



Mechanical Permit Plan Review Check List

Plan Examiner's Name:
Permit Application #:

I. Mechanical Permit Application Review:

1. If exterior work/equipment is included, is a completed Zoning Voucher provided? Yes No N/A
2. Is a site plan/survey approved by Zoning included? If yes, is it legible and are distances to the property lines identified? Yes No N/A
3. Are all copies of Zoning Variance decisions or Special Exceptions included? Yes No N/A
4. If required, is a completed copy of the Flood Plain Overlay Application included with the PLI submission? Yes No N/A
5. If Historic Review Commission review was required, is a copy of the Certificate of Appropriateness included? Yes No N/A
6. If Public Works review was required, is a copy of DPW approvals included? Yes No N/A
7. Is a completed copy of the PLI Application Form provided? Yes No N/A
8. Is documentation showing compliance with the energy code provided, such as COMcheck / REScheck? Yes No N/A
9. If applicable, are copies of City of Pittsburgh Board of Appeals variances included? Yes No N/A

II. General Drawing Attributes Review:

1. Are two (2) sets of legible and to scale sealed drawings provided? Yes No N/A
2. If regulated by PA DOH, are the submitted drawings approved by PA DOH? Yes No N/A
3. Is an energy code compliance path identified on the plan set? Yes No N/A
4. Are new/existing conditions and existing/proposed uses for each room or space clearly identified? Yes No N/A

III. Site Plans:

1. Is the correct street address and parcel number identified? Yes No N/A
2. Are distances to all property lines, rights-of-way, and adjacent buildings shown? Yes No N/A
3. Are new or modified fuel gas service to the building shown? Yes No N/A

IV. Mechanical Plans:

1. Does the proposed installation of all exterior equipment (ground, wall mounted, and/or roof) match any variances or conditions of approvals, including: Planning, ZBA, HRC, DPW, or BOA Variances? Yes No N/A

2. Are mechanical plans provided for each level where work is occurring (including roof) and with sufficient detail to define the system being installed? Yes No N/A
3. If located within a Flood Plain, do the plans identify compliance with the approved Flood Plain application and elevation certificate? Yes No N/A
4. If new construction or a change in use is an outside air ventilation rate provided per the IMC? Yes No N/A
5. If new equipment is installed, are plans showing proper clearances, access, permanent ladders, and/or equipment guards identified where required? Yes No N/A
6. Are all air distribution devices (supply, return and/or exhaust) shown with cfm identified? Yes No N/A
7. If required, are smoke detection systems and controls identified? Yes No N/A
8. If required, are smoke control and/or pressurization systems identified? Yes No N/A
9. If a smoke control and/or pressurization systems system is required, is a Statement of Special Inspections included identifying Special Inspector? Yes No N/A
10. Are all fire-rated assemblies, walls and horizontal assemblies, with their ratings, identified on the mechanical plans? Yes No N/A
11. Are all duct and transfer openings required to be protected identified with appropriate dampers (fire, smoke, combination fire-smoke, ceiling radiation) and/or other approved method of protection? Yes No N/A
12. If applicable, are gas piping layouts provided for each floor where work is occurring? Yes No N/A
13. Do the drawings show compliance with provided energy code compliance methods and reports? Yes No N/A