As Easy As 1-2-3

1. Send the required plans, specifications, and other design documents along with an authorization for ICC to perform the plan review.

2. Within 15 to 20 working days, ICC will respond with a comprehensive plan review report and checklist.

3. If necessary, send the revised drawings along with resolutions to the code deficiencies to ICC for a complimentary re-review.

Fee Schedule Form
ICC Plan Reviews are cost-effective and competitively priced. Fees are based on the estimated construction value in accordance with the Building Valuation Data. To view current Building Valuation Data, visit www.iccsafe.org/cs/Pages/techservices/aspx. For an estimate of Plan Review fees for a specific project, please contact ICC directly.

Transmittal Form and Plan Review Requirements
To request an ICC Plan Review and receive a cost estimate, complete the transmittal form and send the necessary documents for a review of the requested code disciplines.

Alternatively, applicants may send a letter of authorization directly to ICC with the Plan Review submittal. Be sure to outline the applicable code series, discipline, and edition year to be reviewed as well as information about local amendments that modify the applicable code requirements (if any) with a directive to incorporate the amendments into the designated plan review.

All forms mentioned above are available on our website at www.iccsafe.org/cs/Pages/techservices.aspx

Billing
Upon completion of the Plan Review, ICC will bill the applicant directly unless otherwise directed.

Contact Information
For general information about the ICC Plan Review Service call 1-888-ICC-SAFE (422-7233), x33809 or visit the website at www.iccsafe.org/cs/techservices.

If you wish to speak to the technical staff that manages ICC’s Plan Review Services, call Chris Reeves, PE, Manager, Plan Review Services at 1-888-ICC-SAFE (422-7233), x4309. Or call Doug Connell, PE, Senior Staff Engineer, Team Leader at 1-888-ICC-SAFE (422-7233), x5226.

Send your plans to ICC’s Plan Review Services at one of the following ICC district offices:

Birmingham District Office
900 Montclai Road
Birmingham, AL 35213

Chicago District Office
4051 West Flossmoor Road
Country Club Hills, IL 60478
Overview

From high-rise commercial buildings and retail facilities to schools and residential developments, ICC Plan Review Services provides code-based plan review services with quality, speed, and unmatched expertise.

State and local government agencies, owners, and building professionals rely on ICC Plan Review Services to complete prompt and technically comprehensive reviews of all drawings and construction documents for any project.

Every plan review is conducted and supervised by licensed engineers and architects who are code experts with extensive knowledge about the ICC International Codes as well as the legacy model codes. Plan review turnaround times are coordinated to meet the client’s unique permit application process.

Benefits

While final plan approval rests with the code official, an ICC Plan Review can:

- Verify code compliance during the design stage to avoid costly change orders after construction begins
- Provide cost-effective assistance to understaffed governmental agencies and design firms
- Increase the economy and efficiency of the construction process
- Save valuable time by identifying potential code violations that could delay construction.

ICC recommends that even plans that have an engineer’s or architect’s seal be reviewed by the qualified ICC Plan Review staff to assure code compliance.

Options

No job is too small or too large for the ICC Plan Review Service. Applicants can choose from the following customizable plan review service options:

- Limited-Scope Plan Review
- Preliminary Plan Review
- Complete Plan Review

Limited-Scope Plan Review / Technical Consulting Service

Code experts evaluate plans in accordance with a specific code discipline.

In conjunction with the Plan Review Service, ICC also offers Technical Consulting. Whenever questions arise related to the technical aspects of the ICC International Codes or other related code issues, ICC’s professional staff is available to provide necessary technical expertise including evaluations of specific code topics as applied to a project, or special studies of particular building components, characteristics, or applications.

Preliminary Plan Review Service

Designed to offer critical information for further plan development, a Preliminary Plan Review is performed when construction documents are still in the initial stages of development. The Preliminary Plan Review is ideal for fast-track projects or foundation permit requests where a complete set of building plans and specifications are not available.

A Preliminary Plan Review includes the review of initial design code compliance including use and occupancy classification, type of construction, height and area calculations, means of egress, fire-resistance construction requirements, and foundation design.

Complete Plan Review Service

With this service, plan reviewers perform a comprehensive review of design drawings and specifications to the disciplines requested.

Every Complete Plan Review includes the following:

- Review of construction plans for all disciplines
- Turnaround time coordinated to fit individual client’s permit application process
- Detailed checklist of code compliance and violations

Follow-up consultations throughout construction
One complimentary re-review of revised plans

Codes and Disciplines Reviewed by ICC Plan Review Services

- ICC International Codes (except Performance Code)
- BOCA National Codes
- ICBO Uniform Codes
- SBCCI Standard Codes
- State and local amendments based on the I-Codes

Disciplines Reviewed

- Building
- Mechanical
- Plumbing
- Electrical
- Energy
- Accessibility
- Fire protection systems
- Sprinkler systems
- Structural
- Residential