

# City of Bloomfield Hills Residential Plan Review Checklist

Property Address:

Plan #:

Plan Date:

Plan Author:

Plan Review by:

Applicant Name:

Review Date:

X X in this column denotes required, not shown on plans or needs correction.

## All Pages

<input type="checkbox"/>	Page number and total number of sheets (i.e. 1 of 5)	(Optional: AIA Numbering)		
<input type="checkbox"/>	Title of Page (i.e. First Floor Plan)			
<input type="checkbox"/>	Address of Property is Required.	Legal Description is Optional, not required.		
<input type="checkbox"/>	Author of plan	(Include address and telephone numbers)	(e-mail if available)	
<input type="checkbox"/>	Seal and signature (if required)			
<input type="checkbox"/>	Date of original drawing and revision history ("cloud" revisions with applicable dates)			
<input type="checkbox"/>	Plan scale as it applies to that page	(Show each scale individually varies on the page)		

## Foundation Page

<input type="checkbox"/>	Direction Arrow			
<input type="checkbox"/>	Foundation overview with all dimensions	Show required re-steel in text format		
<input type="checkbox"/>	Concrete Strength specified		106.1.1	
<input type="checkbox"/>	Footing outlines for poured walls		403.1.4	
<input type="checkbox"/>	Pad footings with dimensions	(Show all re-steel as required)	403.1.4	
<input type="checkbox"/>	Footings adjacent to slopes		403.1.7	
<input type="checkbox"/>	Section arrows running through area of detail		106.1.1	
<input type="checkbox"/>	Specify pressure treated plates and sills		402.1.2	403.2
<input type="checkbox"/>	Anchor compliance		403.1.6	
<input type="checkbox"/>	Area designation (i.e. basement, unexcavated, etc.)			
<input type="checkbox"/>	Floor finishes (i.e. 4" concrete, 6 mil v.b., pea gravel)		506.1	
<input type="checkbox"/>	(especially note any reinforcing material)			
<input type="checkbox"/>	Steel beams located with size and distances between supports			
<input type="checkbox"/>	Note supports (type, size)			
<input type="checkbox"/>	Floor framing above (type, size, spacing etc.)		502.1/602.1/802.1	
<input type="checkbox"/>	Note in-floor headers (location, size, etc.)	Joist Spans to Conform to Tables	502.3.1	
<input type="checkbox"/>	Brickledge elevations at corners		Ordinance	
<input type="checkbox"/>	Stairs located with riser and tread information		311.5	
<input type="checkbox"/>	Location of any windows or doors with sizes and headers			
<input type="checkbox"/>	Locate bearing points from above			
<input type="checkbox"/>	Leadwall loctions, if applicable			
<input type="checkbox"/>	Identify smoke detector locations		313.2	

## **Individual Floor Plan Pages**

<input type="checkbox"/>	Direction arrow		106.1.1
<input type="checkbox"/>	Floorplan overview with all dimensions		106.1.1
<input type="checkbox"/>	Section arrow running through area of detail		106.1.1
<input type="checkbox"/>	Room designations		106.1.1
<input type="checkbox"/>	List floor finishes	Also, specify grade and thickness of panel subfloor	503.2.1.1
<input type="checkbox"/>	Locations of all windows and doors with headers specified		502.5
<input type="checkbox"/>	Stairs located with riser and tread information		311.5
<input type="checkbox"/>		Landings from exit doors maximum 7-3/4" step down	311.4.3
<input type="checkbox"/>		Exit doors may not swing onto landing where not flush with floor surface	311.4.3
<input type="checkbox"/>	Floor framing above (type, size, spacing etc.)		502.1/602.1/802.1
<input type="checkbox"/>		Note in-floor headers (location, size, etc.)	502.4
<input type="checkbox"/>		Double joists under parallel bearing walls	502.4
<input type="checkbox"/>	List ceiling joist materials, species and grade	Ceiling joists to comply with tables	802.4
<input type="checkbox"/>	List Rafter materials, species and grade	Rafter spans to comply with tables	802.5.1
<input type="checkbox"/>	Show rafter ties where ceiling joists and rafters are not parallel		802.3.1
<input type="checkbox"/>	Provide attic access (22" x 30" minimum) with 30" minimum headroom at one side		807
<input type="checkbox"/>	Locate all bearing point load locations (on subject floor and from floor above)		106.1.1
<input type="checkbox"/>	Specify any locations for safety glazing as required by code (at each location)		308.4
<input type="checkbox"/>	Identify smoke detector locations		313
<input type="checkbox"/>	Identify locations of egress locations	(mark each location if a window is utilized as egress)	310
<input type="checkbox"/>		(preferred: list code requirements on page)	
<input type="checkbox"/>	Plan scale for page		106.1.1

## **Elevations**

<input type="checkbox"/>	Label each elevation by direction (i.e. east, south)		106.1.1
<input type="checkbox"/>	Show exterior glazed openings for egress and ventilation		303
<input type="checkbox"/>	Show foundations (hashed drawing)		106.1.1
<input type="checkbox"/>	Show proposed grade lines with corner elevations		ordinance
<input type="checkbox"/>	Show floor levels with hashed, boldfaced line running through		106.1.1
<input type="checkbox"/>	Show roof slopes and any special flashing details		905.3.2
<input type="checkbox"/>	Label material types (i.e. brick, stone, cedar shingles, etc.)		106.1.1
<input type="checkbox"/>	Plan scale		106.1.1

**Sections and Details**

<input type="checkbox"/>	Provide and identify sections for the plans submitted. Minimum:	106.1.1
<input type="checkbox"/>	One full section from lowest level to top of roof	
<input type="checkbox"/>	Section of poured walls, identifying sizes, re-bar, waterproofing, sill plate details, etc.	
<input type="checkbox"/>	Section of trenched footing identifying sizes, re-bar, etc.	
<input type="checkbox"/>	Roof eave detail showing dimensions, materials, ventilation, insulation, roofing, etc.	
<input type="checkbox"/>	Provide any special details for the following:	106.1.1
<input type="checkbox"/>	Elevator pits	
<input type="checkbox"/>	Special depth footings	
<input type="checkbox"/>	Indoor pools, especially when proximate to house foundations	
<input type="checkbox"/>	Special pad footings	
<input type="checkbox"/>	Exterior stairs and porches	
<input type="checkbox"/>	Minimum room sizes for habitable space	304
<input type="checkbox"/>	7' minimum ceiling height in habitable space	305
<input type="checkbox"/>	Provide plan scale	106.1.1
<input type="checkbox"/>	If possible, show the detail or section on the applicable page (not required)	106.1.1
<input type="checkbox"/>	List all special requirements as specified by the architect/engineer in a separate section	106.1.1
<input type="checkbox"/>	Specify the following items in detail:	106.1.1
<input type="checkbox"/>	Approved weather barrier on sheathing material	703.3/703.
<input type="checkbox"/>	Approved flashing for exterior materials	703
<input type="checkbox"/>	Foundation Dampproofing	406.1
<input type="checkbox"/>	Roof Covering	902.1
<input type="checkbox"/>	Masonry flashing detail	703.7
<input type="checkbox"/>	Floor joists supported at each end/solid blocking	502.7
<input type="checkbox"/>	Illustrate required double top plate	602.3.2
<input type="checkbox"/>	Roof trusses supported laterally	802.10.3
<input type="checkbox"/>	If not provided on the individual pages, provide separate plan that details all structural members required to construct the building. Also provide all load points as needed, carrying down to the foundation.	106.1.1
<input type="checkbox"/>	Show panel bracing compliance	602.1

**Electrical/Mechanical/Plumbing**

(As required by code)

State Const. Code

<input type="checkbox"/>	If required by code, submit separate trade discipline plans with individual permit applications	
<input type="checkbox"/>	If not required by code, show the following minimum details:	
<input type="checkbox"/>	Electrical: Panel location and size; smoke detectors; exhaust fans.	
<input type="checkbox"/>	Mechanical: Furnace location(s); A/C location(s);	
<input type="checkbox"/>	Plumbing: Sump location; floor drain locations; fixture locations.	
<input type="checkbox"/>	Show mechanical ventilation details	303.3

### **Roof Plan**

<input type="checkbox"/>	Show plan scale and direction arrow	106.1.1
<input type="checkbox"/>	Show roof slopes, vallies, ridges, chimneys, crickets, etc.	106.1.1
<input type="checkbox"/>	Show any structural members required for roof construction	106.1.1
<input type="checkbox"/>	Show engineered areas (trusses) and conventional framing areas	106.1.1
<input type="checkbox"/>	Provide truss plans for review prior to installation of same (R802.10.1)	106.1.1

### **General Information:**

<input type="checkbox"/>	Provide square footage of entire lower level (basement), finished or not	Ordinance
<input type="checkbox"/>	Provide house square footage by floor	Ordinance
<input type="checkbox"/>	Provide square footage of all garages	Ordinance
<input type="checkbox"/>	Provide square footage of any detached buildings, decks pools (list each)	Ordinance
<input type="checkbox"/>	Verify the following details are correct and/or provided as applicable:	
<input type="checkbox"/>	1-3/8" min. solid wood door or 20 minute rated door from garage into house	309.1
<input type="checkbox"/>	Garage wall and ceiling adjacent to house minimum 1/2" gypsum board	309.2
<input type="checkbox"/>	No direct access from garage into a sleeping area	309.1
<input type="checkbox"/>	Crawl space access to be minum 18" x 24" with removable cover	408.4
<input type="checkbox"/>	Identify approved fireblocking in walls and cavities	602.8
<input type="checkbox"/>	Identify any required draftstopping	502.12
<input type="checkbox"/>	Specify wood species and grade for all horizontal and vertical framing members	502.1/602.1/802.1
<input type="checkbox"/>	Specify handrail and guard requirements	311.5.6
<input type="checkbox"/>	Detail smoke detector compliance	313
<input type="checkbox"/>	Detail Masonry flashing compliance	703.7
<input type="checkbox"/>	Complete the Energy Code Compliance worksheet	Chapter 11