

RESIDENTIAL SITE PLAN CHECK LIST

REQUIRED ON ALL BUILDING AND SITE PLANS FOR NEW CONSTRUCTION, ADDITIONS OR REMODELS. THE FOLLOWING CHECK LIST MAY NOT BE ALL INCLUSIVE OF EVERYTHING NEEDED TO COMPLETE THE PLAN REVIEW PROCESS, BUT NONETHELESS IT MUST BE COMPLETED, SIGNED AND SUBMITTED BY THE PERMITTEE. INCOMPLETE SUBMITTALS WILL BE RETURNED UN-REVIEWED.

SITE ADDRESS: _____

ASSESSOR PARCEL NUMBER (APN): _____

CONTACT PERSON & PHONE #: _____

YES

- ONE (1) COPY OF BUILDING PLANS** - When Available
- PLAN REVIEW FEE**
- COPIES OF SITE PLAN** – One hardcopy and one PDF (Sent Electronically to Planning Department: planning@biggs-ca.gov)
- WATER PIPING FIXTURE UNIT COUNT**
- If applicable, ANY OTHER REQUIRED DOCUMENTS AS A CONDITION OF THE SUBDIVISION, SUCH AS SOILS LETTER, ELEVATION CERTIFICATIONS, ETC. IF THESE ITEMS ARE NOT INCLUDED IT MAY DELAY THE REVIEW AND APPROVAL OF PERMIT.**
- COPY OF LEGAL DESCRIPTION (Deed with meets and bounds) or a Title Report with a Link or copy of the Deed.**

NO YES SHOW THE FOLLOWING ON THE SITE PLAN

- | | | |
|--------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Grading – Is Cut or Fill greater than 50 cubic yards? If “YES” see additional requirements on page 2. <i>Does not include excavation (cut) for swimming pools. Pools are covered under separate permit</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. North Arrow. Plan shall be oriented such that the northern portion of the project is located at the top of the drawing sheet. |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. Scale of Drawing (1”=20’ minimum unless pre-approved by staff). |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. Existing and Proposed structures with distance to property lines. Indicate structure use. |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Boundaries and dimensions of property and property corners. |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Distance from property line to curb or edge of street. (No reversed plans accepted.) |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. Existing and proposed curbs, sidewalks, driveways, curb cuts and locations. |
| <input type="checkbox"/> | <input type="checkbox"/> | 8. Existing and proposed landscaping. |
| <input type="checkbox"/> | <input type="checkbox"/> | 9. Distance between all structures on property. |
| <input type="checkbox"/> | <input type="checkbox"/> | 10. Existing and proposed easements - access, utility, etc. - include location and size. (Structures are not allowed in easements.) |
| <input type="checkbox"/> | <input type="checkbox"/> | 11. Names of streets and cross streets - include alleyways and all rights-of-way. |
| <input type="checkbox"/> | <input type="checkbox"/> | 12. Property Address, APN, Name and address of property owner, name and address of applicant, name and address of contractor, building type, current zoning, and date. |
| <input type="checkbox"/> | <input type="checkbox"/> | 13. Show parking designation and number of spaces: _____. Maximum drive way grade = 8% |
| <input type="checkbox"/> | <input type="checkbox"/> | 14. Location of water service and meter size. |
| <input type="checkbox"/> | <input type="checkbox"/> | 15. Location of sewer service |
| <input type="checkbox"/> | <input type="checkbox"/> | 16. Location of electrical service. |
| <input type="checkbox"/> | <input type="checkbox"/> | 17. Storm water drainage pathways. Discharge shall not impact structures on adjacent properties. |
| <input type="checkbox"/> | <input type="checkbox"/> | 18. Relative Finish Floor elevation above top of curb at frontage street. (minimum 1’ for habitable space and 0.5’ for garage) |
| <input type="checkbox"/> | <input type="checkbox"/> | 19. Heights and types of fences, existing and proposed. (New fences or modifications of an existing fence will require a separate permit.) |

- 20. Swimming Pools - require a separate permit. Show drain line, size, location and connection.
- 21. Adjacent parks, open space or public trails.

If project cut or fill is greater than 50 cubic yards then in addition to the above the following shall also be shown on the Site Plan

Estimating Cut or Fill: A 37' by 37' area 1' deep equals approximately 50 cubic yards of material.

- | <u>No</u> | <u>Yes</u> | |
|--------------------------|--------------------------|--------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | 22. Existing finish ground elevations at all structures corners. |
| <input type="checkbox"/> | <input type="checkbox"/> | 23. Spot elevations for driveway at street and garage floor. |
| <input type="checkbox"/> | <input type="checkbox"/> | 24. Driveway maximum grade is 8%. |
| <input type="checkbox"/> | <input type="checkbox"/> | 25. Use shading or crosshatch to indicate locations of cut and proposed slopes greater than 2:1. |
| <input type="checkbox"/> | <input type="checkbox"/> | 26. Existing and proposed drainage structures and flow lines. |
| <input type="checkbox"/> | <input type="checkbox"/> | 27. Retaining walls including height and location. Maximum height is 4' above grade. |
| <input type="checkbox"/> | <input type="checkbox"/> | 28. Existing and proposed contours of not more than two foot (2') intervals for entire lot. |
| <input type="checkbox"/> | <input type="checkbox"/> | 29. Registered Civil Engineers name, address, phone #, email, Stamp and signature. |

If off-site improvements (curb, gutters, sidewalk, street work, etc...) are required. A separate set of improvement plans are required to be submitted to the City. See Public Works Plan requirements.

Off-site work required?

ATTEST: I hereby attest that the information submitted on this document and accompanying Site Plan is true and accurate.

APPLICANTS SIGNATURE:

DATE:

Failure to complete this form and to provide all the requested information will result in the permit application being returned to the permittee for corrections.