



SUBMITTAL REQUIREMENTS **NEW ONE OR TWO-FAMILY DWELLINGS**

ONE COMPLETE SET of specifications and drawings, "**DRAWN TO SCALE**" with professional clarity and detail to indicate the nature and character of the work, shall accompany **EVERY** Application for a Building Permit. Such drawings shall include the following:

1. **SITE PLAN** showing location of the proposed building and every existing building or structure on the lot and related site improvements such as swimming pools, concrete driveways and sidewalks. The **SITE PLAN** shall include a boundary line survey, easements, rights-of-way, front-yard, side-yard and rear-yard set-backs, building footprint with finished floor and site elevations, design shall meet the 18" above gutter requirements per code, arrows indicating drainage, lot number, block number, subdivision name and street address. The site plan shall demonstrate finish grades 12" below foundation on all four corners and indicate the grades falling away from the foundation to all points of discharge. The **SITE PLAN** shall be drawn by a professional engineer or registered surveyor.
 - 1A. **DRAINAGE** must meet all requirements stated above. Surface drainage shall be diverted to a storm sewer conveyance or other approved point of collection.
2. **FOUNDATION PLAN** – Professionally designed in accordance with City of Abilene foundation standards. Engineer's stamp must be affixed to the plan of all post tension foundations and a certification letter with the Engineer's stamp affixed.
3. **FLOOR PLAN** - State building square feet per floor.
4. **MECHANICAL, ELECTRICAL & PLUMBING PLANS** – may be combined on the floor plan.
5. **TYPICAL WALL & FOUNDATION SECTIONS/DETAILS and WALL BRACING DETAILS** – shall be professionally drawn.
6. **SPECIFICATIONS** – may be stated on the drawings.
7. **ELEVATIONS – MASONRY CALCULATION** shall be noted on elevation sheet by designer/architect.
8. **THIRD-PARTY ENERGY REVIEW** – building construction plans shall be reviewed by a Third-Party Certified Plans Examiner and a report (RES) submitted stating that the building has been designed to meet the requirements of the current International Energy Conservation Code.
9. **All** drawings, specifications and accompanying data shall be dated and bear the name and address of the designer.
10. **All** construction shall conform to the adopted building codes, ordinances, and planned development district requirements.
11. **All** driveway approaches shall be permitted and approved by the City engineer.

***This handout is meant as a guide only; additional inspections and or submittal requirements may be necessary.**