



Residential Site Plan Checklist

Redwood City Community Development Services

City Hall, 1017 Middlefield Road, PO Box 391, Redwood City, CA 94064

All permit applications for residential projects shall include a scaled and dimensioned site plan. All existing and proposed structures shall be represented. For most residential projects, the recommended scale is 1/8 inch = 1 foot. This checklist was designed as a guide to help ensure plan completeness.

Parcel:

- q Parcel boundary with dimensioned property lines
- q Vicinity Map & North Arrow
- q Address, Assessor's Parcel number, and zoning district
- q Public right-of-way (street, sidewalk, curb, gutter, alleys, easements, etc.)
- q Emergency/fire access
- q Trees: diameter, drip-line, and species (including trees on adjacent properties)

Building:

- q Existing and proposed building footprint with all setbacks
- q Building projections such as bay windows, fireplaces, porches, etc.

Other Improvements:

- q Driveway, parking and vehicle circulation areas
- q Any improvements in the public right-of-way
- q Sheds, arbors, decks, patios and all other paving and accessory structures

Utility Services:

- q Electrical meter service capacity and location
- q Gas meter and service piping
- q Water and sewer service line sizes and locations
- q Fire hydrants and flow (new construction only)

Grading and Drainage:

- q Provide and show on plans proper grading and drainage design for the lot, roofs, and all other impervious area. See Engineering Standards for acceptable design criteria.

Data to be Shown on Plan Cover Sheet:

- q Total number of dwelling units and total number of bedrooms/unit
- q Total number of parking spaces provided (tandem spaces are not counted)
- q Current building area (habitable and non-habitable, first and second floors)
- q Proposed building area (habitable and non-habitable, first and second floors)
- q Lot coverage calculation (first floor only, includes all structures on the lot)
- q Construction type (e.g. V-N) and occupancy type (e.g. R-3, R-1)

Sample Lot Coverage Calculations:

	<i>Square Feet</i>
Lot size	6,000
Existing First Floor Building Area	1,000
Proposed First Floor Addition	500
Total Building Coverage = Existing + Proposed	1,500
Lot Coverage = Lot Size / Total Building Coverage	25%

Please See Sample Site Plan on Reverse Side

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