



City of Boca Raton

Code Compliance Division/Building

CITY HALL • 201 WEST PALMETTO PARK ROAD • BOCA RATON, FLORIDA 33432-3795 • PHONE: (561) 393-7930 FAX (561) 367-7049

Expedited Plan Review Submittal Form; Commercial Projects

Mechanical

Project No. Project Name: Address:	
Owner: Address: Phone:	
Contractor: Address: Phone: Contact:	
Mechanical Engineer of Record: Address: Phone: Contact:	
<input type="checkbox"/> High-Rise <input type="checkbox"/> New Construction <input type="checkbox"/> Interior Renovation; Circle Appropriate FEBC Alteration Level: 1, 2 or 3 <input type="checkbox"/> Private Provider <input type="checkbox"/> [Check Box if Private Provider Plan Review]	

Definition of Symbols used in this Form:

- OK** – Information Provided on Plans
- S** – Supplemental Information Attached for Review
- N/A** – Information Not Applicable for this Project

Please complete and submit this form, along with the permit set of drawings to the Boca Raton Building Department for “expedited” plan review. This form is an interactive “Word” document that allows entries and comments to be made directly to the form. The boxes automatically expand if more room is needed for design professional commentary.

Design Professionals are requested to respond to each item under “Required Information” by indicating whether the information for each item is “Provided on Plans” (OK), “Attached for Review” (S) or “Not Applicable” (N/A); and, provide “Location Information (with Commentary as needed)”.

The *Expedited Plan Review Submittal Form* establishes a means whereby Plan Examiners can readily evaluate, identify and determine that plan features are in compliance with applicable 2010 Florida Building and all state and local building

codes and ordinances. This form is in accordance with Section 19-113, of the Boca Raton Code of Ordinances, “*Minimum Plan Review Criteria for Buildings*”, and serves to mitigate potential plan review comments, reduce the need for 2nd reviews and expedite permit issuance.

Required Information [Per 2010 Florida Building & Mechanical Code]	OK, N/A,S	Location Information (Sheet No.) and/or Commentary (as needed) [Location may reference more than one sheet]
Mechanical		
Energy calculations (Per Florida Energy Code)		
Heating and Cooling Load Calcs (Manual N, Manual J)		
Mechanical Floor Plan		
Commercial Dryer Exhaust (materials, developed length, manifold sizing, make up air)		
Residential Type Clothes Dryer Exhaust (materials, terminations, developed length clearances requirements)		
Commercial Kitchen Equipment Exhaust (Hoods) (Materials, terminations, make-up air, clearances, fire suppression systems, gas interlocks, clean outs, canopy size/location, clearances, fire rating of hoods penetrating a ceiling, seamless hood joints, air velocity, balancing calculations, grease filters)		
Hazardous or Specialty Exhaust Systems (independent systems, materials, terminations, make-up air, clearances, design requirements, suppression required)		
Equipment Schedule (types, sizing, specs, power demands, cut sheets)		
Equipment(location, air handling units, condensers, secondary drainage, float switch, pan clearance, smoke detector shutdown < 2000 cfm)		
Fire Rated Mechanical and/or		

Boiler Rooms		
Plenums (material exposed in plenums, construction, wiring,)		
Roof-mounted equipment (Stand attachment details, curb details, height above roof)		
Required Information [Per 2010 Florida Building & Mechanical Code]	OK, N/A,S	Location Information (Sheet No.) and/or Commentary (as needed) [Location may reference more than one sheet]
Air Movement in Egress Elements		
Fire Rated Assembly Duct Penetration Detail		
Duct Systems (types, materials, sizing, double closure systems, insulation, balanced air return, testing & balancing report)		
Fire/Smoke Damper Details		
Ventilation (calculations per occupancy types, required vs. actual)		
Bathroom ventilation (exhaust fan sizing, termination, material, length)		
Return Air		
Enclosed Parking Garage Exhaust/Ventilation Calcs (exhaust shafts, louvers, carbon monoxide detectors)		
Fireplaces (full specs, locations)		
Combustion Air (solid and oil burning appliances only, method, size of equipment and calcs for make-up, combustion air)		
Chimneys, and Vents (locations, types, venting requirements & calculations, routing, clean outs, developed lengths)		

Appliances (type, cut sheets, locations)		
Boilers (locations, model, capacity, system operating specs & pressures, venting, gauge set points, safety devices, venting, low water cut-off, steam blow off valve)		
Refrigeration (system requirements, low/high probability system, refrigerant class, max volume, restrictions, piping, test pressures, machinery room requirements, cases, walk in coolers)		
Required Information [Per 2010 Florida Building & Mechanical Code]	OK, N/A,S	Location Information (Sheet No.) and/or Commentary (as needed) [Location may reference more than one sheet]
Laboratory(special/hazardous independent exhaust system)		
Design flood elevation (pad elevations on grade)		
Central Cooling Towers (manufacturer, cooling capacity, type, anchorage condition, water piping schedule ,water pump schedule, gauge & thermometer set points)		
Package System/ Rooftop Units (manufacturer, cooling capacity, type, anchorage details)		
Mini-Split Systems (manufacturer, cooling capacity, type, anchorage details)		
Split System Condensers & Evaporators (manufacturer, cooling capacity, type, heat pump, straight cool, evaporative, anchorage details)		
Variable Flow Refrigerant Systems (manufacturer, cooling capacity, type, anchorage details)		
Pressurization Fans & Exhaust (attachment to roof, attachment of duct to outside component, double belted fans)		

Propane Tanks (fire safety provisions & devices, depth, hold downs, materials)		
Fuel Oil Piping & Storage (valve locations)		
Solar Systems (installation details, heat transfer fluids, materials)		
Hydronic Piping (insulation, valves, embedded piping)		
Building Smoke Control; Sequence of Operations (airflow design, design fire calcs & rational analysis, differential pressure zones, testing protocols)		
Required Information [Per 2010 Florida Building & Mechanical Code]	OK, N/A,S	Location Information (Sheet No.) and/or Commentary (as needed) [Location may reference more than one sheet]
Fire/Smoke Damper Details in Hi-Rise Bldg		

The plans were reviewed and to the best of my belief; and as indicated on this form, comply with the 2010 Florida Building and Mechanical Codes.

Signature & Seal of Mechanical Engineer of Record

Seal