

## **New Building Guidelines**

A church or school building project require several plan components. The details below include architectural, structural, and mechanical plans to keep in consideration.

Any new church, school building project or addition to an existing facility must provide architectural plans including but not limited to the list below to the ARKLA Conference Building Committee.

### **Architectural Drawings**

Name and address of project

Name, address and occupation of the author of the construction documents

Scaled and dimensioned floor plans with all room names labeled; doors and windows shown; and special features clearly noted

Exterior elevations, showing all openings

All door and window sizes noted either on elevations, plans or door and window schedules referenced to plans. Indicate sleeping room and basement egress.

Complete sections and details for foundations, floors, walls and roofs, with components of assemblies completely noted, properly cross-referenced, with floor-to-floor heights dimensioned

Indicate compliance with braced wall requirements, indicating the specific methods used and details of the method(s) in the construction documents.

Indicate compliance with Energy Code. Show insulation values plus mechanical drawings as required.

Indicate stair dimensions, tread and riser dimensions, handrail and guardrail information.

For additions and renovations, make clear the distinction between existing construction, alterations to existing, and new work.

If at all possible, indicate rated walls, provide a copy of the testing agency design detail(s) on the drawings, and show compliance with other parish, city or county requirements.

### **General Information**

Site plan drawn to scale showing project, distances to nearby buildings, fences, parking, handicapped access, location of hazardous features such as fuel storage or incinerators.

Floor plan(s) drawn to scale showing walls and partitions, openings, door swings, built-in features, changes in elevation such as steps or ramps, dimensions, and notes to indicate what is shown and the use (room name) of each space.

Details required to explain construction and/or other features.

Exterior elevations if appropriate. Stair and railing details, plans, and sections.  
Schedules for doors, windows, hardware, and room finishes.

Drawings of heating and air conditioning systems.

Electrical drawings showing service, fire alarm, exit lighting and emergency lighting where required.

The drawings shall clearly indicate what is existing and what changes are proposed.

A ground floor plan showing required exits and floor plans of the entire floor(s) where work is contemplated (such as in high rise buildings).

### **Structural Information**

Note uniform design loads and any special loading.

Scaled and dimensioned foundation plans. Show ventilation and access openings as required.

Scaled and dimensioned floor and roof framing plans. Indicate all beam sizes, headers, ledgers, posts and columns. Note species and grade of lumber, or manufactured structural members performance grade.

Sections and details properly referenced to plans

Reinforcing steel, if used, for slabs, retaining walls, grade beams, foundations and foundation walls

For additions and renovations, detail the existing structure and footings that provide bearing for new work.

General notes and construction notes

### **Mechanical Plans**

New construction require

– heating/cooling load calculations

– duct layout

– complete mechanical layout and the equipment list (type and size) including exhaust system for kitchen, baths and dryer, venting systems and combustion make up air for fuel-burning appliances prepared and signed by a licensed HVAC contractor, or architect or mechanical engineer with sealed drawings.

For alterations or additions to existing dwellings, the same requirements apply.

When adding or replacing exterior units, a scaled, certified plat is required. It must clearly indicate the location of the new or replacement unit(s).

### **Plumbing**

New construction will show the water service location and pipe size on the site/grading plan.

Renovations and additions to existing structures may continue to use the existing water service.

Plumbing riser diagrams are not required, except for unusual features

such as solar water heating systems.

All projects will show plumbing fixture layouts as part of the architectural plans.

## **Electrical**

Complete plans and specifications of all electrical work.

Labeling criteria of all electrical equipment.

Lighting floor plan including electrical circuits indicating conduit and wiring sizes.

Power floor plans including electrical circuits indicating conduit and wiring sizes, equipment and disconnect switches.

Exit sign/means of egress lighting location and power supply.

Panel board schedule.

Lighting fixture schedule.

Symbol schedule and diagrams.

Specifications to include requirements for:

Raceway and conduit fittings.

Wire and cable.

Electrical boxes, fittings and installation.

Electrical connections.

Electrical wiring devices.

Circuit and motor disconnects.

Hangers and supporting devices.

Electrical identification.

Service entrance and details,

Overcurrent protection.

Switchboards.

Grounding.

Transformers.

Panel boards.

Motor control centers.

Lighting fixtures.

Fire protective signaling systems.

Automatic fire detection systems.

Emergency/standby systems