



**Norton Shores Building Division**

4814 Henry Street, Norton Shores, Michigan 49441

Telephone: (231)799-6801

**CHECKLIST FOR RESIDENTIAL ADDITION**

**ITEMS REQUIRED ON ALL DRAWINGS PRIOR TO PLAN REVIEW**

**TWO (2) SETS OF DRAWINGS**

ONE SET WILL BE APPROVED AND RETURNED TO YOU. THIS SET MUST BE ON THE JOB SITE OR **NO** INSPECTIONS WILL BE CONDUCTED. THE DRAWINGS MUST BE ACCOMPANIED WITH ANY ENGINEERED SHOP DRAWINGS RELEVANT TO YOUR PROJECT.

**CONSTRUCTION DOCUMENTS SHALL BE** OF SUFFICIENT CLARITY TO INDICATE THE LOCATION, NATURE AND EXTENT OF THE WORK PROPOSED AND SHOWN IN DETAIL AND WILL CONFORM TO THE PROVISIONS OF THIS CODE.

\_\_\_\_ SITE PLAN - LOCATION OF ALL STRUCTURES INCLUDING PROPOSED ADDITION & DRIVEWAY (LENGTH & WIDTH) & LABEL STREETS

\_\_\_\_ CROSS SECTION / CUT OF BUILDING

\_\_\_\_ FOUNDATION PLAN

\_\_\_\_ FLOOR PLAN

\_\_\_\_ ELEVATIONS

\_\_\_\_ TRUSS SPECS OR ROOF LOADING DATA SHEET

\_\_\_\_ SIGNED & COMPLETED BUILDING PERMIT APPLICATION

\_\_\_\_ ALL ENGINEERED BEAM, COLUMNS AND HEADERS

\_\_\_\_ LOCATION OF ALL CONCENTRATED IMPOSED LOADS AS THE RESULTS OF THE BEAMS, COLUMNS, HEADERS AND WHERE THE LOADS BEAR ON THE FOOTINGS AND FOUNDATIONS

\_\_\_\_ 2015 MICHIGAN ENERGY CODE SUBMITTAL

\_\_\_\_ BLOWER DOOR TEST/COMPLIANCE

\_\_\_\_ SCHEDULE SJ&D

**ITEMS REQUIRED TO BE INDICATED ON DRAWINGS**

\_\_\_\_ WINDOW SIZES AND LOCATIONS

\_\_\_\_ ENGINEERING/SHEAR CORNER DESIGN(S)

\_\_\_\_ SMOKE DETECTOR/CARBON MONOXIDE ALARM LOCATION(S)

\_\_\_\_ FURNACE AND WATER HEATER LOCATION

\_\_\_\_ DOOR AND WINDOW HEADER DESIGN (INCLUDE JACK STUDS), IF APPLICABLE

**OWNER RESPONSIBLE TO ACQUIRE PRIOR TO BUILDING PERMIT ISSUANCE (IF APPLICABLE)**

\_\_\_\_ DEQ – WETLAND AND CRITICAL DUNES

\_\_\_\_ SOIL EROSION – WITHIN 500’ OF ANY BODY OF WATER, INCLUDING WETLANDS

\_\_\_\_ DESIGN FLOOD ELEVATION

**REQUIRED INSPECTIONS:**

FOOTING FORM

WALL FORM

PRE-BACKFILL

ENERGY, AIR BARRIER, UNLESS DONE BY A 3<sup>RD</sup> PARTY, THEN WE NEED THEIR REPORT

ROUGH-IN

ICE/WATER PROTECTION

FINAL