

## RESIDENTIAL SITE PLAN CHECKLIST

- ☐ All site drawings must be drawn to engineer's scale. (i.e. 1:10, 20, 30, 40, 50, 60)
- ☐ All site drawings must be submitted on 8½" x 11", 8½" x 14", or 11" x 17" paper.
- ☐ Name, address, phone number and company name (if applicable) of person certifying site plan accuracy.
- ☐ Show scale; north arrow; subdivision name, section, block and lot number(s) or attach a legal description; and address as assigned by the Area Plan Comm.
- ☐ Indicate accurate lot dimensions and overall size of lot. [6,7]
- ☐ Show all street and/or alley right-of-way widths from centerline and physical center of pavement. [3 or 4]
- ☐ Indicate all required setbacks for front, rear, and side yards including thoroughfare, if applicable. [1]
- ☐ Indicate existing and proposed easements and their widths located within or adjacent to lot. [7]
- ☐ Include dimensions and location from property lines on all existing structures.
- ☐ Include dimensions and location from property lines on all proposed additions or structures.
- ☐ Indicate distances between all structures including existing/proposed unattached accessory structure(s).
- ☐ Show sidewalk and street pavement width and location.
- ☐ Include size and location of existing/proposed curb cuts or driveways.
- ☐ Show location, type, and height of existing and proposed fences including dimensions to lot lines from the edge of fence.
- ☐ Indicate height of all existing/proposed structures measured from ground level to peak of roof.
- ☐ Indicate square footage for all floors separately, attached garage, and any covered porches.
- ☐ Show the flood protection grade (FPG) if the property is located within a floodplain.

Failure to provide adequate information may result in your permit being delayed. It is the responsibility of the property owner to supply an accurate site plan.