

Complete Plan Set: Existing Conditions Plan

To be considered complete, existing conditions plans should include the information below to the extent it is applicable. This is not an exhaustive list, additional items may be required at pre-application meeting.

1	Drawing Title, Project Name and Date of Preparation	Example: Existing Conditions for Joe’s Barbeque
2	North Arrow and Scale	Use engineering scale. Please include written and graphic scale.
3	Site Specific Information	<ul style="list-style-type: none"> • Project boundary • Lot lines • Building footprints for all principal and accessory structures • Location of riparian areas, watercourses, wetlands, 100-year flood, floodway • Location of natural features including trees exceeding one foot in caliper • Setbacks and distance between property lines and all existing buildings and structures • Location and dimensions of right-of-way and pavement width for adjacent streets • Location and dimensions of open space • Gross and net square footage of the lot/parcel • Square footage of existing structures
4	Location, label and dimensions for existing :	<ul style="list-style-type: none"> • Buildings on, and adjacent to, the subject site • Structures (i.e. retaining walls, signs, drainage structures, etc.) • Easements (i.e. utilities, water, sanitary, storm sewer, etc.) • Snow storage areas • Vehicular access • Driveways, parking areas, stripping, drive aisles • Loading and delivery areas • Sidewalks, trails, public spaces • Public and private amenity spaces • Outdoor use areas (i.e. seating, display, storage, etc.) • Trash and recycling receptacles as well as screening • Outdoor lighting • Floodway and/or floodplain • Drainage features (i.e. detention ponds, swales, etc.) • Water courses, ditches, wetlands • Utilities (i.e. gas, electric, water, sewer, etc.) • Landscape areas • Fire hydrants • Mailbox locations