



Department of Buildings and Inspections
300 George Street, Harrison, Ohio, 45030
513-202-8494; fax: 513-202-8457

CONSTRUCTION DOCUMENT REQUIREMENTS

- I. Plans, when submitted to the Director of Building and Inspections for review, shall be drawn to scale with a straight edge on unlined paper which sizes shall be standard multiples of 8-1/2" x 11" or 9" x 12".
- II. All plans shall be comprehensive, detailed, legible and shall include but shall not be limited to the following information:
 - (1) An index of drawings located on the first sheet;
 - (2) A site plan based on an actual survey, showing street location; the location of the proposed building or addition and all existing buildings on the site, including setbacks from all property lines to the proposed and existing structures, distances between all buildings, number of stories, building height, shape and dimensions of the lot, location and sizes of all utility lines, and drainage provisions to adequately handle the surface runoff;
 - (3) Floor plans, including plans of full or partial basements or cellars and full or partial attics or penthouses. Floor plans must show all relevant information such as door swings, stairs and ramps, windows, shafts, etc., and must be sufficiently dimensioned to describe all relevant space sizes. Wall materials must be described by cross-hatching (with explanatory key), by notation, or by other clearly-understandable methods. Spaces must be identified as to their actual use. For alterations, provide a key plan indicating the location of the space within the building;
 - (4) All elevations necessary to completely describe the exterior of the building including floor to floor dimensions;
 - (5) Cross sections, wall sections and detail section, to scale, as may be required to describe the general building construction including wall, ceiling, floor and roof materials and construction, and details which may be necessary to describe typical connections, etc.;
 - (6) Complete structural description of the proposed structure on the above drawings or on separate drawings including size and location of all principal structural elements and a table of live loads used in the design of the building and computations, stress diagrams and other data sufficient to show correctness of plans;
 - (7) Complete description of the mechanical and electrical systems of the building or affected space on the above drawings or on separate drawings, including plumbing schematics and principal plumbing, heating, ventilation and air conditioning duct and piping layouts and lighting and power equipment layouts;
 - (8) Additional graphic or test information as may be reasonably required by the Director of Buildings and Inspections to allow him to review special or extraordinary construction methods or equipment;
 - (9) Plans shall bear the project address and the identification of the person primarily responsible for their preparation on each sheet;
 - (10) All pages and data properly sealed by the appropriate professional;
 - (11) Evidence of previous use group and construction type; and
 - (12) Door hardware schedule with function descriptions.

CABO 1- & 2-FAMILY CHECKLIST

Information required to be on drawings for 1- and 2-family dwellings based on the CABO One- and Two-Family Dwelling Code:

- a.* Room uses and dimensions, ceiling heights;
- b.* Building materials used in the construction of walls, floors, ceilings and roof framing;
- c.* Smoke detectors on each level and near bedrooms;
- d.* Stair details (riser, tread, headroom clearance);
- e.* Railing heights;
- f.* Fireplace details, hearth dimensions;
- g.* Retaining wall details;
- h.* Manufacturer's truss specifications, complete with an Ohio engineer's seal;
- i.* Window sizes for emergency egress, light and ventilation;
- j.* 3' x 3' minimum landings at egress doors (1 riser maximum);
- k.* Fire separation between the garage and dwelling, slope garage slab;
- l.* Beam, header and column sizes;
- m.* Deck details, including connections;
- n.* Footings 30" minimum below grade, soil-bearing capacity;
- o.* Roof covering materials, 15# felt underlayment;
- p.* Wall bracing;
- q.* Ceiling, floor and wall insulation;
- r.* Attic access and ventilation;
- s.* Crawl space access and ventilation;
- t.* Location of mechanical appliances (furnace, water heater, flues);
- u.* Outside combustion air for fireplace and furnace;
- v.* Lumber specifications (Fb and E), design loads;
- w.* Safety glazing in shower doors;
- x.* Bathroom exhaust fan; and
- y.* Architect's or engineer's stamp/seal/signature if drawings have been prepared by same.



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RCO CHECKLIST

Information required to be on drawings for 1,2, & 3family dwellings based on the Residential Code of Ohio:

- a. Room uses and dimensions, ceiling heights;
- b. Building materials used in the construction of walls, floors, ceilings and roof framing;
- c. Smoke detectors on each level and near bedrooms;
- d. Stair details (riser, tread, headroom clearance);
- e. Railing heights;
- f. Fireplace details, hearth dimensions;
- g. Retaining wall details;
- h. Manufacturer's truss specifications, complete with an Ohio engineer's seal;
- i. Window sizes for emergency egress, light and ventilation;
- j. 3' x 3' minimum landings at egress doors (1 riser maximum);
- k. Fire separation between the garage and dwelling, slope garage slab;
- l. Beam, header and column sizes;
- m. Deck details, including connections;
- n. Footings 30" minimum below grade, soil-bearing capacity;
- o. Roof covering materials, 15# felt underlayment;
- p. Wall bracing;
- q. Ceiling, floor and wall insulation;
- r. Attic access and ventilation;
- s. Crawl space access and ventilation;
- t. Location of mechanical appliances (furnace, water heater, flues);
- u. Outside combustion air for fireplace and furnace;
- v. Lumber specifications (Fb and E), design loads;
- w. Safety glazing in shower doors;
- x. Bathroom exhaust fan; and
- y. Architect's or engineer's stamp/seal/signature if drawings have been prepared by same.