

DOUGLAS COUNTY SITE PLAN CHECKLIST

- _____ Site plans must be drawn to a standard engineering scale not to exceed 1"=20" for building permits and not exceeding 1" = 100' for all other applications. Indicate the scale used. Include north arrow.
- _____ Boundaries (all property lines), dimensions, and area of lot/parcel (square feet or acreage).
- _____ Land features such as top and bottom of slopes, direction of slope, ravines, location of wetlands, streams, lakes, rivers, ordinary high water mark of shoreline areas, fish and wildlife habitat.
- _____ Location, size, and purpose of all existing structures (temporary or permanent) and proposed structures. Include outdoor lighting and signage. Label each as existing or proposed.
- _____ Existing and proposed landscaping, screening and/or fencing. (Show type of landscaping, size, spacing, and provisions for irrigation.)
- _____ Locations, dimensions and volume of all existing and proposed propane tanks, fuel tanks, etc.
- _____ Location and dimensions of all porches, decks, landings, stairs, roof overhangs, cantilevers, bay windows, retaining walls, patios and chimneys.
- _____ Distance between property lines and existing/proposed buildings, and the distances between buildings.
- _____ Location and width of existing and proposed driveways/accesses serving each structure and any parking area. Include drainage facilities such as drains, detention ponds, catch basins etc.
- _____ Width and name of roads bordering the property and indicate whether they are public or private.
- _____ Indicate any and all easements (access, utility, drainage, etc.) on the property including their width. Label them with intended use.
- _____ Indicate location of septic tank, drainfield, reserve area and tightline between house and septic tank. Show distance between drainfield and reserve area to property lines and any water body or wetland area.
- _____ Indicate location of water lines, well, and sanitary control radius. Note: A sanitary control radius around an off-site well may impact your project if it overlaps onto your parcel.
- _____ Identify adjacent plat names. Where adjacent property has not previously been subdivided, indicated property owner and tax parcel number.
- _____ Contours at one foot intervals for zero to five percent cross slope, five-foot intervals for five to thirty percent cross slope, and spot elevations to determine the general slope of the land and high and low points thereof; the contours and elevations to be based upon data acceptable to the review authority.

I certify that the information on this site plan is accurate and complete. I further understand that I may need to provide additional information if deficiencies are noted during project review. If information is incomplete, incorrect, or not provided, permit processing time and issuance of this permit could be delayed.

Print Applicant Name: _____

Applicant Signature: _____

Date: _____

EXAMPLE SITE PLAN

THIS EXAMPLE IS PROVIDED AS A GENERAL GUIDE ONLY. CONSULT THE DOUGLAS COUNTY DEPT. OF TRANSPORTATION AND LAND SERVICES FOR SPECIFIC REQUIREMENTS.

