



CITY OF CLEVELAND HEIGHTS  
BUILDING DEPARTMENT  
40 SEVERANCE CIRCLE  
216-291-4900 FAX: 216-291-4421

**RCO-106 CONSTRUCTION DOCUMENTS TO BE ADEQUATE**  
**(EFFECTIVE 1-1-07)**

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**NOTE: APPLICANT TO SUBMIT 3 SETS OF PLANS AND AN APPEARANCE BEFORE THE ARCHITECTURAL BOARD OF REVIEW MAY BE REQUIRED.**

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**SECTION 106 - CONSTRUCTION DOCUMENTS**

**106.1 Submittal documents.** *Residential construction documents and other data shall be submitted in two or more sets with each application for an approval. Before beginning the construction of any residential building for which construction documents are required under Section 105, the owner or the owner's representative shall submit construction documents to the residential building official for approval. When construction documents have been found to be in compliance with the rules of the Board of Building Standards in accordance with Section 106.3 by a certified residential building department, that compliance shall be deemed sufficient to obtain approval for construction pursuant to Section 105.7 and the residential building official shall issue the certificate of plan approval.*

**106.1 Information on residential construction documents.** *Residential construction documents shall be dimensioned and drawn upon suitable material. Construction documents shall be coordinated and of sufficient clarity to indicate the location, nature and extend of the work proposed and show in detail that it will conform to the provisions of this code. Construction drawings shall include information necessary to determine compliance with the building, plumbing and fire protection codes such as:*

1. **Index.** *An index of drawings located on the first sheet.*
2. **Site plan.** *A site plan showing to scale the size and location of new residential construction and all existing structures on the site, including setback and sideyard dimensions, all property and interior lot lines, distances from lot lines and the locations of the nearest streets. In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site or plot. The residential building official is authorized to waive or modify the requirement for a site plan when the application for approval is for alteration or repair or when other wise warranted.*
  - 2.1 **Residential buildings or structures located in flood hazard areas.** *Construction documents submitted for residential buildings or structures located in communities with identified flood hazard areas shall include the current FEMA Flood Hazard Boundary Map (FHBM), Flood Insurance Rate Map (FIRM) or Flood Boundary Floodway Map (FBFM) for the project location. The required site plan shall include building elevations using the same datum as the related flood hazard map. The owner shall be responsible for the compliance with local flood damage prevention regulations for additional critical elevation information for the project site.*

3. **Floor plans.** Complete floor plans, including plans of full or partial basements and full or partial attics. Floor plans must show all relevant information such as door swings; stairs and ramps; windows; shafts; all portions of the means of egress; etc., and shall be sufficiently dimensioned to describe all relevant space sizes. Wall materials shall be described by cross-hatching (with explanatory key), by notation or by other clearly understandable methods. Spaces must be identified by how each space is intended to be used.
4. **Exterior wall envelope.** The residential construction documents shall provide details of the exterior wall envelope as required, including flashing; intersections with dissimilar materials; corners; end details; control joints; intersections at roof; eaves or parapets; means of drainage; water-resistive membrane; all elevations necessary to completely describe the exterior of the residential building including floor to floor dimensions and details around openings.
5. **Sections.** Cross sections, wall sections, details including typical connections as required to fully describe the residential building construction showing wall, ceiling, floor and roof materials. Residential construction documents shall describe the exterior wall envelope in sufficient detail to determine compliance with this code.
6. **Structure.** Complete structural description of the residential building including size and location of all structural elements used in the design of the residential building and other data as required to fully describe the structural system.
7. **Ratings.** The fire-resistance ratings of all structural elements as required by this code, data substantiating all required fire-resistance ratings including details showing how penetrations will be made for electrical, mechanical, plumbing and communication conduits, pipes and systems and the materials and methods for maintaining the required structural integrity, fire-resistance rating and firestopping.
8. **System descriptions.** Description of the mechanical, plumbing and electrical systems, including: materials; location and type of fixtures and equipment; materials, and sizes of all ductwork; location and type of heating, ventilation, air conditioning and other mechanical equipment and all lighting and power equipment.
9. **Addition information.** Additional graphic or test information as may be reasonably required by the residential building official to allow the review of special or extraordinary construction methods or equipment.

**106.1.1.1 Fire protection system drawings.** Construction documents for the fire protection system(s) shall be submitted to indicate conformance with this code and shall be approved prior to the start of system installation.

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