



DURHAM CITY-COUNTY INSPECTIONS DEPARTMENT

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Inspections

Plot Plan Requirements

Projects Requiring Plot Plans

Plot plans are required for:

- All permitted improvements to single family homes, duplexes, and townhomes that consist of a change in footprint. Plot plans are not required for commercial projects with an approved site plan
- Additions
- New residential construction
- Accessory structures (Decks, garages, retaining walls, sheds, swimming pools etc.)
- Any other activity which adds a structure or other improvement to the property

If you have access to a survey of your property, you can use it. If not, you can draw the plot plan yourself. If you draw the plot plan yourself, be sure to sign it and include the date.

Needed Information

1. The plot plan should be drawn to scale. An acceptable engineering scale should be used.
 - Draw the property lines (front, sides, and rear).
 - Show the actual measurements on each line. Any easements, streams, or restrictions including allowable and proposed impervious surface and/or flood zones must be shown. Show the name and location of all streets and utilities on or adjacent to the property. Indicate which direction is north.
 - Impervious surface allowances must be shown along with proposed utilization in square feet.
2. **For new house construction:** Draw the house within the property lines showing the exact distance the house is from the property lines (front, sides, rear). Also show the dimensions of the house and distance to property lines.
3. **For additions:** After completing 1 and 2 above, draw the addition in the proper place showing the distance to applicable property lines and the dimensions of the addition. Indicate what is existing and what is proposed to be built.
4. **For accessory structures** (includes garages, storage buildings, carports, etc.): After completing 1 above, draw the accessory structure in the proper place on the lot showing the distance to each applicable property line. Provide the dimensions of the accessory structure.
5. Show all existing structures on site.

Example of a Plot Plan

