



Town of Billerica

Building Department

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Residential Construction Plan Requirements

1. GRAPHIC REPRESENTATION

Plans submitted must include the following:

- All plans drawn to an established identifiable scale
- Drawings appropriately dimensioned
- Drawings annotated as required
- Appropriate title blocks, scale indications, legends, etc.
- Drawings assembled in a logical order
- Maximum size of plans 11 X 17 Single Sided, 3 sets

2. SITE PLAN (CERTIFIED PLOT PLAN) Stamped from PLS or P.E. as required

The site plan must contain the following:

- Property lines and dimensions, street location and name, north arrow
- Setbacks and easements
- Location of walks, driveways, steps, decks, terraces, retaining wall and any other hardscape items
- Utility connections, sewer lines, size of services
- Significant land forms, i.e. ledge, rock out croppings, ponds, streams, etc.
- Existing and proposed contours
- Flood Plan (FEMA & Local)
- Wetlands

3. FLOOR PLANS

The floor plans must contain the following:

- Full dimensions as required for layout and construction
- Room labels
- Attached structures (garages, carports, porches, decks, balconies, etc.)
- Location and type of fireplace (masonry, zero-clearance, etc.)
- Location of all Plumbing fixtures
- Location of all cabinets, counter tops, and other built in furnishings
- Location of all stairs, hidden ladders, scuttles, etc. used for access to other levels/ spaces
- General notes as required to adequately describe the conditions shown
- Smoke, Heat and Carbon monoxide detector locations

4. EXTERIOR ELEVATIONS

The exterior elevations must show the following:

- Complete elevations representing all sides of the building
- Grade lines and finish floor lines
- Door and window locations
- Finish and trim materials with adequate notations

- Roof pitches, crickets, saddles, overhangs, eaves, rakes, etc. and roofing materials
- Foundation and roof vents were visible

5. CROSS SECTIONS AND DETAILS

The cross sections and details must show the following:

- All foundation conditions with adequate dimensions
- All framing connections to foundations and walls
- All ceiling and roof framing connections to walls and beams
- Any critical or unusual connections or combinations of materials
- Stair construction, including (if applicable) landings, headroom, tread and riser dimensions, handrails, etc.
- Masonry fireplaces, including dimensions, footings, damper, flue chimney and hearth construction.

6. FOUNDATION PLANS

The foundation plan must show the following:

- Location and size of footings, stem walls, piers, grade beams, etc. Including footings and piers for independent structures such as carports or decks.
- Location and size of anchor bolts and hold or tie downs (graphically shown or noted)
- Location, thickness and reinforcing of concrete slabs.
- Location and size of foundation vents, access holes, doors, windows, etc.
- Location, size and reinforcement for poured concrete or block foundation walls.
- Location of variances in elevation of floor slabs and stepped footings.

7. FRAMING PLANS

Framing plans may be separate or information shown on other plans. The following information must be shown:

- Size, direction, spacing and span of floor joists.
- Size, direction, spacing and span of ceiling joists.
- Size, direction, spacing and span of rafters and trusses
- Size, direction, span of all beams, girders, headers, LVLs, TJIs, Microlams, Paralams etc., including support posts and engineering if applicable
- Location of hips, valleys, ridges, cants, crockets, scuppers, roof drains, etc.

8. SPECIFICATIONS:

Drawings must contain, as part of the general notes or in separate format, appropriate specifications to describe the materials and workmanship required. Specifications must include the following:

- Description of exterior wall construction
- Reference to applicable codes
- Requirements for concrete strength
- Requirements for grade and type of lumber, including laminated beams and sheathing
- Finish materials for interior surfaces
- Compliance with the Stretch Energy Code
- Window schedule, to include clear opening dimensions.