



## City of Centerville

# COMMERCIAL PLAN REVIEW SUPPLEMENT – TENANT REMODEL

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Please provide the following information and documentation referencing the 2015 MN State Building Code to accompany the building permit and project plans submitted for review to the Building Department.

**Project Name/Address:** \_\_\_\_\_

**Completed Building/Zoning Permit Application.** Separate permits are required for electrical, mechanical, plumbing, fire alarm and signage work. Fire sprinkler plans reviewed by Centennial Fire Department.

**Scaled floor plan(s) with all rooms labeled as to use.**

**Summittal must include summary details below, or separate sheet identifying:**

- buliding construction type: \_\_\_\_\_
- tenant use: \_\_\_\_\_
- tenant occupancy classification: \_\_\_\_\_
- total occupant load: \_\_\_\_\_
- total square footage (all levels): \_\_\_\_\_
- travel distance to exits: \_\_\_\_\_
- original building design (circle one) **Separated** **Non-separated**
- sprinkled (circle one) **Yes** **No**

**Information provided by:** \_\_\_\_\_  
(Please Print Name/Phone # of contact person)

**Date:** \_\_\_\_\_

**The following information must also be provided if/as applicable to the project:**

- Energy Calculations
- Mechanical engineering report assuring compliance with the minimum heating, colling and ventilation requirements of the International Mechanical, ASHRAE Standards and Fuel Gas code.
- Restroom facilities fixture count compliant with IBC Chapter 29.
- Accessible restrooms, hardware, signage, access aisles, seating, service counters, tables and parking details.
- Exit signage and egress illumination.
- Exiting hardware and appropriate signage identified.
- If the building or space is provided with an Automatic Fire Suppression Ssystem, provide a report from a qualified fire suppression service to assure compliance with the State Fire Code.
- Sewer Access Connection (SAC) units as determined by Metropolitan Council of Environmental Services. Call: 651-602-1118 for plan review/submittal requirements.
- Review/approval documentation from Anoka County Environmental Health. Call: 763-422-7030.

- Assure that all contractors are licensed.

**COMMENTS:** (please note below any details unique to this project)

For additional information or confirming details pertinent to this project contact:  
**Building Official Paul Palzer**, Office: 651-429-4750, Fax: 651-429-8629, or by e-mail:  
[ppalzer@centervillemn.com](mailto:ppalzer@centervillemn.com).

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