

**City of Concord**  
**Engineering Division**  
**Current Development Section**  
**(510) 671-3425**

BP Application # \_\_\_\_\_  
Address: \_\_\_\_\_

**BUILDING PERMIT SITE PLAN REQUIREMENTS**

A scale drawing of the building site must be submitted with the following shown:

**Single Family Dwelling**

- 1. The proposed building and driveway (including pad elevation).
- 2. The finish grade elevations at building corners.
- 3. Surface drainage arrows and roof drains. Diversion of concentrated flow to adjacent property/properties is not allowed (i.e., concentrated roof drainage flow must be dissipated once it leaves the lot).
- 4. Lot corner elevations and the elevation at the high point in the yard.
- 5. Any easements across the property. Please supply Title Report.
- 6. Side and backyard profiles extending at least twenty feet (20') into the adjacent lots to show the relation of the subject lot to the adjacent properties.
- 7. Any existing or proposed fences.
- 8. Any proposed or existing frontage improvements.
- 9. Sewer lateral location. Existing or proposed property line clean-out.

**Single Family Hill-Site Lot**

- 1. All of the above.
- 2. Two-foot (2') contour lines.
- 3. Driveway profile.
- 4. Front and side building elevation profiles.

**Commercial and Apartment Sites**

- 1. The proposed and existing building(s) and driveway(s).
- 2. Pad elevations.
- 3. Parking layout.
- 4. Any easements across the property.
- 5. Surface drainage arrows and roof drain locations.
- 6. Lot corner elevations and grade break elevations.
- 7. All interior drainage facilities (catch basins, pipes, ditches, etc.) and storm drainage resolution from private to public facilities. Interior drainage is not to flow over public improvements.
- 8. Two-foot (2') contour lines.
- 9. Typical side and rear sections along lot perimeter. Show fifty feet (50') of adjacent lots.
- 10. Any proposed or existing public improvements with elevations.
- 11. Method of sewerage (include size of proposed sewer lateral).

**General Note:** Elevations and site drainage should correspond to any grading plans for the site previously signed by the City Engineer.

If you have any questions, please contact the Current Development Division of the Engineering Division.