

**NEW CONSTRUCTION PLAN REVIEW CHECKLIST**

**CITY OF BLUE RIDGE**

*2018 IBC, 2020 NEC*

**\*\*Checklist required at time of submittal.**

JOB INFORMATION	
Property Address:	Contractor:

__Single Family __Townhome __Duplex __Remodel __Addition __Other _____Commercial
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Submittal Requirements
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<p><b>The following documents must be submitted with application:</b></p> <p>__ Building Permit Application</p> <p>__ Plan Review Checklist</p> <p>__ Construction Plans</p> <p>__ Plan Review Fee (<i>nonrefundable, additional permit fee is due at issuance of permit</i>)</p> <p>__ Erosion Control Design Plan-ONLY if conducting any land disturbing or construction activities with the below requirements:</p> <p style="padding-left: 40px;">*On property with an area of more than one (1) acre, or;</p> <p style="padding-left: 40px;">*On property with an area less than one (1) acre that constitutes more than 50% of the site</p>
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**Check which of the following has been included:**

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

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_