



**TEXAS DEPARTMENT OF LICENSING AND REGULATION
REGULATORY PROGRAM MANAGEMENT – INDUSTRIALIZED HOUSING AND BUILDINGS**

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**CHECKLIST OF APPLICATION REQUIREMENTS
DESIGN REVIEW AGENCY – MANAGER/PLAN REVIEWERS**

DRA Name: _____ Reg #IHDRA- _____

Manager/Reviewer Name: _____

Reviewed by: _____ Date Reviewed: _____

Resume submitted with application **OR** Resume on file

<p>Manager <input type="checkbox"/> Date approved: _____ Engineer <input type="checkbox"/> or Architect <input type="checkbox"/> *TX License # _____ <input type="checkbox"/> Minimum of 4 years experience in plans examination, design, construction, or manufacturing in the building industry, or any combination thereof</p>
<p>Structural plan reviewer <input type="checkbox"/> Date approved: _____ <input type="checkbox"/> Bachelor's degree in civil, structural, or architectural engineering with specialized course work in structures; or <input type="checkbox"/> ✕ Service equivalent; and <input type="checkbox"/> ☼ Minimum of 1 year structural engineering experience related to buildings; and <input type="checkbox"/> ICC Building Plans Examiner certification – Certification must be current with ICC</p>
<p>Mechanical plan reviewer <input type="checkbox"/> Date approved: _____ <input type="checkbox"/> Bachelor's degree in engineering with specialized course work in HVAC systems; or <input type="checkbox"/> ✕ Service equivalent; and <input type="checkbox"/> ☼ Minimum of 1 year mechanical engineering experience related to buildings; and <input type="checkbox"/> ICC Mechanical Inspector certification – Certification must be current with ICC</p>
<p>Electrical plan reviewer <input type="checkbox"/> Date approved: _____ <input type="checkbox"/> Bachelor's degree in engineering with specialized course work in electrical engineering; or <input type="checkbox"/> ✕ Service equivalent; and <input type="checkbox"/> ☼ Minimum of 1 year electrical engineering experience related to buildings; and <input type="checkbox"/> ICC Electrical Inspector certification – Certification must be current with ICC</p>
<p>Plumbing plan reviewer <input type="checkbox"/> Date approved: _____ <input type="checkbox"/> Bachelor's degree in engineering with specialized course work in hydraulics; or <input type="checkbox"/> ✕ Service equivalent; and <input type="checkbox"/> ☼ Minimum of 1 year plumbing experience related to buildings; and <input type="checkbox"/> ICC Plumbing Inspector certification – Certification must be current with ICC</p>
<p>Building plan reviewer <input type="checkbox"/> Date approved: _____ <input type="checkbox"/> Bachelor's degree in engineering or architecture; or <input type="checkbox"/> ✕ Service equivalent; and <input type="checkbox"/> ☼ Minimum of 1 year experience related to building planning; and <input type="checkbox"/> ICC Building Plans Examiner certification – Certification must be current with ICC</p>
<p>Fire safety plan reviewer <input type="checkbox"/> Date approved: _____ <input type="checkbox"/> Bachelor's degree in engineering or architecture; or <input type="checkbox"/> ✕ Service equivalent; and <input type="checkbox"/> ☼ Minimum of 1 year experience in fire protection engineering related to buildings; and <input type="checkbox"/> ICC Building Plans Examiner certification – Certification must be current with ICC</p>
<p>Accessibility plan reviewer <input type="checkbox"/> Date approved: _____ <input type="checkbox"/> Bachelor's degree in engineering or architecture; or <input type="checkbox"/> ✕ Service equivalent; and <input type="checkbox"/> ☼ Minimum of 1 year experience in accessibility reviews related to buildings; and <input type="checkbox"/> Satisfactory completion of the Texas Accessibility Academy and pass an examination approved by the Department.</p>

Notes:

ICC – International Code Conference

Reference Department rule 70.22 for the complete criteria that must be met by a design review agency prior to approval by the Industrialized Building Code Council.

* Enter Texas license number as professional engineer or architect.

⊠ Service equivalent is defined as “a minimum of eight years of creditable experience in engineering or architectural practice indicative of growth in engineering or architectural competency and responsibility ... experience may be counted concurrently for those wishing to show service equivalency in more than one field.” Resume submitted with application must detail experience that is to be considered as “service equivalent.”

☼ Resume must detail required experience. This is in addition to experience necessary to qualify for “service equivalent.”