

# SINGLE FAMILY PLAN REVIEW CHECKLIST

Version 1-13-09

## I. PLANS

- 1) Foundation Plan at ¼" Scale; include all typical, porches, decks, carport, walks and driveways.
- 2) Floor Plan
  - a. at ¼" Scale;
  - b. Include window and door locations and dimensions.
  - c. Indicate whether dimensions are from stud to stud, or center to center,
    - i. or finish wall to finish wall.
  - d. Include dimensions of bath vanity.
  - e. Include dimensions for hallways 18" and longer in length,
  - f. Bathroom dimensions for Universal Design compliance.
- 3) Wall Section from bottom of footer up to and including roof at ½" scale. Include details on porch roofs, and supporting structure.
- 4) Porch and Deck details/sections at ½" scale. Include details on structural supports, floor joists, headers, girders, stair construction, guard rails, hand rails.
- 5) Elevations of front, sides and rear at ¼" scale.
- 6) Site plan. Include all porches, decks, carport, walks and driveways (if site specific) at 1" = 40' minimum.
- 7) Documentation from REScheck or other approved source that the building envelope meets or exceeds 2012 Energy Code, when KHC Minimum Design Standards apply. REScheck information, software and on-line training are available at <http://www.energycodes.gov/rescheck/>.
- 8) **All submitted plans must be final.** Plans containing revision marks will not be accepted. Revision marks include, but are not limited to: correction fluid (i.e., Wite-Out/Liquid Paper); notes or revisions written in pencil or ink; or hand drawn figures or details.

## II. SPECIFICATIONS

- 1) Please submit a complete set of building and site specifications for each home or if you are using a master set of specifications you may submit those. The specifications at a minimum must address every applicable item outlined in the HUD 92005 "Description of Materials" which can be found at <https://www.hud.gov/sites/dfiles/OCHCO/documents/92005.pdf>  
You may use the HUD 92005 Form, KHC Sample Specifications for Single Family Homes which can be found at <http://www.kyhousing.org/Development/Documents/SingleFamilySpecs.pdf> , a CSI format, or a format of your own choosing.

Any changes to approved plans and specifications must be submitted to and approved by KHC. A copy of approved plans and specifications should be on site during construction and all inspections.