



Town of Front Royal
102 East Main Street
Front Royal VA 22630
540-631-3603
www.frontroyalva.com

Building plan submittal check list

- Footing plan
- Foundation plans detailing masonry or concrete wall height(s), unbalanced fill on walls, wall thickness, size and spacing of steel in walls and footings: protection of exposed exterior foundation
- Detail of slab perimeter insulation
- All Engineered products used on site shall have their site-specific engineered drawings submitted with application – this includes wood trusses, I-joists, and other engineered wood Products
- R.D.P. sealed drawings for any portions of the building that are not built from the Virginia Residential Code
- Plans indicate how each room will be used (e.g., bedroom, laundry room, or living room, etc.)
- Height and area of building
- All Framing member sizes and spacing including sunrooms and decks
- Finished ceiling height for each story and basement/crawlspace
- Location of all egress windows and doors: provide U-factors
- Location of all tempered glass and skylights
- Details for stairs and wall types
- Location of all wall bracing methods
- Location of all plumbing fixtures, electrical devices, and mechanical devices, fixtures, and equipment
- Type of insulation: spray foam, fiberglass, cellulose, etc.; submit installation instructions and ICC ES Evaluation Report
- REScheck: required to be submitted if insulation values differ from VRC
- Insulation R-value (wall, floors, attics, basement, and slabs)
- Crawl space: note if conditioned or unconditioned on the plan
- Attic: note if vented or unvented on the plan and any equipment in the attic
- Provide which method will be used to meet requirement for whole house ventilation
- Details for wood burning fireplace: show if to be installed
- Location of programmable thermostat
- Provide luminaries fixture schedule (75% shall be high efficiency)
- Fire extinguisher location
- Show interior passage (when bedroom is on mail level)
- Location of smoke and carbon monoxide alarms
- Location of pool or hot tub and associated barriers and equipment
- Indicate on the plans how the structure's air tightness will be verified. The two options are a **Blower Door test** or **Visual inspection**. Choosing the visual inspection option requires the applicant to hire an approved certified third-party inspector.
- Wall bracing work sheet
- Soil test report if applicable