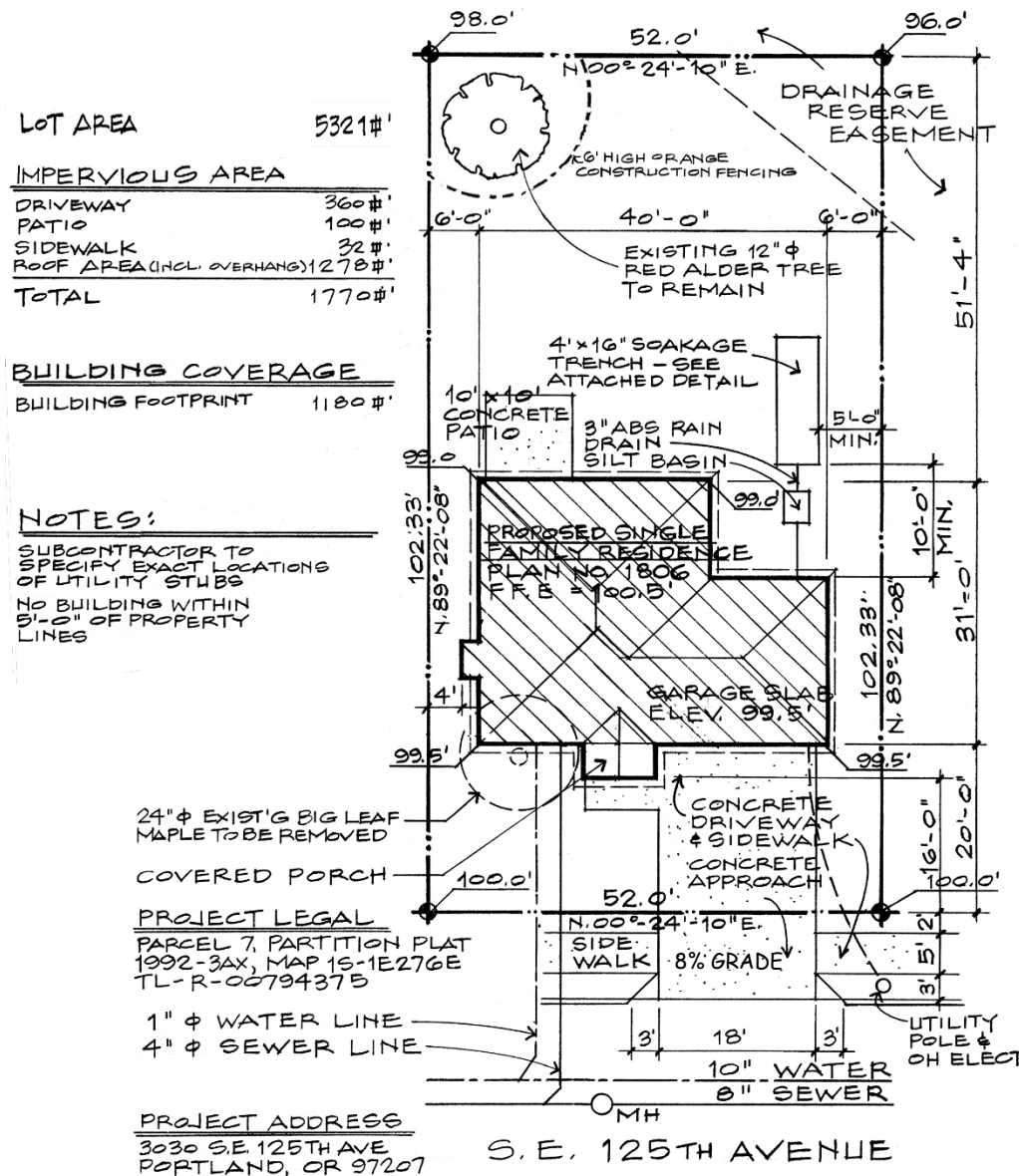


Site/Plot plan must be accurately drawn to scale;

- Minimum scale is 1 inch = 10 feet, minimum 11"x17" paper
- North Arrow upper right corner
- Lot Area and Building Coverage Area (not to exceed req. %)
- Impervious areas (structures, paving, roof overhangs, etc.)
- Legal dimensions and building setback dimensions
- Property corner elevations (if there is more than a 4-foot elevation differential, the site plan must also show existing and proposed contour lines at 2-foot intervals. A separate Grading Plan may be required to legibly show grading changes w/ cut/fill areas.)
- Footprint of proposed & existing structures (incl. patio/deck)
- Dimension & distances between structures and property
- Location & dimension of easements
- Location of existing wells and/or septic systems
- Location of all utilities and connections; storm sewer, sanitary sewer, water, gas, etc., including size of service and street location

- Any sensitive lands; floodplain, wetlands, and slopes >15%
 - Location of stormwater facility
 - Surface drainage
 - Width of adjacent right of way, street name and curb height
 - Location & dimension of driveway, grade max. 14% per PWDS
 - Street Name, Subdivision Name w/ lot #, and address if known
 - Residential address must be posted before final; min. 4" high, ½" stroke with contrasting numbers visible from street
 - Landscape to including approved street tree requirement
 - Helpful info; company name and contact phone number
 - Allow sufficient white space for City approval stamps & notes
 - Any additional requirements specific to your site or project (if required, or additional requirements approved/agreed during the developments approval process.
- Lot area



Sample Site Plan

A well-prepared Site Plan is one of the **MOST IMPORTANT** documents in your building permit submittal materials.

ALL major review groups need to approve your site plan.

Site Plans must be clearly legible and reproducible. A complete and accurate Site Plan will help to speed your permit application reviews and reduce the need to send you notice for missing information or charge you additional review fees for missing data.

This sample drawing has been designed to help you prepare a complete Site Plan for your project. Make sure your Site Plan includes all the information on the Site Plan Checklist.

The sample site plan to the left is provided as a reference tool showing how and what must be included in your site plan.

This sample site plan is not to scale, nor is it the on the minimum paper size.

Site plans submitted to other departments for their application/review will not be used in lieu of missing site plans. A site plan must be submitted with construction documents for Building Dept. review approval.