



# Staff Review Checklist

One & Two Family	Plan Review	Checklist
<b>Soil type/Presumptive Load Value (Table R401.4.1)</b>		
Component	Submitted Plan	Findings/Revisions/Dates
<b>Structural</b>		
Footing Dimensions/Depth (Table R403.1 & R403.1(1), (Section R403.1 & R403.1.4.1)		
Foundation Drainage, Fabric, Damp Proofing (Section R405 & R406)		
Ventilation/Access (Section R408.1 & R408.3) Crawls Space ONLY		
Anchor Bolts/Straps, Spacing (Section R403.1.6)		
Lally Column Type (Section R407) Girder & Header Spans (Table R 502.5(2))		
Built-Up Wood Center Girder Dimension/Type		
Sill/Band Joist Type & Dimensions		
First Floor Joist Species Dimensions and Spacing (Table R502.3.1(1) & Table R502.3.1(2) )		
Second Floor Joist Species Dimensions and Spacing (Table R502.3.1(1) & Table R502.3.1(2) )		
Attic or Additional Floor Joist Species Dimensions and Spacing (Table R802.4(1) & R802.4(2))		

Pitch, Span, Spacing& Dimension (Table R802.5.1(1) - R 802.5.1( 8)) Roof Rafter; Framing & Connections (Section R802.3 & R802.3.1)		
Sheathing; Floor, Wall and roof (Table R503.2.1.1(1))		
Fastener Schedule (Table R602.3(1) & (2) )		
<b>Private Garage</b> (Section R309)  Living Space <sup>2</sup> (Above or beside)  Fire Separation (Section R309.2)		
Opening Protection (Section R309.1)		
Emergency Escape and Rescue Openings (Section R310)		
Roof Covering (Chapter 9)		
Safety Glazing (Section R308)		
Attic Access (Section R807)		
Chimney Clearances/Fire Blocking (Chap. 10)		
Header Schedule (Section 502.5(1) & (2)		
Energy Efficiency (N1101.2.1) R-Factors of Walls, Floors, Ceilings, Building Envelope, U-Factor Fenestration		
Type of Heating System		

<p><b>Means of Egress</b> (Sec R311 &amp; R312)</p> <p>Basement</p> <p>Number of Stairways</p> <p>Interior</p> <p>Exterior</p> <p>Treads and Risers (Section R311.5.3)</p> <p>Width (Section R311.5.1)</p> <p>Headroom (Section R311.5.2)</p> <p>Guardrails and Handrails (Section R312 &amp; R311.5.6 – R311.5.6.3)</p>		
<p>Smoke Detectors (Section R313)</p> <p>Location and Type/Interconnected</p>		
<p>Dwelling Unit Separation (Section R317) and IBC – 2003 (Section 1207)</p>		
<p>Deck Construction (Section R502.2.1)</p>		