



City of Fenton

301 South Leroy Street. Fenton, Michigan 48430-2196. (810) 629-2261. FAX (810) 629-2004

RESIDENTIAL NEW CONSTRUCTION PLAN REVIEW CHECKLIST

The goal of the City of Fenton's 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.

General

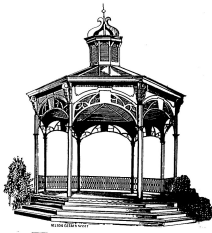
- All construction documents shall be submitted electronically to jpayne@cityoffenton.org or ldavis@cityoffenton.org
- All drawings shall be completely dimensioned.
- Plans should be drawn to scale not less than 1/8" = 1'0'
- Plans must be clear and legible.
- Plans shall be prepared on sheet paper no larger than 24"x 36".
- The 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.

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 stairs, 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.
- 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.



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Floor Plans- continued

- 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 in 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

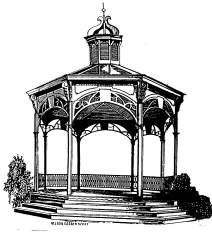
- Identify the location, direction, size, spacing and span of all roof and ceiling frame members.
- Identify all concentrated load points from ends of hip and valley rafters, ceiling joists, rafters, trusses, girder trusses, beams.
- Identify roof pitch for all portions of the roof and sloped ceilings.

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.

2015 Michigan Residential Code Chapter 11

- Provide documentation showing compliance 2015 MRC.
- 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.



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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.

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.
- Windowsill height

Masonry Fireplace Detail

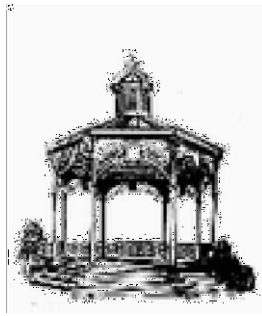
- Footing
- Flue size and material
- Hearth depth, width and means of support.
- Hearth extension
- Call out type of fireplace to be installed, masonry/insert/prefab gas log unit.
- Material used for chimney chase.
- Height of chimney above roofline.
- Fireplace doors to comply with code.

Building Elevations

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

Verify the following items are included on the plans.

- Zoning classification and setbacks
- Natural features
- Open space / Lot coverage
- Building height
- Retaining walls
- AC & Generators



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Building Permit and Plan Examination Application

Construction Value _____ **Permit Number** _____

Adjustments may be required due to adopted guidelines for basis of construction value

Authority:	P.A. 23 0 of 1972, as amended	The department will not discriminate against any individual or
Completion:	Mandatory to obtain permit	group because of race, sex, religion, age, national origin, color,
Penalty:	Permit will not be issued	marital status, handicap or political beliefs.

APPLICANT TO COMPLETE ALL ITEMS IN SECTIONS 1-6. SEPARATE APPLICATIONS MUST BE COMPLETED FOR PLUMBING, MECHANICAL, & ELECTRICAL WORK WITH THE CITY OF FENTON.

1. Project Information

Project Name _____

Address _____

City/State/Zip _____

2. Identification

A. Owner/Lessee/Name _____

Address _____

City/State/Zip _____

Phone _____ **Email** _____



A. Architect/Engineer

Name _____
Address _____
City/State/Zip _____
Phone _____ Email _____
License _____

C. Contractor

Name _____
Address _____
City/State/Zip _____
Phone _____ Email _____
License Number _____ Expiration Date _____
Federal Employer ID Number or Reason for Exemption _____
Workers Comp Insurance Carrier or Reason for Exemption _____
MESC Employer Number or Reason for Exemption _____

3. Type of Improvement and Plan Review

A. Type of Improvement

- _____ 1. New Building _____ 5. Demolition _____ 8. Premanufacture
- _____ 2. Addition _____ 6. Mobile _____ 9. Relocation
- _____ 3. Alteration _____ 7. Foundation _____ 10. Special Inspection
- _____ 4. Repair

B. Reviews to be Performed

- _____ 1. Building
- _____ 2. Foundation



ANY ELECTRICAL, MECHANICAL, AND PLUMBING REVIEWS ARE BY THE CITY OF FENTON. FIRE SUPPRESSION THROUGH FIRE SAFETY CONSULTANTS, INC.

4. Proposed Use of Building

A. Residential

- | | |
|--|--------------------------|
| _____ 1. One Family | _____ 4. Attached Garage |
| _____ 2. Two or More Family (# of Units _____) | _____ 5. Detached Garage |
| _____ 3. Hotel/Motel (# of Units _____) | _____ 6. Other |

B. Non-Residential

- | | | |
|---------------------------|---------------------------------|-----------------------------|
| _____ 7. Amusement | _____ 11. Service Station | _____ 15. School, Library |
| _____ 8. Church, Religion | _____ 12. Hospital, Institution | _____ 16. Store, Mercantile |
| _____ 9. Industrial | _____ 13. Professional | _____ 17. Tanks, Towers |
| _____ 10. Parking Garage | _____ 14. Public Utility | _____ 18. Other |

Non-Residential-Describe in detail the proposed use of the building, e.g. food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use.

5. Selected Characteristics

A. Principal Type of Frame

- | | | |
|--------------------------------|------------------------------|----------------|
| _____ 1. Masonry, Wall Bearing | _____ 3. Structural Steel | _____ 5. Other |
| _____ 2. Wood | _____ 4. Reinforced Concrete | |

B. Principal Type of Heating Fuel

- | | | |
|--------------|----------------------|-----------------|
| _____ 6. Gas | _____ 8. Electricity | _____ 10. Other |
| _____ 7. Oil | _____ 9. Coal | |

C. Type of Sewage Disposal

- | | |
|-------------------------------------|-------------------------|
| _____ 11. Public or Private Company | _____ 12. Septic System |
|-------------------------------------|-------------------------|



D. Type of Water Supply

_____ 13. Public or Private Company _____ 14. Private Well or Cistern

E. Type of Mechanical

15. Will there be Air Conditioning? _____ Yes _____ No

16. Will there be Fire Suppression? _____ Yes _____ No

F. Dimensions/Data

17. Number of Stories _____

18. Use Group _____

19. Const. Type _____

20. No. of Occupants _____

21. Floor Area:	Existing	Alterations	New
Basement	_____	_____	_____
1 st & 2 nd Floor	_____	_____	_____
3 rd -10 th Floor	_____	_____	_____
11 th & Above	_____	_____	_____
Total Area	_____	_____	_____

G. Number of Off Street Parking Spaces

22. Enclosed _____

23. Outdoors _____

6. Applicant Information

APPLICANT IS RESPONSIBLE FOR THE PAYMENT OF ALL FEES AND CHARGES APPLICABLE TO THIS APPLICATION AND MUST PROVIDE THE FOLLOWING INFORMATION

Name _____

Address _____

City/State/Zip _____

Phone () _____ Email _____



I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS/HER AUTHORIZED AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

Section 23a of the State Construction Code Act of 1972, 1972 PA 230 MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential structure. Violations of Section 23a are subject to civil fines.

Signature of Applicant _____

Plan Review Fee Enclosed \$ _____ Building Permit Fee Enclosed \$ _____

7. Local Governmental Agency to Complete this Section

Environmental Controls Approvals

	Required?		Approved	Date	Number	By
A - Zoning	Yes	No				
B - Fire District	Yes	No				
C - Pollution Control	Yes	No				
D - Noise Control	Yes	No				
E - Soil Erosion	Yes	No				
F - Flood Zone	Yes	No				
G - Water Supply	Yes	No				
H - Septic System	Yes	No				
I - Variance Granted	Yes	No				
J - Other	Yes	No				



8. Validation- For Department Use Only

User Group	_____	Building Permit Fee	_____
Type of Construction	_____	Zoning Permit	_____
Number of Inspections	_____	Construction Review Fee	_____
Square Feet	_____	Other Fee	_____
		Total Fee	_____

Approval Signature _____

Title _____ **Date** _____



