



**SIERRA COUNTY**  
**DEPARTMENT OF PLANNING AND BUILDING**  
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**FORM NUMBER**

**BD-05**

## **PLOT PLAN REQUIREMENTS**

Each application must be accompanied by two (2) sets of detailed plot plans (or “site plans”). The plot plan does not need to be drawn to scale but **MUST** be accurate and clearly indicate the following elements:

1. Property boundaries with dimensions, north arrow and scale of map. Note the basis for the property boundaries shown (e.g., Deed legal description [123 O.R. 321]; Record of Survey or Recorded Map [Maps & Surveys Bk. 11, Pg 4]; etc).
2. The locations of all existing and proposed **structures** including accessory structures, decks, and fences over 7’ tall.
3. **Setbacks** from property lines (measured to roof eaves, not foundations lines).
4. The approximate **slope of the land** in the vicinity of any ground-disturbing activities (grading).
5. The locations of all existing and proposed **septic system** facilities, also noting setbacks to structures and property lines.
6. The **elevation** (above sea level) of all proposed buildings (for determining proper snow load design; see Form BD-06).
7. The locations of and setbacks from any **surface water**, including but not limited to the seasonal high water line of creeks, irrigation canals, springs, rivers, lakes, ponds, and potential wetlands (see Sierra County Code §15.12.060).
8. The locations of all existing and proposed **wells on the property**.
9. The locations of any existing **wells on adjacent properties** within 100 feet of leach lines.
10. The locations of any existing **septic systems on adjacent properties** with 100 feet of a well or spring water source.
11. The locations of all other **utilities** servicing the property (electrical, plumbing, LPG tank & lines, Solar PV, generator, etc.). Show size and proper setbacks of LPG tank(s), and indicate whether electrical lines will be overhead or underground.
12. The locations of all **easements** within the parcel, with *purpose* (e.g., “P.U.E.” or “drainage easement” or “access easement”).
13. The names of **all roads** that access, cross, or touch your property. You must demonstrate legal access to the property.
14. CAL FIRE “**4290**” **compliance** details (see Form BD-15). For new buildings and use permits, Cal Fire’s “SRA Fire Safe Regulations” will be enforced, as required by Calif. Public Resources Code Section 4290 & Title 14 of the Calif. Code of Regulations Section 1270 et seq. Site Plans must show sufficient detail to demonstrate that your property will meet Cal Fire’s minimum standards for these four (4) elements: **driveway**; supplemental fire suppression **water supply**; posting of **situs address**; and **defensible space**. If a dedicated fire suppression water tank is used, indicate its size and location relative to the hydrant, and note on plans that it must be self-filling, freeze-protected, and the hydrant shall meet proper location, dimensions and connection standards. Driveway dimensions must include at a minimum: typical width, overall length, max grade (%), proper turnouts and turnaround details, compaction, surface, drainage plan and erosion control devices, and incorporate design requirements for any applicable encroachment permit (consult Sierra County Dept. of Public Works, Cal Trans, or USFS as appropriate). If driveway improvements exceed 150’ in length, a separate grading permit may be required (see Sierra County Code §12.08.070). Clearly reference separate grading plans if necessary.

*Submission of an accurate, legible plot plan with all the above information clearly shown will greatly assist us in expediting the processing of your permit. Thank you for the time, effort and care that you spend creating this important document.*