



Building Inspection

City of Lancaster
211 N Henry
Lancaster, TX 75146
Ph. (972) 218-1200
Fax (972) 227-7220

Required Documents

Building Guide for Homeowners

What is a Site Plan?

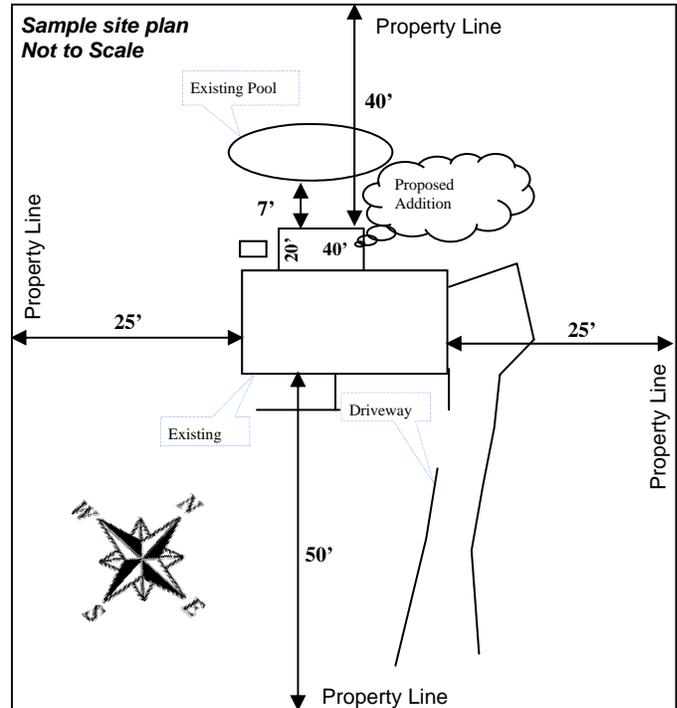
A site plan is a detailed drawing of your property. One type of site plan is a survey of your land drawn by a licensed land surveyor. The site plan will show the dimensions of your project and its relationship to existing setbacks, easements, utilities, other structures on the property, and distance to your property lines. If your project will require moving any utilities (gas, water, sewer/septic, electric, etc.), show where those lines will be relocated.

Requirements for a permit:

- Provide copies of the SITE PLAN

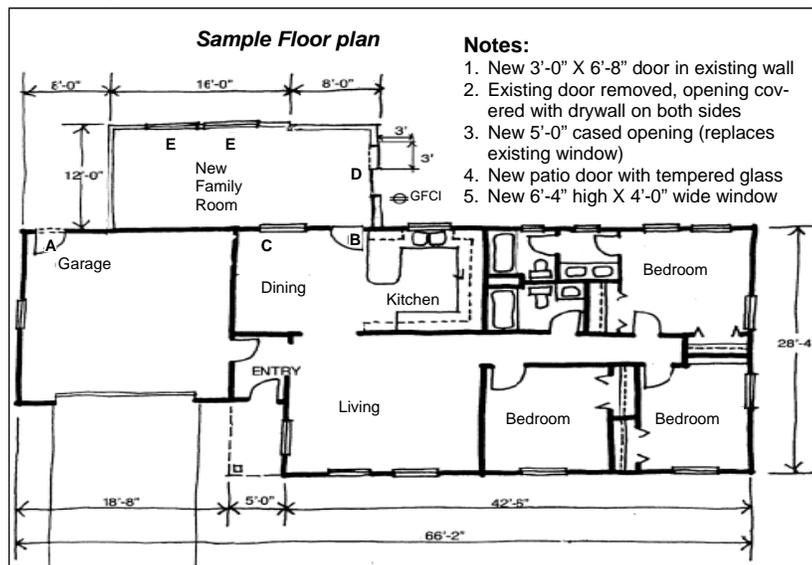
Notes:

- Structures are not permitted to be built over setback lines, easements, or property lines.
- A form board survey is required if the structure is located within 3 feet of a required minimum setback (except for fences).
- If your property is on a slope, you may be required to install a silt fence to keep the dirt on your property.
- If your sewer system utilizes a septic tank or other type of OSSF, you will be required to have approval from the county health department prior to issuance of a permit.
- If you do not know the location of the utilities that may be located on your property, call 1-800-DIG-TESS at least 2 days before digging or excavating.



What is a Floor Plan?

The floor plan is used to determine the complexity of the work and to validate the site plan. Floor plans must show existing dimensions of the house, dimensions of the new room, any new openings and items that will be relocated.



Requirements for a permit:

- Provide copies of the FLOOR PLAN

Notes:

- Additions cannot enclose bedroom or basement egress windows.
- Heat is required in all habitable rooms. Show how heat will be supplied to the addition.
- Existing electric service may require an upgrade or relocation. Indicate the size of your existing electric service (AMPS) on your plan.