



CITY OF PLACERVILLE DEVELOPMENT SERVICES  
BUILDING DIVISION  
3101 Center Street Placerville, CA.95667  
530-642-5240

## *Proper Site-Plan Submittal*

6/10/20

### **IMPORTANCE OF A SITE-PLAN**

A properly submitted site-plan is key to zoning review. A site-plan may be hand-drawn, it need not be a survey or engineered drawing (although having such may identify easements and/or other factors a property owner may be unaware of).

A site-plan must include the following components to avoid a possible delay in the permitting review process:

1. Complete property boundary, clearly delineated and labeled (with property measurements);
  2. Street(s) clearly identified and labeled;
  3. Proposed structure(s) with setbacks from affected property lines clearly drawn, labeled and delineated. New construction, additions and/or any accessory structure(s) proposed.
- The property size, zoning and location dictate site development regulations.
  - If you're uncertain about a specific property, we encourage you to contact the Planning Division (530) 642-5252 or email your questions to [pv.planning@gmail.com](mailto:pv.planning@gmail.com).
  - For the zoning on a parcel please go to [https://www.cityofplacerville.org/zoning-look-up-for-Street- Addresses](https://www.cityofplacerville.org/zoning-look-up-for-Street-Addresses).
  - You can then go to the City's Code and locate the City [Zoning Ordinance](#), and look up the zone related to the parcel you are looking to develop.

Site Plan Check List - Three (3) sets of prints with the criteria to be shown as follows:

A. Plan - Locate and label all:

- 1) Distances and bearing of all property lines, easements, rights-of-way, setbacks and Assessor's Parcel Numbers of subject lot and adjacent lots.
- 2) Locations of all existing utilities and structures within project and within 15 feet of the property including underground utilities.
- 3) If grading outside the footing perimeter is to occur, provide existing and proposed finished contours (existing contours should be broken lines and proposed should be solid lines), top and toe of all graded slopes, slope steepness and critical elevations to nearest tenth of a foot.
- 4) Show locations of all retaining walls and terraces. Provide engineering for wall(s) 48" and above in height (top wall to bottom footing).
- 5) If drainage facilities are needed, show all surface and subsurface drainage devices such as drainage swales, interceptors, drains, culverts, ditches, catch basins, etc., both public and private.
- 6) If grading outside the footing perimeter is to occur, show all erosion control devices such as areas of seeds/mulch, hydro mulch, jute wattles or slope blankets, riprap, cobbles, etc., and note all replanting requirements.
- 7) Scale, north arrow, legend and street names.
- 8) Project vicinity map.
- 9) Engineer's signature and stamp if over 5,000 cubic yards or as required by the Building Official.
- 10) Project title block.
- 11) Project data.
  - a) Owner's and/or applicant's name and address.
  - b) Project address.
  - c) Assessor's Parcel Number.

# Example of a Site Plan

