

PROVO CITY CORPORATION SITE PLANS: WHAT IS A SITE PLAN AND WHY ARE THEY REQUIRED?

Site Plans:

A Site Plan is a bird's eye view of your property as if you are looking down at it from above. A site plan shows everything that is on your property now. This includes the footprint of any buildings (home, garage, storage shed, decks or patios) and any other improvements such as driveways, walkways, fences, swimming pool, etc. on the property. A site plan should also show any proposed buildings or improvements. Dimensions should be included for each item, and the drawing should be done to a scale. Please use either an Engineer's or an Architect's scale. The measurements need to indicate feet and inches where applicable.

An Engineer's scale indicates measurements as follows: 1 foot =10 ft; 20ft; 30ft; 40ft; 50ft, etc.
An architect's scale can also be used. (1/4" = 1 a foot; 1/8" = 1 a foot; etc.)

Please do not submit drawings where the scale is represented by a number of squares per inch or use graph paper.

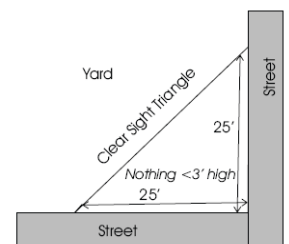
Why do I need a Site Plan?

Generally speaking, a site plan is necessary whenever applying for a building permit. This may include a fence, an addition to your home, a new deck, storage shed, even a freestanding sign. The City uses the site plan to understand exactly what you wish to do, and to determine important design issues such as setbacks, lot coverage and parking. This information is important to maintaining the requirements of the zoning ordinance. This site plan becomes part of the official record and will be attached to your permit.

Definitions:

Clear Vision Triangle

When a property in a residential district is located at the intersection of two streets, a clear vision triangle must be maintained at the corner where the two streets come together. This is so a driver can see around the corner before making a turn. Within this area, there can be no obstruction higher than three (3) feet such as a fence or landscape material such as a hedge.



A clear vision triangle is measured along your property line 25 feet in both directions from the intersection. Connect the two lines at their farthest point, to create a triangle at the intersection of the two streets.

Corner Lots

If your lot is on a corner, and has frontages on two streets, you have a corner lot. This means that you have one front yard and a street side yard for the purposes of calculating your setbacks.

Coverage:

Coverage refers to the total percentage of hard (impervious) surface on your property. It basically includes everything except grass and landscaped areas. To calculate coverage, add up the square footage of all buildings (ground floors only) and other site improvements such as walkways, driveways and decks, and then divide by the total square footage of your lot. Do this for both the existing site and then again for the proposed changes to your property. Lot coverage requirements apply everywhere in Provo and ranges in area depending on the zoning district. Please check with the City to determine what zoning district your property is located in.

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Setbacks:

A “setback” (front, side and rear) is the distance from the property line to any structure or site improvement. Please contact the Community Development Department if you need help in determining what your setbacks are in your area.

Where can I go for more information?

Provo City Community Development 330 W 100 S, 801 852 6400

Building Inspection Division 801 852 6450

Property information and Tax Maps - Utah County Assessor’s Office 801 851 8244

Site Plan Checklist: The following information is required for a Residential Plan.

An electronic copy of plan (.pdf format) drawn to engineers scale that show:

- Lot and dimensions
- Setbacks from property lines
- The street and sidewalks
- All hard surface drives and parking
- Grading (minimum 2% from the house) and storm water runoff
- Applicant’s name, address, telephone number, and e-mail address
- Recorded** subdivision name, plat, and lot number
- City-approved job site address
- Property tax identification number of the lot (County Recorder’s Office)
- Accurate front, rear, and side setback measurements shown for the home and accessory buildings
- Parking to be provided on property

Sample Coverage Calculation

Existing:

House (50’x30’)	1,500 sqft.
Garage (16’x20’)	320 sqft.
Drive (12’x70’)	840 sqft.
Front Stoop (8’x5’)	40 sqft.
Front Walks (26.5’x4’)	106 sqft.

Total 2,806 sqft.

Lot Size (140’x80’) 11,200 sqft.

Existing Coverage (2806/11,200) x 100=25%

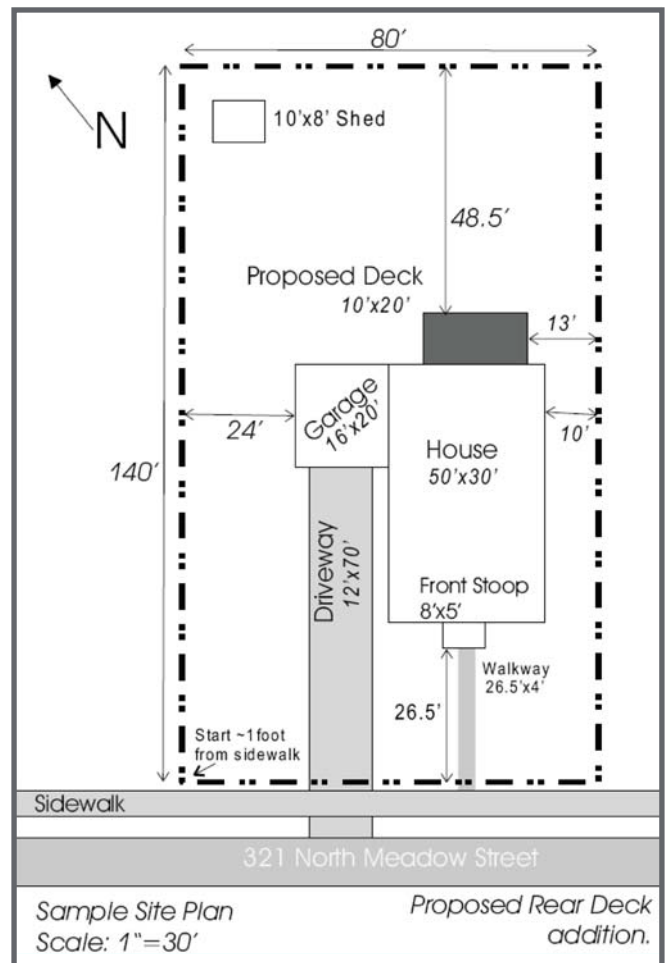
Proposed:

Proposed Deck (10’x20’)	200 sqft.
House (50’x30’)	1,500 sqft.
Garage (16’x20’)	320 sqft.
Drive (12’x70’)	840 sqft.
Front Stoop (8’x5’)	40 sqft.
Front Walks (26.5’x4’)	106 sqft.

Total 3,006 sqft.

Lot Size (140’x80’) 11,200 sqft.

Proposed Coverage (3006/11,200) x 100=27%



Sample Site Plan
Scale: 1"=30'

Proposed Rear Deck
addition.