

RESIDENTIAL PLAN REVIEW CHECKLIST

2018 IRC, 2018 IECC & 2017 NEC



★ Checklist required at time of submittal.

Job Information

Property Address:	Suite #	Contractor:
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Single-Family Townhome Duplex Remodel Addition Other

Submittal Requirements

The following documents must be electronically submitted with application:

Building Permit Application
Plan Review Checklist
Construction Plans

Plan Review Fee (*nonrefundable, additional permit fee is due at issuance of permit*)

Erosion control Design Plan - ONLY if conducting any land disturbing or construction activities with the below requirements:

- On property with an area of more than one (1) acre, or;
- On property with an area less than one (1) acre that constitutes more than 50% of the site

**Documents shall be submitted online via the Citizen Self Service Portal:

<https://energovweb.cityofallen.org/energov/selfservice/home>

Y N

Check which of the following has been included:

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Builder Plans (minimum 1/8" scale, folded not rolled) include Design Plan and Engineer Design Plan |
| <input type="checkbox"/> | <input type="checkbox"/> | Plot Plans (detached from Builder Plan, minimum 1" to 30' scale) |
| <input type="checkbox"/> | <input type="checkbox"/> | Foundation Letters |
| <input type="checkbox"/> | <input type="checkbox"/> | Foundation drawings stamped by a Professional Engineer registered in the State of Texas |
| <input type="checkbox"/> | <input type="checkbox"/> | Completed Residential Energy Code Compliance Form (with signature) |
| <input type="checkbox"/> | <input type="checkbox"/> | Energy Check Report (with signature) |
| <input type="checkbox"/> | <input type="checkbox"/> | Completed Construction Site Waste Consent Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Completed Model Home Affidavit (if applicable) |
| <input type="checkbox"/> | <input type="checkbox"/> | Minimum masonry product coverage specified on plan submittal |
| <input type="checkbox"/> | <input type="checkbox"/> | Site specific soils report |
| <input type="checkbox"/> | <input type="checkbox"/> | Foundation design based on site specific soils report |
| <input type="checkbox"/> | <input type="checkbox"/> | Specify termite control methods on plans |
| <input type="checkbox"/> | <input type="checkbox"/> | Engineered Truss Plan for 2/2.5 story homes |
| <input type="checkbox"/> | <input type="checkbox"/> | Floor joist layout over 1 story |
| <input type="checkbox"/> | <input type="checkbox"/> | Framing, roof and shear wall plans |
| <input type="checkbox"/> | <input type="checkbox"/> | Electric plan with smoke and CO2 alarms shown and concrete-encased electrode if required |
| <input type="checkbox"/> | <input type="checkbox"/> | Erosion Control Design Plans (qualification based on submittal requirements) |

Under the water conservation plan and drought contingency plan there are limits to the use of sprinkler systems. If a new home requires more than two days per week watering to establish new sod or landscape, the contractor/owner must apply for a variance. There is no guarantee the variance will be granted if under the drought contingency portion of the plan. For more information on water conservation or to request a variance: <https://www.cityofallen.org/929/Water-Conservation>

Applicant's Signature: _____

Date: _____

Print Name: _____

Phone: _____

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 review of your permit.

City of Allen | Community Development | Building and Code Division

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