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Schematic Design & Design Development Submission Requirements

REQUIRED INFORMATION AND DRAWINGS					
Schematic Design and Design Development					
Phase		Drawing Type, Format and Minimum Information Required	Complies		Comments
Schematic	Design Development		Schematic	Design Development	
•	•	Required Information to be included part of the Submission			
•	•	Schedule 6 uploaded as a PDF in NSYECON	-	-	
•	•	Architecture and Engineering Certification (A/E Cert Form) Notarized	-	-	
	•	Physicist's Report (If project contains energy producing equipment.) Notarized	N/R	-	
•	•	Functional Space Program: A record of the key environment of care considerations and facility functional and operational parameters that drive the space program for a project. Note: The governing body or its delegate develops the functional program, which is intended to inform the designers of record, authority having jurisdiction, and users of the facility. The size and complexity of the project will determine the length and complexity of the functional program.	-	-	
•		FEMA Certification (FEMA BFE Certification) If project site is located in a flood plain or subject to flooding.	-	-	
Drawings separated and labeled per "NYSDOH AND DASNY ELECTRONIC DRAWINGS SUBMISSION GUIDANCE FOR CON REVIEWS"					
•	•	Size limit does not exceed 100 MB.	-	-	
•	•	PDF that is produced by saving files electronically. Scanned drawings are not accepted.	-	-	
•	•	Site Plan (SP100)	-	-	
•	•	Life Safety Plans (LSC 100)	-	-	
	•	Schedules (A000)	N/R	-	
•	•	Architectural Plans and Roof Plans (A100)	-	-	
•	•	Exterior Elevations and Sections (A200)	-	-	
•	•	Vertical Circulation (A300)	-	-	
•	•	Reflected Ceiling Plans (A400)	-	-	
	•	Wall Sections and Details (A500)	N/R	-	
	•	Interior Elevations, Enlarged Plans and Details (A600)	N/R	-	
	•	Fire Protection (FP100)	N/R	-	
	•	Mechanical Systems (M100)	N/R	-	
	•	Electrical Systems (E100)	N/R	-	
	•	Plumbing Systems (P100)	N/R	-	
•		Narrative (A/E Narrative) (If the scope of work has been modified from the SD submission, provide updated narrative.)			
•		Intent /purpose	-	N/R	
•		Site Location	-	N/R	

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•	•	Scale (Minimum 1/8" = 1'-0") Site plans as appropriate	-	-		
•	•	Sheet Name	-	-		
•	•	Sheet Number/Page Number	-	-		
•	•	Architect's and/or Engineer's Seals on the Architectural/Engineering Certifications with signatures.	-	-		
Site, Access and Parking Plan(s) (Where applicable, new construction, site relocation, occupant load of buildings changing. Minor renovations or no change to occupant load, not required)						
•	•	Comply with FGI 1.3 Site, (1.3-3.3.2 and 1.3-3.3 Parking) requirements.				
•	•	Project Limit lines	-	-		
•	•	Indicate access to the facility by people with disabilities.	-	-		
		Ramp Slopes				
		Spot Elevations				Top of Ramp
						Intermediate Landing
						Bottom of Landing
		Stairs				
		Slopes and Cross slopes of walkways				
		Handrails and Guardrails				
ADA Curb Cuts						
Handicap accessible parking spaces						
•	•	Indicate location of canopies, adjacent buildings and roadways.	-	-		
•	•	Width of roads, parking lots, parking space and sidewalks.	-	-	For areas of new work or areas of alterations of existing sites.	
•	•	Transformers	-	-		
•	•	Above Ground Tanks	-	-		
•	•	Underground Tanks	-	-		
•	•	HVAC Equipment	-	-		
•	•	Generators	-	-		
•	•	Signage	-	-		
Existing Conditions						
•	•	Existing Condition floor plans for renovation projects:	-	-		
•	•	Existing use areas labeled, dimensioned and square foot totals per use area indicated clearly, only for those areas within the proposed project program space.	-	-		
Life Safety Code Plans						
•	•	Building and Life Safety Code Analysis	-	-		
•	•	Area Analysis	-	-		
•	•	Room Names & Labels	-	-		
	•	Door Numbers	-	-		
•	•	Legends, Abbreviations and Acronyms Schedules	-	-		
•	•	Mixed occupancies within the existing building.	-	-		
•	•	The project floor location.	-	-		
•	•	Total number of Stories and Building Height.	-	-		
•	•	Sprinklered throughout	-	-		

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		Partially Sprinklered			
		Unsprinklered			
		Occupancy			
		Occupancy Classification	-	-	
•	•	Occupancy load of each occupied space	-	-	
		Occupancy load of each exit access.	-	-	
		Occupancy load of each exit.	-	-	
		Construction Type			
•	•	Minimum construction type	-	-	
•	•	Construction Classification	-	-	
		Height and Area Limits			
•	•	Maximum Height Allowed	-	-	
•	•	Allowable Area	-	-	
•	•	Maximum Number of Stories	-	-	
		Specific Occupancy Requirements -			
•	•	Classification of Hazard of Content	-	-	
•	•	Occupant Loads	-	-	
		Means of Egress Components:			
•	•	Discharge of all required exits from the project indicated on level of discharge.	-	-	
•	•	Egress capacity width.	-	-	
•	•	Door swings in direction of egress.	-	-	
	•	Doors required to be self-closing.	-	-	
		Stairs -			
	•	Dimensional Criteria New Stairs	N/R	-	
•	•	Dimensional Criteria Existing Stairs	-	-	
•	•	Enclosure and Protection of Stairs	-	-	
	•	Guards and Handrails	N/R	-	
	•	Handrail Details	N/R	-	
	•	Guard Details	N/R	-	
	•	Stair pressurization	N/R	-	
•	•	Interlock Stairs or Scissor Stairs Locations	-	-	
		Fire Resistive Elements			
•	•	Corridors	-	-	
•	•	Horizontal Exits	-	-	
•	•	Smoke Compartments and Smoke Barriers	-	-	
•	•	Fire Barriers and Fire Walls	-	-	
	•	Fire Rated Expansion Wall & Floor Joints Located	-	-	
•	•	Protection of Vertical Openings	-	-	
•	•	Protection from Hazards	-	-	

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		Ramps			
	•	Ramps Table 7.2.5.2. (a) New Ramps	N/R	-	
	•	Ramps Table 7.2.5.2 (b) Existing Ramps	N/R	-	
	•	Ramp Details	N/R	-	
	•	Ramp Landings	N/R	-	
	•	Guards and Handrails	N/R	-	
	•	Enclosure and Protection of Ramps	N/R	-	
•	•	Exit Passageways: Width	-	-	
•	•	Exit Passageways: Stair Discharge	-	-	
•	•	Areas of Refuge: Accessibility	-	-	
		Capacity of means of Egress			
•	•	Table 7.3.1.2 Occupant Load factor	-	-	
•	•	Egress Capacity (The capacity of each exit component.)	-	-	
•	•	Minimum Width	-	-	
•	•	Number of Means of Egress	-	-	
		Arrangement of Means of Egress			
•	•	Travel distance to exits from the most remote point in the most remote room on the floor	-	-	
•	•	Length of dead-end corridors	-	-	
•	•	Length of common path of travel	-	-	
•	•	Dimensioned remoteness between exits	-	-	
•	•	Measurement of Travel Distance to Exits	-	-	
		Discharge from Exits			
•	•	For additions to an existing building or buildings, indicate exit discharge locations through the existing building. Provide verification the existing exit ways can accommodate the increased number of occupants.	-	-	
•	•	For new and substantial renovations indicate exit discharge locations through the buildings. Provide verification the exit ways can accommodate the increased number of occupants including egress path to public ways.	-	-	
•	•	Marking means of egress (exit signs).	-	-	
		One-Story Structures.			
•	•	One-story structures shall have finished ground level doors or emergency access openings in accordance with 11.7.3.2 on two sides of the building, spaced not more than 125 ft (38 m) apart on the exterior walls.	-	-	
•	•	Emergency access openings.	-	-	
		Multiple-Story Structures			
•	•	Emergency access openings.	-	-	
		Underground Buildings			
•	•	Emergency Lighting	-	-	
•	•	Automatic Sprinkler	-	-	

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		1) They have an occupant load of 50 or fewer persons in new underground or limited access portions of the structure. (2) They have an occupant load of 100 or fewer persons in existing underground or limited access portions of the structure. (3) The structure is a one-story underground or limited access structure that is permitted to have a single exit per Chapters 12 through 43, with a common path of travel not greater than 50 ft (15 m).	-	-	
High Rise Buildings					
•	•	High-rise buildings shall be protected throughout by an approved, supervised automatic sprinkler system in accordance with Section 9.7. A sprinkler control valve and a waterflow device shall be provided for each floor.	-	-	
•	•	High-rise buildings shall be protected throughout by a Class I standpipe system in accordance with Section 9.7.	-	-	
High Rise Buildings Detection, Alarm, and Communications Systems					
	•	A fire alarm system using an approved emergency voice/alarm communication system shall be installed in accordance with Section 9.6.	N/R	-	
	•	Two-way telephone service shall be in accordance with 11.8.4.2.1 and 11.8.4.2.2.	N/R	-	
	•	Two-way telephone communication service shall be provided for fire department use. This system shall be in accordance with NFPA 72, National Fire Alarm and Signaling Code. The communications system shall operate between the emergency command center and every elevator car, every elevator lobby, and each floor level of exit stairs. This shall not apply where the fire department radio system is approved as an equivalent system.	N/R	-	
High Rise Buildings Emergency Lighting and Standby Power					
	•	Emergency Lighting	N/R	-	
•	•	Type 60, Class 1, Level 1, standby power in accordance with Article 701 of NFPA 70, National Electrical Code, and NFPA 110, Standard for Emergency and Standby Power Systems, shall be provided.	N/R	-	
	•	The standby power system shall be connected to the following: (1) Electric fire pump (2) Jockey pump, except as otherwise provided in 40.4.2 for special-purpose industrial occupancies (3) Air compressor serving dry-pipe and pre-action systems, except as otherwise provided in 40.4.2 for special-purpose industrial occupancies (4) Emergency command center equipment and lighting (5) Not less than one elevator serving all floors, with standby power transferable to any elevator (6) Mechanical equipment for smokeproof enclosures (7) Mechanical equipment required to conform with the requirements of Section 9.3	N/R	-	
Architectural Floor Plans					
•	•	All proposed use areas labeled with square footages and completely dimensioned.	-	-	
	•	Room Names	-	-	
	•	Door Numbers	N/R	-	
	•	Openings, numbered, dimensioned and height of openings noted.	N/R	-	
	•	Walls types identified keyed to wall and partition details with proper UL rated assembly designation.	N/R	-	
	•	Shafts identified keyed to wall and partition details	N/R	-	

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•	•	Square foot totals for each use area shall be provided.	-	-	
	•	Circulation patterns for staff, patients and or residents clearly indicated.	N/R	-	
	•	Accessibility Routes	N/R	-	
	•	Major Items of fixed equipment.	N/R	-	
	•	Clearances between beds, chairs, walls, sides and related equipment for the function of the program area.	N/R	-	
•	•	Corridors, staff passageways and public corridor widths.	-	-	
•	•	Stairs	-	-	
•	•	Ramps	-	-	
•	•	Lifts	-	-	
•	•	Handicap maneuvering clearances.	-	-	
Life Safety Reflected Ceiling Plans					
•	•	Ceiling and soffit heights.		-	Can be designated in room finish schedule in lieu of indicating on RCP.
•	•	Rated Ceiling Assemblies located and identified with proper UL fire-rated assembly designation and details.		-	
	•	Air Supply Diffuser Locations	N/R	-	
	•	Return Air Registers Locations	N/R	-	
	•	Exit Lighting	N/R	-	
	•	Emergency Lighting	N/R	-	
	•	Smoke Detectors	N/R	-	
	•	Sprinkler Head Locations	N/R	-	
	•	Ceiling Materials and Finishes.	N/R	-	
	•	Smoke Damper Locations	N/R	-	
	•	Fire Damper Locations	N/R	-	
	•	Major Items of fixed equipment.	N/R	-	
	•	Access Panel Locations	N/R	-	
Floor finish plans					
	•	Floor finish plans may be excluded if a finish schedule is provided.	N/R	-	
Flooring & Wall Bases					
	•	Class I or Class II floor finishes in exit enclosures.	N/R	-	
	•	Selected flooring surfaces cleanable & wear-resistant for location.	N/R	-	
	•	Smooth transitions between different flooring materials Flooring surfaces, including those on stairways, stable, firm & slip resistant.	N/R	-	
	•	Carpet provides stable & firm surface.	N/R	-	
	•	Floors & wall bases materials in all areas subject to frequent wet cleaning are not affected by germicidal cleaning solutions.	N/R	-	
Walls & Wall Protection					
	•	Interior wall and ceiling finish material complying with Section 10.2 shall be Class A or Class B in exits and in exit access corridors.	N/R	-	

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	•	Interior wall and ceiling finishes shall be Class A, Class B, or Class C in areas other than those specified in 38.3.3.2.1.	N/R	-	
	•	Wall finishes washable.	N/R	-	
	•	Wall finishes in vicinity of plumbing fixtures smooth, scrubbable & water-resistant.	N/R	-	
	•	Wall surfaces in areas routinely subjected to wet spray or splatter are monolithic or have sealed seams.	N/R	-	
	•	No sharp protruding corners.	N/R	-	
	•	Corner guards durable & scrubbable.	N/R	-	
Door Schedules					
	•	Door and Frame Schedules	N/R	-	
	•	Door and Frame Types including fire rated assemblies	N/R	-	
	•	Glazing designations for side light.	N/R	-	
Window Schedules					
	•	Indicate window areas	N/R	-	
	•	Glazing types	N/R	-	
Wall Types					
	•	Fire Rated Assemblies	N/R	-	
	•	Sound Transmission Coefficients (STC)	N/R	-	
	•	Smoke Rated Assemblies	N/R	-	
Exterior Elevations & Building Sections					
•	•	Floor to Floor Heights	-	-	
	•	Signage required by FGI	N/R		
Vertical Circulation including stairs, escalators and elevators					
	•	Enlarged Stair Plans	N/R	-	
		Dimensioned			
		Rise & Run			
		Landing Widths and Depths			
		Clearances			
Stair Sections					
	•	Headroom	N/R	-	
		Landing to Landing Heights	N/R	-	
	•	Floor to Floor Heights	N/R	-	
	•	Stair Details			
	•	Railing and Guardrail Heights	N/R	-	
	•	Railing and Guardrail Spacing	N/R	-	
	•	Nosing & Tread Detail Dimensions	N/R	-	
Wall Sections & Details					
	•	Window Sill Heights Noted.	N/R	-	

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	•	Fire Rated Expansion Wall & Floor Joints Details	N/R	-	
	•	Floor to Floor Heights	N/R	-	
	•	Exterior Fire Rated Wall Details	N/R	-	
	•	Fire Safing @ Curtain Walls and Floor Slabs	N/R	-	
Interior Elevations & Enlarged Floor Plans Typically a 1/4"=1'-0" Scale					
	•	Interior elevations for all patient areas	N/R	-	
	•	Clearances between equipment and or furniture	N/R	-	
	•	Toilet Rooms	N/R	-	
	•	Equipment and Furniture layouts	N/R	-	
	•	Dimensions of room	N/R	-	
	•	Room Name & Number	N/R	-	
	•	Door Numbers	N/R	-	
	•	Maneuvering Clearances	N/R	-	
	•	Mounting Heights of fixtures, equipment and	N/R	-	
HVAC Drawings					
	•	Outdoor Air intakes	N/R	-	
	•	Location of Major HVAC Systems	-	-	
	•	Located min. 25 feet from cooling towers & all exhaust & vent discharges	-	-	
	•	Bottom of air intake is at least 6'-0" above grade	N/R	-	
	•	Roof Mounted Air Intakes: bottom min. 3'-0" above roof level	N/R	-	
	•	Filtration: Filter banks conform to Table 6.4 Air Distribution Systems: Ducted return or exhaust systems in spaces listed in Table 7.1 with required pressure relationships	N/R	-	
	•	One Line diagram showing major duct runs,	N/R	-	
	•		N/R	-	
	•		N/R	-	
	•	Mechanical Rooms sized and located on architectural drawings.	-	-	
	•	Vertical shafts and riser spaces sized and indicated on architectural plans.	-	-	
	•	Control diagrams	N/R	-	
Space Ventilation					
	•	Spaces ventilated per Table 7.1	N/R	-	
	•	Air movement from clean areas to less clean areas	N/R	-	
	•	Min. number of total air changes indicated either supplied for positive pressure rooms or exhausted for negative pressure rooms	N/R	-	
Recirculating room HVAC units					
	•	Each unit serves only single space	N/R	-	
	•	Min. MERV 6 filter for airflow downstream of cooling coils	N/R	-	
	•	Acoustical Considerations: Equipment location or acoustic provisions limit noise associated with outdoor mechanical equipment to 65 dBA at building façade	N/R	-	

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Ventilation & Space-Conditioning:				
	•	All rooms & areas used for patient care have provisions for ventilation	N/R	-
	•	Natural ventilation only allowed for non-sensitive areas via operable windows	N/R	-
	•	Mechanical ventilation provided for all rooms & areas in facility in accordance with Table 7.1 of Part 4	N/R	-
Electrical Distribution & Transmission Drawings				
	•	Switchboards Locations:	N/R	-
		Substation and switchgear room sized and located on architectural plans.	N/R	-
	•	Located in areas separate from piping & plumbing equipment	N/R	-
	•	Not located in rooms they support	N/R	-
	•	Accessible to authorized persons only	N/R	-
	•	Easily accessible	N/R	-
	•	Located in dry, ventilated space free of corrosive gases or flammable material	N/R	-
	•	Emergency power riser diagrams	N/R	-
	•	Emergency Generator layout	N/R	-
	•	Transformers	N/R	-
	•	Main Switch Gear	N/R	-
	•	Circuit panels with floor clearance graphically indicated	N/R	-
	•	Special features noted (UPS room, etc.)	N/R	-
	•	Receptacles (Where required by FGI and NFPA?)	N/R	-
	•	General lighting outlined in plan.	N/R	-
	•	Emergency Lighting	N/R	-
	•	Exit signs	N/R	-
	•	One line diagram for main power and emergency power	N/R	-
Plumbing Systems Drawings				
	•	One-line diagrams, etc. that describe the fundamental design concept for all plumbing systems	N/R	-
	•	Riser diagrams of other plumbing systems, such as natural gas and pure water	N/R	-
	•	Heated Potable Water Distribution Systems:	N/R	-
	•	Locations of cooling tower	N/R	-
	•	Systems serving patient care areas are under constant recirculation	N/R	-
	•	Non-recirculated fixture branch piping does not exceed 25'-0" in length	N/R	-
	•	No dead-end piping	N/R	-
	•	Water-heating system has supply capacity at minimum temperatures & amounts indicated in Table 2.1-3	N/R	-
	•	Handwashing stations supplied as required above or Handwashing stations supplied at constant temperature between 70°F & 80°F using single-pipe supply	N/R	-
Plumbing Fixtures				
	•	Materials material used for plumbing fixtures non-absorptive & acid resistant	N/R	-
	•	Plumbing fixtures counts comply with code/program (Drinking fountains, lavatories, urinals, water closets, etc.)	N/R	-

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Handwashing Station Sinks:				
	•	Basins reduce risk of splashing to areas where direct patient care is provided, sterile procedures are performed & medications are prepared.	N/R	-
	•	Basin min. 144 square inches	N/R	-
	•	Min. dimension 9 inches	N/R	-
	•	Made of porcelain, stainless steel, or solid-surface materials	N/R	-
	•	Water discharge point of faucets at least 10 inches above bottom of basin	N/R	-
	•	Anchoring for sinks withstands min. vertical or horizontal force of 250 lbs	N/R	-
	•	Fittings operated without using hands for sinks used by staff, patients & public. Blade handles or single lever min. 4 inches long provide clearance required for operation. Or sensor-regulated water fixtures meet user need for temperature & length of time water flows designed to function at all times & during loss of normal power.	N/R	-
Clinical Sinks:				
	•	Trimmed with valves that can be operated without hands. Handles min. 6 inches long. Integral trap wherein upper portion of water trap provides visible seal.	-	-
Elevators				
	•	Outpatient facility located on more than one floor or on floor other than an entrance floor at grade level at least one elevator. or Outpatient facility located on entrance floor at grade level.	N/R	-
Fire Protection				
	•	Fire protection riser diagram with MEP interconnects	N/R	-
	•	Main and sub panel locations	N/R	-
	•	Smoke detectors	N/R	-
	•	Heat detectors	N/R	-
	•	Fire Protection Service entrance details	N/R	-
	•	Fire pump sizing calculations	N/R	-
	•	Standpipe Locations	N/R	-
	•	Hose Connections Locations	N/R	-
	•	Fire department connection location	N/R	-
	•	Backflow preventer location	N/R	-
	•	Fire pump location and fuel source	N/R	-
	•	Stand pipe locations	N/R	-
	•	Locations of Manual Pull Stations	N/R	-
	•	Fire Extinguisher Locations	-	-
Fire Alarm				
	•	Riser Diagram	N/R	-
	•	Fire alarm zones	N/R	-
	•	Smoke Zones	N/R	-

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	•	Device locations	N/R	N/R	-	
			Strobes and horns			
			Magnetic door holds			