



RESIDENTIAL REMODELS AND ADDITIONS PROJECTS

PLAN REVIEW CHECKLIST

(Please Note: This is for One and Two Family Dwellings only)

Please verify the following before any submittals are made to the City of Plainview:

Engineering and Architect's Seals and Stamps: Where the plans are required by State law to be prepared by a licensed engineer and/or architect, all documents must be appropriately sealed. The seal must be signed and dated by the design professional. All plans sets must bear an original seal.

THE FOLLOWING MUST BE SUBMITTED WITH A BUILDING PERMIT APPLICATION:

- ☐ **Application for Permit**
- ☐ **Proof of Energy Code Compliance (if applicable):** Demonstrate compliance with the 2015 International Energy Conservation Code through a submittal of a COMCHECK report. Free download software necessary to generate this report is available at the Dept. of Energy website: <http://www.energycodes.gov>

THE FOLLOWING ARE THE REQUIRED CONSTRUCTION DOCUMENTS: Two (2) full sets of blue-line or black-line construction drawings, fully-dimensioned and drawn to a 1/4" or 1/8" scale on media no smaller than 18" x 24". One set of specifications. The following are the minimum submittals required and all but documents may be in hand drawn except for the property survey:

- ☐ **Property Survey.** Required for additions to existing buildings.
- ☐ **Site Plan Detail Sheet.** Includes property Lines, Streets, Alleys, proposed and existing buildings, and site drainage information.
- ☐ **Foundation Plan Detail Sheet (If applicable).** Includes size, depth, reinforcing of all Footings/floors, piers, girders or other supports, etc. (Only if foundation work is being performed.)
- ☐ **Floor Plan Detail Sheet.** Includes size/shape of building, arrangement of Interior rooms and their sizes, size/location of all openings and all interior partitions, and size of ceiling/roof framing (or both) to be used.
- ☐ **Elevation Detail Sheet.** Includes elevations including heights, grades, vertical dimensions and location of openings. A flood elevation certificate is required if any portion of the property falls within a registered flood plain.
- ☐ **Wall Detail Sheet (If applicable).** Include sufficient clarity to identify the materials and construction methods. Details should include at least one interior wall section and one exterior wall section.)
- ☐ **Electrical Plans (If applicable)** (may be combined with the floor plan) must show outlets, lighting fixtures, equipment and all devices. Identify home runs, wiring methods, classified (hazardous) locations, and locations of emergency lighting, GFCI's, smoke and heat detectors. Indicate service entrance location and size in amps.
- ☐ **Plumbing Plans (If applicable)** (may be combined with the floor plan) must show schematic floor plans with DWV, water distribution and gas pipe sizes and routing clearly indicated. DWV riser, plumbing fixture schedules, and minimum facility requirements as per the plumbing code. Gas venting, combustion air, pressure regulators and shut-offs shall be indicated for gas-fired appliances.
- ☐ **Mechanical Plans (If applicable)** must indicate layout, sizing and classification of ductwork and location of make-up air. Provide mechanical equipment schedules showing all equipment ratings in CFM, BTUH, KW, SEER, etc. Indicate method of automatic fan shutdown, where required.

- ☐ **Roof Plan (If applicable)**

THE CITY OF PLAINVIEW HAS ADOPTED THE FOLLOWING BUILDING CODES:

2015 International Building Code	2014 National Electric Code
2015 International Residential Code	2015 International Plumbing Code
2015 International Fire Code	2015 International Fuel Gas Code
2015 International Energy Conservation Code	NFPA 99C
2015 International Property Maintenance Code	2015 International Existing Building Code