

# Residential Plan Requirements

Address: 111 N Front Street, Columbus, Ohio 43215

Phone: 614-645-7433

Website: [www.columbus.gov/bzs](http://www.columbus.gov/bzs)

- 2 sets of plans and scope of work required
  
- Plans - general requirements of Plans are neat and legible, reasonably clear and contrasting
  - Not too busy or confusing and must use straight edge
  - Free hand sketches not accepted
  - Each page of plans will indicate:
    - The project address
    - Floor being worked (basement, 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, attic)
    - What type of plan it is (floor plan, electrical plan, etc.)
  - Plans include a plot plan (site plan) with dimensions to property lines and other structures
  - Plans include fire separation walls, for 2 & 3 family dwellings or walls less than 5 feet from property line
  - Plans shall be scaled or rooms shall contain dimensions (1/8 in = 1 ft)
  - Floor plan/layout of every floor is required if work is taking place on that floor
  - Plans shall have every room labeled (bedroom, kitchen, bathroom, dining room, loft, etc.)
  - Plans differentiate between new and existing construction
  - Plans involving alterations to structural elements are sufficiently detailed and may require design calculations
  - Plans convey method of energy conservation compliance (pertains to insulation, exterior openings, mechanical systems)
    - Prescriptive method
    - Home builders' association
    - RESCheck
  
- Mechanical, electrical, and plumbing plans general requirements
  - All same as general plan requirements plus:
    - **Mechanical (HVAC, gas piping and prefabricated fireplace)**
      - Provide location of furnace, air conditioning unit and gas meter
      - Provide ventilation requirements

- **Plumbing**
  - Provide location for new plumbing fixtures (sinks, toilets, tubs, showers)
  - Size of building drain, stack(s), water service and water distribution mains
  - Material standard for water distribution piping and sanitary drains and vents
  - Fixture Schedule with appropriate standards
  - Proper spacing/clearance for fixtures is detailed
  - **\*\*In other than new construction – clearly indicate where tie-ins for new drains and vents will be\*\***
  - Detail for freeze protection when needed
  - If a sewage ejector is part of the design, will need detail for how it is tied into the system including the size of the drain it will be tied into.
  
- **Electrical**
  - Provide service load calculations (only if adding additional load to system/service)
  - Provide location of new receptacles (outlets), switches, can or ceiling lights, ceiling fans, and smoke detectors
  - Provide location of electrical panel
  
- Scope of work
  - Bullet point list of exactly what you plan to do
    - Divided into 4 categories
      - Structural
      - Electrical
      - Mechanical (HVAC, gas piping and prefabricated fireplace)
      - Plumbing

**BE AS SPECIFIC AS POSSIBLE!**

Work that is shown incorrectly or not adequately detailed in the construction documents may result in stoppage of work.

Have questions, contact 614-645-7562 or [buildingplanreviewinfo@columbus.gov](mailto:buildingplanreviewinfo@columbus.gov)