MINIMUM PLAN SUBMITTAL REQUIREMENTS
FOR FIRE DAMAGE/REPAIR

	Single Family Residential	Duplex/Townhome	Multi-Family	Commercial
Site Plan	X	X	X	X
Floor Plan	X	X	X	X
Exterior Elevations	X	X	X	X
Door & Window Schedule	X	X	X	X
Wall/Wind Bracing Method	X	X	X	
Energy Compliance	X	X	X	X
Before & After Floor Plan*	X	X	X	X
Engineered Documentation*	X	X	X	X
Scope of Work	X	X	X	X
Rated Wall Detail		X	X	

A full sets of plans drawn to a verifiable Engineer or Architect's Scale are required for <u>all</u> submittals

(Clearly legible without the use of magnification)

<u>Site Plan</u> = Plot Plan showing property lines, easements, footprint of structure(s), driveways and paving, drainage type, landscaping, utility equipment, overhead power lines and North arrow.

<u>Floor Plan</u> = Detailed drawings showing all rooms with specific uses labeled; indicate which doors/windows are to be replaced; indicate where sheetrock and insulation are being removed/replaced; note any framing changes such as demo, move or new – framing details to include material type, sizes, spacing and attachment method(s). *If multi-story, floor/ceiling assembly details are required as applicable.

<u>Residential:</u>

- Location of all required smoke detectors and carbon monoxide alarms.

<u>Exterior Elevations</u> = Elevation views detailing wall/roof coverings, doors/windows, roof pitch and overall height.

<u>Door & Window Schedule</u> = Types of windows/doors complete with rough opening sizes (Single-Hung, Slider, Fixed, Operable, doors with glazing, etc.), U-Factors and SHGC Values. – Details only needed for affected area(s).

<u>Wall/Wind Bracing Method</u> = Show location and spacing of all "Braced Wall Lines and the type/location of all "Braced Wall Panels". – Details only needed for affected area(s).

<u>Energy Compliance</u> = For Performance Approach on Residential a REScheck, IC3 or Energy Star Report must be provided; for Commercial a COMcheck Report must be provided. For Prescriptive Approach, indicate all related Energy factors on the floor plan. *Unless the entire structure is to be gutted, only the Prescriptive Approach can be used.

<u>Before & After Floor Plan</u> = An existing layout **<u>and</u>** proposed layout clearly distinguishing the proposed construction **<u>if</u>** moving/altering the original layout.

<u>Engineered Documentation</u> =

<u>Foundation:</u>

- A Letter stating the condition of the foundation and whether repairs are required. If so, provide plans signed/sealed by a Professional Engineer licensed in The State of Texas, detailing out the repairs to be made.

<u>Load Bearing Framing:</u>

- A plan signed/sealed by a Professional Engineer licensed in The State of Texas, detailing out the re-framing method(s) to maintain structural integrity.

<u>Truss Design:</u>

- If a partial/full Engineered truss design has been damaged, an Engineered truss system must go back in its place. A truss system plan/truss packet signed/sealed by a Professional Engineer licensed in The State of Texas, and a roof plan clearly indicating where the repairs are to be made must be provided.

Scope of Work = Detailed list indicating all pertinent changes to include, but not limited to: (*Insurance documentation alone is not sufficient for review*)

- framing changes/repairs
- load bearing changes
- truss/stick framing changes
- sheetrock/insulation removal/replacement
- mechanical/electrical/plumbing repairs and/or modifications
- interior/exterior finishes
- decking and roofing materials
- doors/windows being affected

Rated Wall Detail = If any walls being repaired/altered separate dwelling/tenant units, a UL Design or prescriptive rated wall method must be provided.

- If utilizing UL Design, the specific UL Design paperwork must be provided.
- If prescriptive method is being utilized, a detailed wall assembly must be provided.

*Indicate on the plans if there is an existing draft-stop between the units. If damaged, provide material type and size of proposed draft-stop.

Currently Adopted Codes: 2021 Edition of International Codes / 2020 Edition of The National Electrical Code