RESIDENTIAL SITE PLAN REQUIREMENTS

A residential building permit application must contain sufficient information to allow the Development Services Department to determine whether the lot development complies with the requirements of the Zoning and Development chapters of the Unified Development Code (UDC). We must be able to clearly determine and measure the locations of property lines and any existing or proposed structures. **Anything over 30” in height must meet the building setback requirements.**

Site plans must be drawn to one of the following conventional scales:

- Standard engineer’s scale (1”=10’, 1”=20’, etc.)
- Standard architect’s scale (1/8’=1’, ¼”=1’, etc.)

**Site plans which are not legible or do not scale properly when reviewed may not be accepted and will result in a delay in the review of the building permit.**

**Site plans must show all of the following:**

- Street Address
- Subdivision Name and Lot Number
- Lot boundaries with Dimensions
- Centerline of Street
- Street Rights-of-way
  - Measured from centerline
  - Include Master Street Plan right of way
- Zoning Setbacks
- Proposed Setbacks
  - Measured from street right-of-way line to roof overhangs
- Utility Easements
- Location of Overhead Electrical Lines
- Drainage Easements
- Tree Preservation Easements
- Access Easements
- Access Drives
- Sidewalks
- Driveways
- Curb Cuts
- Accessibility Details
  - Include ADA ramps
- Floodplain Limits
- Streamside Protection Zones
- Surface & underground drainage as required by Grading and Drainage ordinance

Individuals needing assistance preparing an accurate site plan or gathering any of the above information are encouraged to contact the Planning Division (479-575-8267). **Staff will not create site plans for permitting;** however, we are able to help with layout information such as lot dimensions, easements and required setbacks. Scales are available for use in the Planning Office and staff will help applicants in using them.