

HVAC Commercial Plan Review Criteria

Plan requirements

Two (2) copies of signed plans/specifications shall be submitted with the permit application.

The front page of the plans shall include:

1. Project/name of the facility.
2. Project address assigned by the City of Burnsville.
3. Address of the person or firm submitting the plans.
4. Registered project/property owner's name and address.
5. Phone and fax numbers for project's contact person. The contact must be the designer or individual who can answer any technical questions posed by the City's Plan Reviewer.
6. Detailed description of the complete scope of work.

HVAC floor plans

Show the following:

1. Location and sizes of all ductwork, equipment, registers and grills for return air.
2. Location of gas piping and sizes. Provide all shutoff locations and any other appurtenances being used.
3. Provide verbal directory relating to any symbols being used on plans.
4. Location and type of any dampers required.
5. Location and size of any ventilation systems, i.e. bath vents, kitchen hoods, etc.
6. Smoke removal system, if required.

Specifications

Specifications should include the following:

1. Make and models of all equipment.

2. Type I and II hoods shall be provided in accordance with ASHRAE 154-2011. Provide shop drawings for type I hood/makeup air unit and provide detailed plans for kitchen cooking equipment for review and approval (MMC 507).
3. Inputs of gas, LP or natural.
4. Electrical inputs.
5. Cfm, static pressure of air being introduced as outside air or air being recirculated.
6. Provide information for any chilled or heated water coils.
7. Energy Code calculations (heat/cooling).
8. Power roof ventilator information.
9. Grills, registers and diffuser schedules.
10. Air intake information.
11. Pump information.
12. All information relating to smoke removal system when required.