



Richland County Courthouse

RICHLAND COUNTY DEPARTMENT OF BUILDING REGULATIONS

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Residential Building Plan Requirements

This checklist is to be used for the review of residential building plans and documents. Fees must be paid at the time of application before plan and document review begins. Submit two (2) sets of plans and documents. Plans shall be neatly drawn to a consistent and recognized scale (1/4"=1' minimum). Plans are required to contain adequate information to be properly reviewed. Referring to code sections in general does not allow us to review proposed methods of construction. Plans containing general code references will be returned for more specific information. Drawings shall be reviewed under the most current Residential Code of Ohio (RCO)

General Plan and Application Information:

1. ___ Address, contact information, and Ohio license number (if applicable) for:
 - a. ___ Owner, Designer(s), General, Electrical, and Mechanical Contractors, Other Contractors
2. ___ Complete and accurate directions to project site must be provided on the application. Post address on site.
3. ___ Items to be noted on the first sheet:
 - a. ___ Index of Drawings
 - b. ___ Area in gross square feet
 - c. ___ Number of Stories and Basement/Crawl Space/Slab
4. ___ Provide the name of the Power Company or utility.
5. ___ A note for items that are not pertinent (ex. heating systems in an unheated building) shall be clearly described on the drawings. Alternate methods of compliance shall be described.
6. ___ Residential Plan Submittal Checklist

Other permits to be submitted with Application:

7. ___ Approved Zoning permit for construction in zoned townships and municipalities (Incorporated areas).
8. ___ Approved Stormwater Management Permit (Richland County Unincorporated areas and Lexington Only).
9. ___ Septic or County Sewer approval (Richland County only).

Site Plan: (minimum reqs. per RCO 106.1.1, No.2.)

10. ___ Shall be drawn to a recognized scale.
11. ___ Size and location of all existing and proposed structures.
12. ___ All property and interior lot lines with distances from lot lines.
13. ___ Setback and side yard dimensions.
14. ___ Locations of nearest streets.
15. ___ Established street grades.
16. ___ Types and sizes of all utility lines.
17. ___ Elevations of all proposed finished grades.
18. ___ Floodplain location with base flood elevations, if applicable.

Architectural and Floor Plans:

19. ___ Complete floor plans, including:
20. ___ Details for means of egress
 - a. ___ Stairways-
 - i. Treads
 - ii. Risers
 - iii. Handrails
 - iv. Guardrails
 - v. Landings
21. ___ Complete window, door, and room finish schedule
 - a. ___ Door sizes and locations
 - b. ___ Window sizes and locations
 - c. ___ Tempered Glass Locations
22. ___ Attic Access
23. ___ Garage details
 - a. ___ Garage Floor, Slope/Floor Drains
24. ___ Smoke Alarm Locations
25. ___ Floor Framing/Construction Plan

Building Structural Design Information:

26. ___ Soil Bearing Pressure
27. ___ Footings
 - a. ___ Type of Footing
 - b. ___ Size
 - c. ___ Footing Material
 - d. ___ Footing Depth
 - e. ___ Reinforcing- number, type, size
28. ___ Floor Live Loads
___ Bedroom ___ Attic ___ Living Area ___
29. ___ Foundation plan – indicate design bearing pressure, details, anchorage (bolt sizes, spacing, layout, etc.), reinforcing clearances in concrete, floor slab, insulation details, vapor barriers etc.
30. ___ Floor framing plans(engineered floor systems)
31. ___ Roof framing plans
32. ___ Connection details
33. ___ Manufacturer's Truss Diagrams (if used).
34. ___ Engineered Beams w/Specs (LVL,Glu-Lam, etc.)

Elevation View of Exterior:

35. ___ Elevation Views of all sides of building showing:
 - a. ___ Grade
 - b. ___ Walls
 - c. ___ Openings- windows/doors

Cross Section:

- 36. ___ Detailed cross section from foundation to roof
- 37. ___ Footing size and depth
- 38. ___ Exterior Walls/floors for conventional framed structures
 - a. ___ Material Sizes and framing
 - b. ___ Vapor Barriers
 - c. ___ Floor Construction- joist sizes and spacing
 - d. ___ Floor Insulation
 - e. ___ Wall Construction methods
 - f. ___ Wall Insulation
 - g. ___ Siding
 - h. ___ Headers / Girders / Posts & Spacing
 - i. ___ Roof Trusses or Rafters (with roof pitch)
 - j. ___ Truss bracing or collar ties
 - k. ___ Roof Sheathing or purlins
 - l. ___ Roof underlayment, ice protection and covering
- 39. ___ Exterior Walls for pole structures
 - a. ___ Pole Sizes and spacing
 - b. ___ Vapor Barriers
 - c. ___ Floor Construction
 - d. ___ Floor Insulation
 - e. ___ Wall Construction methods
 - f. ___ Wall Insulation
 - g. ___ Siding
 - h. ___ Headers / Girders / Posts & Spacing
 - i. ___ Roof Trusses or Rafters (with roof pitch)
 - j. ___ Truss bracing or collar ties
 - k. ___ Roof Sheathing or purlins
 - l. ___ Roof underlayment, ice protection and covering

Electrical:

- 40. ___ Submit electrical panel locations and panel schedules with conduit, wire & grounding conductor sizes and types.
- 41. ___ Provide a complete one-line service riser diagram
 - a. ___ Overhead or Underground Service
 - b. ___ Conductor Insulation Type and Rating
 - c. ___ Conductor Size
 - d. ___ Conduit Size or indicate SE/USE
 - e. ___ Disconnecting Means (where required)

- f. ___ Grounding Conductor Size
- g. ___ Ground Rod Size and Location(s)
- h. ___ Bonding Jumpers:
 - i. Water Heater
 - ii. Water Meter
- 42. ___ Submit complete electrical power and lighting plans with drawing symbol designation information. Include:
 - a. ___ Receptacles
 - b. ___ Lights,
 - c. ___ Switches, smoke detectors, etc
- 43. ___ Electrical equipment and fixture schedules.
- 44. ___ Ground-fault (GFCI)
 - a. ___ Kitchens
 - b. ___ Bathrooms
 - c. ___ Storage/Basement
 - d. ___ Exterior
- 45. ___ Arc-fault (AFCI) protection
 - a. ___ Bedrooms
 - b. ___ Other areas
- 46. ___ Tamper resistant receptacles
- 47. ___ Stairway Illumination
- 48. ___ Habitable Room Illumination
- 49. ___ Indicate Disconnecting means and overcurrent protection devices.
- 50. ___ Energy Conservation Code calculations including method of compliance for electrical power and lighting.

Mechanical:

- 51. ___ HVAC plan and equipment schedule, including:
 - a. ___ Furnace Location
 - b. ___ Water Heater Location(s)
- 52. ___ Bathroom Ventilation
- 53. ___ Habitable Room Ventilation
- 54. ___ Energy Conservation Code calculations including method of compliance for mechanical systems.

Other:

- 55. _____
- 56. _____

Special Notes

- Foundations- all foundation shall comply with Chapter 4 of the Residential Code of Ohio (RCO).
 - The minimum footing depth shall be 12” below grade. The structure shall be properly tied down at intervals not to exceed 8’-0” on center around the perimeter of the structure
 - Structures with an area 400 square feet or less and an eave height of 10 feet or less do not require a frost protected foundation. .
 - For structures with a frost-protected foundation, the minimum footing thickness shall be 6” for continuous footings. The bottom of the footing shall be a minimum of 36” below finished grade.
 - Slab on grade foundations shall be prepared and sealed by an architect or engineer registered in the State of Ohio per RCO 116.2.
- All lumber within 6” of grade shall be pressure treated or rot resistant.
- Approved fasteners shall be used on all treated lumber.
- Garage floor surfaces shall be of approved noncombustible, nonpermeable material. A structure shall be classified as a garage for uses including storage, repair, painting, maintenance, or operation of a motor vehicle. A motor vehicle shall be defined as a passenger car, van, truck, or bus.
- Technical support and free software compliance tools for Energy Code Compliance can be found at <http://www.energycodes.gov>