**RESIDENTIAL PLAN REVIEW CHECKLIST**

This list is provided as a guide to help you understand what information is required on your residential construction drawings. Please share this information with the person preparing your plans for their use.

1. **Two complete sets of construction drawings** 
   * Drawn to scale in a draftsman-like manner, scale not less than 1/8” = 1’0”.
   * Drawing shall be clear, readable and understandable.
   * Drawing sets shall consist of a single sheet size no larger than 24” x 36”.
   * Drawings for homes with over 3,500 square feet of habitable space shall include complete construction and plumbing plans. All plans for these sizes of homes shall have the original signature, seal and date of a State of Michigan licensed Architect or Engineer.
2. **Two complete sets of pre-engineered roof truss schematics**

* The location of all bearing walls and point loads for both interior and exterior walls.
* The location, direction, span and spacing of all trusses including girder trusses (if trusses are being used).

1. **Two plot plans**

* Show final grade elevation, drainage flow, drainage system, setbacks, floor elevation, driveway, sidewalks, etc, see sample plot plan on last page

1. **A** **Foundation Plan** that contains the following information:
   * Footing and column pad sizes with all layout dimensions.
   * Sizes and spacing of beams and columns.
   * First floor joist direction, size, spacing and span.
   * Size of support for all bearing walls and point loads from above.
   * Basement floor thickness, type of vapor barrier and a 4-inch sand or gravel base shall be indicated.
   * Basement wall types and thickness, and reinforcing steel sizes and spacing (if applicable).
   * Location and sizes of all emergency egress windows and window wells or doors leading directly to the exterior.
   * Sizes and types of sill plates and size, type, and spacing of anchorage shall be indicated.
2. **Provide 1st & 2nd Floor Plans** (as applicable) that contain the following information:
   * Full dimensions and use of all rooms.
   * Ceiling height of all rooms.
   * 2nd floor joist direction, size, spacing and span.
   * Roof framing direction, size, spacing and span.
   * Sizes and locations of all support for bearing walls and concentrated loads.
   * Sizes of all doors and windows. Please note on the drawings any second floor windows greater than 72” above grade & less than 24” above the finished floor.
   * Sizes and types of all headers indicated for bearing walls for every opening.
   * Operable emergency egress windows or exterior doors in all sleeping rooms.
   * Details of the separation required between the attached garage and home.
   * Locations of all smoke and carbon monoxide alarms on every floor.
   * Attic access location and size.
3. **Provide a Roof Framing Plan** (if applicable) indicating the location, direction, size, spacing and span of all roof and ceiling framing members. Indicate support for all bearing walls and concentrated loads from ends of hip and valley rafters, ceiling joists, rafters, trusses and girder trusses. Indicate the roof pitch for all portions of the roof.
4. **Provide Building or Wall Sections** showing the following information: (Depending on the complexity of your project, more sections or details may be required.)
   * Footing and basement wall sizes, type and height, and any required reinforcing.
   * Basement wall waterproofing/damp-proofing and drain tile with stone.
   * 1st and 2nd floor ceiling heights.
   * Location of finish grade.
   * All basement egress windows or doors.
   * Insulation types and R-values being used.
5. **Provide Wall Construction Details** including the following information:

Interior finishes.

* + Type of exterior sheathing.
  + Anchor bolt size and spacing.
  + Type and thickness of subfloor.
  + Size and spacing of wall studs.
  + Insulation with R values for all areas per the Michigan Residential Code Energy Worksheet for Single- family Residential Buildings.
  + Truss & rafter connectors to plates.
  + Roof construction details with thickness and type of sheathing, felt paper, snow and ice shield, and type of roof covering. Include type and amount of attic ventilation.
  + Brick veneer (if applicable):
    1. Base course flashing.
    2. Weather-resistant membranes.
    3. Lintels and flashing.
    4. Brick wall ties and flashing.
    5. Weep holes (33 inches on center maximum)
  + Provide details for all walls over 10 feet in height and any walk-out walls. These walls shall be designed to resist wind load and support all other imposed loads.

1. **Provide Crawl Space Details** (if applicable) including the following:
   * Ventilation indicated within 3 feet of each corner.
   * A minimum 18” x 24” access if in the floor, a 16” x 24” access if in a foundation wall.
   * Clearance between ground and floor joists – at least 18 inches required for untreated wood.
   * Clearance between ground and wood beams – at least 12 inches required for untreated wood.
2. **Provide Stair Details**

* With tread width & riser height, handrail sizes, heights, spacing, and materials indicated. Indicate headroom height. Show lighting location.

1. **Guardrail Details** any walking surface over 30”

* Show height, spacing of spindles, type of spindles, opening size at bottom.

1. **Provide Building Elevations**

* Front, sides and rear.
  + Elevations shall be provided that include the location of proposed grades and clearly indicate all emergency egress windows.

Please note: This is not an all-inclusive list. Depending on the type and complexity of your project, more details or engineering by a State Licensed Architect or Engineer may be required.

