

# SAMPLE SITE PLAN

A Site Plan is required to be submitted with any building permit application that adds a structure, either attached or detached, to a property. An incomplete Site Plan may delay the review of an application. The Site Plan should include:

- Location of lot pins/property lines and list the dimensions of the lot
- Distances between existing structures (house, garage, shed, pool, etc.) and all lot lines measured from the property lines (not curb or sidewalk)
- Proposed structure with the distance from the structure to the property lines and other structures on the property
- North arrow
- Location of overhead and underground utilities, easements, alleys, etc...
- Directional arrows for the flow of the surface water drainage
- Drawn to scale if possible

