



## RESIDENTIAL INTERIOR REMODEL SUBMISSION & PLAN CHECKLIST

Apply online through [www.mygovernmentonline.org](http://www.mygovernmentonline.org)

<input type="checkbox"/> Signed Owner Authorization Form	(Separate Form)
<input type="checkbox"/> Responsible Party Form <a href="#">Sec. 101-251. - Designation of responsible person for compliance</a>	(Separate Form)
<input type="checkbox"/> <u>Construction documents</u> required by the International Residential Code, 2015 edition with amendments the International Building Code, as amended from time to time. <a href="#">Sec 101-2- Adoption of Codes</a> <ul style="list-style-type: none"> <li>• Projects meeting the design requirements must be sealed by a state licensed architect or state.</li> <li>• <a href="#">ATS Engineers, Inspectors &amp; Surveyors Minimum Plan Requirements Checklist for Residential Building Application</a> is designed to ensure accurate and correct information is submitted for Building Code Review.</li> </ul>	ATS minimum plan requirements checklist linked
<input type="checkbox"/> <u>Energy compliance report</u> prepared in accordance with the City's current adopted IECC (REScheck) <ul style="list-style-type: none"> <li>• <u>Manual J &amp; S &amp; D</u> with ACCA approved software           <ul style="list-style-type: none"> <li>◇ Manual J report calculating all heating and cooling loads</li> <li>◇ Manual S report sizing all heating and cooling equipment based on loads calculated by Manual J</li> <li>◇ Manual D report indicating heating and cooling equipment duct sizing is in accordance with load calculations and equipment sized in Manual J &amp; S</li> </ul> </li> </ul>	
<input type="checkbox"/> <u>Residential fire sprinkler system</u> – Fire sprinkler system is to be designed and installed in accordance with the latest version of the National Fire Protection Association (NFPA) 13D. <ul style="list-style-type: none"> <li>• For assistance, contact Travis County ESD No. 9, 512-539-3400, 1301 S Capital of TX Hwy, Bld B Ste 123, Austin, TX 78746.</li> </ul>	
<input type="checkbox"/> Provide the <u>state licenses</u> for mechanical, electrical and plumbing contractors or subcontractors that will be working on the construction project.	