



Prince George's County
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MECHANICAL PLAN REVIEW REQUIREMENTS (NEW CONSTRUCTION AND RENOVATION WORK)

SECTION A — PLANS REQUIRED FOR EACH TYPE OF PERMIT

Listed below is the minimum information required for mechanical drawings for commercial building (including townhomes, apartments, and condominiums)

- **CIW Permit (Commercial Interior/Remodel Walk-Through)**
 - Require mechanical drawings for mechanical work to be completed.
 - Require existing mechanical plans if there is an active U&O permit for the space.
- **CUW Permit (Tenant/Use & Occupancy)**
 - Require existing mechanical plans, even if there is no mechanical work to be completed.
- **CGU Permit (New Construction/Major Renovation with Grading)**
 - Require complete set of mechanical plans.

SECTION B — PLANS AND DOCUMENTS REQUIRED

The following item(s) are required for review of mechanical plans:

1. All mechanical plans must be signed and sealed by a professional Mechanical Engineer registered in the state of Maryland.
2. The mechanical plan must include the ductwork layout and duct sizes, air devices and air flow (CFM) at each air device.
3. The mechanical plan must include the equipment schedule indicating total cooling/heating load, total supply air cfm, outdoor air cfm, entering/leaving dry bulb and wet bulb temperatures through coil, basis of design and equipment installation details.
4. Show the equipment location on the floor plan, label all equipment and identify the space it serves.
5. Provide the mechanical roof plan showing all roof-mounted equipment locations.
6. Provide the mechanical piping floor plan and show details (e.g., chilled water/heating hot water/condenser water piping, refrigerant piping, condensate piping, steam piping, etc.)
7. Provide the HVAC piping riser diagrams indicating pipe sizes and pipe fittings.
8. Show the combustion air provisions on the plans for the fuel-burning equipment. Size of openings and/or ducts and their points of termination should be indicated.
9. Show the commercial cooking hood, exhaust ducts, exhaust fan and exhaust fan schedule on the floor plans.

SECTION B — PLANS AND DOCUMENTS REQUIRED (*continued*)

The following item(s) are required for review of Mechanical plans:

10. Show the make-up air unit and air flow rating on the plans. Make-up air shall be approximately equal to the amount of the exhaust air.
11. Provide the energy compliance certificate (building envelope energy calculation). For the energy calculation, use the energy code software, which can be downloaded from the United States Department of Energy web site at www.Energycodes.gov.
12. The mechanical drawing must include the air balance diagram or table and sequence of operation for all mechanical equipment.
13. Provide an outdoor air schedule or calculation in accordance with IMC-2006 table 403.3 with any renovation, new construction or existing HVAC system.
14. Provide the location of all outdoor air intakes with respect to source of contaminants.
15. Provide the manufacturer's cut sheet for any domestic/commercial clothes dryer with an exhaust duct run greater than 25 feet.
16. Provide a drawing at a minimum size of 24" x 36". Scale must be noted on the floor plans, minimum scale is 1/8" = 1'-0", and the minimum text height is 1/8".