

Residential Plan Requirements

- 2 sets of plans and scope of work required.
- Plans - general requirements
 - Plans are neat and legible, reasonably clear and contrasting
 - Not too busy or confusing and must use straight edge
 - Free hand sketches not accepted
 - Each page of plans will indicate:
 - The project address
 - Floor being worked (basement, 1st, 2nd, 3rd, attic)
 - What type of plan it is (floor plan, electrical plan, etc.)
 - Plans include a plot plan (site plan) with dimensions to property lines and other structures
 - Plans include fire separation walls, for 2 & 3 family dwellings or walls less than 5 feet from property line
 - Plans shall be scaled or rooms shall contain dimensions (1/8 in = 1 ft)
 - Floor plan/layout of every floor is required if work is taking place on that floor
 - Plans shall have every room labeled (bedroom, kitchen, bathroom, dining room, loft, etc.)
 - Plans differentiate between new and existing construction
 - Plans involving alterations to structural elements are sufficiently detailed and may require design calculations
 - Plans convey method of energy conservation compliance (pertains to insulation, exterior openings, mechanical systems)
 - Prescriptive method
 - Home builders association
 - RESCheck

- Mechanical, electrical, and plumbing plans general requirements
 - o All same as general plan requirements plus:
 - Mechanical (HVAC, gas piping and prefabricated fireplace)
 - Provide location of furnace, air conditioning unit and gas meter
 - Provide ventilation requirements
 - Plumbing
 - Provide location of new plumbing fixtures (sinks, toilets, tubs, showers)
 - Size of building drain, stack(s), water service and water distribution mains
 - Material standard for water distribution piping and sanitary drains and vents
 - Fixture Schedule with appropriate standards
 - Proper spacing/clearance for fixtures is detailed
 - ****In other than new construction – clearly indicate where tie-ins for new drains and vents will be****
 - Detail for freeze protection when needed
 - If a sewage ejector is part of the design, will need detail for how it is tied into the system including the size of the drain it will be tied into.
 - Electrical
 - Provide service load calculations (only if adding additional load to system/service)
 - Provide location of new receptacles (outlets), switches, can or ceiling lights, ceiling fans, and smoke detectors
 - Provide location of electrical panel
- Scope of work
 - o Bullet point list of exactly what you plan to do
 - o Divided into 4 categories
 - Structural
 - Electrical
 - Mechanical (HVAC, gas piping and prefabricated fireplace)
 - Plumbing

BE AS SPECIFIC AS POSSIBLE!

Work that is shown incorrectly or not adequately detailed in the construction documents may result in stoppage of work.

Have questions, contact 614-645-7562 or buildingplanreviewinfo@columbus.gov