

Site Plan Example

A Certificate of Survey is required for new home construction. If an existing property does not have a Certificate of Survey on file when applying for a building permit for a proposed addition, garage, deck or other structure, a new Certificate of Survey will need to be prepared. In some cases, the City may waive the survey requirement and allow the submittal of a Site Plan. Use this handout when preparing a Site Plan as a guide.

What is a Site Plan?

A Site Plan is a plan drawn to scale showing the uses, structures, and other features proposed for a specific parcel of land.

A Site Plan should include the following information:

1. Property lines with lot dimensions.
2. Exterior dimensions of all existing and proposed structures, with dimensions to property lines.
3. Total existing and proposed impervious surface, including driveways, patios, pools, and structures.
4. If trees are to be impacted by the project, the location and size of any significant trees located on the site.
5. Name, address and phone number of the property owner.
6. Address of the construction site.
7. North arrow and scale.

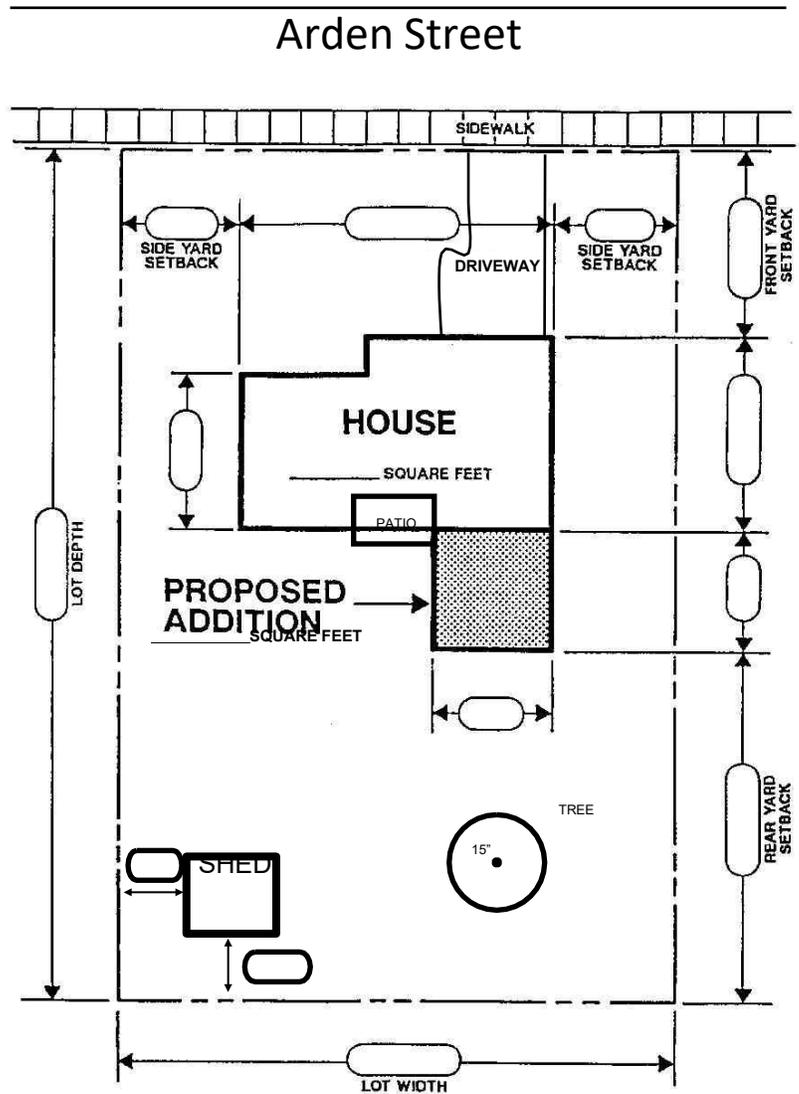
Additional Resources:

Building Official: 651-792-7813
 Building Inspector: 651-792-7818
 City Planner: 651-792-7843

The Planning Department can provide the following information:

- Aerial Photo—To determine location of existing structures.
- Plat Map—To determine lot dimensions and easement locations.
- Definition of Significant Trees and details on the Tree Preservation Ordinance

Lot dimension information and aerial photos available online at Ramsey County's website.



Scale: 1"=30'

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