



MODULAR BUILDING SUBMITTAL REQUIREMENTS

PURPOSE

To define the minimum plan review requirements to obtain a building permit for the installation of a Modular or Prefabricated Building. Code requirements that apply to newly constructed buildings also apply to these prefabricated structures except state approved plans which are accepted without additional review.

PLAN REQUIREMENTS

Obtain a [Prerequisite Checklist \(Form CE-1105\)](#) and include the applicable items listed, including the form, in your submittal package. The following items must all be securely attached into two plans sets, (1) site plan, (2) landscaping, (3) applications including the fee data, (4) structural & non-structural, (5) electrical, (6) plumbing, (7) water/sewer & storm letters, (8) planning, (9) traffic, (8) fire alarm, health and owners statement (when applicable). The location of connections for all utilities must be provided in the plans along with the following:

- **The submittal package must include a complete site plan drawn to scale identifying all required off-street parking and landscaping.** It must also include a legend keyed to the details shown in the plans differentiating existing conditions from new work, and identifying other proposed structures, or construction.
- Two complete plan sets bearing approval stamps from the Texas Industrialized Building Code Council must be provided for each different modular building type/style. The current version of the Houston Building Code (HBC) must be identified in the structural plans for all construction other than the premanufactured building, e.g., 2012 International Building Code.
- The structural plans must include foundation and effective building tie down strapping plans for high-wind areas, designed, sealed, signed and dated by a Professional Engineer (P.E.) registered in the State of Texas. The foundation and tie down plans must be rated for the ultimate design wind speed, V_{ult} . Risk category I is 130 mph, Risk category II is 139 mph, Risk categories III and IV are 150 mph. **Section 1609.3, 2012 HBC**
- The structural plans must include detailed drawings that identify the minimum design loads required for the exit decks, landings, stairs, and ramps. The engineer must design the deck & ramp for a minimum of 100 PSF as required for exit facilities, Table 1607.1, Item #30. All structural plans must be sealed, signed, and dated by a P.E. registered in the State of Texas. The material type, grade, and size for all materials used, must be identified, and be keyed to the construction materials shown in the plans. Weather-resistive-treated wood must be indicated for all exterior construction materials.
- The minimum design loads for handrails and guardrails must be specified in the sealed plans by the engineer. 50 lbs applied to any area, and 200 lbs concentrated load applied in any direction. **Table 1607.1 and Section 1607.8, 2012 HBC.**
- The stair plans must be detailed to show compliance with the minimum and maximum size stair rise and run, as well as the maximum size spacing requirements for handrails and guards, including the intermediate rails. **Sections 1009.7 & 1012, 1013, 2012 HBC.** The design loads for stairs must be included in the plan by the engineer and be not less than the loads specified in Table 1607.1 #30, footnote f. (100 PSF uniform loads, and 300 PSF concentrated load on stair treads)

COUNCIL STAMPS OF APPROVAL

