

## **PLAN REVIEW CHECKLIST**

### **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.

**Zoning Requirements:** All zoning requirements for the applicable zoning district must be met. This is to include the minimum off-street parking requirements and landscaping requirements. The City of Plainview Zoning Code is available online at: [www.plainviewtx.org](http://www.plainviewtx.org)

### **THE FOLLOWING MUST BE SUBMITTED WITH A BUILDING PERMIT APPLICATION:**

- **Application for Permit**
- **TDLR Registration.** Required if your project valuation is \$50,000 or more. The Texas Department of Licensing and Regulation Architectural Barriers Division requires registration of these projects. The City of Plainview must verify that this has been done before a permit is issued. Projects of less than \$50,000.00 valuation are not required to register with TDLR, though compliance with applicable accessibility laws is still required. See Texas Accessibility Standards at <http://www.license.state.tx.us/ab/abrules.htm> for more information. **You will need to complete Part II of the Asbestos and Architectural Barriers Act Statement Form to certify compliance.**
- **Proof of Energy Code Compliance:** 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:

- **Copy of Plat of Record.**
- **Site Plan Detail Sheet.** Includes property Lines, Streets, Alleys, proposed and existing buildings, and site drainage information.
- **Foundation Plan Detail Sheet.** Includes size, depth, reinforcing of all Footings/floors, piers, girders or other supports, etc.
- **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.
- **Wall Detail Sheet.** 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** (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, exit signs, GFCI's, smoke and heat detectors. Indicate service entrance location and size in amps.
- **Plumbing Plans** (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** 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. Identify locations and types of dampers when required through fire or smoke rated assemblies.
- **Fire Protection or Fire Alarm System Plans.** All fire protection and fire alarm system plans will be reviewed by the Fire Marshall's Office. Please contact the Fire Marshall for more information at (806) 291-1251.

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**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	2015 International Existing Building Code
2015 International Property Maintenance Code	2015 International Fuel Gas Code (NFPA 99C)
2015 International Swimming Pool and Spa Code	2015 International Mechanical Code