NEW RESIDENTIAL

Two (2) complete plan sets or an electronic copy will be required with the following information:

1) Building Permit Application, available at www.elpasotexas.gov
3) Property address
4) Total square footage for all:
   a) Living areas
   b) Garages & carports
   c) Covered porches, patios & balconies
   d) Driveways
5) Dimensioned site plan drawn to scale. The site plan drawing requires the following information:
   a) The property lines
   b) All setback lines
   c) Bearing dimensions
   d) Survey or meets and bounds, either must have professional seal
   e) Cross sections where required
   f) Flood zone designation and elevation certificate when required
   g) All utility easements
   h) Any inlets for drainage when fronting the proposed lot
   i) All proposed and/or existing structures on the site
   j) The Finished Grade, Finished Floor & Top of Curb elevations
   k) Sidewalks, driveways, parkways & curbs dimensions; concrete aprons
   l) On-site ponding requirements
   m) All proposed & existing fences
6) Architectural scale drawing of the structure, which shows the following:
   a) Floor plan which indicates:
      1) Dimensions & identification of all rooms & spaces
      2) Location, size and types of all windows & doors
      3) Smoke and Carbon monoxide detector locations
      4) Residential fire sprinkler systems if required
      5) All bedroom window sills height
   b) Roof framing plans indicating all beams, rafters, trusses & columns
   c) Floor framing plans indicating all joists, beams & columns
   d) If using trusses, a truss package sealed by a professional engineer shall be included
   e) Foundation plans indicating the type of foundation and footing details
   f) Typical exterior & interior wall sections
   g) Electrical riser diagram, load calculations & panel location required for all structures over 2500 square feet of living area
   h) Exterior elevations showing the front, right, left & rear of structure
   i) Architectural drawing of any stairs, railings, interior walls, fireplaces, rock walls & retaining walls
j) Retaining wall details when there is a difference of elevation over 3 feet up to 4 feet
k) Walls retaining more than four (4) feet of soil require Professional Engineer’s seal

7) International Energy Code Compliance report. Compliance can be shown by using the REScheck form that is available at www.energycodes.gov

All plans must comply with the latest adopted edition of:
   1) International Code Council family of Codes. Available at: www.ICCSAFE.org
   2) National Electrical Code. Available online
   3) Local amendments in the El Paso Municipal Code which can be found at:
      a) Building Code amendments:
         https://www.municode.com/library/#!/tx/el_paso/codes/code_of_ordinances?nodeId=TIT18BUCO
      b) Fire Code amendments:
         https://www.municode.com/library/#!/tx/el_paso/codes/code_of_ordinances?nodeId=TIT9HESA_CH9.52FIPRCO
      c) Subdivision
         https://www.municode.com/library/#!/tx/el_paso/codes/code_of_ordinances?nodeId=TIT19SUDEPL

For help in obtaining information or to contact the Building Permit Division, please call (915) 212-0085 or visit our website at:
http://www.elpasotexas.gov/planning-and-inspections