

## **Common Commercial Building and HVAC Questions**

### **Q. Does your project need state approval?**

A. Depending on what you are planning on doing the City may be able to review the plan in house. (Same for building and HVAC projects)

We can review:

1. New buildings less than 50,000 cubic feet
2. Additions on to buildings when the total volume of both the addition and existing building are less than 50,000 cubic feet
3. Small additions on buildings over 50,000 cubic feet (check with inspector for size limitations)
4. Interior remodels that involve a space of less than 100,000 cubic feet.

If your plan does need State approval we cannot issue any permits for the project until either receiving a copy of the State Approved Plans or a copy of the State issued Permit to Start.

### **Q. If my plan can be reviewed locally do I need to hire a Design Professional?**

A. A Design Professional would be needed for any structural modification, any addition and any interior remodel that may affect the health and safety of the building that is over 50,000 cubic feet. Smaller buildings and remodels that do not affect any health or safety issue would not need to be designed by a State Licensed Architect or Engineer. They would however still need to be designed to meet the building code and the documents submitted to obtain the permit would need to have all required information such as accurate and to scale drawings and structural calculations.

### **Q. On my State Approved Plans the Condition of Approval list several items that still need to be submitted to the State for approval. Does the City of Wisconsin Rapids care if they are submitted?**

A. Yes, we are a Delegated Agent of the State and any Condition of Approval they put on your project we have to enforce. So be sure to check that all requirements are met. The State will commonly request that plans for Egress Lighting, HVAC, Sprinkler and Structural components be submitted for your project.

### **Q. What inspections are required?**

A. On your permit there will be a list of Required Inspections. You need to call 715-421-8226 to schedule those. If you have any questions please call, we would rather make too many inspections than not enough.

### **Q. What do I need to do before my Occupancy Permit is issued?**

1. The project will need to have a Final Inspection
2. All State required submittals will need to be taken care of and copies of the approved plans will need to be submitted to this Department.
3. For projects that required a Design Professional, a copy of the Compliance Statement will need to be submitted to this Department.
4. For new HVAC systems a Balance Report will be required to be submitted.