



Site Plan Checklist

This checklist should be used for minor residential and commercial development.



The site plan must be accurately drawn to scale and show the following features:

- The entire lot must be displayed. If there are no structures located on a significant portion of the lot, broken lines may be used (see attached Sample Site Plan)
- North Arrow and Scale (e.g. - 1" = 30', 1/4" = 1', if using graph paper - One Square = 1 square foot) or exact dimensions and distances labeled
- Lot lines identified and labeled (Front, Rear, Side, etc.) and lot dimensions labeled
- Yard setbacks identified and labeled (e.g. - 25' Front Yard Setback)
- Adjacent rights-of-ways, easements, alleys, and waterbodies labeled
- Existing structures (with dimensions and distances to property lines if they are involved in the permit)
- Proposed structure in proposed location with dimensions and distances to property lines shown (including eaves, cantilevers, bay windows, etc.)
- Encroachment
- Location of utilities and connections (if they are involved in the permit)
- Onsite parking and access aisles with dimensions and distance to property lines shown (if permit increases the parking requirement)
- Vegetative cover
- Hazard zones on the lot (flood zone, avalanche zone, etc.)
- Drainage features, elevation, and topography (when drainage is added or changed)
- Topographic lines, if relevant to permit. The lines must be in 5' or 10' increments at a minimum
- Habitat, if present on your lot or near your proposed project (anadromous streams, wetlands, etc.)
- Additional information specific to a project requested by CDD:

***** If all items are not shown on your site plan, your permit may not be accepted *****

An accurate and complete site plan is the key to a quick review. Thank you for your cooperation.

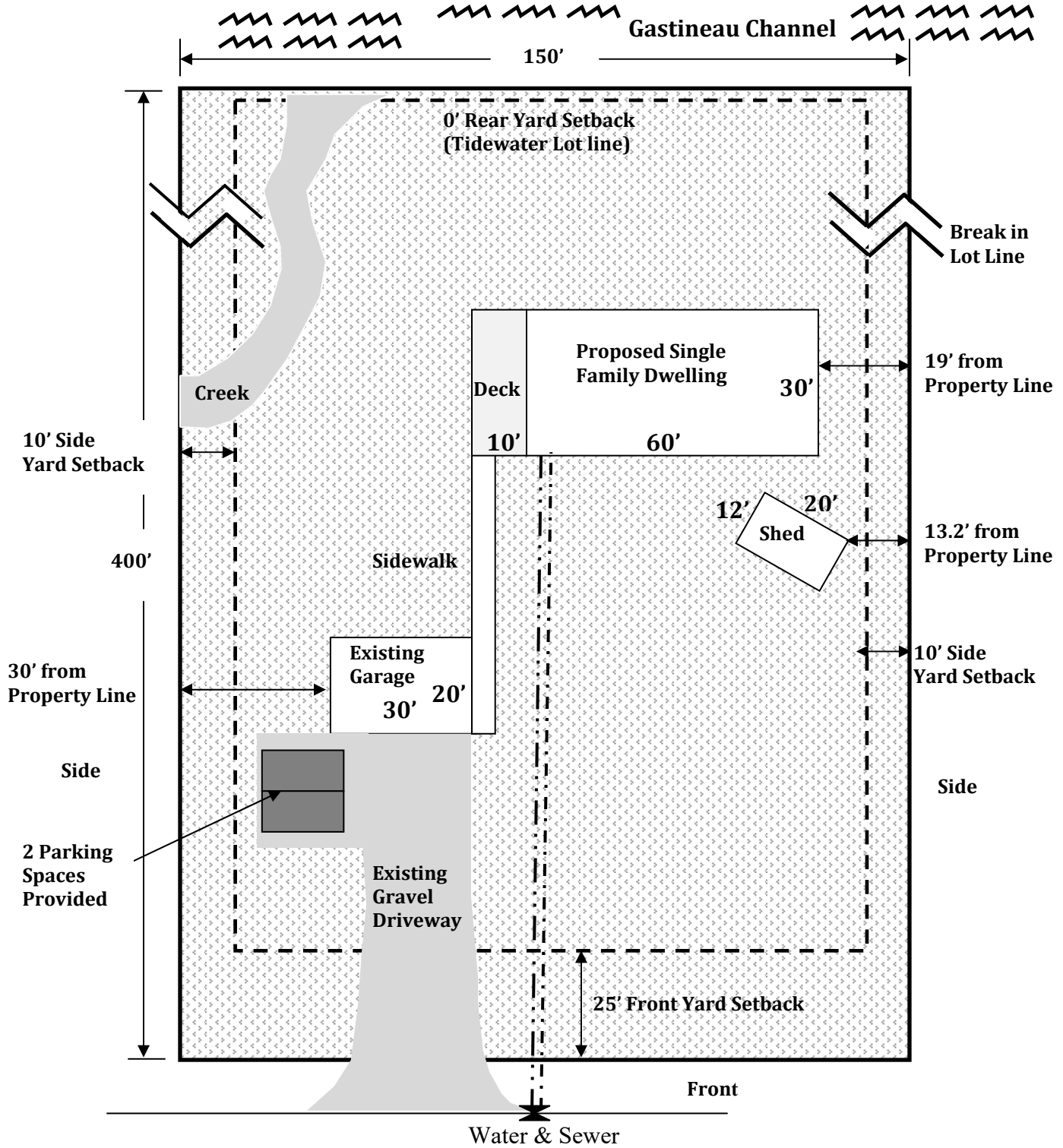
Please Note:

An as built survey MAY BE REQUIRED if an inspector is unable to verify the setbacks OR if the proposed structure is within 3 feet of any required yard setback.

If you are unsure if your site plans needs one of the above items, please contact the Community Development Department Permit Center:

907-586-1703
230 South Franklin Street
4th Floor – Marine View Center
permits@juneau.org

Sample Site Plan



Glacier Highway

Scale: 1" = 30'

 Vegetative Cover

