design professional and must be placed *on the construction documents/plans*. Separate submission is not acceptable. The evaluation summary shall NOT BE MODIFIED in any manner and the current issue date noted. REMINDER: Always check with the Town for the most up to date copy.
7. The actual design, detailing and comparison loads of structural members, wind and seismic force resisting systems lateral force resisting systems including design of resisting connections and connections for CLP shall be shown on the structural construction documents as required by the Building Code Chapter 16-24. Elevations of wood and steel shear walls for each story shall be shown on the plans indicating if segmented, perforated or perforated with force transfer. The wall height, length and segment length, height to width ratio and all openings shall be dimensioned. Required type and hold down locations shall be shown. These shear walls shall be matched to and located on the floor plans with lengths, hold down location and placement shown.
8. Submit signed and sealed wood and steel truss designs and connection drawings. A truss sign permit application with actual sample of truss sign and payment of \$50 dollars is required and must be approved by a qualified employee of the Town of Islip Building Division prior to the release of the building permit.
9. Plans shall not exceed a size of 24" x 36".
10. Other Agencies involved, Appendix S review required.

Note: Incomplete applications and forms will not be accepted and will delay permit review.



TOWN OF ISLIP
STRUCTURAL DESIGN AFFIDAVIT

The New York State Licensed design professional who is responsible for the structural design of new building construction at the site as indicated hereon shall complete this affidavit as a condition of building permit issuance as per section 107.1 of the 2010 Building Code of New York State. The New York State licensed design professional shall sign and affix an original seal to this affidavit as well as having done so in front of a notary public who shall also sign and date this affidavit.

Building Construction permit application no. _____
Construction site address _____

I, the undersigned, am an New York State Licensed Architect New York State licensed Professional Engineer, being duly licensed in the State of New York whose license is in current good standing, hereby certifies that to the best of my knowledge, information and belief, the structural plans and computations are in compliance with the Building Code of New York State and further certify that:

1. All actual and allowable loads and deflections have been addressed and are indicated in the plans and computations as required by the Building Code of New York State.
 2. All structural members and connections have been designed and detailed as indicated on the plans and computations so as to provide a continuous load path from the top of the structure down to the foundation as required by the Building Code of New York State.
 3. That I have analyzed the building for both the maximum wind and seismic forces and have provided structural systems and connections to resist these forces as indicated on the plans and computations as required by the Building Code of New York State.
 4. That shear walls have been designed and detailed and are in compliance with section 2305 for wood, with section 2211 for cold formed steel and section 2106 for masonry of the Building Code of New York State.
- I further state that I understand the Code Enforcement Official will rely upon this affidavit and that I agree to assume full responsibility for the compliance with all provisions of the Building Codes of New York State and that I further agree to hold the Town of Islip harmless from any claims of any parties arising out of the submitted plans and computations submitted herewith, including any changes that may subsequently be made to these documents.

Engineer/Architect Name _____
Engineer/Architect Firm Address _____
Engineer/Architect Firm phone number _____
New York State License No. _____
Original seal or embossed seal with signature thereon



Notary information:

Date _____

Then personally appeared above-named _____ and made oath that above statement is true.

Before me, signed _____

Notary name and commission expires _____



Town of Islip
2010 Building Code of New York State
Building Evaluation Summary
Commercial and Multiple Dwelling Occupancies
December 28, 2010

INSTRUCTIONS: *The Design Professional is to incorporate this checklist into their title page and is to fill out all Building Code Compliance information accordingly for new buildings or additions. **The evaluation format and content shall not be modified in any way.***

FAILURE TO FOLLOW THESE DIRECTIONS WILL RESULT IN ISSUANCE DELAY

DATE: _____
DESIGNED BY: _____
TELEPHONE: _____
FAX: _____
BUILDING: _____
LOCATION: _____
OWNER: _____

General Notes to List Codes
Concrete, Steel, and Foundation with Reinforcement
NYS FIRE CODE (FC)
*NYS PLUMBING CODE (PC)
*NYS MECHANICAL (MC)
*NYS FUEL GAS CODE (FGC)

*New York State overrides all others
NYS ENERGY CODE (EEC)

TYPE OF WORK:

- New Construction
 - Panel Construction
 - Butler Type Building - New Building
 - High Rack Storage FC 23
- *Note: Modular - Manufactured Buildings are not addressed in the BCNYS. Therefore, they will be regulated as new buildings.

GEOGRAPHY CONDITIONS:

Severe weathering - Termite & Decay Protection as per BC2304.11
3'-0" Frost (Local Conditions), 110 mph, 3 second wind speed for Town of Islip.

SUBMIT CODE SECTIONS, TABLES AND REFERENCES THAT WERE USED FOR COMPLIANCE.

NOTE TO ALL DESIGN TRADE PROFESSIONALS
2010 CODES OF NEW YORK STATE
CONSTRUCTION DOCUMENTS GENERAL NOTES

IT HAS COME TO THE ATTENTION OF THIS OFFICE THAT GENERAL NOTES SHOWN ON THE CONSTRUCTION DOCUMENTS DO NOT ADDRESS THE PROPER APPLICABLE NEW YORK STATE CODES AND SPECIFICATIONS.

THE CODES OF NEW YORK STATE ARE THE DESIGN AND SPECIFICATION GUIDELINE REGARDING ALL ELEMENTS OF BUILDING CONSTRUCTION. ONLY WHEN THE CODE REQUIRES COMPLIANCE WITH A SPECIFIC REFERENCE STANDARD SHALL THAT STANDARD BE USED. FOR EXAMPLE:

- a. The structural design of the building shall be in accordance with the Building Code of NYS Chapters 16 through 23, including connection design.
- b. Soil testing, soil classification and bearing capacities, footing and foundation design shall be in accordance with the Building Code of NYS Chapter 18.
- c. Concrete, including but not limited to mixes, aggregates, design strength, air entrainment, placement, durability, form work, seismic, quality, testing and reinforcement, shall be in accordance with the Building Code of NYS Chapter 19. Note that this Chapter has NYS specific amendments to ACI-318 which shall be added to the general notes.
- d. Masonry and concrete block is to be designed and specified in accordance with the Building Code of NYS Chapter 21.
- e. Structural steel, cold formed steel, steel joists and steel storage racks shall be in accordance with the Building Code of NYS Chapter 22.
- f. Structural wood specifications, design methods, quality and standards, construction requirements, seismic and lateral loads shall be in accordance with the Building Code Chapter 23.
- g. The design, installation and testing of oil fired mechanical equipment, duct work and plenums, sizing and ventilation, exhaust systems and hydronic piping shall comply with the Mechanical Code of NYS.
- h. Gas utilizing systems, piping requirements, venting, combustion and dilution air, and specific equipment shall be designed, installed and tested as per the Fuel Gas Code of NYS.
- i. Plumbing systems, including but not limited to the design of the building water supply piping, fixture and fixture supplies, roof storm and sanitary and vent piping design, shall be in accordance with the Plumbing Code of NYS.

All construction document general notes and specifications shall indicate the proper Codes of New York State compliance.

(Note: Omissions are not acceptable.)

No.	<p align="center">TOPIC</p> <p>All information shall be provided incomplete or omitted information is not acceptable</p> <p>The design professional shall note the class of the building as per BCNYS table 1604.5 and as per ASCE 7-05</p> <p><i>Provide Importance and seismic use group classes</i></p>	CODE SECTION	PAGE	<p align="center">REQUIRED OR ALLOWED</p> <p>State the minimum or maximum and or what is required.</p>	<p align="center">ACTUAL</p> <p>(Code Section, Table, Diagram, Calculations)</p> <p>[Stating of “complies” is not showing Codes Compliance do the work]</p> <p>Design professional must State Code requirement</p>
1	Flood Plain	BC- 1603.1.6	273		
2	Occupancy/Use/Hazard/ Semi-Conductor - List All	BC - 413.1, 307, 309.2		List all Haz & combustible materials	
	Single Occupancy. Is there a tenant/occupant proposed?	BC-302.1, label each space, Appx S	17 561		
	Incidental use areas	BC- 508.2	74		
	Accessory use areas	BC-508.3.1	74		
	Mixed Use	BC-508.3	74		
	Separated Allowable Areas	BC-508.3.3.2	76		
3	Type of Construction	BC- Table 601	80		
4	No. Of Sleeping Units/Level No. Of Units- Total	BC-202 BC-310	13 29		
	No. Of Occupants (label use each space, no vacant areas)	BC Table 1004.1.1	198	Occupant load for each space	
5	Atriums (no f/s: 2 hr; w/f/s: 1 hr)	BC-404	35, 36		
6	Basement Definition	BC - 502.1	69	Is it a story?	
7	Height and Building Areas	503.1, 508.3	6 9 & 74		
	Maximum Tabular Area	BC-Table 503	70		
	Maximum Tabular Height	BC-Table 503	70		
8	Sprinkler System/type	BC-903.2/903.3	168/171		
	Windowless Stories Sprinkler Sys	BC-903.2.10.1	161		
	Fire Protection Water Supplies	BC-508.1,508.2,508.5	35 & 36		

9	Frontage & Sprinkler modifications (calc req)	Area	BC - 506 note: weighted w = average	72	site plans w/all setbacks & dist to stretch	
	Mezzanines - must be within the regulated space		BC- 505	71	SHOW ALL CRITERIA	
	Height Modifications		BC - 504.2	71		
10	Height & Area Summary submit calculations				Ht./Area	Ht./Area
	Tabular Area		BC Table 503	70		
	Frontage Area (calcs req'd)		BC - 506	72		
	Sprinkler Credit		BC - 506.3	72		
	Total Allowable Area					
	Maximum Aggregate Area (Not building area)		BC - 506.4	72		
	Submit all computations				total=	total=
	Unlimited Area		BC-506.2.1 & 507	72 & 73		
11	Distance Separation		BC-Table 602	80		
	Exterior Walls Opening		BC-Table 704.8	86		
12	Fire Rated Construction (Note if restrained or unrestrained)		BC- 703 703.2.1	84	Testing agency cuts MUST be on plans	
	Incidental Use Areas (See Subnote a)		BC-508.2	75		
	Accessory Occupancy		BC-508.3.1	74		
	Assembly "A" Occupancy <750 sq ft and <50 people		BC 303 BC 302.3	18	Occupancy Load each space	
	Mixed Occupancy-Accessory, Non-Sep. and Separated Uses		BC-508.3	74		
	Fire Walls (incl ext. walls)		BC-705	88		
	Fire Barrier Details		BC-706 & 711	90 & 95		
	Shaft Enclosures		BC-707	91		
	Fire Partitions (tenant separation)"R"		BC-708, 402.7.2, 1017	94, 32, 216		
	Smoke Barriers (1 hr FR)		BC-709	95		
	Opening Protective		BC-Table 715	100		
	Fire Blocking		BC-717.2	107		
	Draft Stopping		BC-717.3 - .5	108, 109		
	Do Plans indicate details for compliance with BC - 712 & 713			96-98		
Smoke Partitions		BC-710	95			
13	Space Min. Room Dimensions		BC - 1208.1	245		
	Min. Room Dimensions		BC- 1208.2	245		
14.	Ventilation (Nat. or Mech)		BC-1203.1	243	window sched.	
15	Light (nat. or Mech.)		BC-1205.1	244		

16	Exits Remoteness(shown)	BC-1015.2.1 & .2	214	1/2 or 1/3 diag	
	Min. Number of Exits	BC-1019.1	217		
	Emergency Egress	BC-1026	217		
	Distance of Travel/ Common Path	BC- Table1016.1	216	show all paths on plans	
	Corridor Wall Fire Rating	BC- Table 1017.1	216		
	Corridor Width (min/calc)	BC-1017.2	216	44 inch min	
	Door Width (min/calc)	BC-1008.1.1	201	32 inch min	
	Door Swing & max ½" thresholds (ANSI)	BC-1008.1.2 &1008.1.6	202 swing force		
	Exit Passageway	BC - 1021	220		
	Guards	BC-1013	211		
	Panic Hardware Hardware Height	BC-1008.1.9 1008.1.8.2	205 206		
	Dead End Corridors	BC-1017.3	216		
	Landings at Doors	BC-1008.1.5	204	exterior to be shown	
	Spaces with 2 exits	BC-1015.1	214		
	Min. Egress width (not occupant load)	BC-1005	199	inches per occupant	
	For 50% rule and calculation	BC-1005.1	199		
	Buildings with one exit	BC- 1019.2	218		
For Assembly Use	BC-1025	222			
17	Stairs Fire Rating	BC- 1020.1	218		
	Riser (Max)	BC-1009.3	207		
	Tread (Min)	BC-1009.3	207		
	Width (Calcs)	BC-1009.1	206	44 inch min	
	Headroom	BC-1009.2	207		
	Vertical Rise	BC-1009.6	208		
	Handrails	BC-1009.10	208		
	Landings (Clear area)	BC-1009.4	208		
	Outdoor Condition	BC-1009.5.2	208		
18	Structural Compliance	BC-1603.1 ASCE-7, 2005	272		<i>Provide the Code cited information on the structural plans.</i>
	Roofing material and applications	BC- 1504 through 1509			
	Concrete Mix & Durability	BC-1904 & 1905			
	Glazing Structure Requirements	BC-2404			

	SPECIAL INSPECTIONS Statement of Special Insp Inspector Qualifications Tables 1704.1 thru 1704.9 Content for S.I.Statement Contractor Responsibility S.I. for Seismic Structural Observations	BC- 1704.1.1 BC- 1704.1 (T) BC-1705 BC -1706 BC -1707 BC-1709	297 296 305 306 307 309	by RDP by RDP by RDP by RDP contractor form Submit Report	
19	Interior Finishes/Wall, Ceiling Floor	BC-803.5 BC - Table 804	161 154	Class CRF	
20	Exterior Wall Coverings	BC- Table 1405.2	251		
	Exterior-Combustible Mat Balconies (BC 704.2)	BC-1406.2 BC-1406.3	254 255	Distance sep. siding rating	
	Exterior Walls Fire Rating	BC-Table 601 BC-Table 602	80	Fire Rating Distance sep.	
21	Swimming Pools and Alarms	BC-3109	500		
22	Electrical NFPA 70 Compliance Statement	BC-2701.1	485		
	Exit Signs	BC-1011	210		
	Egress Illumination	BC-1006	199		
	Emergency Power	BC-2702	485		
23	H/C Accessibility*	ICC/ANSI A 117.1 2003	229		
	Exempt Buildings	BC-1103.2	229		
	Parking (8ft access aisle)	BC- 1106.1	232		
	Parking Signage	BC-1106.5	232		
	Route	BC-1104.1	230		
	Entrance	BC-1105.1	231		
	# of Sleeping & Dwelling Units	R1 - 1107.6.1 R2 - 1107.6.2 R3 - 1107.6.3 R4 - 1107.6.4	234 ↓ ↑ 235		
	Toilet Facilities	BC-1107.2 BC-1109.2	233 238		
	Multi Level Buildings	BC-1104.4	231		
	Supplemental H/C Req'ts	BC- Appendix E	541		
	Elevators/ICC. ANSI Cab & Hall Details	See BC Chapter 30	493		
	Special Occupancies	BC-1108	236		
24	<u>Fire Protection Equipment Sprinkler System</u>	FC-903.2 FC-903.3 for type	67 70	NFPA13, 13R 13D, 231	
	Alternate Extinguishing Systems	FC-904	72		
	Standpipe System	FC-905	75		
	Fire Extinguishers	FC-906.1	77		
	Fire Alarm Systems For Existing Buildings	FC-907.2 FC-907.3	79 84		

	Smoke Detection	FC-907.2.10	82		
	Hi-Rise Fire Safety	FC-907.2.12	83		
	Visible Alarms (Location)	FC-Table 907.10.1	86		
	Smoke Control	FC-909	88		
	Smoke/Heat Vents	FC-910	95		
	Fire Pumps	FC-913	98		
	Kitchen Hood Extinguisher	FC-609	48		
	Carbon Monoxide Alarms	FC-610	48		
25	Plumbing Code/ Roof Drain Design with calculations and pitches and Tables. Emergency drains shown.	PC-1105-1107 3 inch rainfall for design	76-78	roof plan required with gutter or pipe pitch noted	
	Fixture Count/segregated	PC-Table 403.1	22-23		
	Water Supply / pressure	Appendix E	103		
	Service Pipe Size (calcs)	PC-603.1	33		
	Supply Pipe Size (min)	PC-604	34		
	Water Service	PC-Table 604.3-.5	34-35		
	Backflow prevention devices and locations required	PC-608.1 PC-405.1 PC-312.9	41 22 19		
	Pipe Insulation	PC-607.2.1	41		
	Lawn Irrigation Backflow	PC-608.16.5	45		
	Pipe Freezing/Location	PC-305.6	12		
	Sanitary Drainage/ Sizing and pitch w/ calcs & DFU	PC-710 Maximum # of fixtures	54		

	Drain Pipe Size/Fixture Load (Calcs) & DFU	PC-Table 709.1 Loads	54		
	Drain Pipe Material	PC-702	47		
	Vent Size & Material w/ branch lengths	PC-Table 910.4 & 916.1 (Calcs), 902	65-67		
	Piping Support	PC-Table 308	16		
	Protection	PC-308	17		
	Air Admittance Valves	PC-917	68		
26	Mechanical Code/Heat & Cool Calculation	MC-312.1	25		
	Natural Ventilation	MC-402	27		
	Ventilation Rates	MC-Table 403.3	28		
	Fire/Smoke Dampers Flexible Ducts	BC-716/MC603.5 BC716.7	55 107		
	Dryer Exhaust (other than Gas)	MC-504	38		
	Kitchen Exhaust	MC-506	39		
	Kitchen Hoods	MC-507	42		
	Kitchen Make-up Air	MC-508	45		
	Dust	MC-511	47		
	Air Plenums/Ducts	MC-602/603	53-54		
	Fire & Smoke Dampers	MC-607	58		
	Combustion Air-Oil Eqpt	MC-701-706	63-66		
	Unconfined Spaces-Def.	MC-202	12		
	Protection	MC-305.5	21		
Hydronic Piping	MC-1201	95			

NOTE: SHOW PIPING ON ALL PLANS W/ PITCH, SIZE, MATERIAL &C.O.

27	Fuel Gas Code	FGC-302 & BC 1621.3	16 315		
	Appliance Location	FGC-303 & 306	19 & 23		
	Combustion Air	FGC-304.1 w/calcs	19		
	Clearance to Combustile	FGC- Table 308.2	25		
	Pipe Material-Sizing	FGC-402/Tables or Calculations	29		
	Shut off Valves	FGC-409	70		
	Chimney Termination	FGC-Fig. 503.5	80		
	Gas Vent Termination	FGC-Fig. 503.6	82		
	Termination Location	FGC-503.8	85		
	Clothes Dryer Exhaust	FGC-614	118		

	Unvented Room Heaters	FGC-621	120		
	A GAS Riser Design	Diagram is Required.			
28	Energy Conservation Construction Code 101.5 Must still submit compliance with all New York State Codes	COM Check print outs must state on form "ECCNYS 2010". Other software must note compliance with ECCNYS 2010 parameters	2	Chapter 8 or Com Check. Check for the NYS Edition and Updates (which is Frequent) must be NY State , IECC not accepted	

THE FOLLOWING MUST APPEAR ON THE PLANS

Building Plan Review Note

Town of Islip Building Plans Examiner shall review the enclosed document for minimum acceptable plan submittal requirements of the Town of Islip as specified in the Building and/or Residential Code of the State of New York. This review does not guarantee compliance with that code. The seal and signature of the design professional has been interpreted as an attestation that, to the best of the license's belief and information, the work in the document is:

- accurate;
- conforms to governing codes applicable at the time of submission;
- conforms with reasonable standards of practice and with view to the safeguarding of life, health, property and public welfare; and
- is the responsibility of the licensee.