

Project Title:	
Project Address:	
Legal Description:	
Property ID No.:	

Project Type:	<input type="checkbox"/> New Construction <input type="checkbox"/> Remodel/Addition <input type="checkbox"/> Accessory Building <input type="checkbox"/> Demolition <input type="checkbox"/> Other (Specify): _____
Permits to be Included:	<input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> Mechanical <input type="checkbox"/> Fire Protection and/or Fire Alarm System <input type="checkbox"/> Landscaping <input type="checkbox"/> Other (Specify): _____
Commercial Use of Building:	<input type="checkbox"/> Factory <input type="checkbox"/> Food Service <input type="checkbox"/> Business <input type="checkbox"/> Storage <input type="checkbox"/> Hospital/Institutional
Site Plan Submittal Information:	
<input type="checkbox"/> Site Plan <input type="checkbox"/> Plat/Re-Plat <input type="checkbox"/> Survey <input type="checkbox"/> Flood Elevation Certificate <input type="checkbox"/> Civil Drawings <input type="checkbox"/> Other (Specify): _____	

All required information must be submitted to the Building Services Department, a minimum of two weeks before a Site Plan Review will be scheduled. Plans can be submitted electronically, by submission of 12 hard copies, or both. Site Plan Reviews will be conducted on Fridays except on Holidays or when city offices are closed. All Contractors, Designers, and Providers are encouraged to attend meetings to provide special comments or feedback regarding the project.

Property Owner:			
Address:	City:	State:	Zip:
E-mail Address:	Telephone No.:		
Architect or Engineer:			
Address:	City:	State:	Zip:
E-mail Address:	Telephone No.:		
Contractor:			
Address:	City:	State:	Zip:
E-mail Address:	Telephone No.:		
<u>NOTICE</u>			
I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.			
_____ Signature		_____ Date	

SITE PLAN REVIEW CHECKLIST

Please verify the following before any submittals are made for a Site Plan Review:

Engineering and Architect's Seals and Stamps: Where the plans are required by State law to be prepared by a licensed engineer and/or architect, all documents must be appropriately sealed. The seal must be signed and dated by the design professional. All plans sets must bear an original seal.

Zoning Requirements: All zoning requirements for the applicable zoning district must be met. This is to include the minimum off-street parking requirements and landscaping requirements. The City of Plainview Zoning Code is available online at: www.plainviewtx.org

THE FOLLOWING ARE THE REQUIRED DOCUMENTS: One electronic copy and two (2) full sets of blue-line or black-line site plan and civil drawings, fully-dimensioned and drawn to a 1/4" or 1/8" scale on media no smaller than 18" x 24". Or, (12) hard copies of blue-line or black-line site plan and civil drawings, fully-dimensioned and drawn to a 1/4" or 1/8" scale on media no smaller than 18" x 24".

- ☐ **Copy of Plat of Record and Survey.**
- ☐ **Site Plan Detail Sheet.** Includes property Lines, Streets, Alleys, proposed and existing buildings, and site drainage information.
- ☐ **Elevation Certificate.** Includes elevations including heights, grades, vertical dimensions and location of openings.

A list of the city ordinances can be found online at <https://ecode360.com/PL6447>

THE CITY OF PLAINVIEW HAS ADOPTED THE FOLLOWING BUILDING CODES:

2015 International Building Code	2014 National Electric Code
2015 International Residential Code	2015 International Plumbing Code
2015 International Fire Code	2015 International Fuel Gas Code
2015 International Energy Conservation Code	2015 International Existing Building Code
2015 International Property Maintenance Code	2015 International Fuel Gas Code (NFPA 99C)
2015 International Swimming Pool and Spa Code	2015 International Mechanical Code