

RESIDENTIAL Building Permit Application Guide

2015 Michigan Residential Code

This Guide is for design professionals, builders, plan reviewers and building inspectors. Its intent is to promote consistency in the preparation and review of construction documents, streamline the approval process, and foster code-compliant construction.

The Guide itemizes the most typical building code requirements necessary for the issuance of a building permit, cross-referenced to the 2015 Michigan Residential Code. Not every item in the Guide applies to all projects, the Building Official may request additional information.

Used during the design and documentation process, the Guide can identify which code stipulations must show on the construction documents, as well as those outside the scope of the work. Attendant code-section numbers provide quick access to the applicable MRC paragraph or table.

The Guide may be submitted as part of the building permit application by filling out the top portion. Submitting a project-specific list will allow the plan reviewer a fast understanding of the proposed work, speed up the review process and result in fewer questions and permit denials

DATE SUBMITTED

PROJECT NAME

PROJECT ADDRESS

JOB NUMBER/TRACKING NUMBER

CHECKLIST COMPLETED BY

REPRESENTING

BUILDING PERMIT APPLICATION DATA

Contact the local building department for the required number of sets and/or additional information.

Applicable/ Provided	Not Applicable	
		Contact Information: Name, address, business phone, cell phone, Email - R105.3
		Michigan license number of builder - PA230 125.1510(2)
		Use and occupancy of proposed work - R105.3; 3
		Legal description of property - R105.3; 2
		Subdivision and lot number - R105.3; 2
		Certified topographical survey - R105.3; 7
		Soils report from an approved agency - R401.4
		Zoning approval - R106.1.1
		Flood elevation and lowest floor elevation if work is in a flood area - R106.1.3
		Gross square footage/net square footage of project - R109.16.1
		Project calculated area is in excess of 3,500 sq. ft. - R106.1
		Name and license number of registered design professional
		Address and phone number of registered design professional
		Original signature of registered design professional, seal and date
		Identify work using engineered solutions in lieu of prescriptive standards - R301.1.3
		Name and license number of registered design professional
		Original signature of registered design professional, seal and date
		Submit engineering calculations
		Identify special inspections - R106.1

		Construction documents - Drawings and Specifications		
Applicable/ Provided	Not Applicable			
		Site plan with north arrow - R106.1; 106.2; 401.3; 403.3.3		38
			Structures and existing site improvements to be demolished	39
			Proposed new structures and existing structures and improvements to remain	40
			Front, rear and side dimensions from all structures to property lines	41
			Proposed new site grades; existing site grades	42
			Finished grade planes at exterior walls	43
			Location of sewers, septic, water supply, wells, gas lines and electrical service	44
			Location of decks	45
			Easements, wet lands	46
			Natural features of site	47
			Retaining walls, embankments	48
		Floor and basement plans		49
			Minimum footing sizes - R403.1	50
			Walls, partitions, size and type of columns, beams, all dimensioned - R106.1.1	51
			Materials, thicknesses, R-values for roof and wall insulation - R408.31063	52
			Materials, R-values for crawl space, under-slab insulation - N1102.2.7	53
			Foundation drainage system and connection to sewer - R405.1	54
			Crawl space ventilated - R408.1	55
			Combustion air for furnace room, boiler room - M1701.1	56
			Finish grade at exterior walls - R403.3.3	57
			Exterior platform(s) at egress door(s) - R311.3	58
			Fire separation(s) - R302.1	59
			Decks - R507.1	60
		Stairs		61
			Rise, run, floor opening(s) head clearance clearly dimensioned - R311.7	62
			Treads, risers and winders dimensioned - R311.7.5	63
			Landings dimensioned - R311.7.6	64
			Ramps dimensioned - R311.8	65
			Handrails - R311.7.8	66
			Guardrails - R312.1	67
			Illumination - R303.7; 303.8	68
		Roof plan		69
			Roofing materials, roof slopes - Table R905.1.1(1)	70
			Insulation: material, thickness, R-value - R408.31063a	71
			Flashing - R903.2	72
			Cants, saddles, crickets - R903.2.2	73
			Ventilation - R806.1	74
			Drainage - R801.3	75
		Attic		76
			Attic Loads - Table R301.5	77
			Egress window, dimensions and height off floor - R310.1	78
			Limited storage in attic, not habitable - Table R310.5	79
			No storage in attic, not habitable - R301.5	80
			Access - R807.1	81
		Elevations, north, south, east and west - R106.1.1		82
			Windows, doors and exterior materials clearly noted	83
			Maximum building height	84
				85
				86
				87
				88

Applicable/ Provided	Not Applicable			89
			Interior finishes	90
			Ceiling heights	91
		Structural		92
			Braced wall lines shown on plans - R106.1.3	93
			Bracing method	94
			Location and length of panels	95
			Attachment at sill	96
			Attachment at head	97
			Footing material, depth, width, reinforcement - R403.1	98
			Foundation wall material, thickness, reinforcement - R402	99
			Foundation pads, material, size, reinforcement - Table R403.1.1	100
			Basement floor, concrete thickness and reinforcing - R506	101
			Wall anchorage to foundation - R403.1.6	102
			Wall anchorage to roof - R602.10.6.2	103
			Tensile strength of lumber, lumber species, pressure treating - Table R502.3.1(1)	104
			Size and spacing of roof framing, bracing, roof/wall connectors - Table R802	105
			Material and thickness of wall and roof sheathing - R503.2.1(1)	106
			Columns: Dimensions, size, material, connections -R407	107
			Floor framing: Joist size, spacing, blocking, bridging, subfloor - R502	108
			Wall stud spacing, sizes, materials, bracing - R602	109
			Performance data for exterior doors, windows - R612.1	110
			Indicate fire blocking, stopping -R302.11	111
			Trusses: Layout and bracing; erection bracing - R502.11	112
			Truss design by Mich. Registered Design Professional - R106.1.4	113
			Precast concrete certified by Mich. registered design professional - R106.1	114
		Energy Efficiency		115
			Information on the construction documents - N1101.8	116
			Insulation materials and R-values	117
			Fenestration U-factors	118
			Area-weighted U-factor and SHGC calculations	119
			Mechanical system design criteris	120
			Mechanical, waterheating system, equipment types, sizes, efficiencies	121
			Economizer description	122
			Equipment and system controls	123
			Motor horsepowers and controls	124
			Duct sealing, duct and pipe insulation, locations	125
			Light fixture schedule and wattages	126
			Air sealing details	127
			Exposed foundation insulation protected - N1103.13.1	128
			Eave baffels provided - N1102.2.3	129
			Slab-on-grade insulation - N1102.2.9	130
			Duct, air handlers, filter boxes sealed - N1103.2.2	131
			Heating, cooling equipment sized per ACCA Manuals S and J - N1105.3	132
			Annual energy cost meets Standard Referenced Design - N1105.3	133
			Compliance report - N1106.6.2	134
		Building Details		135
			Typical wall section	136
			Roof to wall connection	137
			Gable end wall bracing	138
				139

Applicable/ Provided	Not Applicable		
			Draftstopping, fire blocking
			Vapor barrier: Roof, walls, under slabs
			Flashing
			Window heads, sills
			Door heads
			Roof to walls
			Wall bases
			Under sill plate
			Thru-wall poenings
			Chimney
			Fireplaces: Cross section, materials, dimensions
			Factory-built fireplaces conform to UL 127
			Exterior deck anchorage to house, diagonal bracing
		Plumbing - R306.1; 307.1	
			Show sinks, tubs lavs, water closets, hose bibs, floor drains
		Heating-Cooling	
			System is less than 375,000BTU
			Show furnaces / boilers, thermostats
			System is less than 400 amps and 3,500 sf
			Ground fault interruptors
			Carbon monoxide detectors
			Smoke detectors
			Arc-fault circuit interuptors
		Products, equipment	
			Site address - R319.1
			Emergency escape weindows - R310.1
			Windows fall prevention devices - R312.2
			Window product rating - N1101.12.3; Table N1102.1.1
		Signatures	
		Original signature of the applicant or applicant's authorized agent - R105.3; 6	
			Original signature(s) of registered design professional(s) including seal(s) and date(s)
SEMBOIA thanks you for helping to streamline the plan review and building permit process			

140
141
142
143
144
145
146
147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172