



City of Happy Valley

Site Plan Submittal Requirements Checklist

Submit a pdf of an overall site plan with an **engineering scale** (1" = 20' or 1" = 30') **in a decimal format** and included the following components.

- North arrow and noted scale.
- Property line dimensions as shown on recorded plat.
- Footprint of structures (measured from the foundations).
- Dimensions of structure setbacks from property line.
- Finished floors elevations of home AND garage.
- Proposed finished ground elevations of property corners, building corners and driveway curb drops at face of curb.
- Location of driveway apron and slope of driveway (12% max slope)
- Location, size and species of all street trees and planter strip vegetation along the frontage and within 15'
- Location of all landscaping onsite and type of landscaping.
- Retaining wall locations AND top/toe elevations (*for all walls greater than AND less than four feet*). **NOTE: Walls are not allowed in utility or access easements.**
- Proposed AND existing contours (**1-foot intervals**). If no grading is proposed for the site indicate this on the plan via a note.
- Label and dimension the locations of all easements, sidewalks, and curbs from the property line.
- Location of wells, septic system, and other utilities including power services, gas services, water services, storm, and sanitary laterals, catch basins, utility vaults, utility poles and fire hydrants.
- Square footage of new impervious surface; specifically note footage for each area below:
 - Total roof (including overhangs).
NOTE: no overhangs will be allowed in public access easements or utility easements.
 - Driveway
 - Sidewalks
 - Patios (not decks)
 - Other hardscape (including landscaping elements such as pavers)
 - Lot size