

# COMMERCIAL PLAN REVIEW PACKET



P.O. Box 295  
1609 E. Central Ave.  
Andover, KS 67002  
Phone: (316)733-1303 ext. 422  
Fax: (316)733-4634



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**City of Andover, Kansas  
Department of Building Inspection**

*Sel F.*

Building Permit Tech  
City of Andover  
1609 E Central - POB 295  
Andover KS 67002  
316-733-1303 x 422  
316-977-9482 fax

**\*\*\*APPLICATION ONLY - APPROVAL REQUIRED\*\*\***

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**COMMERCIAL PLAN REVIEW APPLICATION**

**for all IBC projects  
City of Andover, Kansas  
Department of Building Inspection**



**Date:** \_\_\_\_\_

Submit company name, contact person or officer, title, address, phone number and e-mail address for each:

**Owner:** \_\_\_\_\_

**Tenant:** \_\_\_\_\_

**Architect:** \_\_\_\_\_

**Contractor:** \_\_\_\_\_

**Project Name** \_\_\_\_\_

**Address:** \_\_\_\_\_

Mark all that apply:

- New Structure**    **Building Addition**    **Remodel**    **Accessory Structure**    **Site or Exterior Work**

**Zoning Classification of property:** \_\_\_\_\_

**Proposed IBC use(s) or change in use(s):** \_\_\_\_\_

**Square footage  
New construction:** \_\_\_\_\_

**Square footage  
Existing construction:** \_\_\_\_\_

**Type of construction:** \_\_\_\_\_

**Brief description/scope of work:** \_\_\_\_\_

**Total valuation of work: \$** \_\_\_\_\_      **Plan review fee: \$** \_\_\_\_\_

**Plan submittal: minimum 3 sets of plans required; 1 approved set to be given to contractor when permit is granted. Plan review fee is calculated as 65% of the building permit fee.**

\_\_\_\_\_  
Print name of company or individual      /      Signature      /      Title      /      Date

**Applicant is**       **Owner**       **Tenant**       **Architect**       **Contractor**       **Other** \_\_\_\_\_  
(Mark all that apply)

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**Supplemental Commercial Plan Review Info and Checklist**  
**(to be completed by “submitter”)**  
**City of Andover, Kansas**  
**Department of Building Inspection**



Do any of the following issues exist and need to be addressed? *Note: State “n/a” or “see title sheet, code compliance sheet, etc” where applicable*

Site – building exterior, signs, landscaping, lighting or other esthetic elements. Changes need to be defined on plans and submitted to Andover Site Plan Review Committee (refer to City web site)

Site – drainage and utilities- adequacy, existing and/or proposed

Site – erosion control for construction – if more than one acre is disturbed over a single or multiple phase project, an NOI must be applied for and approved before a building permit can be granted.

Site ADA requirements – existing\_\_\_ and/or proposed\_\_\_site improvements are in compliance with ADA regulations

Site Fire protection: are required fire lines, hydrants and fire department access roads shown on plans?  
Or part of separate project\_\_\_

Planning and Zoning: The property is platted \_\_\_ or must be platted\_\_\_ to obtain a building permit.

Plans show and comply with platted information and requirements/restrictions

Use is in compliance with existing zoning \_\_\_ or a zone change or equivalent is being applied for\_\_\_

Project as proposed is in compliance with bulk zoning regulations\_\_\_

Private title restrictions, easements, covenants: are shown \_\_\_

Is any part of property within a mapped (FEMA) flood plain\_\_\_\_\_?

Plan Content: Title sheet – Are current Andover codes listed\_\_\_ Is adequate code data or summary table provided for review\_\_\_ Is address, legal description and location map provided \_\_\_ Is index of sheets provided which include M-P-E, site, structural, fire protection and all other plan sheets\_\_\_

Plan Content –

High Hazard Group H- any part of building

For new construction or building addition, has a geotechnical investigation been performed\_\_\_(If so, please provide an electronic copy)

For Existing Buildings, altered-renovated and/or adjacent to building additions:

M-P-E

Change in use

Ch 34 generally

ADA

Structural

Change in Use

Fire Protection issues (Fire Marshall approval)



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## Current City of Andover Codes

2006 International Residential Code\*

2012 International Building Code\*

2015 International Mechanical Code\*- *effective January 18<sup>th</sup>, 2019*

2015 Uniform Plumbing Code\* - *effective January 18<sup>th</sup>, 2019*

2014 National Electrical Code\*- *effective January 18<sup>th</sup>, 2019*

2003 International Fire Code\*

City of Andover Property Maintenance Code\*\*

Existing Building Code: n/a (*see Ch 34, IBC*)

ADA: 2010 ADA Standards

\*as adopted with deletions and amendments by the City of Andover, KS

\*\*see Code of the City of Andover, Kansas, Ch. IV, Article 5

For the City Code of Andover, Kansas, see <http://andoverks.citycode.net> Chapters IV and VII

*Steve Anderson, PE*

City Engineer / Building Official

City Of Andover

POB 295

1609 East Central Ave

Andover, KS 67002

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# **Notice of Impact / Capital Improvement Fees**

## **March, 2015**

The City of Andover and the City of Wichita impose impact or surcharge fees on new development in Andover to cover the cost of future capital improvements to major infrastructure facilities which are necessitated by the increased demand associated with the new developments. Andover impact fees are based upon ordinances which establish the basis for the fee and resolutions which set the amount of the fee. These ordinances and/or resolutions may be revised at any time in the future.

Following is a summary of current impact fees. For additional details, please review the relevant ordinances and associated resolutions.

### **I. Water Meters / Water Service**

The City of Andover owns the water system infrastructure, except for service lines and meters. By contract with the City of Wichita, Wichita owns the service lines and meters, maintains the water system and bills for water usage. Wichita charges both a tap fee and an impact fee to cover new meters for new development. For new single family and duplex structures, Andover collects both the tap fee and the impact for Wichita as part of the building permit issuance process. For all other types of developments, owners, developers and/or contractors must contact the City of Wichita directly for obtaining water service and for payment of the tap and equity fee. See the following web site for more information:

<http://www.wichita.gov/Government/Departments/PWU/Pages/CustomerService.aspx>

### **II. City of Andover Sewage Connection Surcharge Fee.**

This fee applies to virtually all new development. Residential house remodels and additions are excepted. The legal authority for the fee is found in

Ordinance 1303 and Resolution 11-13 or Andover City Code:

<http://andoverks.citycode.net/index.html#!articleSewerConnectionSurcharge>

Residential Units are based upon a lump sum amount which currently increases at 4% per annum. The non-residential new construction fee is based upon a formula which accounts for the total (or net increase) in drainage fixture units (dfu's).

### **III. City of Andover Arterial Street Impact Fee.**

This fee applies to all new residential development. Residential house remodels and additions are excepted. The legal authority for the fee is found in

Ordinance 824, 1029 and Resolution 00-17 or Andover City Code:

<http://andoverks.citycode.net/index.html#!983>

### **IV. City of Andover Park Impact Fee.**

This fee applies to all new residential development. Residential house remodels and additions are excepted. The legal authority for the fee is found in

Ordinance 997 and Resolution 98-36 or Andover City Code:

***\*Sewer Impact Fee Formula/Non-Residential***

**New Construction:**

Total DFU count / 12, times 75% times \$ 2,737.14 (2019-single family home charge\*\*) = \$ Amount Due

**Remodel projects / additions:**

Net DFU increase / 12, times 75% times \$ 2,737.14 (2019-single family home charge\*\*) = \$ Amount Due

We request that the mechanical engineer calculate the dfu count for new work to insure that we agree. This is to insure there is no incorrect charge to the owner due to miscalculation.

\*\* Base Usage Fee by year, 4% annual increase:

Year	Base Fee
2011	\$2,000.00
2012	\$2,080.00
2013	\$2,163.20
2014	\$2,249.73
2015	\$2,339.72
2016	\$2,433.31
2017	\$2,530.64
2018	\$2,631.86
2019	\$2,737.14
2020	\$2,846.62
2021	\$2,960.49
2022	\$3,078.91
2023	\$3,202.06
2024	\$3,330.15
2025	\$3,463.35
2026	\$3,601.89
2027	\$3,745.96
2028	\$3,895.80
2029	\$4,051.63
2030	\$4,213.70

DFU count from  
the Andover 2006 UPC, Table 7-3

Table 7-3

UNIFORM PLUMBING CODE

**TABLE 7-3**  
**Drainage Fixture Unit Values (DFU)**

Inch	mm
1-1/4	32
1-1/2	40
2	50
2-1/2	65
3	80

Plumbing Appliance, Appurtenance, or Fixture	Min. Size Trap and Trap Arm <sup>1</sup>	Private	Public	Assembly <sup>2</sup>
Bathtub or Combination Bath/Shower.....	1-1/2"	2.0	2.0	
Bidet.....	1-1/4"	1.0		
Bidet.....	1-1/2"	2.0		
Clothes Washer, domestic, standpipe <sup>3</sup> .....	2"	3.0	3.0	3.0
Dental Unit, cuspidor.....	1-1/4"		1.0	1.0
Dishwasher, domestic, with independent drain.....	1-1/2" <sup>4</sup>	2.0	2.0	2.0
Drinking Fountain or Watercooler (per head).....	1-1/4"	0.5	0.5	1.0
Food-Waste-Grinder, commercial.....	2"		3.0	3.0
Floor Drain, emergency.....	2"		0.0	0.0
Floor Drain (for additional sizes see Section 702).....	2"	2.0	2.0	2.0
Shower, single-head trap.....	2"	2.0	2.0	2.0
Multi-head, each additional.....	2"	1.0	1.0	1.0
Lavatory, single.....	1-1/4"	1.0	1.0	1.0
Lavatory, in sets of two or three.....	1-1/2"	2.0	2.0	2.0
Washfountain.....	1-1/2"		2.0	2.0
Washfountain.....	2"		3.0	3.0
Mobile Home, trap.....	3"	12.0		
Receptor, indirect waste <sup>5</sup> .....	1-1/2"			See footnote <sup>13</sup>
Receptor, indirect waste <sup>6</sup> .....	2"			See footnote <sup>14</sup>
Receptor, indirect waste <sup>7</sup> .....	3"			See footnote <sup>1</sup>
<b>Sinks</b>				
Bar.....	1-1/2"	1.0		
Bar.....	1-1/2" <sup>8</sup>		2.0	2.0
Clinical.....	3"		6.0	6.0
Commercial with food waste.....	1-1/2" <sup>9</sup>		3.0	3.0
Special Purpose.....	1-1/2"	2.0	3.0	3.0
Special Purpose.....	2"	3.0	4.0	4.0
Special Purpose.....	3"		6.0	6.0
Kitchen, domestic.....	1-1/2" <sup>10</sup>	2.0	2.0	
(with or without food-waste grinder and/or dishwasher)				
Laundry.....	1-1/2"	2.0	2.0	2.0
(with or without discharge from a clothes washer)				
Service or Mop Basin.....	2"		3.0	3.0
Service or Mop Basin.....	3"		3.0	3.0
Service, flushing rim.....	3"		6.0	6.0
Wash, each set of faucets.....			2.0	2.0
Urinal, integral trap 1.0 GPF <sup>11</sup> .....	2"	2.0	2.0	5.0
Urinal, integral trap greater than 1.0 GPF.....	2"	2.0	2.0	6.0
Urinal, exposed trap.....	1-1/2" <sup>12</sup>	2.0	2.0	5.0
Water Closet, 1.6 GPF Gravity Tank <sup>13</sup> .....	3"	3.0	4.0	6.0
Water Closet, 1.6 GPF Flushometer Tank <sup>14</sup> .....	3"	3.0	4.0	6.0
Water Closet, 1.6 GPF Flushometer Valve <sup>15</sup> .....	3"	3.0	4.0	6.0
Water Closet, greater than 1.6 GPF Gravity Tank <sup>16</sup> .....	3"	4.0	6.0	8.0
Water Closet, greater than 1.6 GPF Flushometer Valve <sup>17</sup> .....	3"	4.0	6.0	8.0

<sup>1</sup> Indirect waste receptors shall be sized based on the total drainage capacity of the fixtures that drain therein to, in accordance with Table 7-4.

<sup>2</sup> Provide a 2" (51 mm) minimum drain.

<sup>3</sup> For refrigerators, coffee urns, water stations, and similar low demands.

<sup>4</sup> For commercial sinks, dishwashers, and similar moderate or heavy demands.

<sup>5</sup> Buildings having a clothes-washing area with clothes washers in a battery of three (3) or more clothes washers shall be rated at six (6) fixture units each for purposes of sizing common horizontal and vertical drainage piping.

<sup>6</sup> Water closets shall be computed as six (6) fixture units when determining septic tank sizes based on Appendix K of this code.

<sup>7</sup> Trap sizes shall not be increased to the point where the fixture discharge may be inadequate to maintain their self-scouring properties.

<sup>8</sup> Assembly [Public Use (See Table 4-1)].





**\*Table below is taken from city Resolution No. 18-11, and is provided for your convenience when calculating the proposed project's applicable plan review fee.**

<b>BUILDING PERMIT FEES</b>	
TOTAL VALUATION	FEE
\$1.00 TO \$500.00	\$25.00
\$501.00 TO \$2,000.00	\$25.00 for the first \$500 plus \$5.00 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,0001.00 TO \$25,000.00	\$100.00 for the first \$2,000.00 plus \$12.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 TO \$50,000.00	\$376.00 for the first \$25,000 plus \$10.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 TO \$100,000.00	\$626.00 for the first \$50,000.00 plus \$7.00 for each additional \$1,000 or fraction thereof, to and including \$100,000.00
\$100,001.00 TO \$500,000.00	\$976.00 for the first \$100,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 TO \$1,000,000.00	\$2,976.00 for the first \$500,000.00 plus \$4.50 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,226.00 for the first \$1,000,000 plus \$3.00 for each additional \$1,000.00 or fraction thereof

**Other Inspections and Fees:**

- |  |                  |
|--|------------------|
| 1. Inspections outside of normal business hours(minimum charge – two hours)  | \$50.00 per hour |
| 2. Reinspection fees assessed (minimum charge – 1 hour)  | \$50.00 per hour |
| 3. Inspections for which no fee is specifically indicated (minimum charge--one half hour)                              | \$50.00 per hour |
| 4. Additional plan review required by changes, additions or revisions to approved plans(minimum charge--one half hour) | \$65.00 per hour |

**Plan Review fees shall be calculated as 65% of the Building Permit fee.**

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## CITY OF ANDOVER – BUILDING PERMIT APPLICATION (NONRESIDENTIAL)

*This application is for all projects governed by the IBC, as adopted by the City of Andover, KS. Types of structures may include multi-family apartments, motels, commercial-industrial-institutional-educational buildings and similar. A separate application and permit are required for each structure on a site. Approval of this permit must be preceded by submittal of plans prepared by Kansas licensed architect and/or engineer, and approval of the same.*

PROJECT NAME \_\_\_\_\_

PROJECT ADDRESS \_\_\_\_\_

OWNER NAME & PHONE \_\_\_\_\_

CONTRACTOR NAME & PHONE \_\_\_\_\_

SUBCONTRACTOR(S): ELECTRICAL \_\_\_\_\_

MECHANICAL \_\_\_\_\_

PLUMBING \_\_\_\_\_

VALUATION \$ \_\_\_\_\_ SQUARE FEET \_\_\_\_\_ NO OF STORIES \_\_\_\_\_

ZONING \_\_\_\_\_ USE \_\_\_\_\_ CHANGE IN USE \_\_\_\_\_ YES / NO \_\_\_\_\_

DESCRIPTION OF WORK \_\_\_\_\_

### CLASS OF WORK (MUST CHECK BELOW):

- |   |  |
|---|--|
| <input type="checkbox"/> New Structure      | <input type="checkbox"/> Accessory Structure                         |
| <input type="checkbox"/> New Addition       | <input type="checkbox"/> Remodel                                     |
| <input type="checkbox"/> Addition & Remodel | <input type="checkbox"/> Building Exterior / Site Work / Landscaping |

### PERMIT APPROVAL REQUIRED BEFORE STARTING ANY WORK

*I/we, the undersigned, acknowledge that the following approvals and conditions may need to be met prior to permit approval:*

- Project plans must be approved.*
- Exterior site work, which disturbs an acre or more of soil, will require an approved NOI.*
- Exterior site or building construction within FEMA flood plain will require local and possibly state and federal approvals.*
- New structures, exterior building modification, and building additions may require Andover Site Plan Review Committee approval.*
- Sewage Connection Surcharge (Impact fees). Wichita Water meter tap and equity fees, Parks and Arterial impact fees may need to be paid, depending on project specifics.*

*I/we, the undersigned hereby certify and know that I/we have examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.*

The QUALIFIED PERSON must always sign.

\_\_\_\_\_  
(Print) Name of Contractor

\_\_\_\_\_  
Signature of Contractor      Date

\_\_\_\_\_  
(Print) Name of Owner

\_\_\_\_\_  
Signature of Owner      Date