

## PLAN REVIEW CHECKLIST

<b>Administration</b>	
<input type="checkbox"/>	There is no signature on the permit application
<input type="checkbox"/>	Builder's license or registration number is not indicated.
<input type="checkbox"/>	Worker's compensation insurance carrier or reason for exemption is not indicated.
<input type="checkbox"/>	MESC employer number or reason for exemption is not indicated.
<input type="checkbox"/>	Federal employer ID number or reason for exemption is not indicated.
<input type="checkbox"/>	No zoning approval indicated.
<input type="checkbox"/>	Plans and specifications were not submitted with the application.
<input type="checkbox"/>	The plans submitted require an architects or an engineers seal and original signature.
<b>Location on Lot</b>	
<input type="checkbox"/>	One hour rating for exterior walls located less than 3 feet from the property line. <b>R302.1</b>
<input type="checkbox"/>	Exterior wall openings. <b>R302.2</b>
<b>Attached Garages</b>	
<input type="checkbox"/>	Garage dwelling separation: 1/2" gypsum board or equivalent on the garage side, 5/8" type x required on the ceiling below habitable spaces. <b>R309.2</b>
<input type="checkbox"/>	Door: 1-3/8" minimum solid or 20 minute fire rated doors. <b>R309.1</b>
<input type="checkbox"/>	Floor shall slope to main vehicle entry doorway or a drain. <b>R309.3</b>
<b>Interior Environmental Requirements</b>	
<input type="checkbox"/>	Light required; minimum 8% of floor area. <b>R303.1</b>
<input type="checkbox"/>	Ventilation required; minimum 4% of floor area. <b>R303.1</b>
<input type="checkbox"/>	Habitable room; minimum ceiling height 7'-0". <b>R305.1</b>

<input type="checkbox"/>	Sloped ceiling. <b>R305.1, Exception 3</b>	
<input type="checkbox"/>	Roof space ventilation. <b>R806</b>	
<input type="checkbox"/>	Crawl space ventilation. <b>R408.1 and R408.2</b>	
<input type="checkbox"/>	Crawl space access 18" x 24". <b>R408.3</b>	
<b>Means of Egress</b>		
<input type="checkbox"/>	Basements with habitable space and every sleeping room shall have one openable emergency escape window. Opening 5.7 square feet, (grade floor 5 square feet). 24" net clear height. 20" net clear width. Maximum sill height = 44". <b>R310.1.1, R310.1.2, R310.1.3</b>	
<input type="checkbox"/>	Exit door (minimum size 3'-0" x 6'-8"). <b>R311.4.1 and R311.4.2</b>	
<input type="checkbox"/>	Locks and latches. <b>R311.4.4</b>	
<input type="checkbox"/>	Passageways: Minimum clear width = 36". <b>R311.3</b>	
<b>Stairways</b>		
<input type="checkbox"/>	Minimum width = 3'. <b>R311.5.1</b>	
<input type="checkbox"/>	Minimum landing = 3' x 3'. <b>R311.5.4 and R311.4.3</b>	
<input type="checkbox"/>	Stair rise = 8-1/4" maximum,. <b>R311.5.3.1</b>	
<input type="checkbox"/>	Tread width = 9" minimum. <b>R311.5.3.2</b>	
<input type="checkbox"/>	A nosing shall be provided on stairways with solid risers (minimum 3/4", maximum 1-1/4") <b>R311.5.3.3</b>	
<input type="checkbox"/>	Headroom = 6'-8" minimum. <b>R311.5.2</b>	
<input type="checkbox"/>	Winders. 6" minimum at narrowest point of tread. 10" minimum at a point 12" from the narrowest point of tread. <b>R311.5.3.2, R311.5.6, R311.5.8 and R311.5.8.1</b>	

<input type="checkbox"/>	Spiral stairways. <b>R311.5.8 and R311.5.8.1</b>	
<input type="checkbox"/>	All stairways shall be provided with a means of illumination. The control for activation of the required interior stairway lighting shall be operable from the top and bottom of each stairway without traversing any step of the stair. Exterior stairs shall be controlled from inside the dwelling. <b>R303.6, R303.6.1</b>	
<b>Guardrails</b>		
<input type="checkbox"/>	Required for balconies, open sides of stairs or raised floor surfaces more than 30" above the floor. <b>R312.1</b>	
<input type="checkbox"/>	Guardrail height: 36" minimum. 34" along open sides of stairs. <b>R312.1</b>	
<input type="checkbox"/>	Opening limitations: Such that a 4" sphere cannot penetrate it, 4 3/8" along open sides of stairs. <b>R312.2</b>	
<b>Handrails</b>		
<input type="checkbox"/>	34" minimum height, 38" maximum height. <b>R311.5.6.1</b>	
<input type="checkbox"/>	Handrails required for stairs with 4 or more risers. <b>R311.5.6</b>	
<b>Fire-Resistive Construction</b>		
<input type="checkbox"/>	Firestopping required. <b>R602.8, R602.8.1</b>	
<input type="checkbox"/>	Concealed wall spaces.	
<input type="checkbox"/>	Connection between horizontal and vertical spaces (soffits, dropped ceilings, etc.).	
<input type="checkbox"/>	Stairways.	
<input type="checkbox"/>	Ceiling and floor openings (vents, pipes, ducts, chimneys, fireplaces, etc.)	
<input type="checkbox"/>	Access to attic: Minimum size 22" x 30". <b>R807.1</b>	

<b>Smoke Detectors</b>	
<input type="checkbox"/>	Smoke detectors shall be wired, interconnected, and provided with battery backup when appropriate, in the following locations. <b>R313</b>
<input type="checkbox"/>	In the immediate vicinity of the bedrooms.
<input type="checkbox"/>	In all bedrooms.
<input type="checkbox"/>	In each story within the dwelling unit including basements.
<b>Foundations</b>	
<input type="checkbox"/>	Design criteria. <b>Table R301.2</b>
<input type="checkbox"/>	Wood Foundations: Designed in accordance with <b>AF+PA Report No. 7 and Chapter 4.</b>
<input type="checkbox"/>	Footing size. <b>R403.1, Table R403.1</b>
<input type="checkbox"/>	Foundation wall size. <b>R404, Table R404.1.1(1)-(4)</b>
<input type="checkbox"/>	Waterproofing required. <b>R406.2</b>
<input type="checkbox"/>	Damp-proofing required. <b>R406.1</b>
<input type="checkbox"/>	Foundation drain required. <b>R405.1</b>
<input type="checkbox"/>	Site grading: Slope 6" within first 10' from house. <b>R401.3</b>
<input type="checkbox"/>	Foundation anchorage: ½" diameter bolts at 6' o.c. and within 12" from corner, 7" embedment in concrete and masonry. Anchor straps shall be spaced and installed in compliance with manufacturers' specifications. <b>R403.1.6</b>
<input type="checkbox"/>	Column and post connection required. <b>R407.3</b>
	Beam and girder bearing. <b>R502.6</b>
<input type="checkbox"/>	Mobile home tie-downs required. <b>Appendix E</b>

<input type="checkbox"/>	Vapor barrier of 6 mil plastic is required under the basement floor. <b>R506.2.3</b>	
<b>Walls</b>		
<input type="checkbox"/>	Identification. <b>R602.1</b>	
<input type="checkbox"/>	Stud spacing. <b>R602.3.1, Table R602.3.(5)</b>	
<input type="checkbox"/>	Top plate. <b>R602.3.2</b>	
<input type="checkbox"/>	Drilling and notching studs. <b>R602.6</b>	
<input type="checkbox"/>	Bracing. Corner bracing and every 25' of wall. <b>Table R602.10.1</b>	
<input type="checkbox"/>	Headers. <b>R602.7 and Table R502.5(1)(2)</b>	
<input type="checkbox"/>	Framing around chimneys; 2" clearance required. <b>R1001.15</b>	
<input type="checkbox"/>	Masonry veneers shall be provided with a sheathing paper, flashed and provided with weepholes. <b>R703.2, 703.7.5, 703.7.6 and 703.8</b>	
<input type="checkbox"/>	Weather-resistive sheathing paper shall be applied over sheathing of all exterior walls. <b>R703.2, Table R703.4</b>	
<b>Pressure Treated Wood</b>		
<input type="checkbox"/>	Pressure treated wood required. <b>R319</b>	
<input type="checkbox"/>	Floor joists closer than 18" to the ground. <b>R319.1</b>	
<input type="checkbox"/>	Wood girders closer than 12" to the ground. <b>R319.1</b>	
<input type="checkbox"/>	Wood framing, siding and sheathing on exterior walls closer than 6" from the exposed earth. <b>R319.1</b>	
<input type="checkbox"/>	Sleepers and sills on concrete or masonry. <b>R319.1</b>	
<b>Floors</b>		

<input type="checkbox"/>	Floor framing identification. <b>R502.1</b>	
<input type="checkbox"/>	Allowable spans. <b>R502.3, Table R502.3.1(1)(2)</b>	
<input type="checkbox"/>	Joists under bearing partitions. <b>R502.4</b>	
<input type="checkbox"/>	Allowable girder spans. <b>R502.5, Table R502.5(1)(2)</b>	
<input type="checkbox"/>	Bearing. <b>R502.6</b>	
<input type="checkbox"/>	Floor sheathing. <b>R503.1, Tables R503.1, R503.2.1.1(1) and R503.2.1.1(2)</b>	
<input type="checkbox"/>	Lateral support and bridging. <b>R502.7</b>	
<input type="checkbox"/>	Floor cantilevers. <b>R502.3.3, Table R502.3.3(1) and Table R502.3.3(2)</b>	
<b>Roofs</b>		
<input type="checkbox"/>	Roof snow load. <b>R301.2(5)</b>	
<input type="checkbox"/>	Ceiling joist spans. <b>R802.4, Table R802.4(1)(2)</b>	
<input type="checkbox"/>	Rafter spans. <b>R802.5, Table R802.5.1(1)-(8)</b>	
<input type="checkbox"/>	Trusses. <b>R802.10</b>	
<input type="checkbox"/>	Provide truss-to-wall connectors capable of resisting a minimum uplift of 175 pounds. <b>R802.10.5</b>	
<input type="checkbox"/>	Roof sheathing. <b>R803.1</b>	
<input type="checkbox"/>	Asphalt shingles. Underlayment (felt) is required. <b>R905.2.7</b>	
<input type="checkbox"/>	Ice shields are required. <b>R905.2.7.1</b>	
<input type="checkbox"/>	Flashing required: Wall and roof intersections, chimneys, vents, change of roof slope or direction, etc. <b>R703.8, R903.2, R905.2.8</b>	

<input type="checkbox"/>	Re-roofing: Remove existing roof covering when the existing roof has two or more applications. <b>R907.3</b>	
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**Safety Glazing**

<input type="checkbox"/>	Safety glazing is required in the following locations: <b>R308.4</b>	
<input type="checkbox"/>	Glazing in the doors.	
<input type="checkbox"/>	Glazing adjacent to doors within the same wall plane.	
<input type="checkbox"/>	Glazing in walls enclosing bathtubs, showers, whirlpools, etc.	
<input type="checkbox"/>	Glazing in fixed panels in excess of 9 square feet with the lowest edge less than 18" to the floor.	
<input type="checkbox"/>	Skylights, roofs, and sloped glazing. <b>R308.6</b>	

**Michigan Energy Code**

<input type="checkbox"/>	Roof/Ceilings	
<input type="checkbox"/>	Floors	
<input type="checkbox"/>	Slabs	
<input type="checkbox"/>	Crawl Spaces	
<input type="checkbox"/>	Basement Walls	
<input type="checkbox"/>	Exterior Opaque Walls	

**Swimming Pools:**

<input type="checkbox"/>	An outdoor swimming pool, hot tub or spa shall be provided with barriers measuring at least 48" above grade and comply with <b>AG105.2</b> .	
<input type="checkbox"/>	Swimming pools and spa's shall have suction outlets protected against user entrapment in accordance with <b>AG106</b> .	
<b>Radon Control Methods:</b>		
<input type="checkbox"/>	Basements or sub slab-on-grade buildings located in (Zone 1) high radon potential counties, shall be provided with passive sub-slab depressurization systems. <b>AF103.6 and Table AF101(1)</b>	

<b>Electrical</b>		
<input type="checkbox"/>	Working clearance around electrical equipment shall provide adequate clear space, illumination and headroom. <b>E3305</b>	
<input type="checkbox"/>	Minimum size conductors shall be per code table. <b>E3306.3</b>	
<input type="checkbox"/>	Means shall be provided to disconnect all conductors in a building or other structure from the service entrance conductors. The disconnecting means shall be properly located. <b>E3501.6</b>	
<input type="checkbox"/>	Service equipment shall be suitable for the short-circuit (fault) current available at its supply terminals and be identified as being suitable for use as service equipment. <b>E3501.6.1</b>	
<input type="checkbox"/>	Service disconnects or rating shall not be less than 100 amperes or the computed load to be carried. <b>E3502.1</b>	
<input type="checkbox"/>	Branch circuit, feeder and service load calculations are required for dwelling units. <b>E3502.2</b>	
<input type="checkbox"/>	Minimum service load calculations shall be per table. <b>E3502.2T</b>	
<input type="checkbox"/>	Proper conductor size, type and conduit size is required for service entrance conductors. <b>TE3503.1</b>	
<input type="checkbox"/>	Proper type; size and connection of the service grounding conductor is required at remote buildings. <b>E3507.3</b>	
<input type="checkbox"/>	Proper conductor size, type, and conduit size is required for branch circuits. <b>E3601.2</b>	
<input type="checkbox"/>	Branch circuit conductors supplying a single motor shall have an ampacity not less than 125% of the motor full-load current rating. <b>E3602.6</b>	
<input type="checkbox"/>	Central heating equipment requires individual branch circuits. <b>E3603.1</b>	
<input type="checkbox"/>	Lighting loads shall be calculated for listed occupancies and demand factors. <b>E3604.5</b>	
<input type="checkbox"/>	Panel schedules and/or circuiting on floor plan are required. <b>E3606.2</b>	
<input type="checkbox"/>	All electrical equipment shall be adequately supported and secured. <b>E3702.1</b>	



<input type="checkbox"/>	Conductors shall be protected from physical damage and installed to meet minimum cover requirements. <b>E3702.3.2</b>
<input type="checkbox"/>	Receptacle outlets in dwelling units shall be located so that no point is more than six (6) feet from a receptacle. <b>E3801.2.1</b>
<input type="checkbox"/>	Two or more 20 amp small appliance branch circuits are required for countertops, kitchen refrigeration equipment, pantries, dining rooms, or similar areas. Such circuits shall have no other outlets, including outdoor receptacles. <b>E3801.3</b>
<input type="checkbox"/>	Receptacle outlets serving countertops in kitchen and dining areas shall be located so that no point is more than 24 inches from a receptacle and be installed no more than 20 inches above or no more than 12 inches below the countertop. <b>E3801.4</b>
<input type="checkbox"/>	Dwelling units require at least one receptacle in bathrooms, outdoors at grade level, laundry areas, basements, garages, and hallways of 10 feet or more. Receptacle outlets in bathrooms shall be installed adjacent to each basin location and shall have no other outlets. Receptacle outlets shall be installed at the front and back of each dwelling. <b>E3801.6,7,8,9,10.</b>
<input type="checkbox"/>	GFCI protection in dwelling units is required at all 125 volt, 15 and 20 amp receptacles in bathrooms, garages, accessory buildings, outdoors, in crawl spaces, kitchen countertops, and within 6 feet of wet bar sinks. <b>E3802</b>
<input type="checkbox"/>	All branch circuits that supply 125-volt, single-phase, 15- and 20 ampere outlets installed in dwelling unit bedrooms shall be protected by an arc-fault circuit interrupter listed to provide protection of the entire branch circuit. <b>E3802.11</b>
<input type="checkbox"/>	Lighting outlet boxes shall be designed for the purpose and shall not be used as the sole support for ceiling (paddle) fans. <b>E3805.12</b>
<input type="checkbox"/>	Junction boxes; pull boxes, etc. shall be properly sized and accessible. <b>E3805.7</b>
<input type="checkbox"/>	A grounded circuit conductor (neutral) shall not be used for grounding noncurrent-carrying metal parts of panels or equipment supplied by a non-metallic wiring system on the load side of the service disconnecting means. (An equipment grounding conductor is required to be installed). <b>E3808.7</b>
<input type="checkbox"/>	Lighting fixtures and equipment shall be properly grounded. <b>E3903.3</b>
<input type="checkbox"/>	All recessed fixtures (including electric discharge lighting) shall be provided with thermal protection and adequate clearances. <b>E3903.7</b>
<input type="checkbox"/>	Lighting fixtures in clothes closets shall have proper clearances. Incandescent fixtures shall be totally enclosed. <b>E3903.11</b>
<input type="checkbox"/>	Lighting fixtures shall be properly supported. <b>E3904.4</b>
<input type="checkbox"/>	Fixed electric space heating equipment shall be provided with adequate spacing between combustible materials. <b>E4001.2</b>
<input type="checkbox"/>	Hydro-massage bathtubs and their associated electric components shall be protected by a ground-fault circuit interrupter. <b>RE4109.1</b>

<b>Mechanical</b>	
<input type="checkbox"/>	Heating and cooling equipment shall be installed in accordance with the manufacturer's installation instructions and the requirements of this code. <b>M1401.1</b>
<input type="checkbox"/>	Heating and cooling equipment shall be sized based on building loads calculated in accordance with the provisions of the Air Conditioning Contractors of America (ACCA) Manual J and Manual D. <b>M1401.3</b>
<input type="checkbox"/>	Condensate shall be conveyed to an approved place of disposal, so as not to cause a nuisance. <b>M1411.3</b>
<input type="checkbox"/>	In buildings of unusually tight construction, combustion air shall be obtained from outside the sealed thermal envelope. <b>1701.1.1</b>
<input type="checkbox"/>	Venting systems shall be adequately supported for the weight of the material. Structural members, such as joist and rafters, shall be designed to support the additional load. <b>M1801.7</b>
<input type="checkbox"/>	The installation of a boiler shall be in accordance with its listing and this section. <b>M2001.1</b>
<input type="checkbox"/>	Safety and pressure relief valves and controls shall be listed and approved for their installation and use in accordance with this section. <b>M2002.1</b>
<input type="checkbox"/>	Fuel-fired appliances shall not be located in, or obtain combustion from any of the following rooms or spaces: 1. Sleeping room; 2. Bathrooms; 3. Toilet rooms; 4. Storage closet. <b>G2406.2</b>
<input type="checkbox"/>	Equipment and appliances shall be installed as required by the terms of their approval and shall be installed in accordance with the conditions of listing, the manufacturer's installation instructions and this code. <b>G2408.1</b>
<input type="checkbox"/>	Makeup air requirements for the operation of exhaust fans, kitchen ventilation systems, clothes dryers and fireplaces shall be considered in determining the adequacy of a space to provide combustion air requirements. <b>G2407.4</b>
<input type="checkbox"/>	Outside air or return air for forced-air heating shall not be taken closer than 10 feet from any appliance outlet. <b>G2442.5</b>
<b>Plumbing</b>	
<input type="checkbox"/>	Piping shall be supported at distances not to exceed those indicated in Table P2605.1 of the code. <b>P2605.1</b>
<input type="checkbox"/>	Slip joints shall be made with an approved elastomeric gasket and shall only be installed on the trap outlet, trap inlet and within the trap seal. Fixtures with concealed slip-joint connections shall be provided with an access panel or utility space at least 12 inches in its smallest dimension or other approved arrangement so as to provide access to the slip connections for inspection and repair. <b>P2704.1</b>
<input type="checkbox"/>	Standpipes shall extend a minimum of 18 inches and a maximum of 42 inches above the trap. Access shall be provided to all standpipe traps and drains for rodding. <b>P2706.2</b>
<input type="checkbox"/>	Showers and tub/shower combinations shall be equipped with control valves of the pressure balance, the thermostatic mixing or the combination pressure balance/thermostatic mixing valve types with high limit stops in accordance with ASSE/ANSI 1016. The high limit stops shall be set to limit water temperature to a maximum 120 degrees. <b>P2708.3</b>

<input type="checkbox"/>	A door or panel of sufficient size shall be installed to provide access to the pump for repair and/or replacement. P2720.1
<input type="checkbox"/>	The flow velocity of the water distribution system shall be controlled to reduce the possibility of water hammer. A water hammer arrestor shall be installed where quick-closing valves are utilized, unless otherwise approved. Water hammer arrestors shall be installed in accordance with manufacturer's installation instructions. Water hammer arrestors shall conform to ASSE/ANSI 1010. P2903.5
<input type="checkbox"/>	Every trap and trapped fixture shall be vented in accordance with one of the venting methods specified in this chapter. P3101.2.1
<input type="checkbox"/>	All open vent pipes that extend through a roof shall terminate at least 1 foot above the roof. P3103.1
<input type="checkbox"/>	To prevent frost closure, every vent extension through a roof shall be not less than 3 inches in diameter. Any increase in the size of the vent shall be made inside the building with a minimum of 1 foot below the roof or inside the wall. P3103.2
<input type="checkbox"/>	Vent systems utilizing air admittance valves shall comply with this section. P3114.1

**Additional Comments:**

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