



## RESIDENTIAL/COMMERCIAL PLAN REVIEW CHECKLIST

For Building Permits (Ordinance No. 30)

Adopted codes (with City Amendments):

2009 International Residential Code (IRC)

2009 International Building Code (IBC)

|                       |                                    |                       |
|-----------------------|------------------------------------|-----------------------|
| Plan Review For:      |                                    | Phone:                |
| Address:              |                                    | Plan Review Fee Paid: |
| Date:                 |                                    | Reviewed by:          |
| Type of Construction: | Building Materials: Wood / Masonry |                       |

### Submittal Requirements:

- A plot plan with the required setbacks and lot dimensions
- Square footage of:
  - Livable area                                      Residential ☐                                      Commercial ☐
  - Garage
  - Porches                                              Sq. Ft. \_\_\_\_\_
  - Patio covers
  - Other areas (identify use)
- Identify proposed construction from existing structure(s).

- \_\_\_\_\_ 1. Wastewater system: A public sewer system or private septic system must be in place, ready for hook-up, before permit can be issued. All private septic systems must be approved and licensed by the El Paso City/County Health District.  
Comments: \_\_\_\_\_
- \_\_\_\_\_ 2. Plan: Three copies of the building plans **DRAWN TO SCALE** with sufficient clarity and detail to indicate the nature and character of the work.
- \_\_\_\_\_ a. Site plan showing the location of all buildings on the property, water and gas meters and all other utility easements.  
Comments: \_\_\_\_\_
- \_\_\_\_\_ b. Drawings showing front and side elevations. Wall section showing construction of walls, and connection to the roof and floors. A floor plan with dimensions showing electrical, plumbing, heating and cooling outlets and fixtures.  
Comments: \_\_\_\_\_
- \_\_\_\_\_ c. Roof framing shall indicate the size and type of joists, rafters and roofing materials required for stick framing or manufacture's specifications of pre-fabricated trusses.  
Comments: \_\_\_\_\_
- \_\_\_\_\_ d. Foundation plan showing required footings needed for bearing walls. Post tension monolithic slabs require an engineer's seal.  
Comments: \_\_\_\_\_
- \_\_\_\_\_ e. Multi-story dwellings must be designed by a licensed engineer.  
Comments: \_\_\_\_\_
- \_\_\_\_\_ f. Miscellaneous details: Zoning and Subdivision Regulations are determined by the Building Official and need to comply with the Building Code requirements.  
Comments: \_\_\_\_\_
- \_\_\_\_\_ g. Energy Conservation calculations (Mechanical)  
Comments: \_\_\_\_\_
- \_\_\_\_\_ h. Notes: \_\_\_\_\_ Nothing follows