

Plan Review-Commercial Quality Assurance Checklist

Permit Number: _____ Plans Examiner: _____
 Project Name: _____ Date: _____
 Audit by: _____

Plan review item	Is item acceptable?			Comments
	Yes	No	N/A	
OSSC Chapter 3: Use and occupancy classification				
• Architect license / Engineer license (2022 OSSC 107.3.4)				
• Correct occupancy (ies) (2022 OSSC 302.1)				
• Required occupancy separations (2022 OSSC Table 508.4)				
OSSC Chapter 4: Special requirements based on use and occupancy classification				
• Special requirements based on use and occupancy (2022 OSSC 401.1)				
OSSC Chapter 5: General building height and areas				
• Allowable area based on single occupancy or non-separated use (2022 OSSC Table 506.2)				
• Allowable height (2022 OSSC Table 504.3)				
• Fire-resistive construction (2022 OSSC 508.4)				
• Fire walls, fire barriers, fire partitions, etc. (2022 OSSC 508.4.4.1)				
• Accessory occupancies (2022 OSSC Table 509.1)				
• Special provisions (2022 OSSC 510.1)				
OSSC Chapter 6: Type of construction				
• Type of construction (2022 OSSC 602.1)				
• Fire-resistive requirements based on type of construction (2022 OSSC Table 601)				
OSSC Chapter 7: Fire and smoke protection features				
• Fire-resistive listings (2022 OSSC 703.2.1)				
• Fire-resistive construction of fire walls, fire barriers, fire partitions (2022 OSSC 704.1)				
• Location to the property line (2022 OSSC Table 705.5)				
• Opening protection (2022 OSSC 716.1)				
• Fire-resistive construction of horizontal assemblies (2022 OSSC 711.2)				
• Area of exterior openings allowed (2022 OSSC Table 705.8)				
• Shaft enclosure construction (2022 OSSC 713.2)				
• Fire blocks and draft stops (2022 OSSC 708.4.2)				
• Parapet construction (2022 OSSC 705.11.1)				

Plan review item	Is item acceptable?			Comments
	Yes	No	N/A	
• Ducts and air transfer opening protection (2022 OSSC 717.1.1)				
OSSC Chapter 8: Interior finishes				
• Interior finishes (2022 OSSC 802.1)				
OSSC Chapter 9: Fire protection systems				
• Fire sprinkler requirements (2022 OSSC 903.1)				
• Alternative automatic fire extinguishing systems (904.1)				
• Standpipe requirements (2022 OSSC 905.3)				
• Fire alarm requirements (2022 OSSC 907.1.1)				
• Smoke control requirements (2022 OSSC 909.5)				
• Smoke and heat venting (2022 OSSC 910.2)				
OSSC Chapter 10: Means of egress				
• Occupant load (2022 OSSC Table 1004.5)				
• Width of egress (2022 OSSC 1005.1)				
• Number of exits required (2022 OSSC 1006.2)				
• Exit signs (2022 OSSC 1013.1)				
• Means of egress illumination (2022 OSSC 1008.2)				
• Exit and exit access door requirements (2022 OSSC 1010.1.1)				
• Common path requirements (2022 OSSC Table 1006.2.1)				
• Travel distance requirements (2022 OSSC Table 1017.2)				
• Corridor requirements (2022 OSSC 1020.10)				
• Exit enclosures requirements (2022 OSSC 1023.2)				
• Exit passageways requirements (2022 OSSC 1024.1)				
• Horizontal exit requirements (2022 OSSC 1026.1)				
• Exit discharge requirements (2022 OSSC 1028.1)				
• Special exit requirement for assembly occupancies (2022 OSSC 1030.1)				
OSSC Chapter 11: Accessibility				
• Accessible route (2022 OSSC 1104.1)				
• Accessible parking requirements (2022 OSSC Table 1106.2, OTC)				
• Area of rescue and assistance requirement (2022 OSSC 1009.7.4)				
• Facility accessibility requirements (2022 OSSC 1103.1)				
• Accessibility design and construction standards requirements ANSI A117.1 (2017 Edition)				
• Accessibility requirements for dwelling units (2022 OSSC 1108.1)				
• Accessibility requirements for existing building (2022 OSSC 3403.6.1)				
OSSC Chapter 12: Interior environment				
• light and ventilation requirements (2022 OSSC 1201.1)				
OEESC: Oregon Energy Efficiency Specialty Code				

Plan review item	Is item acceptable?			Comments
	Yes	No	N/A	
• Com-check forms received and reviewed (OEESC 2021, E103.1)				
OSSC Chapter 14: Exterior walls				
• Combustible materials on exterior walls (1405.1.1)				
OSSC Chapter 15: Roofing				
• Roof/attic access and ventilation (2022 OSSC 1202.2.1, 1202.2.2.2)				
• Roof drainage (2022 OSSC 1502.1)				
OSSC Chapter 16: Structural design requirements				
• Dead and live loads (2022 OSSC 1606, 1607)				
• Basic wind speed and exposure (2022 OSSC 1609.3)				
• Design wind pressures (ASCE-7)				
• Seismic design criteria (2022 OSSC 1613.1)				
• Base shear calculation				
• Proper design of footings				
• Proper design of beams				
• Proper design of columns				
• Proper design of shear walls				
• Engineer calculations reviewed and approved by the division engineer				
OSSC Chapter 17: Structural tests and special inspections				
• Special inspection requirements (2022 OSSC 1705.1)				
• Special inspection agreement received, reviewed, and approved (2022 OSSC 1704.1)				
• Approved fabricator reviewed and approved (2022 OSSC 1704.2.1)				
OSSC Chapter 18: Soils and foundations				
• Geotechnical report received and reviewed (2022 OSSC 1803.6)				
• Foundation recommendations (2022 OSSC 1804.1)				
OSSC Chapter 19: Concrete				
• Reviewed and approved by the division engineer				
OSSC Chapter 21: Masonry				
• Reviewed and approved by the division engineer				
OSSC Chapter 22: Steel				
• Reviewed and approved by the division engineer				
OSSC Chapter 23: Wood				
• Reviewed and approved by the division engineer				
OSSC Chapter 24: Glass and glazing				
• Safety glazing requirements				
OSSC Chapter 29: Plumbing system				
• Minimum fixture requirements				

Note:

- Items marked in **RED** are considered “**MAJOR**” and the goal is to have none of these items marked unacceptable.
- All other items are “**MINOR**” and the goal is to have five or fewer of these items marked unacceptable.
- Items marked in **GREEN** are considered “Life Safety” and the goal is to have none of these items marked unacceptable.