



Residential Application Requirements- New, Remodel and Additions

Note: The following information must be provided with the building permit application submitted online at www.mygovernmentonline.org and must be in compliance with the City of Leander adopted 2015 building codes and the 2015 IECC.

Bookmarked plans shall be submitted in one single PDF file and all other required documents shall be submitted in another single PDF file (2 total PDF files).

- A complete and accurate address and subdivision to include section and phase is required
- Plot plan of the lot and details including:
 - Building footprint and driveway location/dimensions including the length and width
 - Sidewalk location and width
 - Landscape plan: This plan needs to demonstrate compliance with the applicable zoning ordinance. Please contact the Planning Department to confirm requirements.
- Must indicate the location of building on the lot with set-back dimensions and all easements affecting the lot
- Proposed parking and drainage details to include model home parking requirements
- ResCheck Form (Energy Conservation Code) 2015 IECC signed by a licensed Architect, a licensed Engineer or a certified Residential IECC Representative, per the 2015 IRC (N1103.7)
- Manual J forms (Load Calculations) and Manual S forms (Equipment selection) prepared by a licensed HVAC contractor or engineer
- Engineer seal, signature and date on all structural drawings for buildings over 5000 square feet
- Engineer seal, signature and date on all foundation plan and details regardless of size
- Floor plan and details. Please include all NET square footages, this includes all square footage under roof including porches, garages and covered patios
- Wall construction plan or cross section details/framing details
- Roof plan and framing detail or truss specifications
- Other pertinent structure details
- Elevations including:
 - Elevations that show the locations of all proposed exterior siding materials
 - Masonry calculation table that identifies the percentage of proposed masonry in accordance with the appropriate architectural component of the property and also identifies the percentage of stucco used on street facing walls.
 - Street facing walls composed of more than 90% stucco must have visibly projecting trim of a contrasting color around all doors and windows and an additional feature that breaks the wall plane.
 - Include any architectural details such as garage door paint color, color palettes for contrasting stucco trim and stucco wall, garage hardware, etc.
- Electrical plan and details
- Plumbing plan and details
- Mechanical plan and details
- Meter size calculations when applicable (see explanation below)
- For New Construction - If Septic, OSSF form from the County

- For Remodel and Additions that are currently on septic – An approved OSSF form or letter from the County that shows existing septic is properly sized to accommodate the added use of the proposed new structure containing plumbing fixtures
- Power, Lighting, and Equipment Layout
- Locate GFCI receptacles
- Electrical notes on plans to substantiate items
- Locate smoke detectors (Game rooms and Media rooms with a closing door require a smoke detector)
- All documentation shall be submitted as integral part of the plans. All additional and revised documentation shall be submitted as an integral part of the plans and must also show Engineer's stamp
- HVAC Locations
- Indicate Gas or Electric
- Plot plan of the lot and details. Please also be aware if your home is larger than 6,000 square feet (living space and garage) or you have a long steep drive a topographic map will also need to be submitted
- Wind bracing/sheathing plan Engineer designed and stamped and in compliance with the 2015 IRC codes

STONE, STUCCO, MASONRY REQUIREMENTS

Please refer to the Composite Zoning Ordinance for accurate masonry percentage requirements or contact the Planning Department.

LANDSCAPE REQUIREMENTS

- Show the proposed landscaping on the plot plan and identify the location of the plants.
- Include a plant list in compliance with the Grow Green Guide. This plant list shall include sod type, plant type (scientific name and common name), gallon size and quantity for all plants, caliper size, common name and quantity for all trees
- Confirm compliance with turf grass limitations if applicable
- When scheduling a final landscaping inspection a final invoice of the items planted will need to be uploaded to verify plant requirement compliance .The final invoice will need to show the permit address, a list of plant types, the size of plants and the count for each plant. The final invoice may not be handwritten and must be from the landscaper or plant supplier.
- Include the following notes:

Tree caliper is the trunk diameter of a tree at eighteen (18") inches above natural grade per the Composite Zoning Ordinance

Specifications showing a minimum 6" topsoil depth will be provided in all landscaped areas and mulch will be provided around plantings. Provide the following note:

All new landscapes (non-residential and residential) are required to have a minimum of 6" of soil depth in areas planted with turf grass. This 6" minimum soil depth will consist of 75% soil blended with 25% compost. The soil/compost blend shall be incorporated into the top 2" of the native soil. The 6" depth requirement does not apply to the area between the drip line and trunk of existing trees, shrub beds or wildscape areas. Areas with existing native vegetation that

remain undisturbed shall be exempt from the soil depth provision; provided that native soil and vegetation in such area is fenced during construction and protected from disturbance and compaction during the construction process

All disturbed or compacted areas and ROW shall be re-vegetated by the developer. (Mulch is not an accepted material for re-vegetation of these areas)

No more than 50% of the same species may be planted to meet the tree planting requirements

No more than 50% of the lot may consist of non-plant material in the yard area

METER SIZE CALCULATIONS

Homes with 4 baths or less will have a 5/8" meter

Homes with 4 1/2 baths will require a 3/4" meter, 5 or more baths will require a 1" meter to be installed, unless the builder submits written calculations from their plumber stating that a smaller meter is acceptable for the homes usage

Homes over 6,000 square feet (NET square footage of living and garage) will be required to have a fire sprinkler system, which will require a 1" meter

Depending upon the project additional data may be required (i.e, details, computations, stress diagrams, soil analysis, handicap requirements, engineer seals, architect seals, surveyor seals, electrical riser, diagrams, calculations, analysis, etc.)

****Flood Zone – Must comply with City and Federal Regulations, if applicable****

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