



Norton Shores Building Division
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Telephone: (231)799-6801

CHECKLIST FOR RESIDENTIAL SUNROOM
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 SUNROOM & DRIVEWAY (LENGTH & WIDTH) & LABEL STREETS

_____ CROSS SECTION / CUT OF BUILDING

_____ FOUNDATION 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 (IF ROOM IS CONDITIONED I.E. 4 SEASONS ROOM)

_____ BLOWER DOOR TEST/COMPLIANCE (IF ROOM IS CONDITIONED I.E. 4 SEASONS ROOM)

_____ SCHEDULE SJ&D (IF ROOM IS CONDITIONED I.E. 4 SEASONS ROOM)

WHEN USING A SUNROOM KIT

_____ FASTENING DETAILS

_____ MANUFACTURER'S DRAWINGS & SPECIFICATIONS

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:

IF POST CONSTRUCTION: FOOTING

IF MASONRY: FOUNDATION, FOOTING FORM, WALL FORM, PRE-BACKFILL

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

ROUGH-IN

ICE/WATER PROTECTION

FINAL