

Typical Site Plan

Site plans are required by both Zoning and the Building Department Regulations (Improvement Location Permit). The purpose of a site plan is to provide accurate information for zoning and building officials to make a proper determination of compliance with the codes. The site plan may not only be used for Zoning and Building Codes, but also for Flood Plain Management, Driveway Permit Regulations, Sewer and Water line Regulations, Health Department Codes, etc. or any other requirements listed in the Zoning Ordinance. Accurate information of property lines, Right of Ways (ROW), easements, and setbacks avoid future litigation and provide detailed information to homeowners as well as future homeowners.

Location of the items below in relationship to approved utilities (municipal water, sewer lines or private well, septic tank and leach field) is critical. A change in location of any of the below items which would encroach upon said utilities could result in the disapproval of building on the property. Lack of compliance with the site development plan may result in 1) the Certificate of Occupancy not being issued, 2) voiding the zoning permit, 3) voiding the building permit, or 4) all the above.

The following information **Must** be on the **Site Plan**. (Check if applicable and completed)

1. ___ Owner's Name and ___ address
2. ___ Property boundary dimensions.
3. ___ ROW width of road in front.
4. ___ All structures, garages, pole barns, sheds, swimming pools, porches, carports etc. with distances from each other and property lines.
5. ___ Building construction line with set back at front, sides, and rear.
6. ___ All utilities drainage easements shown on deeds.
7. ___ Location and distances to structures of ___ Septic Tank, ___ Well.
8. ___ Location of driveway and walks
9. ___ Show appropriate scale for the size of the page of drawing and ___ North arrow
10. ___ Drainage Plan.
11. ___ provide copy of "plat map" from the County Recorders Office.

Additional requirements (if applicable) (supplied by applicant)

___ Topography Survey with the 100 year floodplain contour, Base Flood Elevation (BFE), and lowest floor elevation of new structure.

See the reverse side for an example of a typical Site Development Plan

Documents Required for Zoning and Building Permits

(Check if you have the documents)

1. ___ Typical Site Plan
2. ___ Property address from the City GIS Coordinator County Planning office 574-935-8540 112 W. Jefferson St. Plymouth, IN Room 302
3. ___ Driveway permit from proper (City, County, State Highway) departments
4. ___ Receipts for Water and Sewer tap fees from the City Utilities Department
5. ___ Health Department permits for Well and Septic System.
6. ___ Use Description ___ Dwelling Units/Tenant Space

City Departments:	GIS Coordinator	574-936-3614	gis@plymouthin.com
	Street Department	574-936-2017	street@plymouthin.com
	Utilities Department	574-936-3017	wastewater@plymouthin.com
County Departments:	Planning Department	574-935-8540	philips@co.marshall.in.us
	Health Department	574-935-8565	faithf@co.marshall.in.us

SAMPLE SITE PLAN

