



City of Pilot Point Building & Permits

New Residential Plan Submittal Requirements

All new SFRs, Duplexes, and Townhomes are required to be submitted online. All lots shall be platted before a permit is issued. Contact the Permitting Division at permits@cityofpilotpoint.org with additional questions.

Please submit your complete set of plans following the order below.

□ Site Plan/Approved Site Plan

- ◇ Drawn to scale
- ◇ Drainage directions, with arrows
- ◇ North arrow
- ◇ Easements
- ◇ Building set-back lines
- ◇ Driveway location, including the required minimum parking
- ◇ All structures on site, including accessory buildings, fences, sidewalks (include width), retaining walls, etc.
- ◇ Distances to other structures and property lines.
- ◇ Legal lot description and address
- ◇ Include dimensions of impervious surfaces (area not landscaped)

□ Elevation Plans

- ◇ All sides of house, the street facing elevations shall show all architectural features as well as exterior finishes, windows and doors, plate height for each story, and overall plate height
- ◇ Roofing materials
- ◇ Roof pitch
- ◇ Overhangs, shall include depth

□ Floor Plans

- ◇ To scale
- ◇ Dimensions
- ◇ Door and window sizes and locations
- ◇ Label all rooms with use of room
- ◇ Show MEP's and provide HVAC calcs

□ Wind Bracing Plans

- ◇ Engineered shear wall plans required
- ◇ Hardware specifications
- ◇ Show all braced wall panels (exterior and interior)

□ Roof, Ceiling & Floor Framing Plans

- ◇ Rafter, joist beams & header sizes, spacing and spans
- ◇ Alternative engineered design, if design does not meet minimum code requirements.
- ◇ OSSF Plan

□ Foundation Plans

- ◇ Engineered Foundation plan
- ◇ Engineered Foundation letter

Energy Plans

2015 IECC Energy Code Compliance Projects shall comply with one of the following:

Prescriptive Approach

- ◇ Signed City of Pilot Point 2015 IECC

Plans that reflect compliance with the following requirements:

- ◇ Residential Energy Compliance Certificate
- ◇ Glazing = U-Factor 0.35 or less
- ◇ Solar Heat Gain Coefficient = SHGC - 0.25 or less
- ◇ Attic Insulation = R-value 38 or more
- ◇ Wall Insulation = R-Value 17 or more
- ◇ Floor Insulation = R-value 19 or more

Performance Approach

- ◇ Signed City of Pilot Point 2015 IECC Residential Energy Compliance Certificate
- ◇ Compliance Report – Energy Star, IC3, ResCheck, HERS/Remrate, or other as approved by Building Official

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