



## New Residential Plan Review Checklist

Address: \_\_\_\_\_ Date Received: \_\_\_\_\_

**Permit Application with an original signature must be complete and submitted with the following information:**

- \_\_\_\_\_ **(3) Site Plans to include:**
  - \_\_\_\_\_ Legal Description (lot, block, subdivision)
  - \_\_\_\_\_ Property lines and lot dimensions
  - \_\_\_\_\_ Proposed structure and all existing buildings
  - \_\_\_\_\_ All easements
  - \_\_\_\_\_ Location of septic system including spray area.
  - \_\_\_\_\_ North area and scale
  - \_\_\_\_\_ Setbacks – approved setbacks for front, rear and sides of house must be shown on site plan
  
- \_\_\_\_\_ **(3) Residential Energy Code Compliance Report (2003 IECC) or BV Residential Energy Code Compliance Form (BV will provide.)**
  
- \_\_\_\_\_ **(3) Foundation Plans**  
Conventional Rebar Slab Foundation – Regionally Accepted Practices - Foundation Detail (IRC Figure R403.2, BV will provide) or Engineered plans or Post Tension Foundation – Engineered Foundation plans and letter. Must state foundation was designed for the soil conditions on that particular lot and the design criteria of the 2003 IRC.
  
- \_\_\_\_\_ **(3) Sets of house plans** to include: floor plan, exterior elevations, roof design, mechanical design, electrical design, plumbing design, construction details, window/door schedule, masonry on wood details.
  
- \_\_\_\_\_ **Driveway approaches and drainage culverts** - Engineered plans (Driveways accessing State Highways require a TXDOT permit)

*Contractor Registration required for General, Electrician, Plumber, Mechanical, Irrigator, and Backflow Tester.*