



City of Bloomfield Hills 45 E. Long Lake Road Bloomfield Hills, MI 48304 (248) 644-1520

To be completed by City:

Job Address: _____

Permit #: _____

RESIDENTIAL NEW CONSTRUCTION PLAN REVIEW CHECKLIST

A goal of the City of Bloomfield Hills' Building Department is to efficiently administer permit applications through the proper review process to provide the highest level of service to our residents. While this list is not all-inclusive of all building codes, it is used as a guide for plan review. Please address the following items by marking with an "x" in the box to ensure plans submitted for review are complete. If plans do not include an item below, explain the exception near the associated requirement.

General

- All construction documents shall be submitted electronically to building@bloomfieldhillsmi.net
- All drawings shall be completely dimensioned
- Plans should be drawn to scale not less than 1/8" = 1'0'
- Plans must be clear and legible
- Plans shall be prepared on sheet paper no larger than 24"x36"
- Complete scope of work must be clearly identified for all phases of construction, indicated compliance with 2015 Michigan Residential Code
- Architect or Engineer Certification is required for buildings 3500 square feet or larger

Grading

Grading plans are required for all new construction and for any project requiring major grade change. See the Grading Plan Review Checklist for additional information. NOTE: Grading plan and architectural proposed elevation must match.

Foundation Plan

- Foundation type showing width and depth, also indicating lead walls where needed, joining dowels and socked perimeter drain tile.
- 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.
- Floor joist direction, size, spacing and span
- Basement floor thickness, vapor barrier and 4" stone base
- 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
- Mechanical equipment location indicating high efficiency or not and required floor drain
- Concrete-encased electrodes are to be identified on the plans

Floor Plans

- Basement, Attic Storage, Bonus Room, 1st and 2nd Floor
- Intended use of each room or space
- Floor joist direction, size, spacing and span
- Roof framing direction, size, spacing and span



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Floor Plans- continued

- Size and location of all support for bearing walls and concentrated loads
- Stairway locations with direction arrow and number of risers
- Location of all required smoke detectors
- Location of all required carbon monoxide alarms
- Layout of kitchen, bath, laundry.
- Show all required access openings, calling out sizes
- Basements, habitable attics and every sleeping room shall have not less than one operable window or exterior door approved for emergency egress escape and rescue clearly shown on drawings. Basements with areas of habitable space and areas of sleeping rooms shall also meet emergency egress requirements

Garage

- Floor thickness
- 4-inch compacted sand base/vapor barrier
- Over-dig slab support
- Slab thickness and slope direction arrow

Roof Framing

- Identify the location, direction, size, spacing and span of all roof and ceiling frame members
- Identify all concentrated load points from ends of hip and valley rafters, ceiling joists, rafters, trusses, girder trusses, beams
- Identify roof pitch for all portions of the roof and sloped ceilings

Building/Wall Section Details

- Footing and basement wall size, type and heights
- Foundation wall damp proofing, waterproofing, pea stone, 4 inch sock drain tile or fabric material over stone bed
- Finish grade elevation
- Sill seal and treated sill plate
- Anchor bolt size and spacing
- Floor joist and sub-floor framing size, type
- Wall framing size, type, spacing and height including header sizes.
- Insulation R-Values for bond, wall, ceiling locations, floors over unconditioned spaces and under slab where required
- Interior finish drywall size and type including garage walls and ceiling
- Exterior sheathing size and type including house wrap
- Indicate fire stopping and sealing
- Roof construction details, size and type of sheathing, felt paper, ice and water shield, shingles, drip edge.
- Location, size, type, amount of attic ventilation, to shown and proven with calculation. Also crawl space ventilation
- Brick veneer, size, type, weather-resistive barrier, brick wall ties, flashing, and weep holes 33 inches on center



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2015 Michigan Residential Code Chapter 11

- Provide documentation showing compliance 2015 MRC
- Energy star requires: Thermal Bypass Checklist and energy seal 1 at rough frame inspection; certification required with insulation certification. All homes require an approved air infiltration certification prior to the rough frame inspection and a second certification after the drywall installation to be submitted prior to scheduling the final building inspection. Blower door and duct blaster listing completed and approved prior to final building inspection.
- Upon final inspection, certification to be provided as outlined
- Fireplace doors to comply with code

Stair Details

- Stinger size and quantity.
- Tread width
- Riser material and height.
- Handrail detail.
- Baluster and guardrail detail for all stairways, calling out material and spacing.
- Under stair protection

Window/Door Schedule

- Sizes
- Locations
- Type and fire rating of door separating garage and house.
- Egress windows labeled, also call out size of window well if needed.
- Safety or tempered glazing in required areas must be labeled.
- Window sill height

Masonry Fireplace Detail

- Footing
- Flue size and material
- Hearth depth, width and means of support
- Hearth extension
- Call out type of fireplace to be installed, masonry/insert/prefab gas log unit
- Material used for chimney chase
- Height of chimney above roofline
- Fireplace doors to comply with code



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Building Elevations

- Front, sides and rear elevation showing all retaining walls
- Façade material, window and door locations.
- Existing and proposed grade elevations that matches proposed elevations on site plan, also include building height calculations
- Floor elevations

Verify the following items are included on the plans, some items may require approval from the Planning Commission or Zoning Board of Appeals:

- Setbacks
- Natural features
- Open space / Lot coverage
- Building height
- Retaining walls
- Patio / Deck space
- Fences / Gates / Pillars
- Accessory Uses: pools, pool houses, sports courts, detached garages
- Accessory structure: AC & Generators

I certify the above is complete and accurate and I understand it is the policy of the City of Bloomfield Hills that incomplete applications shall not be accepted.

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Architect or Engineer Signature _____ Date _____

Architect or Engineer Name (Printed) _____ Phone _____

Company Name _____

Applicant Email _____

Job Address _____

Owner Name _____ Phone _____

Owner Email _____