

# SITE PLAN GUIDELINES

Kootenai County Community Development requires that the following information be shown on your site plan.

If you have any questions regarding any of the requirements, please discuss them with a Planner. An incomplete or revised site plan may result in additional fees.

## YOUR SITE PLAN MUST INCLUDE:

1. LEGIBLE DESCRIPTIONS
2. The direction "North"
3. Scale: 1 Square = an even number of feet (e.g. 2 ft, 10ft, 60ft), depending upon the size of your property.
4. Be drawn on, at minimum, an 8 ½ X 11 sheet of paper.
5. Show the dimensions and boundaries of your **ENTIRE** parcel.
6. Include the location, dimensions, use of right-of-ways and easements, as well as any other structures on your parcel.
7. Show the distance **BETWEEN** existing and proposed structures and all property lines, right-of-ways, easements and other structures.
8. Include the location of all utilities, labeled existing or proposed, including septic tank and drain field, water, power, gas and telephone/cable.
9. Include the locations and dimensions of all proposed and existing roads, driveways, parking areas, patios, decks, walkways and other impervious areas.
10. Show streams, culverts, drainage ways and any other distinguishing land features such as slopes.
11. Show the extent of the area which will be disturbed by the construction activity.

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## PLEASE NOTE:

If this is the first structure on a parcel, it is very important that you show the exact driveway location using measurements to each property corner.

We do have an example site plan available for reference, if needed.

