

REQUIREMENTS FOR PLOT PLANS

Submitted in Support of Building Permit Applications (2 Copies required)

1. Scale: 1"= 20' or 1/16"= 1' minimum. Maximum paper size 11" x 17" preferably on 8 1/2" x 14". **ORIGINAL SEALED (WET SEAL OR EMBOSSED), SIGNED BY LICENSED OR REGISTERED PROFESSIONAL ENGINEER, ARCHITECT, OR LAND SURVEYOR**
2. Lot(s), block number, subdivision name, plat number, quarter, section, township, and range. **(ADDRESS CLEARLY PRINTED INCLUDING- STREET DIRECTION & STATING EITHER- ROAD, STREET, TERRACE, CIRCLE, OR LANE NAME).**
3. Dimensions of plot and north point. Square footage/acres of lot.
4. Dimensions of front, rear, side yards, right-of-way and street back of curb to back of curb width.
5. Location, dimensions and type of building and other accessory buildings.
6. Location of sidewalks, driveways and approaches. (sidewalk distance from right-of-way)
7. Locate and label steps, patios, porches, decks, retaining walls, wing walls, egress window wells and fireplaces.
8. Location and dimensions of easements and established setback requirements, if any.
9. Elevations at the following points:
 - a. First floor of building, basement floor, floor of garage, carport and other accessory buildings.
 - b. Top of finish curb or crown of street at points of extension of side lot lines and driveways.
 - c. Existing and finish grade elevation at each principal corner of structure(s).
 - d. Location and existing elevation of sanitary sewer stub to be utilized. Dimension to manholes (upstream & downstream) and elevation of top and flowline of said manhole.
 - e. Existing and finish elevation at each corner of plot.
 - f. Elevation of top of foundation and sanitary sewer at foundation location.
10. Location and size of water main serving lot shown (valve boxes and fire hydrant if on lot).
11. Storm sewer inlets and associated piping, if applicable.
12. Driveways and driveway approaches cannot be built over any existing utility structure unless blockout details, subgrade compaction requirements, and approval by the City Engineer are included with the plot plans.
13. The following additional elevations, as applicable, shall be submitted if the topography or the design of the structure is such that special grading, drainage, or foundations may be necessary. Examples are irregular or steeply sloping sites, filled areas on sites, or multi level structure designs.
 - a. Finish grade at both sides of abrupt changes of grade such as retaining walls, slopes, etc.
 - b. Other elevations that may be necessary to show grading and drainage. Drainage arrows if applicable.
 - c. All elevations must meet the master grading plan.

Revised May 2008