One and Two Family Home Plan Review Process

1. Two sets of plans need to be submitted for review.
   Plans should include:
   - Floor Plans
   - Foundation/Basement Plans
   - Elevation Views (Exterior Views)
   - Cross Section View
   - Site Plan with erosion control plan
   - Heated Loss Calcs for any new heated spaces

   The building plans need to be drawn to scale, $\frac{1}{4}$” per 1’-0” is the most common scale.

   The site plan also needs to be drawn to scale, and 1” = 20’ is the most common scale.

   Link to REScheck for heat loss calculations: http://www.energycodes.gov

2. The Plan Review Typically takes 5 working days.

3. Once the zoning permit is issued, the plan review is approved, the permit can then be issued.

   **Items that are typically missed on plans are:**
   - Header sizes
   - Beam sizes
   - Overhead garage door header sizes
   - Door sizes
   - Window sizes
   - Insulation type and R-values
   - Incorrect heat loss calculations
   - Exterior deck framing information
   - Fire rated doors not labeled
   - Number of studs on either side of windows to resist wind load for two story open rooms