



Single-Family Residential Plot Plan Requirements

In order to help your permit process to go as quickly as possible, the following information **must be clearly shown** on your Plot Plan, even if it is not to scale:

1. **Required Information (2 copies of plot plan)**

- A. Address and Legal Description
- B. Name, address, and telephone number of the developer and designer preparing subdivision plat.
- C. Name, address, telephone number, seal, and signature of registered land surveyor.
- D. Building Area under roof (sq.ft), covered patio (sq.ft)
- A. Lot Area (sq.ft)., Floodplain (yes or no)
- B. Lot coverage - Allowable/Provided (%); Patio - allowed/provided(%)
- C. Year existing house built, if vacant - year plat recorded

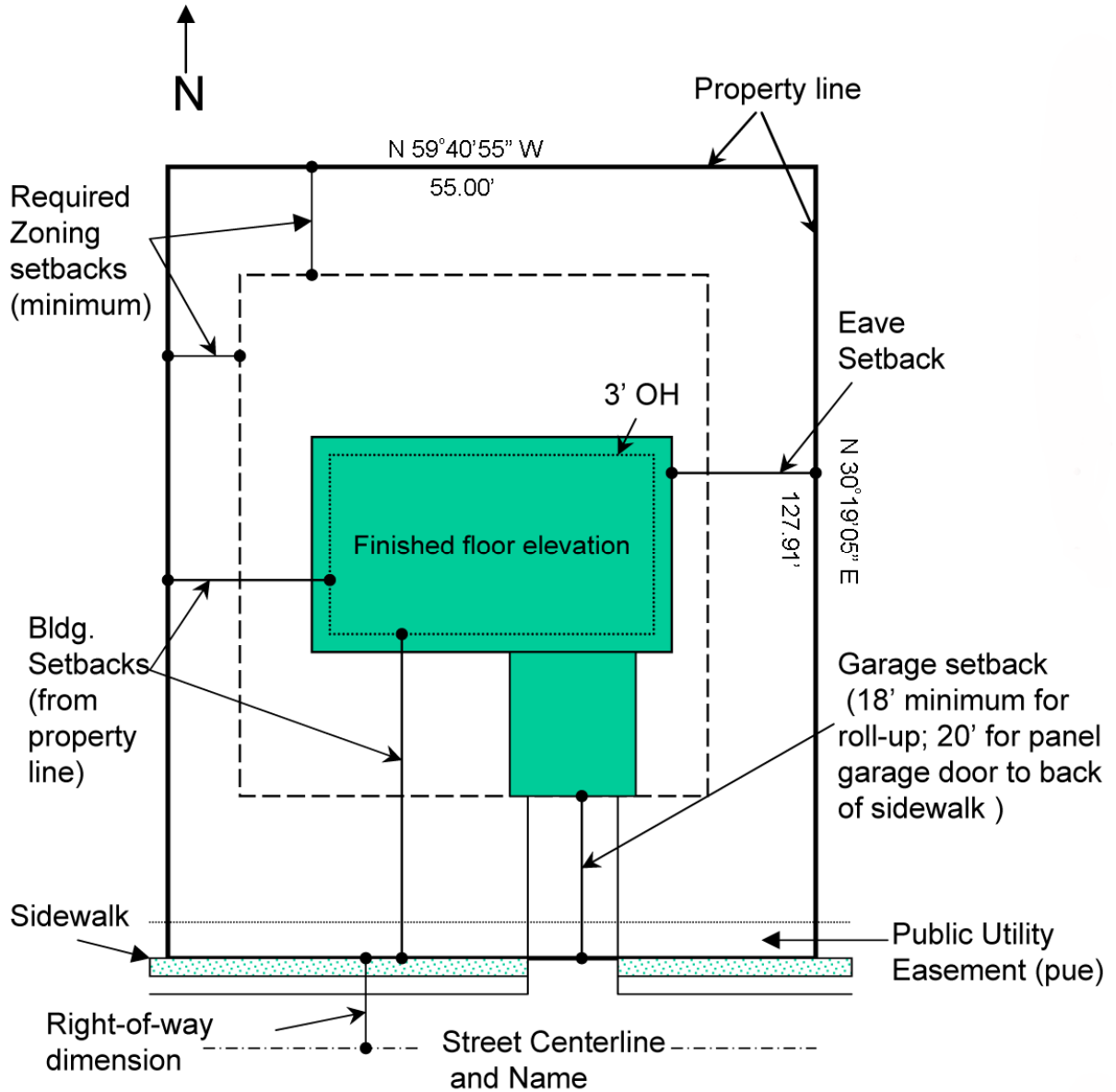
2. **Show on Plot Plan**

- A. North arrow and scale 1" = 20', unless unable to fit on 8 1/2 x 11" paper
- B. Dimension and show on lot:
 - 1. All required setbacks (i.e. zoning, building)
 - 2. Show the distance from each structure to your property line in all four directions and between each structure.
 - 3. Elevation (Top of low curb- elevation)
 - 4. Building
 - a. Roof overhangs (show with dashed line)
 - b. Finished floor elevation (note benchmark)
 - c. Standard plan #, if applicable
 - d. Electrical service size and location
 - 5. Curb type, sidewalk size and locations
 - 6. Fence type, height and location (show as x-x-x-x)
 - 7. Right of way/easements (Abbreviations: pue, de, vnae,etc.) visibility triangles
 - 8. Identify patios, sidewalks, slabs, decks, detached structures
- C. Label all streets adjacent to property.
- D. Show location of septic with the leach line giving the distance to the structures(if applicable).
- E. Show all easements, if known, on your property with size and type of easement.

All plot plans are to be submitted in person to the Planning Department located at 500 Merriman Avenue, Needles, CA 92363. **No faxed submittals will be reviewed.**

SEE NEXT PAGE FOR SAMPLE PLOT PLAN

SAMPLE



1954 N. Mojave Street (Avenue, Circle, Place etc.)