

# Commercial Application Requirements

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- **Submit complete permit application to the building department**
- Statement of Special inspections (if applicable)
  - List all reference standards
  - Identify each special inspector
- Energy calculations per ASHRAE 90.1, 2007
- 1 electronic copy or 2 paper copies of plans sealed by a registered architect and appropriate engineer for new buildings and additions complying with the 2015 MBC
- Structural calculations sealed by an engineer licensed in the State of Michigan
- Geotechnical Report sealed by an Engineer licensed in the State of Michigan

## **All buildings plans shall include the following:**

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- Plans to be submitted on 24" x 36" min.
- Site plan
- General description on the scope of work
- Current codes relevant to the project
- Type of Construction (Section 602.1)
- Use Group and Occupancy Classification (Section 302.1)
- List of mixed use occupancies, separated, and non-separated (Section 508.2.4)
- List of accessory use Section (508.2)
- List of incidental use Section (508.2.5)
- Tenant Use Group (Section 302.1)
- Occupant loads for all areas (actual and calculated) Section 1004.1
- Statement indicating shop drawings will be submitted for all fire protection systems
- Electrical details (complying with the 2014 NED), Mechanical details complying to the 2015 MMC), and plumbing details (complying with the 2015 MPC) prepared by the appropriate design professional licensed in the State of Michigan
- Egress Calculations and patterns / Exit calculations
- Height and area calculations
- Life safety plan
- Elevations, cross sections and floor plans showing construction (include all dimensions)
- Structural calculation signed and sealed by a structural engineer
- Interior finish schedule, including flame spread and smoke developed indexes
- Provide a list of all fire-resistance rated assemblies



- List of all installed fire protection Section 901.1
- List of deferred submittals if applicable (see deferred submittal requirements)

**Provide details showing all barrier-free requirements per PA Act 1 of 1966 as amended, 2015 Michigan Building Code, and ICC/ANSI A117.1 2009 Edition\***

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- Maneuvering clearances for doors Section 404.2.4\*
- Service counters Section 902.1\*
- Kitchens Section 804.1\*
- Toilet and bathing rooms Section 603.1\*
- Reach limitations Section 308.1\*
- Changing rooms Sections 803.1, 903.1\*
- Clear floor spaces Section 304.1\*
- Knee to toe clearances Section 305.3, 306, and 606.2\*
- Accessible routes (ramps) Section 405.1\*
- Barrier free parking spaces Section 501.1 and 1106.1\*

**The following must be obtained before a building permit is issued:**

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- Site plan approval from the Orion Township Planning Commission and payment of bond and escrows for new buildings and additions
- Water/Sewer receipt from Orion Township Public Works (if applicable)
- Well and/or septic permit from Oakland Health Department (if applicable)
- Soil Erosion permit

**NOTE: All revisions to approved plans must be submitted for plan review**



**ORION Township**  
Oakland County, MI \_est. March 1835

## DEFERRED SUBMITTAL REQUIREMENTS

Submittal documents for deferred submittal items shall be submitted to the registered design professional in responsible charge who shall review them and then forward them to the building official with a notation indicating that the deferred submittal documents have been reviewed and that they have been found to be in general conformance with the design of the building. PER CODE SECTIONS 106.3.4.1 and 106.3.4.2.

The registered design professional in charge shall be responsible for reviewing and coordinating submittal documents prepared by others, including phased and deferred submittal items, for compatibility with the design of the building.

- Sprinkler systems, fire alarm systems, shop drawings, interior finish materials, fire doors, fire dampers, certain millwork, high hazard materials, through penetration assemblies, etc. are examples of common deferred submittal items.
- All deferred submittal items shall be identified.
- Please identify the name of the design professional in responsible charge and include the individuals licensing criteria.
- The following statement will be required on all deferred submittals before submittal to the Building Department for review and approval;

To be identified on the Cover Sheet:

*“These Construction Documents were prepared for compliance with the Michigan Construction Codes in effect at time of permit submittal. All engineers, contractors and suppliers involved with this Project shall comply with the same codes, issued and approved code; and whenever required shall provide Shop Drawings and Submittals clearly describing compliance to the Registered Design Professional in Responsible Charge for review and approval.”*

### **To accompany all deferred submittals:**

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*“As the Registered Design Professional in Responsible Charge for this project, I have reviewed this deferred submittal as required by the current Michigan Construction Codes and it is my professional opinion that the submitted information has been found to be in general conformance with the design of the building. This notation shall not constitute or be construed as sealing any listed documents or drawings not prepared by me or under my supervision.”*

All deferred submittal notations shall be on the Architect in Responsible Charge letter head and shall clearly reference all documents which have been reviewed. The notation shall have an original seal and signature in accordance with Section 2008 of PA 299 as amended. This notation shall include but not be limited to the drawing index of the documents reviewed, the latest revision date, and the name of the designer/architect/engineer/supplier/company/firm/etc., number of pages of the deferred submittal item.



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