



County of San Diego, Department of Planning and Land Use  
**MINIMUM PLOT PLAN INFORMATION**  
**BUILDING DIVISION**

**ALL ITEMS LISTED BELOW MUST BE SHOWN TO SCALE ON THE PLOT PLANS.**  
**IF NOT SHOWN, YOUR PLANS WILL BE REJECTED.**

1. Two complete sets of plot plans. Minimum sheet size 18" x 24" (except 11" x 17" for minor permits, pool permits and small additions). **See plot plan sample on back.** →

*\*It is recommended that you use the Building Plot Plan Template (DPLU #040) available online at:  
<http://www.sdcountry.ca.gov/dplu/bldgforms/index.html>*

2. Show scale used (must be to standard engineer scale, i.e. 1"=10', 1"=20', 1"=30', 1"=40', 1"=50', 1"=60', **DO NOT USE ARCHITECTURAL SCALE**).
3. Show North arrow.
4. Plot plans must be clear and legible (do not show topographical lines; copy of Grading Plan is not acceptable). Show **entire parcel** regardless of size and **show all property line dimensions**.
5. Show the footprint of all proposed (new), as-built (non-permitted), and existing (permitted) structures to scale, and labeled as either "**Proposed**", "**As-Built**", or "**Existing**" (do not show "**Future**" structures).
6. Identify the use of each structure and include a summary/table of square footages and show location of all existing and proposed electrical services (incl. size).
7. Indicate the required **front, exterior side, interior side, and rear yard** setbacks and building setbacks.
8. Identify and show location of well(s) and leach lines.
9. Show net area of parcel(s) (exclusive of road easements).
10. Indicate property owner's name, current address, and parcel address (if available).
11. Indicate Assessor's Parcel Number(s) (APN) and show Vicinity Map.
12. Indicate driveway(s) and parking areas, paving material and slope of driveway (percentage and direction).
13. Show how lot will drain and all Stormwater BMPs (see forms [LUEG-SW](#) and [DPLU #272](#) for details and examples).
14. Show all **existing easements**, roads, streets, and alleys, including, names and width of all easements adjacent to the property. Indicate centerline of all road easements and streets and show areas of inundation/flooding on plot plan.

# Plot Plan Sample

Owner:  
 Carl Sample  
 123 Sample Street  
 Sample Town, US 90000  
 Ph. 700-700-7000

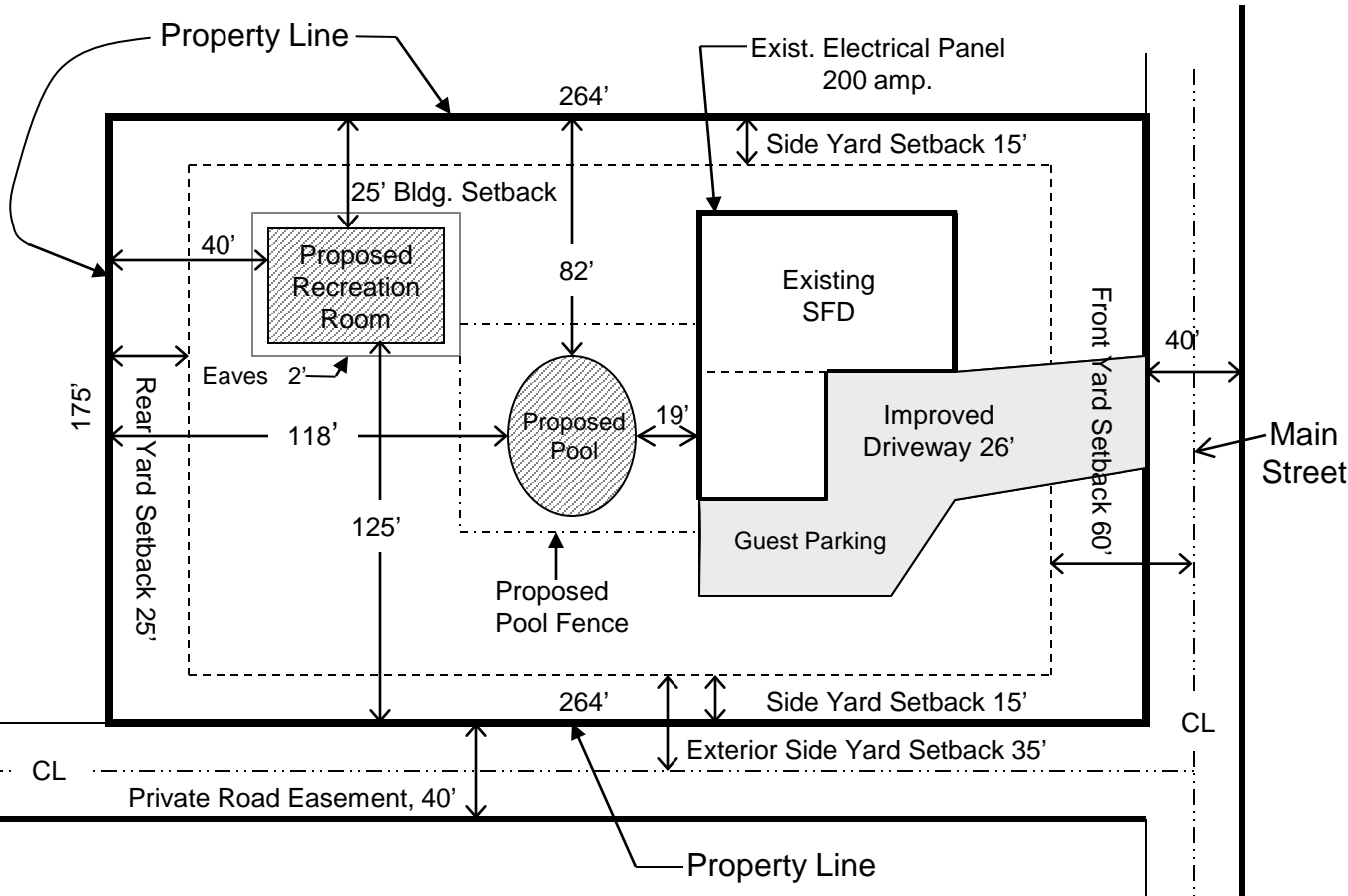
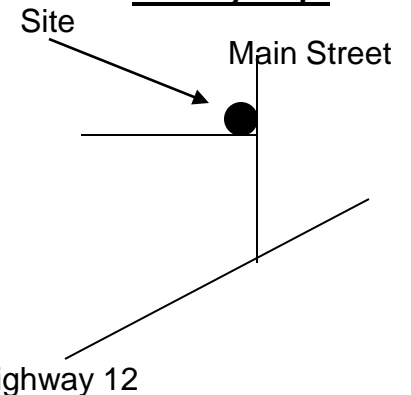
Contact:  
 Mike Sample  
 124 Sample Street  
 Sample Town, US 90000  
 Ph. 700-700-8000

Site Address:  
 123 Sample Street  
 Sample Town, US 90000  
 APN# 500-500-50  
 2.8 acres (net)

Summary Table  
Existing:  
 SFD, 2,500 sq.ft.  
 Attached Garage, 800 sq.ft.  
Proposed:  
 Recreation room, 1,200 sq.ft.  
 Pool 850 sq.ft.

↑  
 North  
 Scale 1' = 20'

## Vicinity Map:



### Stormwater Notes:

1. Stormwater BMP's must be shown on the plot plan or on an Erosion Control Plan that is a separate page of the plans. See form DPLU #272 for a sample of how these BMPs must be presented.
2. If a grading or topographic plan is used, the grading and topographic information must not interfere with the clarity and presentation of the plot plan information.