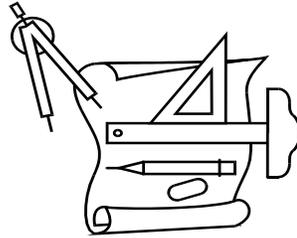


Tips on how to find,  
develop or create a

# Site Plan



## What is a Site Plan ?

It is a bird's-eye view of the property and what is on it or proposed to be on it.

Sometimes, a site plan is called a plot plan.

While a site plan drawn by an architect, engineer or surveyor is not required, the information must be accurate.

Much of the necessary information needed to draw a

site plan can be gleaned from a mortgage survey. Any original plat documents should also be consulted. Plat documents can be found at the Recorder's Office (7<sup>th</sup> floor City-County Building) and sometimes copies of these documents can be found at the Township Assessor's office. ■

**A** site plan is a scaled drawing illustrating the actual measurements of a parcel of land, the size and location of any existing or proposed structures, the location of the parcel in relation to abutting streets, and other such information. In simpler terms,

Helpful information can be found at the City of Indianapolis' website: [www.indy.gov](http://www.indy.gov)

Mapping tools: [www.indy.gov/gis](http://www.indy.gov/gis)

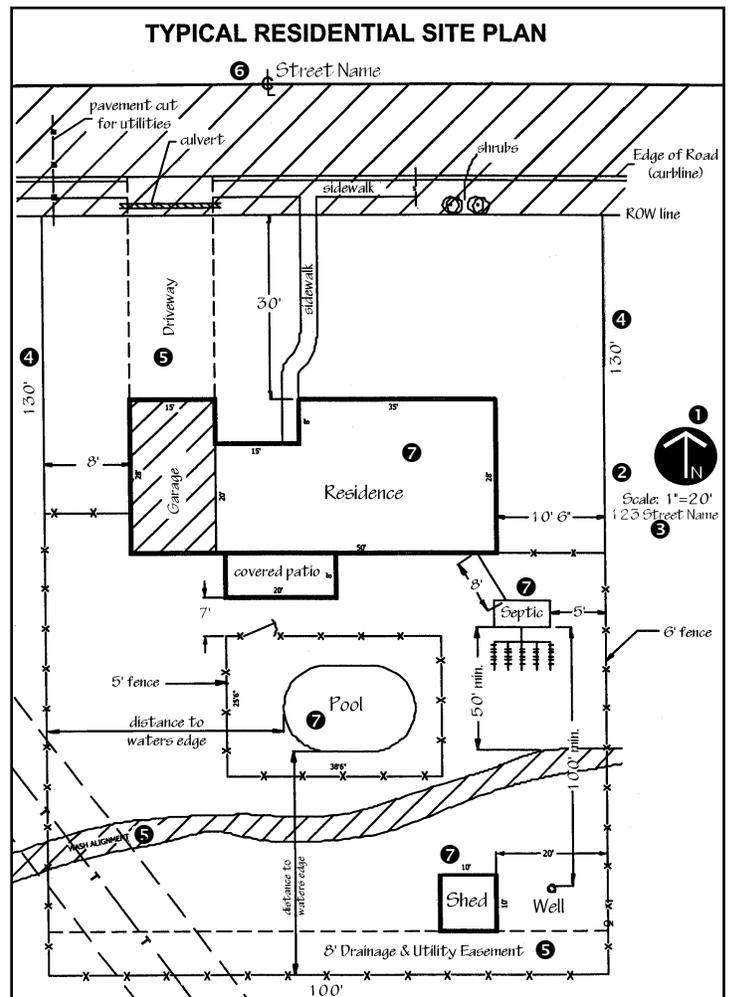
City-County Code: [www.municode.com](http://www.municode.com)

## Basic Elements of a Site Plan

There are basic elements to every site plan:

- 1 North arrow,
- 2 Scale to which the plan is drawn,
- 3 Address of the property,
- 4 Boundaries of the parcel of land with dimensions,
- 5 Location of any easements, water features, or drives.
- 6 Centerline of the adjoining streets,
- 7 Outline of all structures, labeled with dimensions and with the distance to the nearest boundary. Examples include: septic system, fences, pools, wells, decks, driveways, sidewalks, sheds, parking areas, and utility locations. Indicate existing or proposed.

Frequently, landscaping and trees are included on the site plan. If they are not included, a separate landscape plan may be necessary. ■



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