



COUNTY OF RIVERSIDE BUILDING AND SAFETY DEPARTMENT

TENANT IMPROVEMENT PLAN REQUIREMENTS

I. Items listed below shall be identified in the Construction drawings.

When required by the Professional Engineers Act and/or Riverside County Ord. 457, the drawings shall be stamped and signed by Licensed Architect or Engineer. Clear PDF copy of the plans is required.

1. Adopted codes by the County of Riverside
2. Allowable floor area C.B.C. Chapter 5, Table 506.2
3. Occupancy group C.B.C. Chapter 3
4. Type of construction C.B.C. Chapter 6, Table 601
5. Occupant load C.B.C. Chapter 10, Table 1004.5
6. Sanitation facilities C.P.C. Chapter 4.
7. Disabled access requirements C.B.C. Chapter 11-A/11-B

II. Plans shall consist of:

1. Site Plan

- Fully dimensioned.
- Project address
- Accurate and detailed scope of work.
- Legal description.
- Lot lines indicated.
- Existing occupancy group.
- Use of adjacent structures/tenant spaces
- Location of existing and/or proposed utilities.

2. Floor Plan

- An existing and proposed floor plan.
- Fully dimensioned.
- Identify all rooms in occupied space (office, storage, etc.). Exits (number, width, distance to, direction of, hardware requirements, etc.).
- Corridors (type of construction, width, access to exits, etc.). Show all fixed elements of construction (walls, partitions, cabinets, fixtures, etc.).
- Identify all occupancy separations and indicate fire resistive rating of each.

3. Wall Section

- Typical wall section indicating stud size, height, spacing, insulation, wall finish, and structural connections.

4. Plumbing Plan

- Plumbing isometric/schematic (water, gas, waste). 1) Size all lines. 2) Show vents, soil, and cleanouts.
- Show type of material to be used.

5. Mechanical Plan

- Mechanical isometric/schematic, size all ducts.
- Location of return and supply air.
- Location of all fire dampers.
- Method and amount of combustion air.
- Location of all HVAC units.
- Kitchen hoods (provide complete details as applicable).

6. Electrical Plan

- One line diagram (show service, feeder, panel, conductor, disconnect, overcurrent protection, grounding, etc.).
- Panel schedules with circuit identification.
- Indicate all outlet, fixture, and equipment locations.
- Indicate all hazardous electrical locations as applicable.
- Provide complete electrical load calculations.

7. Energy compliance

- Energy calculations as required by the California Energy Code.
<https://energycodeace.com/content/get-forms>

Note: Show all of the requirements of the energy calculations on the plans.

8. Additional plans and/or information

- T-bar ceiling details.
- Indicate if sprinkler or not.
- All conditions of approval issued by the Planning Department.
- Tenant improvement doing no construction with no previous tenant, needs Transportation, Environmental Health, Fire clearances, and Land Use approval