



# RESIDENTIAL CONSTRUCTION PLAN REVIEW CHECKLIST

★ *This checklist must be submitted with a Building Permit Application for residential construction.*

Job Information	
Property Address:	General Contractor:
Lot:                      Block:                      Subdivision:	Zoning:
Single-Family <input type="checkbox"/> Townhome <input type="checkbox"/> Remodel <input type="checkbox"/> Addition <input type="checkbox"/> Other	
Description of Work:	
Total Square Footage	TDLR#:
Submittal Requirements	
<b>The following documents must be submitted with application:</b> Building Permit Application (1 copy) Plan Review Checklist (1 copy) Construction Plans (1 Electronic set) Permitting Fee ( <i>nonrefundable</i> )	

Check which of the following has been included:

**Y / N**

- 1 Sets of Builder Plans (folded not rolled) include Design Plan and Engineer Design Plan
- 1 Plot Plan (detached from Builder Plan, minimum 1" to 30' scale)
- 1 Engineered Foundation Letters
- 1 Sets of foundation drawings stamped by a Professional Engineer registered in the State of Texas with letter
- 1 Completed Residential Energy Code Compliance Form (with signature)
- Minimum masonry product coverage specified on plan submittals
- Site specific soils report
- Foundation design based on site specific soils report
- Engineered Truss Plan for 2/2.5 story homes
- Electric plan with smoke and CO2 alarms shown and concrete-encased electrode if required
- Is house over 6,000 sq. ft.? If yes, fire sprinkler plans are required and a 1" domestic water meter at a min.

APPLICANTS SIGNATURE:	DATE:
PRINT NAME:	PHONE #:
RECEIVED BY:	DATE:

*By signing this you have agreed that all boxes have been checked and all information has been submitted. Failure to submit all information may delay the approval of your permit.*

### Customer Service Department

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