



Site Plan Requirement

Permit applications require a Site Plan in order to have a clear and concise view of the existing development on the property and the scope of your project. Your property may have more or less of the items listed, so customize this list to your project. Please note that additional information may be requested following review of your plans. The Site Plan needs to be a minimum of 11"x17" unless otherwise stated.

What to Include on Your Plan

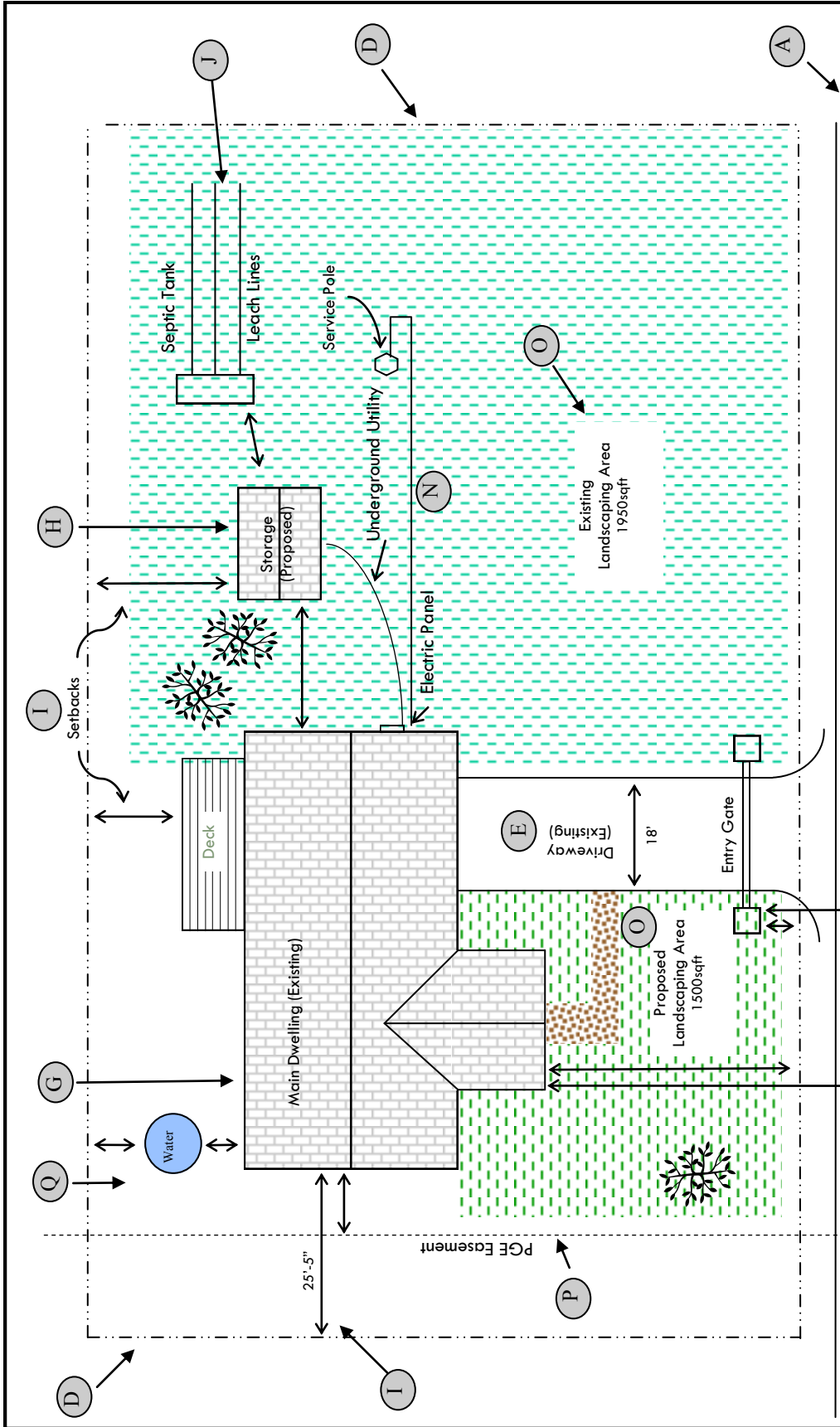
- Ⓐ Title Block
 - Tax number
 - Property address
 - Owner
 - Professional Designers
 - Date the plans were drawn and/or amended
- Ⓑ Direction Arrow showing the orientation of your property to North
- Ⓒ Scale bar. All plans shall be drawn to scale, or as needed for the property acreage size
- Ⓓ Property line boundaries
- Ⓔ Access to the property from the point of connection with publicly maintained road(s)
 - Existing and proposed access roads
 - Label of the use of the access road
 - Driveways
 - Turnarounds
 - County rights-of-way
 - Adjacent roads, streets, alleys, etc.
 - Width and slope of access roads and driveways (if not provided on separate improvement plans)
 - Location of off-street parking spaces (include number of spaces, and dimensions if not provided on separate improvement plans)
- Ⓕ Natural features, including but not limited to creeks, streams, ponds, reservoirs, cliffs, slopes greater than 30%. A full topographical plan is required for all new construction projects.
- Ⓖ Existing structures and improvements on the property
 - Label existing use
 - Dimensions
 - Distance between existing and proposed structures
 - *Existing and Proposed development should include, but is not limited to buildings, decks, storage tanks of any kind (including propane tanks), driveways, access roads
- Ⓗ Proposed structure(s), area of addition, area of remodel, and improvements
 - Label proposed use
 - Highlight or differentiate from existing structures
 - Distance between existing and proposed structures
 - Dimensions
- Ⓖ Setbacks for all existing and proposed development
 - Property lines to development
 - The centerline of public road(s) and/or easement(s) to development
 - Gates and fences to the property line(s) and centerline of the road
 - Creeks - identify the required creek setback distance pursuant to County Code Section 18.108.025.
 - *Setback requirements vary depending on parcel. Consult Division requirements for specific setback requirements for your parcel.

CONTINUED ON OTHER SIDE

What to Include on Your Plan (Continued)

- ⓐ Existing and proposed water, wastewater, and stormwater treatment systems
 - Wells on the property
 - Wells within 100 feet of the property
 - Septic systems, tanks
 - Leech fields
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 - Label distances between well(s), septic tank, leech field, and stormwater treatment facilities, creek, streams, rivers or lakes
 - ⓑ Existing and proposed paths of drainage to, from, and across the site. Location of culverts and other drainage structures if not included on a separate utility and/or improvement plan.
 - ⓒ Limits of the Regulatory Floodplain and/or Floodway (include Base Flood Elevations from the currently effective Flood Insurance Study)
 - ⓓ Limits of the extent of disturbed soil area proposed. Include quantity of disturbed soil area and estimated earthwork quantities.
 - ⓔ Utility lines or service points of connection (water, sewer, electrical, gas, cable)
 - Indicate work areas under overhead lines or above buried lines
 - Vegetation removal required for utility lines
 - Grading required for utility lines
 - If a utility line crosses over a structure, show clearance above the structure
 - ⓕ Show existing and proposed "Landscape Areas", and provide the sq. ft area totals for each.
 - ⓖ Show any easements that exist. Location of all easements (water, sewer, roadways, open-space, etc.)
 - ⓗ Locations fire hydrants and Fire Department Connections/Post Indicator Valves (FDC's/PIV's.)
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Sample Site Plan



Assessor Parcel Number(s):
Street Address:
Owner Name:
Drawn By:
Date:
Date Modified:

