

Site Plan Requirements for Building and Land Use/Zoning Compliance Permits

What is a Site Plan? A site plan is an accurate, scaled drawing of a piece of property showing lot size and shape along with sizes, shapes and precise locations of all existing and proposed features (structures, driveways, utilities, septic system, well, easements, landscaping, etc.) including :

- Boundaries and dimensions of property;
- Locations and dimension of existing and proposed structures
- Show names of existing streets, alleys, driveways and access to property
- Show distance from property line to curb or edge of street; distance between all structures; distance from new structures to property lines
- Show dimensions and types of easements
- North arrow. Clearly indicate scale (1" = 20' preferred, 1" =50' maximum)
- Provide legal description and/or address of property
- Show septic and drain field or sewer line location; and water line or well location, as well as distance of these from new structure
- Topographic map showing existing elevation of all features, including, but not limited to: curbs and sidewalks, property corners, natural features such as steep slopes, streams, marshes and lakes.
- Single family residences on slopes less than 5% are not required to submit grading and drainage data on their site plan. If greater than 5% additional information is required

