CITY OF Orchard Lake Village

RESIDENTIAL CONSTRUCTION PLAN REVIEW CHECKLIST

This list is provided as a guide to help you understand the information that must be contained on the construction drawings. This list is not all-inclusive of all building codes but is used as a general guide for plan review. Please address the following items marked with an "X" in the box and submit needed revisions. Show all revisions with a cloud.

General (Chapter 1)

- All construction documents shall be submitted in duplicate.
- Address must be clearly marked on the construction documents.
- **All drawings shall be completely dimensioned.**
- Drawn to scale not less than 1/8" = 1'-0".
  Drawings must be clear and legible.
- Drawing shall be prepared on sheet paper size no larger than 24" x 36".
- Complete scope of work must be clearly identified for all phases of construction, indicating compliance with the **Michigan Residential Code 2015 edition, (MRC).**
- Architect, Building Official or Engineer Certification is required for buildings 3500 sq. ft. or larger.
- Structural Certification may be required depending on the project complexity.
- All construction sites are required to be maintained in a safe condition and to be protected from unauthorized entry. All excavations exceeding 24 inches in depth, such as for basements, crawl spaces, pools, and spas must be secured through the use of a 4-foot-high fence. Construction type fencing will be allowed for a period not to **exceed 30 days**. At such time, should the permitted work still physically be unable to be protected and secured, a chain link fence is required to be installed and must remain in place until its removal has been authorized by the Building Official.

Site Plans &/or Grading Plans

		Yes	No
1	Plans signed & sealed by registered Michigan Land Surveyor/Engineer (Original)		
2	North Arrow		
3	Location sketch		
4	Plans on 24" x 36" sheets (max scale 1" = 40')		
5	Legal description parcel ID, dimensions, tract acreage ...etc. shown		
6	Site benchmark provided (NAVO datum)		
7	Topographic survey information shown (existing elevations around the lot perimeter, adjacent top of curb and brick ledge/finish grade elevations, catch basin, valve well and manhole rim elevations and on site easements dimensions and locations ...etc.)		
8	Road name and width of existing & proposed Right-of-Way		
9	Arrows indicating drainage pattern (all runoff contained onsite)		
10	Lot boundary dimensions shown		
11	City Standard Notes shown		
12	All existing and proposed utilities (includes water service, sanitary and sump leads)		
13	Location and elevation of 100-year Floodplain boundaries (existing or proposed)		
14	Location and elevation of adjacent high water mark		
15	Lake Sightline setback shown		
16	Building setbacks from all property lines according to the City Ordinance		
17	First floor elevation 5 FT max above lowest adjacent centerline of road		
18	Provide building envelop, driveway, sidewalk ...etc. finished grades		
19	Submit a detailed estimate of the proposed activities and an estimate as to the number of days required to complete the project		
20	Character of the sub-soil shown		
21	Type of fill and/or receiving location of soil removed		
22	Trees removed or replaced shown		
23	Fall from brick ledge 5% (0.5 FT) min in the first 10 FT, **(R401.3)** and 1% thereafter		
24	Rear and side yard swale slopes shall be 0.5% min and 5% max		
25	Driveway slope shall be 2% min and 4% max (cross) 7% max (run)		
26	Cross section details of all proposed pavements (driveway, sidewalk ...etc)		
27	In addition to hard copies submitted, provide digital files of the plans (PDF format)		

Foundation Plan (Chapter 4)

- Foundation type showing width and depth, also indicating lead walls where needed and joining dowels.
- Waterproofing or dam proofing along with foundation drainage and stone.
- Footing and column support pad with layout.
- Beam size and column spacing.
- Size of support for all bearing walls and point loads above.
- Framing at stair, fireplace, cantilevers, etc.
- Basement floor thickness, vapor retarder and base course.
- Floor joist direction, size, spacing and spans, **(Section R502).**
- Walkout and/or daylight wall areas with type and size of construction.
- Crawl space size and location.
- Show ground water control indicating gravity discharge or sump pump location.
- Floor drains including the location of Mechanical Equipment for drainage, **(M1411.3}.**
- Concrete-encased electrodes are to be identified on the plans, **(E3608.1.2).**

Floor Plans

- Basement, Attic Storage, Bonus Room.
- Intended use of each room or space,
- Floor joist direction, size, spacing and span, **(R502).**
- Floor framing direction, size, spacing and span, **(R802).**
- Size and location of all support for bearing walls and concentrated load points.
- Stairway locations with direction arrow and number of risers. **(R311.7)**
- Locations of all required smoke detectors, **(R314).**
- Locations of all required carbon monoxide alarms, **(R315).**
- Layout of kitchen, bath, laundry.
- Show all required openings for attic access calling out minimum sizes, **(R807).**
- Emergency Escape and Rescue Openings – All sleeping rooms shall have at least one operable window or exterior door approved for emergency egress escape and rescue clearly shown on the drawings. Basements with areas of habitable space and areas of sleeping rooms shall meet emergency egress requirements, **(R310).**

Garage

- Floor thickness and material and slope.
- Slab base or sub-straight and thickness.
- Over-dig slab support.

Roof Framing

- Identify the location, direction, size, spacing and span of all roof and ceiling frame members, **(R802).**
- Identify all concentrated load points from ends of hip and valley rafters, ceiling joists, roof rafters, trusses, girder, and beams.
- Identify roof pitches for all portions of the roof and ceilings.

Building and Wall Section Details

- Footing and basement wall size, type and heights, **(Chapter 4).**
- Foundation wall damp proofing or water proofing, **(Section R406);** pea stone, sock drain tile or fabric material over stone bed, **(Section R405).**
- Back fill material type and finish grade away from foundation, **(Section R406.3.3** & **R403.3.4)**
- Sill sealer and treated sill plate, **(R317).**
- Foundation anchorage including size and spacing, **(R403.I.6).**
- Floor joist and sub-floor framing size and type, **(RS02).**
- Wall framing size, type, spacing and height including header sizes, **(R602).**
- Insulation R-Values for bond, wall ceiling locations, floors over unconditioned spaces and under slab where required, **(Chapter 11).**
- Interior finish drywall size & type for garage walls and ceilings, **(302.6).**
- Exterior sheathing size, type, including water-resistive barrier or house wrap, **(R703.2).**
- Indicate fire stopping and sealing.
- Roof construction details, size, type, sheathing, **(R802)** underlayment or felt, ice barriers or ice and water shield, shingles, flashings and drip edge, **(R905).**
- Location, size, type and amount of attic ventilation, showing calculations, **(R806).**
- Location, size and amount of crawl space ventilation showing calculations, **(R408).**
- Brick veneer, air space, weather-resistive barrier, brick wall ties, flashings and weep holes including spacing, **(R703).**

Stair Details

- Stairway details including tread width, riser material and height, and stringer size and quality, **(R311).**
- Handrail details including height and size, **(R311).**
- Guard railings including height and spacing, **(R312).**
- Under stair protection, **(R302.7).**
- Type, size and location of all windows and doors.