

Residential New Construction Checklist



Where do I start?

All plan submittals must include one signed and sealed printed copy no larger than 24 x 36 along with one digital copy and the required fees. The checklist table below can be used to determine if your submission is complete or if more information needs to be provided, and should be included with your application.

Included?		Required Information
Yes	No	Completed residential building application
Yes	No	Copies of contractor's current license, driver's license, and liability insurance
Yes	No	Plot plans, showing all existing AND proposed conditions on two separate sheets, including:
Yes	No	Setbacks
Yes	No	Easements, utilities, and rights-of-way
Yes	No	Building elevations
Yes	No	Fence/screening
Yes	No	Topography and grading
Yes	No	Stormwater drainage
Yes	No	Construction plans that include:
Yes	No	Foundation plans
Yes	No	Floor plans
Yes	No	Building Details
Yes	No	- Roof, including pitches of each slope
Yes	No	- Walls
Yes	No	- Windows and doors
Yes	No	- Façade materials
Yes	No	- Fireplace, if applicable
Yes	No	- Mechanical Details
Yes	No	- HVAC
Yes	No	- Electrical
Yes	No	- Plumbing
Yes	No	- Michigan Energy Code plans
Yes	No	- Garage, if applicable
Yes	No	Oakland County soil erosion permit
Yes	No	Right-of-way/easement application, if applicable

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Work in the Right-of-Way

Any work to be done in the City right-of-way (ROW), in a utility easement, and certain work on private property, requires an Engineering Inspection Permit from the Department of Public Works (DPW):

[Link to DPW & Engineering Homepage](#)

Codes Currently in Effect in Clawson

Residential

- 2015 Michigan Residential Code
- 2017 National Electrical Code (Residential)
- 2015 International Swimming Pool & Spa Code

Accessibility

- 2017 Accessible and Usable Buildings and Facilities

State Energy Code

- Michigan Energy Code (ASHRAE 90.1-2013)

Fire Code

- 2015 International Fire Code (Adopted by City)

Property Maintenance

- 2018 International Property Maintenance Code (IPMC)

