# Interior Alteration Plan Review Record
## 2021 Virginia Existing Building Code (VEBC)
## 2021 Virginia Construction Code (VCC)

Building Division/Building Plan Review Department
Fairfax County Land Development Services
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This plan review record shall be completed by the certified peer reviewer and submitted with the construction documents for Fairfax County Expedited Building Plan Review Program. This can also be used as a guide/ checklist by architects and engineers for construction-ready plans and for permit application.

**Instructions.** Complete the project-related information below. For each technical- or code-related item on the following pages, signify its compliance or applicability. The items listed in this plan review record are the most typical for most projects and do not constitute all design elements checked by peer reviewers or county staff.

## Project Information

Project Name:_____

Street Address:_____

Parcel ID:_____ Permit Number: _____

Check all that apply:

☐ New Tenant Layout ☐ Tenant Improvement

☐ Other:_____

## Designer Information

Name:_____

License No.:_____ Telephone: _____

Email:_____

## Peer Reviewer Information (if applicable)

Name:_____

PR No.:_____ Telephone:_____

Email:_____

## Code Information

Check all that apply:

☐ Virginia Existing Building Code (existing commercial, multi-family and Group R-3 residential construction)

☐ Level 1 Alteration ☐ Repair ☐ Level 2 Alteration ☐ Change of Occupancy

☐ Moved Building ☐ Historic Building ☐ Addition

## A. Occupancy and Building Information

Occupancy/Group:

Proposed Group(s):_____Existing Group(s): _____(VCC Chapter 3)

Change of Occupancy: ☐

Mixed use and occupancy (check all that apply): (VCC Section 508)

☐Non-separated mixed use ☐Separated mixed use

☐Incidental use areas (meets all incidental use provisions ☐Accessory occupancies

Type(s) of Construction:_____(VCC Section 601) Number of stories: _____(VCC Section 504.4)

Original Base Building Code:_____ Edition:_____

Building Information:

| | | | |
|---|---|---|---|
| Critical Structure: | ☐Yes | ☐No | |
| Sprinklered: | ☐Full | ☐Partial | ☐None |
| Monitored: | ☐Yes | ☐No | |
| Unlimited Area Building: | ☐Yes | ☐No | |
| High Rise: | ☐Yes | ☐No | |
| Atrium: | ☐Yes | ☐No | |

Administrative Requirements

| Complies | N/A | |
|---|---|---|
| ☐ | ☐ | Building Plan Review Coversheet is attached or incorporated in the building drawings. |
| ☐ | ☐ | Clear scope of work statement provided on the plans. |
| ☐ | ☐ | Statement of Special Inspections is attached and complete. |
| ☐ | ☐ | Drawings reference all applicable codes and standards. |
| ☐ | ☐ | ICC-ES evaluation report for EIFS and other proprietary materials / devices is attached. |
| ☐ | ☐ | Key indicating location of work when multiple spaces are involved (e.g., malls, office buildings, etc.) |
| ☐ | ☐ | Classify the proposed work on the drawings and the Fairfax County Cover Sheet per VEBC Sections 103.9 and 601.2. |
| ☐ | ☐ | Location of alterations is noted on the drawings per VEBC Section 601.2. |
| ☐ | ☐ | Repairs are identified per VEBC Chapter 5. |
| ☐ | ☐ | Building related proffer or condition and compliance method identified on the plans (If applicable) |
| ☐ | ☐ | Name, address, and occupation of the person responsible for the design is noted on the drawings OR the drawings, details and calculations bear the seal, embedded electronic signature and date of an architect or engineer registered in the commonwealth of Virginia. |

## A. Accessibility

| Complies | N/A | |
|---|---|---|
| ☐ | ☐ | Accessible route is provided per VEBC Section 404 and ICC/ANSI A117.1 Section 402. |
| ☐ | ☐ | Door approaches comply with required clearances per ICC/ANSI A117.1 Section 404. |
| ☐ | ☐ | Ramp slopes are less than or equal to 1:12 per ICC/ANSI A117.1 Section 405. |
| ☐ | ☐ | Accessible seating in assembly areas is provided per VCC 1108.2 and ICC/ANSI A117.1 Section 802. |

☐☐ Counter heights are accessible per ICC/ANSI A117.1 Sections 306, 308, and 902.

☐☐ Accessible changing room(s) provided per ICC/ANSI A117.1 Section 803.

☐☐ Drinking fountain(s) are provided per VCC Section 1109.5, Table 2902.1, and ICC/ANSI A117.1 Section 602.

☐☐ All required accessible plumbing fixtures are provided per ICC/ANSI A117.1 Chapter 6.

## B. Mezzanines and Platforms

Complies N/A

☐☐ Proposed construction is in accordance with VCC Chapter 2 definition of mezzanine.

☐☐ Mezzanine area limitations with respect to the room in which it opens into are in accordance with VCC Section 505.2.1.

☐☐ Mezzanine egress complies with the requirements of VCC Sections 505.2.2.

☐☐ Mezzanine openness meets the requirements of VCC Section 505.2.3.

☐☐ Mezzanine floor construction is fire-rated in accordance with VCC Table 601.

☐☐ Equipment platform meets the definition in VCC Chapter 2.

☐☐ Equipment platform meets the area limitations of VCC Section 505.3.1.

☐☐ Equipment platform meets the automatic sprinkler system requirements of VCC Section 505.3.2.

## C. Fire Resistance

Complies N/A

☐☐ Identify fire-resistance rating requirements for building elements per Construction Type in accordance with VCC Table 601.

☐☐ Combustible materials in Type I & II buildings comply w/ VCC Sections 603.1 & 805.

☐☐ Fire- resistance-rated wall construction identified (existing and proposed) to include fire walls, fire barriers, and fire partitions per VCC Sections 706-708.

☐☐ Fire- resistance-rated floor and roof construction identified (existing and proposed) per VCC Section 711.

☐☐ Shaft enclosures meet the requirements of VCC Section 713.

☐☐ Fire-resistance-rated wall penetrations meet the requirements of VCC Section 714.

☐☐ Opening protectives meet the requirements of VCC Sections 716 and 717.

☐☐ Concealed spaces meet the requirements of VCC Section 718.

☐☐ List minimum interior finish requirements per VCC Table 803.11 and Section 804.

☐☐ List UL design numbers (or equivalent) for all fire rated assemblies OR indicate prescriptive and/or calculated fire resistance per VCC Sections 721 and 722.

## D. Means of Egress

Complies N/A

☐☐ Occupant load calculated per functionality of space in accordance with VCC Table 1004.5.

☐☐ Furniture plan provided to support proposed occupant load per VCC 109.3 and Table 1004.5.

☐☐ Number of exits and exit access doorways meet the requirements per VCC Sections 1006 and 1007.

☐☐ Configuration and remoteness of exits and exit access doorways meet the requirements per VCC Sections 1007.

☐☐ Means of egress illumination meets the requirements per VCC Section 1008.

☐☐ Accessible means of egress provided per VEBC 402.3 and VCC Section 1009.

☐☐ Doors, gates, and turnstiles meet the requirements per VCC Section 1010.

☐☐ Door schedule provided identifying all door types per VCC 109.3, 716, and 1010.

☐☐ Door hardware schedule provided identifying door operations per VCC 109.3 and 1010.1.9.

☐☐ Stairways meet the requirements per VCC Section 1011.

☐☐ Ramps meet the requirements per VCC Section 1012.

☐☐ Exit signs provided and meet the requirements per VCC Section 1013.

☐☐ Handrails meet the requirements per VCC Section 1014.

☐☐ Guards meet the requirements per VCC Section 1015.

☐☐ Egress access (through intervening spaces, common path, travel distance, and aisles) comply with VCC Sections 1016, 1017, and 1018.

☐☐ Corridors meet the requirements per VCC Section 1020.

☐☐ Interior exit stairways and ramps meet the requirements per VCC Section 1023.

☐☐ Exit passageways meet the requirements per VCC Section 1024.

☐☐ Horizontal exits meet the requirements per VCC Section 1026.

☐☐ Exit discharge complies with the requirements per VCC Section 1028.

## E. Structural (if applicable)

Complies N/A

☐☐ Structural design loads are listed on the plans per VCC Section 1603.

☐☐ Live loads provided per VCC Section 1607 and Table 1607.1.

☐☐ Roof snow loads provided per VCC Section 1603.1.3 to include Pg, Pf, Ce, I, and Ct. If applicable, provide drift surcharge load Pd and width W. For Fairfax County: ground snow load = 25 psf.

☐☐ Wind and Tornedo design data provided per VCC Section 1603.1.4 to include basic wind speed(V), Tornedo speed (Vt), allowable stress design wind speed (Vasd), risk category, wind exposure, internal pressure coefficient, and design wind pressure for components and cladding. For Fairfax County Basic wind 90 speed mph 40 m/s, Ultimate (Vult) 115 mph 51 m/s.

☐☐ Seismic loads and factors provided per VCC Section 1603.1.5 to include risk category, importance factor, mapped and design spectral response parameters, site class, design category, basic seismic force-resisting system(s), design base shear(s), response coefficient, response modification coefficient, and analysis procedure. For Fairfax County: Earthquake mapped spectral response accelerations Ss =0.129 and S1 =0.053.

☐☐ Connection/attachment details provided per VCC Section 109.3.

☐☐ Structural calculations provided for special designs per VCC Section 109.3.

☐☐ Statement of Special Inspections provided and completed including signature of Structural Engineer per VCC Section 109.4 and Chapter 17.

☐☐ For proprietary materials and devices, including anchors, adhesives, and fasteners, provide copy of acceptable evaluation report and identify report number in drawings per VCC 112.2.