

PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT - 817.222.7730
PLAN REVIEW CHECK LIST – COMMERCIAL/RESIDENTIAL

COMMERCIAL

- _____ Plan Review / Building Permit Fees
- _____ Square footage
- _____ Construction type (I, II, III, IV, V)
- _____ All sections stamped and signed – Architect/Engineer
- _____ Correct address on plans
- _____ Elevation views – indicating masonry requirements
- _____ Verify correct codes being utilized
- _____ Survey plat -
 - _____ Stamped and signed by licensed surveyor
 - _____ Street address, lot #, block # and addition
 - _____ Building lines and easements
 - _____ Elevations
 - _____ Drainage grading plan
- _____ Energy calculations – correct address
- _____ TDLR letter (\$50,000 or more in construction costs)
- _____ Material Safety Data Sheets for all building products
- _____ Renovation or Demolition requires asbestos survey, or certification
 - by an engineer, architect or licensed TDH inspector, and an “abatement certificate” if necessary
- _____ Soil reports by design professional
- _____ Foundation, Framing & Roof plans
 - _____ Detailed
 - _____ Engineer’s stamp and signature
- _____ Form board survey – before foundation inspections
- _____ Mechanical, Electrical and Plumbing plans
- _____ Confirm if the property is located within the FEMA Floodplain or Floodway

Note: Food establishments require verification of submittal to Tarrant County Health Department.

RESIDENTIAL

- _____ Plan Review / Building Permit Fees
- _____ Square footage
- _____ Survey plat -
 - _____ Stamped and signed by licensed surveyor
 - _____ Street address, lot #, block # and addition
 - _____ Building lines and easements
 - _____ Elevations
 - _____ Drainage grading plan
- _____ Soil reports by design professional
- _____ Foundation, Framing & Roof plans –
 - _____ Detailed
 - _____ Engineer’s stamp and signature
- _____ Energy calculations – correct address
- _____ Form board survey – before foundation inspections
- _____ Mechanical, Electrical and Plumbing plans
- _____ Confirm if the property is located within the FEMA Floodplain or Floodway

CODES

2024 IBC	Building	2018 IFC	Fire
2024 IPC	Plumbing	2024 IRC	Residential
2024 IMC	Mechanical	2023 NEC	Electrical
2024 IECC	Energy	2024 IEBC	Existing
		2024 IFGC	Fuel