

**CITY OF ASHEVILLE**  
**CHECKLIST FOR SKETCH SITE PLAN PERMIT APPLICATION**  
**FOR LESS THAN 10,000 SQUARE FEET OF DISTURBANCE**  
(FOR GRADING / EROSION CONTROL / FLOOD PERMITS)

The City of Asheville Development Services Center requires a submission of a site plan for nearly all physical developments before your permit application can be accepted for submission. Assuring the items below are provided on your site plan will aid in a quicker processing of your permit application.

**Site Plan must include the following:**

REQUIREMENT	Applicant to Check	N/A	Review Staff
Indicate the name of the project			
Name and contact information for owner ( <i>and applicant / agent if applicable</i> )			
Show all existing property boundaries near the area of work			
Indicate the limits of the area of land to be disturbed			
Indicate the general slope of the property ( <i>with arrows to show how the property drains from highest point(s) to lowest point(s)</i> )			
Show and label all <u>existing</u> and <u>proposed</u> retaining walls and fences			
Show and label locations of all water courses and water bodies			
Label approximate location of all <u>existing</u> and <u>proposed</u> storm conveyances ( <i>i.e. pipes, inlets, outlets, ditches</i> )			
Show and label all flood zones			
Show and label all <u>existing</u> and <u>proposed</u> structures or additions and the distance to property boundaries			
Approximately depict and indicate all <u>existing</u> and <u>proposed</u> utilities			
Show <u>existing</u> and <u>proposed</u> easements and label ownership ( <i>public or private</i> )			

PLEASE INITIAL HERE \_\_\_\_\_ FOR ACKNOWLEDGEMENT THAT THE ABOVE CONDITIONS ARE MET.