



City of Pontiac

Division of Building Safety

47450 Woodward Ave. - 1st Floor

Pontiac, Michigan 48342

Phone: 248-758-2800

http://www.pontiac.mi.us/departments/community_development/building_and_safety.php

Building Plan Review Checklist for Industrial, Commercial, and Multi-Family Buildings

Building Plan Reviews are based on the Michigan Building Code. In order to perform a thorough Building Plan Review, the following specifications, drawings and details must be submitted:

- Complete signed and sealed architectural plans, structural plans and material specifications of all work.
- A site plan including the following information:
 - o Size and location of all new construction and all existing structures on the site.
 - o Distances from lot lines and any existing buildings or structures.
 - o Established street grades and proposed finish grades.
- Architectural plans and specifications to include:
 - o Description of uses and the proposed occupancy group(s) for all portions of the building. The design approach for mixed-uses (as applicable).
 - o Proposed type of construction of the building.
 - o Fully dimensioned drawings to determine building areas and height.
 - o Adequate details and dimensions to evaluate means of egress, including occupant loads for each floor, exit arrangement and sizes, corridors, doors, stairs, etc.
 - o Exit signs/means of egress lighting, including power supply.
 - o Accessibility scoping provisions.
 - o Description and details of proposed special occupancies such as a covered mall, high-rise, mezzanine, atrium, public garage, etc.
 - o Adequate details to evaluate fire resistive construction requirements, including data substantiating required ratings.
 - o Details of plastic, insulation, and safety glazing installation.
 - o Details of required fire protection systems.
- Structural plans, specifications, and engineering details to include:
 - o Soils report indicating the soil type and recommended allowable bearing pressure and foundation type.
 - o Signed and sealed structural design calculations which support the member sizes on the drawings.
 - o Local design load criteria, including: frost depth; live loads; snow loads; wind loads; earthquake design data; other special loads.
 - o Details of foundations and superstructure.
 - o Provisions for required special inspections.
 - o Applicable construction standards and material specifications (i.e., masonry, concrete, wood, steel, etc.).