

## Residential New Build Checklist

All residential buildings shall be designed to comply with 2018 International Residential Code (IRC) with applicable amendments adopted by the City of New Braunfels. This form is also applicable to residential additions larger than 500 SF. **For electronic plan submittal please consolidate all documents and construction drawings into no more than (2) PDF files.**

Listed below are the minimum construction drawings and documents to be submitted before the residential permit application may be deemed complete. Please note that additional information may be required during technical plan review. All construction drawings shall be drawn to scale and legible. All items shown in **RED** are required for complete submittal.

### 1. Required Construction Documents.

- \_\_\_\_\_ **Site Plan** scaled drawing to include proposed building footprint, property lines, easements, setbacks, all existing structures, and proposed flatwork, including driveways and sidewalks.
- \_\_\_\_\_ **Engineered Foundation Plans** complying with chapter 4 of 2018 IRC, sealed by Texas licensed engineer
- \_\_\_\_\_ **Architectural Plans** to include floor plans, roof plan, wall details, elevation plan, window and door schedules, etc.
- \_\_\_\_\_ **Roof and Ceiling Framing Plans** - complying with chapter 8 of 2018 IRC. (Should include information such as framing member sizes, lumber type, grade, span, spacing, dead load, etc.)  
Note: When pre-manufactured trusses are used, truss layout and truss details will be required.
- \_\_\_\_\_ Floor framing plan (for wood framed floor) per chapter 5 of 2018 IRC. (See information items above.)
- \_\_\_\_\_ **Engineered Wall Bracing Plans** – sealed by Texas licensed engineer
- \_\_\_\_\_ **MEP Plans** – Mechanical, Electrical, and Plumbing rough-in plan
- \_\_\_\_\_ **Erosion Control Plan & Documentation**  
<https://www.newbraunfels.gov/3432/Forms-Applications>

- 2. **Energy Compliance Report** i.e., RESCheck , showing compliance with chapter 11 of 2018 IRC and 2018 IECC. Go to <https://www.energycodes.gov/rescheck>  
Please note that 3rd party Approval / Inspections showing compliance with 2018 IECC requirements must be permanently posted at final building inspection before a Certificate of Occupancy will be issued.
- 3. All contractors including general contractor must be registered with the City of New Braunfels. **Subcontractor Notification Forms**, signed by registered trade contractor, shall be submitted prior to permit issuance.  
<https://www.newbraunfels.gov/3432/Forms-Applications>
- 4. Floodplain Application Form shall be submitted for properties in the floodplain. For proposed structures to be located in the floodplain, pre-construction elevation certificates shall be submitted with the application.  
<https://www.newbraunfels.gov/DocumentCenter/View/1846>