



COMMERCIAL TENANT FINISH/REMODEL PLAN SUBMITTAL PROCEDURE

Fill out a building permit application giving description of project and square footage, total project valuation and electrical valuation, use of surrounding spaces, type of construction and occupancy group.

Submit **electronic set** of the following:

- **Architectural Plans*** - stamped by Colorado licensed architect or engineer.
- **Structural Plans*** - stamped by a Colorado licensed engineer.
- **Electrical Plans*** - stamped by a Colorado licensed engineer.
- **Mechanical/ Plumbing Plans*** - stamped by Colorado licensed engineer.

***Colorado Revised Statute (C.R.S.) requires all sheets to bear the original seal of an architect or engineer licensed by the State of Colorado unless the preparation of plans and specifications is exempted by section 12-25-303(1) C.R.S. Such plans and specifications prepared by architectural or engineering sub-disciplines shall be so designated and shall bear the seal and signature of the architect or engineer for that sub-discipline.**

Architectural plans are required and must include: Floor plan, wall section details, building section, fire-rating details, and code summary.

Structural plans are required for any structural changes such as removal of bearing walls, openings in bearing walls, floor systems for storage, etc.

Electrical plans are required for adding circuits, service upgrades, emergency lighting. Load calculations are required along with one-line diagrams and fault current analysis.

Mechanical plans are required for any changes to the heating, ventilation or air conditioning system such as change of equipment, relocation and/or replacement of mechanical ductwork or refrigeration piping.

Plumbing plans are required for any changes to the plumbing within a building and include, sewers, drains, vents, water piping, roof drains, and gas piping.

The applicant will be contacted by the Town of Eagle for any additional information that may be needed to complete the plan review. When the permit is issued, you will be given an approved set of plans that must remain on the job site throughout the construction process including final inspections. The approved job site plan shall be identical to Town of Eagle approved plan. Changes to the Approved plan must be approved by the Town of Eagle prior to implementation.

RESTAURANTS & COMMERCIAL KITCHENS

Restaurants and commercial kitchens contain equipment and processes that require special design to achieve a safe environment for diners and workers. Cooking equipment in commercial kitchens produce grease and grease vapors that cause buildup of grease within duct work, in drains, and on walls and surfaces adjacent to equipment. Below are listed some basic kitchen issues that must be addressed as a part of the Commercial Plan Submittal and prior to issuance of a permit:

1. A grease interceptor is required for operations that produce grease in amounts determined to be damaging to the sewer treatment plant. Sizing of grease interceptors shall be in accordance with the 2015 International Plumbing Code or shall be designed by an engineer and approved by the Town of Eagle.
2. Restaurants serving liquor, which are more than 5,000 square feet in size, must be equipped with an approved fire sprinkler system.
3. Restaurants serving liquor, shall be responsible for obtaining all necessary liquor licenses, inspections and other approvals from the Town of Eagle
4. Type I hoods shall be installed where cooking appliances produce grease or smoke, such as occurs with griddles, fryers, broilers, ovens, ranges and wok ranges.
Type II hoods shall be installed where cooking or dishwashing appliances produce heat or steam and do not produce grease or smoke, such as steamers, kettles, pasta cookers and dishwashing machines.
5. For restaurants with an occupant load of 50 or more, two exits are required. Exits may not pass through a kitchen, storage or similar spaces. Doors must be equipped with panic hardware when serving an A Occupancy with an Occupant Load of 100 or more.
6. Health department approval will be required as a condition of the Certificate of Occupancy. A letter, e-mail, or fax from the health department giving approval for the project is required on the jobsite before the final inspection will be approved. Please contact the health department that has jurisdiction regarding their approval and permitting process.
7. A seating plan will be required for dining areas inside or outside the building. Outside patio areas are required to comply with all existing regulations of the building code. Fenced-in areas must be provided with gates conforming to the applicable requirements for doors.

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