

Mason County Building Department

102 East Fifth St.
Scottville, Michigan 49454
(231) 757-9345

Construction Documents Required for a Pole Building Style House Plan Review

The following documents must be submitted with the building permit application to be reviewed before a building permit may be issued.

The following documents need to be provided by the permit applicant and must be to ¼ inch = 1ft. scale and be legible.

- 1) Exterior elevations for all 4 sides showing windows, doors, entry landings & stairs, covered porches, and/or decks.
- 2) Foundation Plans- overhead view showing the locations, type and size of all the concrete support pads including attached garages and/or any covered patio areas. Also show all exterior wall areas that will have the below grade vertical frost protection insulation including any walls that separate the house and garage areas. (This insulation is usually rigid 2" R-10 styrofoam that's installed vertically against the inside of the exterior rat board. The insulation extends from the top of the concrete floor down 24" below grade.)
- 3) Main floor plan showing room layout with each room labeled, room sizes, window and door sizes. Include exterior entry landings, stairs, patios and/or attached garages with sizes.
- 4) Second floor or Loft area floor plans showing the same details as required for the main floor plans including any bonus rooms and/or raised decks.
- 5) Cross section drawings or specification sheets that show the types, sizes, spacing and spans of the following building components:
 - Foundation- footings, support pads, exterior walls include the type of foundation wall insulation and R-values. Include the type of floor (usually concrete), type of floor vapor barrier, and horizontal insulation if required.
 - Main Floor exterior walls- top/bottom wall plates, wall studs, window headers, door headers, exterior sheathing
 - Main Floor interior walls- top/bottom wall plates, wall studs, load bearing headers or beams
 - Roof Framing- overhead view of truss and/or rafter layout including any support posts, beams and girders with notes for the type of roof sheathing, and roof covering materials
 - Insulation types and R-values of walls and ceilings.
 - Interior wall and ceiling coverings and type of finishes.
 - Exterior wall siding, soffit, fascia and trim types of materials to be used.
- If Applicable
 - Second Floor Framing- overhead view of floor joist layout including support posts, beams with notes for the type of floor sheathing.
 - Second Floor exterior walls-top/bottom wall plates, wall studs, window headers, door headers, exterior sheathing.
 - Second Floor interior walls- top/bottom wall plates, wall studs, load bearing headers or beams.
- 6) Cross section drawings and construction details are also required for any attached garages, covered porches, and/or exterior decks constructed as a part of this project.

* See our web site www.masoncounty.net for basic methods and cross section drawings for decks, covered porches, and garages.

Notes:

- 1) All dwellings must meet the requirements for a habitable building as outlined on the Mason County Building Department's habitable structures sheet.
- 2) If the dwelling is near a lake, river, or wetland include a hand drawn site plan showing the distance away from these areas as the site may require FEMA flood plain construction technics or a flood plain map amendment.