



Gross Building Area \_\_\_\_\_ sq ft

Floor	Existing sq ft	New sq ft	Subtotal
6 <sup>th</sup> floor	_____	_____	_____
5 <sup>th</sup> floor	_____	_____	_____
4 <sup>th</sup> floor	_____	_____	_____
3 <sup>rd</sup> floor	_____	_____	_____
2 <sup>nd</sup> floor	_____	_____	_____
Mezzanine	_____	_____	_____
1 <sup>st</sup> floor	_____	_____	_____
Basement	_____	_____	_____
Total	_____	_____	_____

Allowable Area: (Chapter 5)

Primary Occupancy: (Chapter 3)

Assembly Group A-1 A-2 A-3 A-4 A-5  
 Business Group B  
 Educational Group E  
 Factory and Industrial Group F-1 F-2  
 High Hazard H-1 H-2 H-3 H-4 H-5

Intuition Group I-1 I-2 I-3 I-4  
 Mercantile Group M  
 Residential Group R-1 R-2 R-3 R-4  
 Storage Group S-1 S-2  
 Utility and Miscellaneous Group U

Secondary Occupancy: \_\_\_\_\_

Special Occupancy: 508.2 508.3 508.4 508.5 508.6 508.7 508.8

Mix Occupancy: Yes No Separation \_\_\_\_\_ Hours Exceptions \_\_\_\_\_

Non-Separated Mix Occupancy (303.1 exception)

The required type of construction for the building shall be determined by applying the height and area limitations for each of the applicable occupancies to the entire building. The most restrictive type of construction, so determined, shall apply to the entire building. The most restrictive shall also apply to the non-separated use also.

Separated Mix Occupancy (303.1/303.2) see below for area calculations

For each story, the area of the occupancy shall be such that the sum of the ratios of the actual floor area of each use divided by the allowable floor area for each use shall not exceed 1.

$$\frac{\text{Actual area of occupancy A}}{\text{Allowable area of occupancy A}} + \frac{\text{Actual area of occupancy B}}{\text{Allowable area of occupancy B}} < 1$$

Allowable area of occupancy A    Allowable area of occupancy B

$$\frac{\text{_____}}{\text{_____}} + \frac{\text{_____}}{\text{_____}} = \text{_____} < 1$$

**Egress Calculations:**

Total Occupant load \_\_\_\_\_  
 Minimum Number of Exits per table 1005.21 \_\_\_\_\_  
 Maximum Travel Distance Per Table 1004.2.4 \_\_\_\_\_  
 Egress Width Per Occupant Per Table 1003.2.3 \_\_\_\_\_

## 800. MINIMUM RECOMMENDED STANDARDS FOR BUILDING PLANS

Plans and specifications submitted to the building official should be of sufficient nature to clearly describe the project with appropriate emphasis on the following:

1. Structural integrity
2. Life safety
3. Barrier-free accessibility
4. Building codes compliance
5. Definition of work scope

The type and number of drawings will depend greatly upon the size, nature and complexity of the project and the method of project delivery. The following is recommended, but not a mandatory, standard for most building projects. Additions and renovations, and some other project types, may not require all of the following components for plan submittal and review for permit.

### **Cover Sheet:**

1. Project identification
2. Project address and location map
3. Listing of design professionals
4. The prime professional (that is the professional who is responsible for project coordination). All communications should be directed through this individual.
5. Design criteria list:
  - a) Occupancy group
  - b) Type construction
  - c) Location of property
  - d) Seismic zone
  - e) Square footage/allowable area
  - f) Fire sprinkler requirements (if any)
  - g) Height and number of stories
  - h) Occupant load
  - i) Land use zone

## 801. MINIMUM RECOMMENDED STANDARDS FOR BUILDING PLANS, CONTINUED:

### **Site Plan:**

Indicate proposed new structure and any existing buildings or structures, property lines with dimensions, streets, easements and set-backs. Show water, sewer, electrical points of connection, proposed service routes and existing utilities on the site. Show required parking, drainage and grading information (with reference to finish floor and adjacent streets). Indicate drainage inflow and outflow locations and specify areas requires to be maintained for drainage purposes. Show north arrow.

### **Foundation Plan:**

Indicate foundations and footings. Indicate size, locations, thickness, materials and strengths and reinforcing. Show imbedded anchoring such as anchor bolts, hold-downs, and column base plates. Provide geotechnical criteria and assumptions used for foundation design.

### **Floor Plan:**

Indicate all floors including basements. Show rooms, with their use, overall dimensions and locations of structural elements and openings. Show doors and windows. Provide door and window schedules. Fire assemblies, area and occupancy separations, and draft stops should be shown.

### **Framing Plans:**

Indicate primary structural members, their size, methods of attachment, location and materials for floors and roofs. Provide basic design criteria and material specifications.

### **Exterior Elevations:**

Indicate all views. Indicate vertical dimensions and heights. Show openings and identify all materials.

### **Building Sections and Wall Sections:**

Indicate materials of construction, non-rated and fire rated assemblies and fire rated penetrations. Indicate dimensions of all heights.

## 802. MINIMUM RECOMMENDED STANDARDS FOR BUILDING PLANS, CONTINUED:

### **HVAC System:**

Indicate the heating, ventilating, and air conditioning systems. Include units, sizes, mounting details and air, water and refrigerant systems components and sizes. Provide equipment schedules. Provide basic design criteria.

### **Plumbing System:**

Indicate fixtures, piping, slopes, materials and sizes. Show points of connections to septic tanks, sewer systems, water lines and other applicable utilities.

### **Electrical System:**

Indicate electrical fixtures, wiring, conduit sizes and circuiting; grounding, panel schedules, single line diagrams, and fixture schedules. Show point of connection to utility. Provide basic design criteria.

### **Specifications:**

Either on the drawing or in booklet form, further define construction components, covering materials, finishes and all pertinent equipment.

### **Addenda and Changes:**

It should be a responsibility of the prime professional to notify the Building Official of changes throughout the project, and to provide any appropriate documentation requested by the Building Official.

### **Revisions:**

For clarity, all revisions should be appropriately identified.

### **§40-3-260. Reciprocity.**

An architect registered in another state, territory, or foreign country, having standards of registration equal to those in this State, may be registered upon a satisfactory showing of character and record only.

### **§40-3-270. Firm Registration.**

(A) A firm desiring a certification of authorization shall file with the board an application on forms provided by the board and pay an application fee. Before a certificate of authorization may be issued to an out-of-state business or professional corporation, the corporation must be approved to transact business in this State. A copy of the approved certificate of authority issued by the State must be filed with the board applications.

(B) A firm must maintain on file in the board office the name of the individual in full authority and responsible charge and written evidence of authority. Failure to provide accurate and timely information may constitute a violation of this subsection.

(C) For the purpose of this chapter, a sole proprietorship means a business in which one or more registered architects are engaged as employees; however, the practice must be conducted under the name registered with the board as an individual (i.e., John Doe, Architect). Any other practice name, i.e., Doe & Company, or Doe & Associates, requires a certification or authorization to practice.

(D) If a South Carolina firm seeks to register under a name referring to persons rather than a trade name, the persons referred to in the firms' name must be licensed as individual architects, engineers, land surveyors, or landscape architects in this State.

(E) If an out-of-state firm seeks to register under a name referring to persons rather than a trade name, the persons referred to in the firm's name must be licensed as individual architects, engineers, land surveyors, or landscape architects in this State or in another jurisdiction.

(F) The requirement to obtain a certificate of authorization applies to associations for one or more projects but does not apply to an out-of-state firm or individual retained by a registered South Carolina architect as a consultant only.

(G) A registered architect practicing in his name who does not employ a registered architect is not required to obtain a certificate of authority.

### **§40-3-280. Seal.**

(A) Every architect and firm practicing in this State shall have a seal, the impression of which shall contain the name, the place of business, and the words "Registered Architect, State of South Carolina" with which they shall stamp all drawings, prints, and specifications for use in their profession.

(B) The seal of the individual architect in responsible charge, as well as the seal of the firm, must appear as an original on each print of the drawings and the index sheet, or sheets, or each set of specifications offered to secure a building permit and one record set for use on the construction site. The required seal identification may be rubber stamp impression placed on original drawings and specification copy. The architect in responsible charge shall affix his signature over his seal.

### **§40-3-290. Exemptions.**

(A) Nothing in this chapter prohibits a general contractor or a home builder from the preparation and use of details and show drawings, assembly or erection drawings, or graphic descriptions used to detail or illustrate a portion of the work required to construct the project in accordance with the plans and specifications prepared or to be prepared under the requirements of this chapter.

(B) Nothing in this chapter prevents or affects the practice of any other legally recognized profession.

(C) If the drawings and specifications are signed by the authors with the true title of their occupations, this chapter does not apply to the preparations of plans and specifications for:

(1) a building which is to be used for farm purposes only;

(2) a building less than three stores high and containing fewer than five thousand square feet of total floor area except buildings of assembly, institutional, educational, and hazardous occupancies as defined by the Standard Building Code, regardless of area;

(3) a detached single-family or two-family dwelling, as defined in Group R3 of the Standard Building Code, regardless of size, with each unit having a grade level exit and sheds, storage buildings, and garages incidental to the dwelling.

(4) alterations to a building to which this chapter does not apply, if the alterations do not increase the areas and capacities beyond the limits of this chapter or affect the structural safety of the building.

(D) Nothing in this chapter prevents or affects the practice of engineering, as defined in Chapter 22 of Title 40, or architect work incidental to the practice of engineering.