



MACON-BIBB COUNTY Building & Fire Safety

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PLAN SUBMITTAL REQUIREMENTS: Commercial Plan Reviews

Plans and project construction documents, when accepted and approved by Macon-Bibb County Building & Fire Safety become a legal document that is used during construction and then archived under state law. Submittals must accurately and clearly convey what is being constructed and demonstrate compliance with those codes and standards adopted at time of approval.

Except for the General Plan Requirements, which are outlined below the composition of your submittal can be altered to fit the proposed design scope of work. However, the construction documents must accurately reflect the proposed construction and demonstrate compliance with the adopted codes and standards.

Comments may be provided during the review process that may require additional information on your plans to demonstrate compliance with the adopted codes and standards, and the Macon-Bibb County Code of Ordinances.

1. GENERAL REQUIREMENTS

- 1.1. All Documents shall be in Portable Document Format (PDF) and NOT drawing (DWG) or computer aided design (CAD) document formats.
- 1.2. The plan set submitted in PDF must include all design disciplines (architectural, structural, mechanical, electrical, plumbing, etc.) grouped within the same document, without providing individual plan sheets or plan sets broken into individual disciplines.
- 1.3. Orient all sheets so the top of the page is at the top of the computer screen and the title bar is on the right side of the screen.
- 1.4. In addition to being oriented correctly, all sheets within the submittal must be placed in order reflected within the sheet index for the plan set.
- 1.5. All documents creating using CAD or similar drawing files shall have all layers flattened prior to submitting as a PDF. Without flattening the layers, the design information can be altered/filtered and not allow certain review features to function properly. Scanned documents are inherently flattened.
- 1.6. Scanned documents submitted as PDF must be legible. The resolution of some scanned documents may fail to provide the level of resolution necessary to review.
- 1.7. Documents submitted with "Security Settings" shall not prevent this municipality from completing the review and permit issuance process. This may include but is not limited to submitting documents that are locked or use electronic signatures.

For additional clarity, when using an electronic signature on a PDF this may function to secure the entire document, which would limit the review mark-ups and/or approval seals. Please ensure that PDF's submitted for review are NOT locked through a security feature that would limit mark-ups.

- 1.8. All plan sheets within the electronic document submittal shall be of a uniform size throughout the submittal.
- 1.9. Minimum electronic document size shall be:
 - 1.9.1. 11" x 17" for minor commercial permits
 - 1.9.2. 24"x 36" for commercial permits
 - 1.9.3. 8-1/2" x 11" for reports or supporting design information documents. (Not applicable or allowed for the actual design drawings)
- 1.10. Plans shall be prepared using a design or drafting software. Hand drawn plans may be accepted when legible using blue or black ink and scanned as a PDF, which maintains the scale of the drawings.
- 1.11. Text and design drawings on submittals may not use red ink. The use of red ink for markups and text is reserved for use by this office only.
- 1.12. Plans shall be fully dimensioned and drawn to a minimum 1/4"-1'-0" scale or greater. Other architectural scales may be acceptable but first must be approved by the Macon-Bibb County Building & Fire Safety Plan Review Supervisor prior to submittal.
- 1.13. Interior elevations or details shall be drawn to a minimum 1/2"-1'-0" scale or greater scale. Other architectural scales may be acceptable but first must be approved by the Macon-Bibb County Building & Fire Safety Plan Review Supervisor prior to submittal.
- 1.14. Civil design sheet shall use a minimum scale of 1:30; however, greater scales may be acceptable but first must be approved by the Macon-Bibb County Building & Fire Safety Plan Review Supervisor prior to submittal.
- 1.15. The scale shall be indicated on each page and on each separate detail or elevation.
- 1.16. Drawings are to be fully dimensioned, with overall dimensions and dimensions to key construction points shown.
- 1.17. The plan sheets must include a Title Block, with the following minimum information:
 - 1.17.1. Project address
 - 1.17.2. Seal and signature from the registered design professional or designer, as required by state law regulating the design profession.
 - 1.17.3. Sheet name
 - 1.17.4. Sheet number
- 1.18. When required under state law, plans submittals must be prepared by a Registered Architect and/or Professional Engineer that is licensed to practice within the state.

- 1.19.** When a design professional is not required under state law, a General Contractor and/or Sub-contractor (Trade Contractor) may submit plans when acting in the capacity of the project designer. The Design / Build Contractor must demonstrate a level of technical expertise to show compliance with the adopted codes and standards. Plan submittals that fail to demonstrate necessary the level of technical expertise will be rejected, with staff recommending that a registered design professional be employed.

Each individual plan sheet prepared by a Design / Build Contractor shall have the following information within the Title Block, which contains the following minimum level of information:

- Business Name
- Business Address
- License Classification Type
- License Number
- License Expiration Date
- Name of qualified employee or license holder, with signature

2. GENERAL COMMERCIAL PLAN REQUIREMENTS

2.1. SUPPORTING CONSTRUCTION DOCUMENTS, based on the scope of the project:

- 2.1.1.** The construction documents must demonstrate compliance with the adopted edition of the International Energy Conservation Code (IECC), as adopted and amended by the State of Georgia. The available options are: 1) meet the prescriptive requirements of IECC Chapter C4 or R4; 2) meet the requirements of the AHRI/ASHRAE 90.1 (Energy Standard for Buildings Except Low-rise Residential Buildings); 3) or provide an energy analysis of the proposed building. (IECC Section C401.2)

NOTE: COMcheck or REScheck (multi-family) are accepted alternatives to achieve compliance. COMcheck or REScheck are a free energy conservation compliance software through the U.S. Department of Energy (US DOE).

- 2.1.2.** Geotechnical Report, per 2018 International Building Code Section 1803.1.

NOTE: Per IBC Section 1803.2 Exception the Chief Building Official may waive this requirement if satisfactory data is provided from an adjacent geotechnical investigation. Please seek approval from the Chief Building Official or Plans Examiner prior to submittal.

- 2.1.3.** Structural shop drawings (roof trusses, floor trusses, building structural elements, etc.), with approval letter from principal structural designer acknowledging that the drawings comply with the structural design of the project.
- 2.1.4.** Project Specification book, as required for scope of work, with the book cover sealed by the principle registered design professional.
- 2.1.5.** Special Inspection and Testing packet. (See attached Appendix A for Special Inspection requirements)

2.2. COVER SHEET, with the following:

- 2.2.1.** Identify the project name and address.
- 2.2.2.** Provide a vicinity map.
- 2.2.3.** Provide brief scope of work narrative.
- 2.2.4.** Sheet or drawing index.
- 2.2.5.** Indicate the name of the Principal Registered Design Professional in Responsible Charge of the submittal and overall design. This must include the name of the firm, address, phone number, name of the point of contact and email address.
- 2.2.6.** Indicate the name of all Registered Design Professional associated with the project. This must include the name of the firm, address, phone number, name of the point of contact and email address.
- 2.2.7.** List all adopted codes and standards applicable to the scope of work. (List only those codes used for this project. As an example, the International Residential Code or International Swimming Pool and Spa Code are not typically applicable to the scope of most commercial projects)

In addition to the adopted codes and standards cited, projects must reference the following:

“Rules and Regulations of the Safety Fire Commissioner Chapter 120-3-3”

- 2.2.8.** Building Data, with the following:
 - 2.2.8.1.** Life Safety Code Use(s)
 - 2.2.8.2.** International Building Code Occupancy Type(s)
 - 2.2.8.3.** Building Construction Type
 - 2.2.8.4.** Building Area (Square Footage). For additions, provide a square footage breakdown of existing area versus proposed area.
 - 2.2.8.5.** Design Occupant Load (See Life Safety Plan requirements)
 - 2.2.8.6.** Sprinkler System – Y/N
- 2.2.9.** Code Analysis – Indicate the allowable height and area of the proposed new building and provide calculations, per International Building Code Chapter 5.
- 2.2.10.** Deferred Submittals: List all appropriate items that will be required as a separate permit application or revision to the approved permit during construction. For clarification, please consult with the Plan Review Supervisor.

NOTE: Mechanical, Electrical and Plumbing designs may not be treated as a Deferred Submittal. Examples of approved Deferred Submittals include but may not be limited to: Fire Extinguishing Systems (ANSUL for hoods or clean agent systems), Fire Alarms Systems, Automatic Sprinkler Systems, Fire Mains and/or Private Fire Main systems, etc.

2.3. UTILITY PLAN: Provided for verification of underground utilities to the building a complete Utility Plan.

2.4. ARCHITECTURAL SITE PLAN: The Architectural Site Plan must include the following:

2.4.1. Prepared to an approved architectural or engineering scale (see above requirements).

2.4.2. Show the property boundary lines.

2.4.3. Placement of the proposed building or structure within the property.

2.4.4. Indicate the setback requirements of the Macon-Bibb County Planning & Zoning Department.

2.4.5. Placement of all existing buildings or structures on the property, with an assumed or imaginary property line between structures to establish fire separation distances and fire resistance rating requirements within the adopted edition of the International Building Code.

2.4.6. The Accessible Route/Exit Discharge Plan or information is provided to show the running slopes and cross slopes for verification of compliance with the 2010 ADA Standards for Accessible Design and the means of egress requirements of the Life Safety Code.

3. ARCHITECTURAL DESIGN SUBMITTAL SHEETS (As required by project scope)

3.1. The following information may be modified for tenant improvements within existing buildings.

3.2. Provide a **COVER SHEET**, with the following:

3.2.1. Identify the project name and address.

3.2.2. Provide a vicinity map.

3.2.3. Provide brief scope of work narrative.

3.2.4. Sheet or drawing index.

3.2.5. Indicate the name of the Principal Registered Design Professional in Responsible Charge of the submittal and overall design. This must include the name of the firm, address, phone number, name of the point of contact and email address.

- 3.2.6.** List all adopted codes and standards applicable to the scope of work. (List only those codes used for this project. As an example, the International Residential Code or International Swimming Pool and Spa Code are not typically applicable to the scope of most commercial projects)

In addition to the adopted codes and standards cited, projects must reference the following:

- Rules and Regulations of the Safety Fire Commissioner Chapter 120-3-3

- 3.2.7.** Building Data – list the following information:

3.2.7.1. Life Safety Code Occupancy Classification(s)

3.2.7.2. International Building Code Occupancy Type(s)

3.2.7.3. Building Construction Type

3.2.7.4. Building Area (Square Footage). For additions, provide a square footage breakdown of existing area versus proposed area.

3.2.7.5. Total Design Occupant Load (See Life Safety Plan requirements)

3.2.7.6. Sprinkler System – Y/N

3.2.7.7. Deferred Submittal – List all approved items that will require either a new submittal or plan revision to the project scope.

NOTE: Examples of approved Deferred Submittals include but may not be limited to: Fire Extinguishing Systems (ANSUL for hoods or clean agent systems), Private Fire Mains and Hydrants, Fire Alarms Systems, Automatic Sprinkler Systems, etc.

- 3.2.8.** Code Analysis – Indicate the allowable height and area of the proposed new building and provide calculations, per International Building Code Chapter 5.

- 3.2.9.** Plumbing Fixtures – Indicate the provided plumbing fixtures versus the required plumbing fixtures, as indicated by International Building Code Chapter 29.

3.3. LIFE SAFETY / EGRESS PLAN, with:

3.3.1. The Life Safety Plan is a plan view of the means of egress system, which overlays the store fixture, shelving plan, or furniture plan. The floor plan must show all fixed and moveable obstructions that the occupants would be required to navigate around to safely exit the tenant space or building.

3.3.2. The Life Safety Plan must include a line indicating the path of egress travel from the most remote space to the point of exit or exit discharge, with the travel distance indicated in feet and inches. This line of travel must also show the travel path around fixed / moveable objects and the point of divergence in the egress path at the point of the common path of travel. This divergence occurs at the

point where the occupant can change directions to another exit discharge point within the total path of egress travel. (2018 Life Safety Code)

- 3.3.3.** Coordinate with the electrical system registered design professional to provide the EXIT and EXIT directional signage on this sheet and within the electrical design sheets. (2018 Life Safety Code Sec. 7.10.1.2 & 7.10.2.1)
- 3.3.4.** Show the location of the portable fire extinguisher(s), as required by the Life Safety Code and NFPA 10 (Standard for Portable Fire Extinguishers).
- 3.3.5.** Include a Design Occupant Load Table on the Life Safety Plan sheet, with the following information:
 - 3.3.5.1.** Provide a column to indicate each room / area name and/or number.
 - 3.3.5.2.** Provide a column with each area (square footage) of the room / area being calculated.
 - 3.3.5.3.** Provide a column with the Occupant Load Factor used from Life Safety Code Table 7.3.1.2
 - 3.3.5.4.** The Design Occupant Load as established using Life Safety Code Table 7.3.1.2 for each room / area.
 - 3.3.5.5.** The Total Design Occupant Load of the entire building

EXAMPLE:

DESIGN OCCUPANT LOAD			
Room / Area	Ft²	Occupant Load Factor (OLF)	Occupant Load
Rm 100 (Office)	144	1:150-ft ²	2
Rm 150 (Conference #2)	500	1:15-ft ²	34
Total Design Occupant Load:			36

- 3.4. BUILDING EXTERIOR ELEVATIONS:** New commercial buildings require an elevation view of each side of the building, with dimensions for building height indicated on the drawing from finished grade and exterior finish materials identified.
- 3.5. ARCHITECTURAL FLOOR PLAN:** This plan must be to scale and fully dimensioned with all rooms and spaces identified. The rooms must be identified by use. Example: Office #2, Break Room, Storage, etc.
- 3.6. INTERIOR and EXTERIOR FINISH SCHEDULES:** These schedules must identify the finishes for Walls, Floors and Ceiling. In addition, Interior Finishes must reference the prescriptive requirements of the Life Safety Code for Flame Spread and Smoke Development.

- 3.7. **DOOR & DOOR HARDWARE SCHEDULE:** This information is used to verify compliance with both the egress and ADA prescriptive requirements.
- 3.8. **PARTITION / WALL SECTIONS:** Wall section details must show the construction of the wall from the floor (bottom plate) to the top plate, underside of the roof or suspended ceiling, with framing members and connections specified.
- 3.9. **FIRE RESISTANCE RATED ASSEMBLIES:** Where fire resistance rated walls or horizontal assemblies are provided, the plan set must include the complete most recently published listed assembly. This may be those assemblies listed and published from but not limited to UL or Gypsum Association.
- 3.10. **LISTED THROUGH PENETRATION FIRESTOPPING ASSEMBLIES:** Include where applicable to the design the most recently published complete UL through penetration firestopping assemblies. (2018 IBC Sec. 714.4.1.2 & 714.5.1.2)
- 3.11. **EXTERIOR ROOF AND WALL SECTION DETAILS:** Exterior Roof and Wall Section Details, with the composition of the roof and wall construction and finish materials.
- 3.12. **FULL BUILDING SECTIONS:** Provide a lengthwise section and a complete section that bisects the building in the opposite direction, at a minimum; however, provide as many sections as necessary to accurately reflect the design.
- 3.13. **ENLARGED RESTROOM FLOOR PLANS:** Enlarge plan view of the restroom(s), which is prepared to an approved architectural scale. This plan view must be fully dimensioned, with ADA turning and access shown.
- 3.14. **INTERIOR WALL ELEVATIONS OF THE RESTROOMS:** Fully dimensioned interior wall elevations of the restrooms to show compliance with the 2010 ADA and finish requirements. These elevations shall show but not be limited to the height of the toilet, location of flush controls, grab bars, toilet paper dispenser, sink, mirror, soap dispenser, towel dispenser, etc.

4. MECHANICAL DESIGN SUBMITTAL SHEETS (As required by project scope)

- 4.1. Provide a complete mechanical system design, which is prepared and sealed by a Professional Engineer in compliance with O.C.G.A. §43-15. However, if the construction valuation for the entire project falls below \$100,000.00 a design/build contractor may submit plans. (O.C.G.A. §43-15-24(b))
- 4.2. Complete Mechanical Equipment Schedule
- 4.3. Calculations for mechanical ventilation. (2018 IMC Sec. 403.3 & 403.3.1) Including ventilation source and rate.
- 4.4. Mechanical Floor Plan, with complete duct layout showing duct material, sizes, and types. Indicate the locations and types of any required fire and/or smoke dampers.
- 4.5. Mechanical Roof Plan, with locations of all equipment, intakes, and exhaust locations.
- 4.6. Provide details for any Type I hood system and grease exhaust systems in compliance with NFPA 96.

- 4.7. Provide details for any Type II hood system and exhaust systems.
- 4.8. Indicate the source of make-up air and air balance requirements.
- 4.9. Provide a fuel gas piping one-line diagram to show compliance with the sizing requirements of International Fuel Gas Code Sec. 402.

5. ELECTRICAL DESIGN SUBMITTAL SHEETS (As required by project scope)

- 5.1. Provide a complete electrical system design, which is prepared and sealed by a Professional Engineer in compliance with O.C.G.A. §43-15. However, if the construction valuation for the entire project falls below \$100,000.00 a design/build contractor may submit plans. (O.C.G.A. §43-15-24(b))
- 5.2. One-Line diagram of the service, feeder, and branch circuit panels. This diagram must also identify all grounding, with all raceway sizes and types, conductor sizes and types noted.
- 5.3. Provide a complete panel schedule(s)
- 5.4. Electrical load calculations
- 5.5. Indicate the wiring methods used.
- 5.6. Indicate the circuit and feeder conductor sizes and types. Ex.: #12cu THWN, #8al XHHN, etc.
- 5.7. Electrical power plan that identifies the layout of outlets with circuit number corresponding to the panel schedule.
- 5.8. Electrical lighting plan that identifies the layout of all light fixtures, exit signage and emergency exit lighting with circuit number corresponding to the panel schedule.

6. PLUMBING DESIGN SUBMITTAL SHEETS (As required by project scope)

- 6.1. Provide a complete plumbing system design, which is prepared and sealed by a Professional Engineer in compliance with O.C.G.A. §43-15. However, if the construction valuation for the entire project falls below \$100,000.00 a design/build contractor may submit plans. (O.C.G.A. §43-15-24(b))
- 6.2. Plumbing fixture schedule
- 6.3. Plumbing floor plan, with the location and type of all plumbing fixtures shown.
- 6.4. Isometric plan of the Drain, Waste and Vent (DWV) system, with piping material types and sizes specified.
- 6.5. Isometric plan of the water supply system, with piping material types and sizes specified.

7. STRUCTURAL DESIGN SUBMITTAL SHEETS (As required by project scope)

- 7.1. Provide a complete structural design, which is prepared and sealed by a Professional Engineer in compliance with O.C.G.A. §43-15. However, if the construction valuation for the entire project falls below \$100,000.00 a design/build contractor may submit plans. (O.C.G.A. §43-15-24(b))
- 7.2. Specify the soil bearing pressure in terms of pounds per square foot (PSF) for the design of the foundations.
- 7.3. Specify the dead load and live load applicable to the design of the roof structure.
- 7.4. On the roof plan indicate all concentrated dead load. Example: Mechanical equipment, roof deck features, etc.
- 7.5. All construction materials must be identified within the plans. For light frame construction provide the wood size, species, and grade of all structural and framing members. Example: 2 x 8 Southern Yellow Pine #2, 4 x 4 Spruce-Pine-Fir #2, etc.
- 7.6. Submit shop drawings for construction of each building component not prepared by the principle structural design professional. Include an acceptance letter signed and sealed by the principle structural design professional acknowledging that the shop drawings are in conformance with his/her design.
- 7.7. Provide a fully dimensioned Foundation Plan, with details.
- 7.8. Wall Framing / Shear Wall Plan
- 7.9. Roof Framing Plan
- 7.10. All structural sections and details for the design

PLAN REVIEW TIMEFRAMES:

Once the project has been accepted for review, the plan review timeframes are as follows:

Submittal Type	Approval / Initial Revision Comments*	Subsequent Review
Multi-Family	10-business days	5-business days
Minor Commercial**	10-business days	5-business days
Commercial	20-business days	10-business days

*- The first day starts after the date of acceptance, which allows for internal routing

**- Minor Commercial is classified as being under \$2 million in overall or total construction valuation

PRE-SUBMITTAL MEETINGS:

Macon-Bibb County Building & Fire Safety offers Pre-Submittal Meetings by appointment only on Tuesdays and Thursdays afternoons at no charge to the applicant. Please contact buildingpermits@maconbibb.us to schedule this meeting with the Plan Review Supervisor. Unfortunately, we do not accept walk-in appointments since these meeting conducted virtually.

These meetings are voluntary to identify all major issues prior to plan submittal and are not meant to serve as a plan review. We encourage designers to schedule these appointments early in the design process, with no limit on the number of meetings provided to an applicant for a project.

APPENDIX A: SPECIAL INSPECTIONS

Special Inspections are required for materials and construction identified within 2018 International Building Code Section 1705.

The code defines Special Inspections as:

2018 International Building Code Section 202 (Definitions) SPECIAL INSPECTION. *Inspection of construction requiring the expertise of an approved special inspector in order to ensure compliance with this code and the approved construction documents.*

Special Inspections are required for but not limited to:

- ✓ Soils
- ✓ Welds in structural steel, cold-formed steel, and reinforcement
- ✓ Location, type, lap length and hook in reinforcement in concrete and masonry
- ✓ Prestressing of concrete elements and grouting of masonry walls
- ✓ Nailing type, pattern, and location in high-load wood diaphragms
- ✓ Application of sprayed fireproofing and firestop
- ✓ Exterior Insulated Finishing Systems (EIFS)
- ✓ Stacked block retaining walls.

SECTION I: EXEMPT FROM SPECIAL INSPECTIONS

Per 2018 International Building Code Section 1704.2 Exceptions the following are exempt from the need to employ Special Inspectors.

- Not required for construction of a minor nature or as warranted by conditions in the jurisdiction as approved by the Chief Building Official.
- Not required for accessory buildings or structures (Group U occupancies) associated with one- and two-family dwellings.
- Not required for portions of buildings or structures designed and constructed in compliance with the provisions for cold-formed steel light-frame construction or conventional light-frame construction.

SECTION II: REQUIREMENTS FOR PLAN SUBMITTALS (Special Inspection Packet)

Please review the requirements within 2018 International Building Code Chapter 17, as amended by the State of Georgia. If your project requires Special Inspections, please include the following, as it applies to your project scope with your plan review application:

1. Electronic document (PDF) comprised of the following:

1.1. Designate in writing the Special Inspection Firm being used for this project.

A list of approved Special Inspection Firms can be found through the Georgia State Financing and Investment Commission (GSFIC) List of Eligible Firms. (<https://gsfic.georgia.gov/doing-business-gsfic/list-eligible-firms>)

If the Special Inspection Firm that you wish to use is not on GSFIC List of Eligible Firms, you may petition the Macon-Bibb County Chief Building Official or Plan Review Supervisor to have them approved under 2018 IBC Section 1704.2.1.

The project engineer of record may also act in the capacity of the approved Special Inspector for his or her project upon approval by the Macon-Bibb County Chief Building Official or Plan Review Supervisor. (2018 IBC Section 1704.2.1)

1.2. Indicate the specific Special Inspection Firm employee(s) performing the Special Inspections indicated within the *Statement of Special Inspections* and *Schedule of Special Inspection Services* forms.

The individual employees must be professionally qualified to perform the inspections, which must be reflected through the submittal of their individual professional resumes. (2018 IBC Section 1704.2.1)

1.3. Provide a copy of the *Statement of Special Inspections* and *Schedule of Special Inspection Services* forms that are completed, signed, and sealed by the project design engineer. (2018 IBC Sections 1704.2.3 & 1704.)

1.4. Provide a copy of the *Contractor's Statement of Responsibilities* form completed and signed by the project General Contractor. (2018 IBC Section 1704.4)

2. Structural elements fabricated within a factory for construction onsite will require that the *Fabricator's Certificate of Compliance* be submitted. (2018 IBC Section 1704.2.5)

The above mentioned forms can be found within the *Special Inspections Guidelines* published by the Structural Engineers Association of Georgia (SEAOG) website: https://seaog.starchapter.com/images/downloads/Special_Inspection_Documents/2019_special_inspections_guidelines.pdf

SECTION III: REQUIRED DURING CONSTRUCTION

1. Once the permit has been issued and prior to full construction, the General Contractor must schedule an onsite meeting with the Special Inspector(s) assigned to the project, the assigned Macon-Bibb County Inspection staff, and all sub-contractors. The purpose of this meeting is for all parties to exchange contact information and to discuss the inspection process, as it relates to the project scope.
2. Only the individual(s) approved by the Chief Building Official shall perform Special Inspections. (See Section I Item 1.2, above)

Any staffing substitutions by the Special Inspection Firm must be approved prior to their work on the project.

3. The General Contractor must schedule the Special Inspection and Special Inspector, using the process outlined by the approved Special Inspection Firm for the project.
4. At the completion of the Special Inspection, the Special Inspector MUST leave a Daily Inspection Report onsite.
5. At completion of the Special Inspection, the General Contractor must schedule an inspection by Macon-Bibb County Inspection staff.
6. Work shall not be covered or concealed until approved by Macon-Bibb County Inspection staff, which will collect all Special Inspection Daily Reports prior to approving the work.
7. If the Special Inspector observes any non-conforming work, this must be brought to the attention of the assigned Macon-Bibb County Inspector and project engineer within one business day.
8. Work may not progress until all non-conforming work has been resolved and approved.

SECTION IV: REQUIRED AT TIME OF FINAL INSPECTION

1. The Special Inspection Firm must submit under licensing seal to the Chief Building Official a *Final Report of Special Inspections*.
2. The Chief Building Official must review and accept the *Final Report of Special Inspections* PRIOR to the issuance of a Certificate of Occupancy or Certificate of Completion.

APPENDIX B: CODE REFERENCE GUIDE

This guide outlines how the codes are applied within the State of Georgia. For questions, please contact the Plan Review Supervisor.

CODES REFERENCE GUIDE		
Area	Primary	Supplement
Occupancy Classification	LSC	IBC
Building Construction Types including allowable height, allowable building areas, and the requirements for sprinkler protection related to minimum building construction types.	IBC	LSC
Means of Egress	LSC	NONE
Standpipes	IBC	IFC
Interior Finish	LSC	NONE
HVAC Systems	IMC	NONE
Vertical Openings	LSC	NONE
Sprinkler Systems minimum construction standard	LSC	NONE
Fire Alarm Systems	LSC	NONE
Smoke Alarms and Smoke Detection Systems	State Statute and LSC	NONE
Portable Fire Extinguishers	IFC	NONE
Cooking Equipment	LSC and NFPA 96	NONE
Fuel Fired Appliances	IFGC	NFPA 54
Liquid Petroleum Gas	NFPA 58	NFPA 54
Compressed Natural Gas	NFPA 52	NONE

APPENDIX C: ADOPTED CODES

- **2018 International Building Code, as amended by the State of Georgia**
- **2018 International Fuel Gas Code, as amended by the State of Georgia**
- **2018 International Mechanical Code, as amended by the State of Georgia**
- **2018 International Plumbing Code, as amended by the State of Georgia**
- **2018 International Residential Code, as amended by the State of Georgia**
- **2018 International Spa and Swimming Pool Code, as amended by the State of Georgia**
- **2015 International Energy Conservation Code, as amended by the State of Georgia**
- **2020 National Electrical Code, as amended by the State of Georgia**
- **2018 International Fire Code, as adopted and amended by the Rules and Regulations of the Safety Fire Commissioner Chapter 120-3-3.-04(3)**
- **2018 Life Safety Code, as adopted and amended by the Rules and Regulations of the Safety Fire Commissioner Chapter 120-3-3.-04(72)**
- **2010 ADA Standards for Accessible Design, as adopted and amended by the Rules and Regulations of the Safety Fire Commissioner Chapter 120-3-20.-02(2)(b)**
- **Rules and Regulations of the Safety Fire Commissioner Chapter 120-3-3 (State Minimum Fire Safety Standards)**
- **Rules and Regulations of the Safety Fire Commissioner Chapter 120-3-20 (Access to and use of Public Facilities by Handicapped Persons)**