



**CITY OF CLEVELAND HEIGHTS  
BUILDING DEPARTMENT  
40 SEVERANCE CIRCLE  
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OBC-106 CONSTRUCTION DOCUMENTS TO BE ADEQUATE  
EFFECTIVE 6-1-02)

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NOTE: APPLICANT TO SUBMIT 5 SETS OF DRAWINGS ALONG WITH  
PLANS EXAMINER FEE OF \$247.20

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THE FOLLOWING IS A LIST OF ITEMS REQUIRED BY OHIO BUILDING CODE (OBC)  
WHEN PLANS ARE SUBMITTED FOR REVIEW.

(A) Construction drawings required under rule 106 of the Administrative Code shall be drawn to scale and shall be sufficiently clear, comprehensive, detailed, and legible when submitted to the building official so that together with any accompanying construction documents, a person who is competent in such matters can determine whether or not the proposed building, addition, or alteration, and all proposed building equipment, will conform in safety and sanitation to all applicable provisions of the OBC.

(B) If substantive changes to the building are contemplated after first document submission, or during construction, those changes must be submitted to the building official for review and approval prior to those changes being executed. The building official may waive this requirement in the instance of any emergency repair, or similar instance.

(C) Construction documents for all buildings shall designate the occupancy, type of construction, suppression system occupancy hazard classification and the fire-resistance rating of all structure elements as required by this code. The construction documents shall include data substantiating all required fire-resistance ratings.

(D) Construction documents shall indicate how penetrations will be made for electrical, mechanical, plumbing, and communication conduits, pipes, and systems, and shall also indicate the materials and methods for maintaining the required structural integrity, fire-resistance rating and firestopping.

(E) Construction drawings, when submitted to the building official for review, shall be in standard multiples of eight and one-half inches by eleven inches or nine inches by twelve inches in size, and shall include:

(1) An index of drawings located on the first sheet;

(2) A plot plan showing street location; the location of the proposed building and all existing buildings on the site, including setback and sideyard dimensions; distances between all buildings; and location and sizes of all utility lines;

(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 method. Spaces must be identified by

code appellation, i.e., an “auditorium” may not be identified as “meeting room” if its size and function dictates that it is an auditorium;

(4) All elevations necessary to completely describe the exterior of the building including floor to floor dimensions;

(5) Cross sections, wall sections and detail sections, 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 building 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, electrical and fire protection systems of the building 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, and

(8) Additional graphic or text information as may be reasonably required by the building official to allow him to review special or extraordinary construction methods or equipment.

#### **OBC-106 CONSTRUCTION DOCUMENTS, REQUIRED EVIDENCE OF RESPONSIBILITY**

(A) Required construction documents, when submitted for inspection as required under rule 106 of the Administrative Code, shall bear the identification of the person primarily responsible for their preparation and for the provisions for safety and sanitation shown therein.

(B) Construction documents, when submitted for inspection as required under rule 106.3.4.1 of the Administrative Code, shall bear the seal of a registered design professional pursuant to sections 3791.04, 4703.12, and 4733.14 of the Revised Code.

Exception: The seal of a registered design professional is not required on construction documents for:

(1) Buildings or structures classified in use group R-4;

(2) Energy conservation design for buildings or structures classified as one-, two-, or three-family dwellings;

(3) Automatic sprinkler system designs submitted under the signature of an individual certified in accordance with 105.3.1.4 of the Administrative Code;

(4) Installation of replacement devices, equipment or systems that are equivalent in type and design to the replaced devices, equipment or systems; and

(5) Alterations or repairs to any buildings or structures subject to sections 3781.06 to 3781.18 and 3791.04 of the Revised Code where the building official determines that the proposed work does not involve the analysis or design of work affecting public health or general safety in the following areas: means of egress, structural, mechanical, electrical, plumbing, or fire protection.