



ENVIRONMENTAL HEALTH DIVISION
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General Building Plan Review Application Requirements

General Building Plan Review (Review of Proposed Structure Location): A general building plan review is a review of the proposed location of a structure without plumbing fixtures to determine if the structure will meet the required setbacks from a septic system and will not interfere with the use of a necessary approved sewage disposal system, reserve area or designated disposal field area. Examples of projects that may require a general building plan review include the construction of swimming pools, sheds, barns, gazebos, ground mounted solar, and telecommunications facilities.

Application. An application must be submitted to the health officer for the review of the location of a proposed structure. Four copies of a plot plan must be submitted with the application. The plot plan must be drawn to scale of no less than 1 inch equals 20 feet and be a minimum of 8 ½ inches x 11 inches in size. A plot plan must contain all of the following information:

1. A location map, indicating the location of the lot with respect to abutting lots and the nearest public road.
2. Lot boundaries and dimensions.
3. The name of the lot owner and address and Assessor's Parcel Number of the lot.
4. A north arrow and plan scale.
5. The locations of any and all existing and proposed buildings and other structures on the lot.
6. The locations of any and all sewage disposal systems, reserve areas, and designated sewage disposal areas.