



RESIDENTIAL PLOT PLAN CHECKLIST

Community Development Department – Building Services

(816) 316-4817

Address or Legal Description of Site: _____

Name of Permit Applicant: _____ Telephone No. _____

Two (2) copies of the site plan must be submitted with the following information:

- _____ 1. Legal description including plat / subdivision name and address
- _____ 2. Street name (Both street names if on a corner lot)
- _____ 3. Clearly indicated scale and North arrow
- _____ 4. Lot boundaries and dimensions
- _____ 5. Location and exterior dimensions of proposed and existing buildings
- _____ 6. Front building line and distance to the front of the building
- _____ 7. Side yard distances
- _____ 8. Rear yard distances
- _____ 9. Deck location, dimensions and distance to applicable property line (Please indicate if deck is covered)
- _____ 10. Driveway location and dimensions
- _____ 11. Driveway elevation measured at the centerline of the driveway
- _____ 12. Sidewalk location and dimensions
- _____ 13. Right-of-way location and dimension
- _____ 14. Easement location and dimensions (Public or Private)
- _____ 15. Provide locations for existing manholes (2 minimum), fire hydrants within 600' of lot, inlets, water valves and any other applicable items
- _____ 16. Existing and finish floor elevations at the corners of the proposed building
- _____ 17. Existing and finish elevations at the property corners
- _____ 18. Top of foundation wall elevation
- _____ 19. Garage floor elevation
- _____ 20. Basement floor elevation
- _____ 21. Directional arrows indicating drainage
- _____ 22. Drainage swales (if required)
- _____ 23. 100 year floodplain (where applicable)
- _____ 24. Total area of open space