



## MECHANICAL PLAN REVIEW CHECKLIST

- Provide Energy Calculations per Chapter 13 of the Florida Building Code.
- Provide complete mechanical scope of work.
- Show all new and existing supply and return air ductwork.
- Show all new and existing equipment.
- Provide equipment schedules for all new equipment.
- Provide tie down details for al equipment exposed to wind.
- Provide roof plan showing location of all mechanical equipment.
- Mechanical plans must be signed and sealed by and Engineer if one or more of the following apply:
  - More than 15 ton per system capacity
  - 100 or more occupant load
  - Mechanical contract more than \$50,000
- Provide rated partitions locations.
- Provide rated floor/ceiling assembly information.
- Provide standard riser diagrams. Exhaust, stairwell pressurization, outside air, smoke evacuation.....
- Provide grease duct riser diagrams.
- Provide kitchen equipment layout.
- Provide UL information for kitchen hoods and grease exhaust fans.
- Provide kitchen hood anchor details.

*.....To operate a permitting agency that is customer service oriented while protecting public safety through clear, consistent code application while ensuring Orlando's economic competitiveness.*

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### ECONOMIC DEVELOPMENT DEPARTMENT•OFFICE OF PERMITTING SERVICES

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Visit our web site at: [www.cityoforlando.net/permits](http://www.cityoforlando.net/permits)

- All Type I (grease) hood documents must be signed and sealed by an Engineer.
- Provide smoke control analysis for hi-rise buildings and atriums per section 909 of the Florida Building code.
- Provide paint spray booth specifications, UL information, exhaust and make up air information. Also provide sequence of operations for paint booth and safeties.
- Show smoke detectors in all air handling systems greater than 2000 CFM. See Florida Mechanical Code Section 606 for specific requirements.
- Show clothes dryer vent routing and clothes dryer make up air information.
- Show condensate drain routing. Condensate must drain to storm, drywell or grassy area.
- Provide outside air calculations. See Florida Mechanical Code Table 403.3 for CFM/person and CFM/square foot information.
- Show all fire damper and smoke damper locations on the mechanical floor plan. Provide manufacturers fire/smoke damper installation details.
- Show bathroom exhaust fans, provide CFM information and duct routing.
- New hood systems proposed in existing buildings will require both a mechanical and a building permit. Mechanical Contractor is allowed to pull the building permit as long as the scope is limited to only the hood and the mechanical associate with the hood. Provide structural information for new roof openings.
- When new roof mounted equipment is installed on existing structures a building and mechanical permit will be required. The Mechanical Contractor can pull the building permit as long as the scope is limited to mechanical work. Provide structural information for new roof openings.

Contact Wendy Horency at 407-246-2675 if you have any questions regarding mechanical plans issued for permit.

**This document is intended to be a guide and may not contain all requirements needed to obtain permits and approval from the City of Orlando.**

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