Job Address: ____________________________  Description of Work: ________________

Owner’s Name: ____________________________  Assessors Parcel no.__________________

Circle One: City Sewer  Septic System  Plans prepared by: ________________
(If septic, County Health Approval required.  Call 471-0730.)  Date: ____________________________

Please provide 4 copies of the Plot Plan drawing per instructions on page 2.
Owner’s Name: John Doe
Job Address: 1234 ABC Lane
Description of Work: 15’ x 20’ Family room add.

Circle One: City Sewer/Septic System
(If Septic, County Health Approval Required, Call 471-0730.)
Assessors Parcel No. __________________

Checklist for Plot Plan Information

- Provide street name.
- Assessors Parcel Number
- Show North Arrow direction.
- Show Scale of drawing.
- Show and dimension all property lines.
- Show all Deed easements.
- Show all existing structures (including buildings, fences, retaining walls, pools/spas, patio covers, etc.).
- Show square footage of existing house, garage, and any other existing structures.
- Show and dimension proposed addition.
- Indicate location of garage and driveway.
- Show all setbacks* (for setback requirements, contact Planning Division at 839-4671).
- Show eaves/roof overhangs.
- Show existing and proposed slopes.

For Proposed Retaining Wall
In addition to the above, show the following:

- Top and bottom elevations of wall.
- Top and bottom elevations of slope.
- Linear feet of wall.
- Height of wall (if different heights, show each height and transitions).

* Setbacks are required dimensions from property lines to structures and between structures.