

December 7, 2021

**To:** Pasco Design Professionals  
**From:** Pasco County Building Construction Services  
**Re:** Single Family Residential (SFR) Building Applications – Site Plan Checklist

To better address questions on the Site Plan submittals, the following Checklist is being provided. Please include the following details and data on the Site Plan submittals uploaded with your SFR applications.

- 1) Title – entitle the document “Site Plan”
- 2) Size – Legal size or larger; scale the site plan at a minimum of 1:20 so it may be legible for the Building Inspector completing the final field inspection
- 3) Notes – Do not include the typical “Not for Construction” note used on plot plans, this document is being used for the inspection of the built out SFR lot.
- 4) Items to include on Site Plan
  - a. A/C Pad location – call out or show dimensions (regardless of location)
  - b. Finished Floor Elevation
  - c. Drainage Flow Arrows (Show Arrows within the Parcel Boundary)
  - d. Grading Type (A, B, Modified etc)
  - e. Easement Locations and Dimensions
  - f. Building Footprint shape and location (Dimensioned)
  - g. All Setback dimensions
  - h. Sidewalk and Driveway shape and dimensions (including flares)
  - i. Lot Corner Elevations
  - j. Well & Septic Locations (if Applicable)
  - k. Flood Zone (if Applicable) & Wetland Delineation Lines (if Present)
  - l. Tree Location (No Invasive Species)
- 5) Tree Locations – show the lot specific tree quantity and locations. Tree quantity and location is often controlled by MPUD condition; as a result, reference to the LDC tree quantity table is not acceptable.

Tree species is not necessary – it is understood the exact location of the tree is not possible but please show the trees in the correct front or backyard area. If the tree diameter is above the minimum size due to MPUD condition or desire to provide compensation to tree take mitigation – please include the diameter of the new trees.

**BUILDING CONSTRUCTION SERVICES**