



CITY OF ALEXANDRIA  
 DEPARTMENT OF CODE ADMINISTRATION  
 301 KING STREET, SUITE 4200  
 ALEXANDRIA, VIRGINIA 22314  
 703.746.4200 ♦ ALEXANDRIAVA.GOV/CODE

**COMMERCIAL PROJECT DATA SHEET**

1. PROJECT NAME

\_\_\_\_\_

2. PROJECT ADDRESS / UNIT NO.

\_\_\_\_\_

3. DESIGN CODE & EDITION \_\_\_\_\_

- VCC  VRC  VREHC  VPC  VMC  
 NEC

4. CHANGE OF OCCUPANCY?  No  Yes

IF "YES", SPECIFY: FROM \_\_\_\_\_ TO \_\_\_\_\_

5. OCCUPANCY/USE CLASSIFICATION \_\_\_\_\_

6. MIXED USE BUILDING?  No  Yes

IF "YES", SPECIFY:  
 SEPARATED  NON-SEPARATED

(LIST ALL OCCUPANCY/USE CLASSIFICATIONS)

7. TYPE OF CONSTRUCTION

- IA  IB  IIA  IIB  IIIA  IIIB  
 IV  VA  VB

8. OCCUPANT LOAD \_\_\_\_\_

9. SCOPE OF WORK AREA \_\_\_\_\_ FT<sup>2</sup>

10. NUMBER OF BUILDING STORIES \_\_\_\_\_

11. BUILDING HEIGHT \_\_\_\_\_

12. TOTAL FLOOR AREA (GROSS) \_\_\_\_\_ FT<sup>2</sup>

13. BUILDING SPRINKLERED?  No  Yes

IF "YES", SPECIFY:  
 FULL  PARTIAL  
 NFPA 13  NFPA 13R  NFPA 13D

14. FIRE ALARM?  NOT REQUIRED  NO  YES

IF "YES", SPECIFY:  
 EXISTING  ALTERED  PROPOSED

15. STANDPIPES?  NOT REQUIRED  NO  YES

IF "YES", SPECIFY:  
 EXISTING  ALTERED  PROPOSED

16. OTHER FIRE PROTECTION SYSTEMS?  
 No  YES

IF "YES", SPECIFY SYSTEM TYPE(S):  
 \_\_\_\_\_  
 \_\_\_\_\_

17. ACCESSIBILITY OF BUILDING

- EXEMPT  FULLY  PARTIAL

IF "PARTIAL", COMPLETE & SUBMIT AN  
 'ALTERATION COST OF ACCESSIBILITY  
 CERTIFICATE' FORM

18. MODIFICATION REQUEST?  No  Yes

IF "YES", SPECIFY MODIFICATION NO.:  
 \_\_\_\_\_

**NOTES**

- Permit(s) must be posted on the job site at all times
- No changes to the approved plans will be made without written approval from the Code Administration
- Lot location surveys/wall checks must be submitted before the framing inspection is scheduled and conducted