



Make a building site plan

These items are included in this packet:

- A fully completed site plan to use as an example
- A blank site plan for you to fill out turn in with your permit application

Don't forget to draw the following things on your site plan:

- ☐ Location of existing structures (like your existing house or a garage)
- ☐ Location of easements

Easements are portions of your property you share with public agencies or neighbors, like utility lines of rights-of-way used by the city. You can read easements listed on your deed or ask the Development Services Department to help you research them by calling (210) 207-1111.

- ☐ Location of new structures (like an addition added to your house or a garage)
- ☐ Distances between all buildings
- ☐ Distance between buildings and your property line

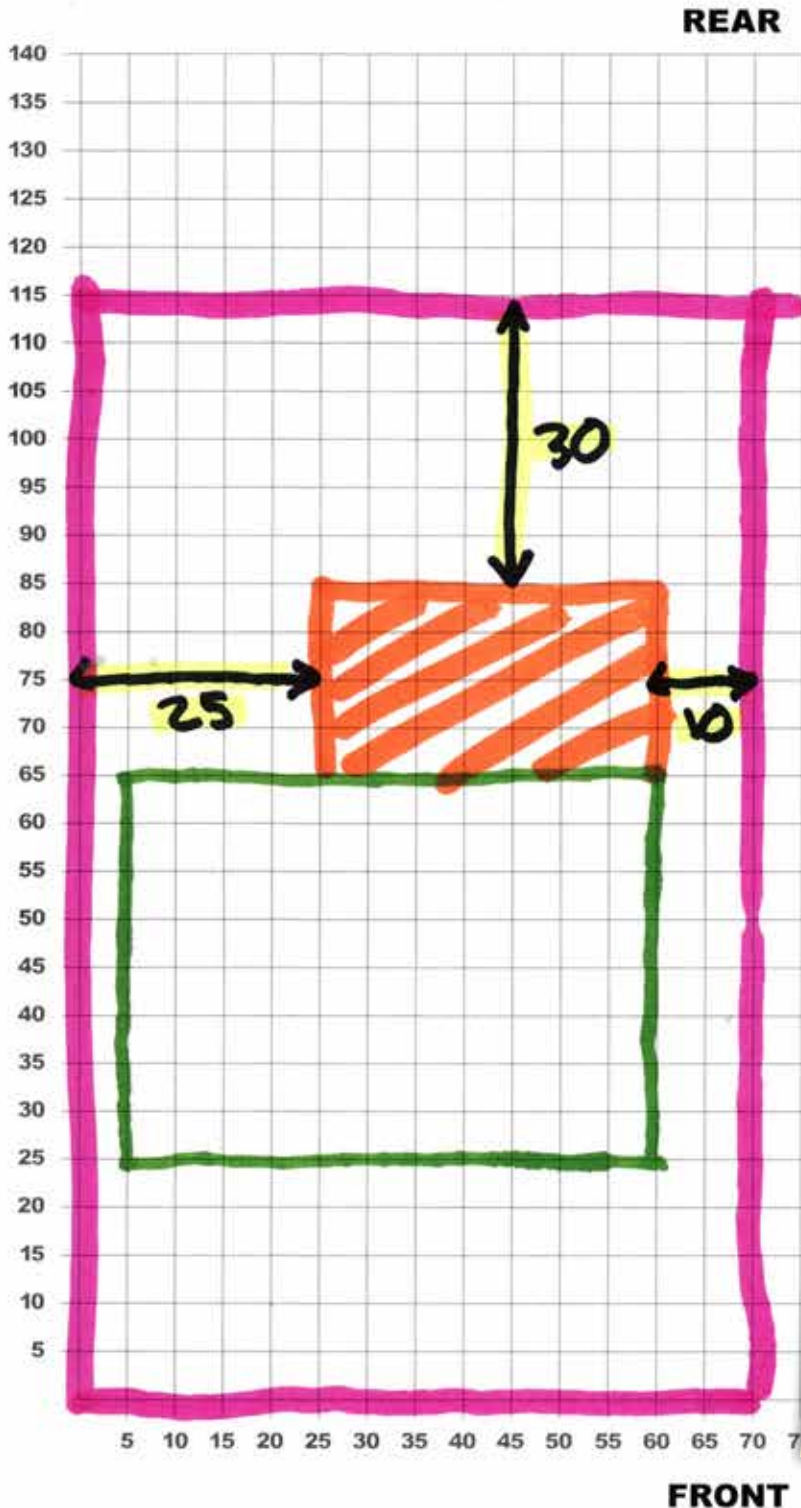
Don't forget to write the following information on your site plan:

- ☐ Your address
- ☐ Your signature
- ☐ The current date

BUILDING SITE PLAN

For DSD office and records use:

LOT: _____ BLOCK: _____ NCB: _____



A few handy tips:



Start by drawing your property boundaries



Then draw existing structures



Then draw your new structures



Then draw and label the distance from your new structure to the property line.

Understanding setback:

Setback is the distance between your new structure and your property line. Setback requirements are set by the city to keep buildings safe.

Standard setback requirements:

These are standard requirements for homes but vary depending on where you live:

SIDE SETBACK

5 foot setback from side of your property

REAR SETBACK

For new attached structures, like additions to your home:

20 foot setback from rear of your property

For new detached structures, like a free standing shed or garage:

5 foot setback from rear of your property

I certify that this site plan shows all improvements on this property and that there will be no construction over easements. I also certify that I will build in compliance with the UDC and 2012 RC.

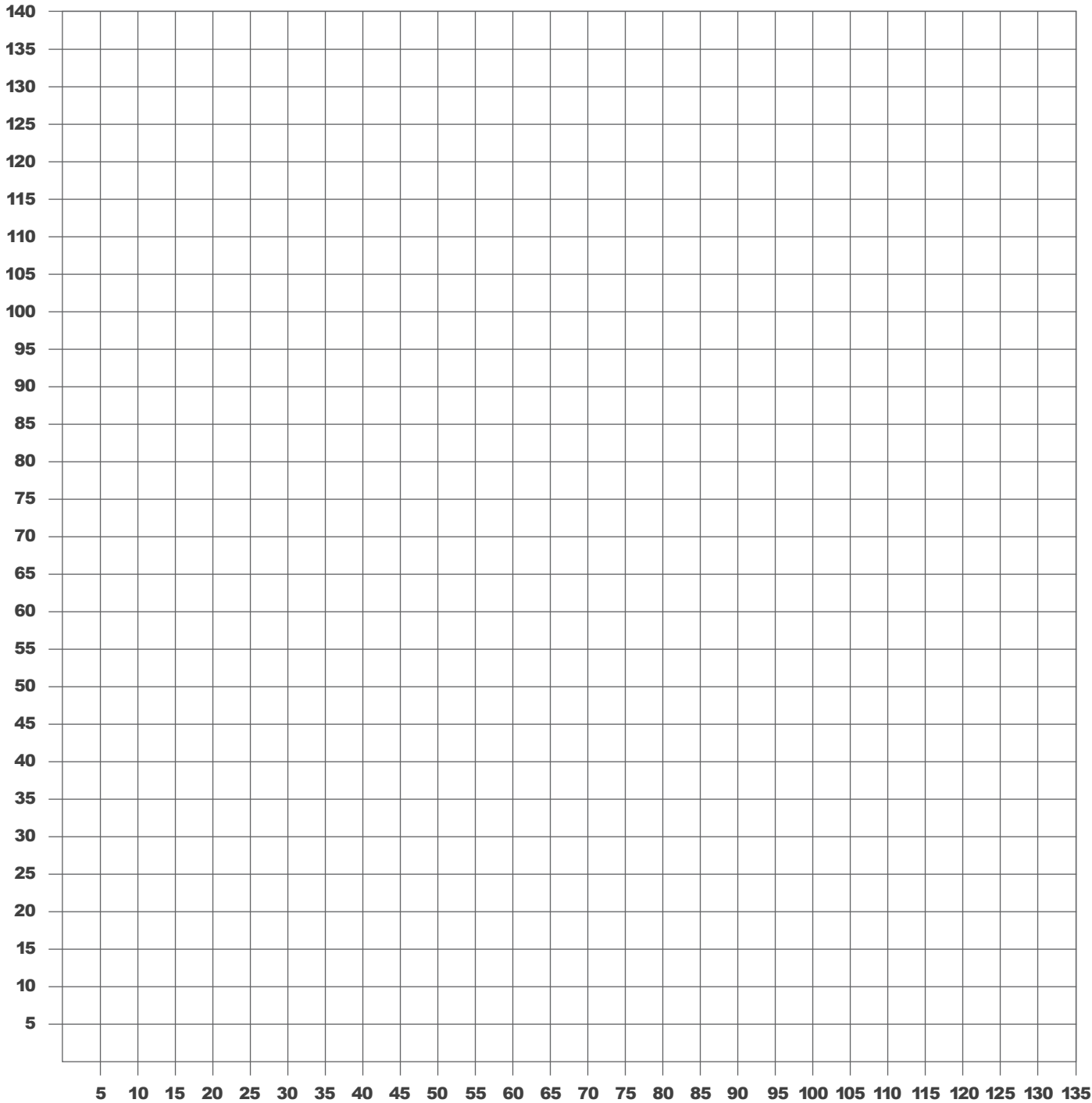
Address: 123 MAIN STREET, SAN ANTONIO, TX 78205

Signature: JW Han Date: 2/14/2014

BUILDING SITE PLAN

For DSD office and records use:	LOT: _____	BLOCK: _____	NCB: _____
	APPLICATION #: _____		

REAR



FRONT

I certify that this site plan shows all improvements on this property and that there will be no construction over easements. I also certify that I will build in compliance with the UDC and 2012 RC.

Address: _____

Signature: _____ Date: _____