



New Single Family Dwelling

GENERAL INFORMATION:

The construction of any new single family dwelling requires a building permit. All construction must comply with the International Residential Code as adopted with any amendment by the City of Lancaster. Builder and sub contractor must be LICENSED and REGISTERED with the City of Lancaster.

PLAN SUBMITTAL REQUIREMENTS:

Building permit packet for plan review should contain the following information:

1. All building permits packets must be received in a legal size manila folder with a blue label.
2. Building Permit Application
3. 3 Sets of plans (4 sets for any infill lot)
4. 2 completed IC3 applications for Energy Code Compliance
5. 2 Sealed Engineered Foundation Plans
6. 2 Engineer Letter for foundation verification (1 Original)
7. Sub Contractor Verification Forms: Electrical
Plumbing
Mechanical
Concrete
8. Water Meter Serial #
9. Water Meter RF#

INSPECTIONS:

1. Plumbing Rough/Gas – Form Board Survey will be checked at this phase.
2. Slab- foundation plans to be on site at time of inspection.
3. Frame-includes building structure, plumbing top out, electrical rough-in and mechanical rough-in.
4. Energy Inspection for insulation (conducted by third party at your expense).
5. Utility verification – Electric and Gas meters released temporary.
6. Flatwork- may be inspected during any inspection phase except Final Inspection.
7. Final Inspection – copies of approved energy insulation and final inspection due at Final-yard graded to have final grade, sod required in front yard, rear adjacent rear fence along alley right of way and along driveway.

Inspections can be requested by calling the Inspection request Line @ 972-227-2994. Inspections requests received before 7:00 A.M. will be made the same day of the request.

FEES:

The basic permit fee for new single family home is determined by the construction cost as outlined in Table 1-A as adopted by the City of Lancaster.