

**COMMERCIAL
SITE PLAN REQUIREMENTS**

SITE PLANS: (See below for sample site plan)

1. Drawn to scale on 8 ½” by 11” paper (no larger than 8 ½” by 14” preferred) with North arrow indicated.
2. Show parcel shape and dimensions.
3. Show location of all buildings, existing and proposed with distances between buildings and to property lines.
4. Entrance/access direction and location of building for addressing purposes.
5. Elevations at property corners and building corners. You may assume a floor elevation of 100 feet or use actual elevations.
6. Locations of:
 - a. Powerline(s)-buried and overhead
 - b. Waterline(s)
 - c. Location of sewer or septic system (drain field)
 - d. Utility easements
 - e. Dedicated easements or rights of way
 - f. Canals and/or ditches
5. Locations and names of roads
6. Site Plans/subdivision plats submitted electronically when possible

