

County of Emmet

Planning, Zoning & Construction Resources

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MINIMUM PLAN REQUIREMENTS FOR BUILDING PERMIT 2015 MICHIGAN BUILDING CODE

Two sets of plans are required to be submitted with building permit applications for new building, additions and alterations, (when necessary to fully explain the work being done). The plans shall have all necessary dimensions, be drawn to an appropriate & legible scale and contain all information necessary to indicate compliance with the construction codes. Plans for new buildings, additions and alterations for a change in use of an existing building shall be signed and sealed by a design professional, (architect or engineer).

Electrical plans are required for all buildings except when the electrical system is 400 amps or less and the building is 3,500 sq ft or less in total area.

Mechanical plans are required for all buildings except office, retail & storage buildings with only HVAC equipment, one fire area and 3,500 sq ft or less in total building area.

Plumbing plans are required for all buildings except assembly, office, retail & storage buildings with a fixture count of less than 12.

The following is a breakdown of what drawings and related information will be expected to be submitted when applying for a building permit:

Site Plan Drawing: A dimensioned drawing showing to scale the size and location of new construction and existing structures on the site, established setback lines, distances from lot lines, the established street grades and the proposed finished grades and, as applicable, flood hazard areas, floodways, and design flood elevations; and it shall be drawn in accordance with an accurate boundary line survey; the drawing shall include the location of neighboring structures, drives, utilities and any other permanent items that may be affected by proposed new construction. In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site.

Foundation/Basement Plan: A drawing showing building walls and footings, including porch and deck footings with dimensions; showing interior footings, thickened slabs and columns/piers with dimensions; showing foundation details stating materials, reinforcing and methods for construction; showing crawl space venting locations if applicable; showing basement window and door locations; showing stairway, separate rooms with name of use and dimensions; showing elevator and elevator machine room if applicable; showing basic beam, girder, column and first floor framing systems with dimensions as well as all deck and porch framing members.

Floor Plans: A drawing showing all interior and exterior walls, doors and windows; showing egress stairways and corridors with dimensions; showing all rooms labeled as to intended use; showing elevator if applicable; showing appliances, toilet and bathing fixtures and mechanical equipment locations; showing floor framing or roof framing systems with size and spacing of all beams, girders, rafters and/or trusses called out and dimensioned; showing all required fire rated assemblies with corresponding assembly numbers; showing electrical service, devices, exterior lighting and emergency/exit lighting.

Exterior Elevations: A drawing showing all basic elevations including windows, doors, materials and finishes; showing basic dimensions including roof overhangs and roof pitches; showing all decks and porches including roofs over; showing chimneys and finish materials if applicable; showing the approximate grade around entire building including accessible building access points, accessible parking and accessible routs.

Building Section/Wall Section: A drawing showing proposed construction materials, insulation materials, exterior and interior finish materials; showing floor construction materials, roof construction materials with dimensions; showing stairway construction materials including handrails, treads, risers and headroom dimensioned; showing accessible ramp construction materials including handrails if applicable; the drawings shall provide details of the exterior wall envelope as required, including flashing, intersections with dissimilar materials, corners, end details, control joints, intersections at roof, eave or parapets, means of drainage, water resistive membrane and details around openings; the drawings shall include manufacturers installation instructions, test data and supporting documentation showing proposed systems meet all code requirements.

Additions to Existing Buildings: Drawings showing the same as required and listed above as well as a basic layout of the existing building being attached to so a complete understanding of the impact the proposed new addition will have on the existing structure and systems.

The above information indicates generally what plans are expected to be submitted with an application for a building permit. As always please feel free to contact this office with any specific questions you may have regarding the plan requirements for your project.