

Minimum Plan Submittal Requirements For Residential Permits

(New, Additions, Remodel/Alteration for 1 & 2 Family Structures)



	New Single Family Residence (SFR)	Addition (Living Area)	Addition (Patio/Pergola)	Garage Conversion/Patio Enclosure	Remodel/Alteration*	Re-Roof
Site Plan	X	X	X	X	X	X
Floor Plan	X		X			
Door & Window Location/Schedule	X	X		X	X	
Wall Framing ***	X	X			X	
Before/After Floor Plan		X		X	X	
Exterior Elevations (Roof Slope/Cover)	X	X	X			X
Roof/Ceiling Framing ***	X	X	X			X**
Wind Bracing Method ***	X	X				
Energy Compliance	X	X		X		
Foundation plan	X	X	X			

* Depending on what is being affected. If you are leveling the foundation - foundation plan will be required. If you are building walls, provide information for walls.

** If framing members are being repaired/replaced

*** Any Alternative material, design or method of construction that are not prescribed by the adopted code shall be reviewed for approval by building official (reference section R104.11)

- **Site Plan** = Plot Plan showing property lines, easements, the footprint of structure(s), driveways and paving, drainage type, landscaping, utility equipment, overhead power lines, and North arrow. (reference Section R106.2)
- **Floor Plan** = Detailed drawings showing all rooms with specific uses labeled; all doors, windows, walls, and stairs (as applicable) – framing details to include material type, sizes, spacing, and attachment method(s) for walls and roof assembly. Location of all smoke detectors and carbon monoxide alarms. *If multi-story, floor/ceiling assembly details are required.
 - **Door & Window Schedule** = Types of windows/doors complete with rough opening sizes (Single-Hung, Slider, Fixed, Operable, doors with glazing, etc.), U-Factors, and SHGC Values. (*Information can be part of floor plans*)
 - **Wall Framing** = Stud size, height and spacing, Fire blocking location, anchoring to bottom/top plates. (Reference Section 602) (*Information can be part of floor plans*)
 - **Before & After Floor Plan** = An existing layout and proposed layout clearly distinguishing the proposed. If walls or window or doors will be removed note which ones. (*Information can be part of floor plans*)
- **Exterior Elevations** = Elevation views detailing wall/roof coverings, doors/windows, roof pitch, and overall height.
- **Roof/Ceiling Framing** = Either the pre-fabricated truss packages or traditional framing plans which should include headers, ceiling joists size and offsets, rafter size and joists, location of any structural support

beams including sizes and spans. Any structural support that exceeds 24ft must be engineered as per Texas Engineering Practice Act of 2006.

- **Wind Bracing Method** = Show the location and spacing of all “Braced Wall Lines” and the type/location of all “Braced Wall Panels”. Anything outside of the prescribed methods needs approval by the building official. (reference IRC Section R106.1.3 and Section R602.10)
- **Energy Compliance** = For the Performance Approach, a REScheck, IC3, or Energy Star Report must be provided. For the Prescriptive Approach, indicate all related Energy factors on the floor plan.
- **Foundation** = Includes footing size, reinforcement steel type and location, and design (reference IRC Chapter 4)
 - **If NCTCOG amendment Section R401.2** – All residential foundations and footing require to be engineered

OTHER DOCUMENTATION SUBMITTAL NOTES:

- 1) All documents should be for construction, as upon issuance of permit, construction will be allowed to begin.
- 2) Electronic Plans must be clearly legible without blurring upon magnification (zoom)
- 3) Electronic plans shall not be protected and are able to be stamped for approval