

## CHAPTER 1. PREAPPLICATION PROCESSING

## 1-1. SUBDIVISION ANALYSIS, ARCHITECTURAL PROCESSING.

- a. The Sponsor. During subdivision processing, after issuance of ASP-6 and 7, the sponsor may submit house plans with FHA Form 2005, Description of Materials for review. If alternates are to be offered, the sponsor may submit them for review at this time.
- b. The Architectural Section will review the sponsor's submissions. The preapplication review will indicate features which would not be accepted in the formal submission. In addition, care should be taken to indicate areas where the draft exhibits are incomplete. Lack of detail in architectural exhibits will often result in a cost estimate which is lower than that which might otherwise be available. The marked up set of plans and specifications will be returned to the sponsor to aid him in refining his formal submission. Conferences may be held if necessary.
- c. The Preapplication Review of house plans and specifications is an optional procedure intended to aid the builder in the development of complete and acceptable exhibits pertaining to the individual house types anticipated. Where the builder does not wish to request a preapplication review of house plans, it shall not be required.
- \* d. Established Architectural Rating (EAR) Files. Formal EAR files may be established prior to receipt of a Master Conditional Commitment Application where sufficiently complete exhibits are available. However, an application may not be refused pending establishment of an EAR file. \*