



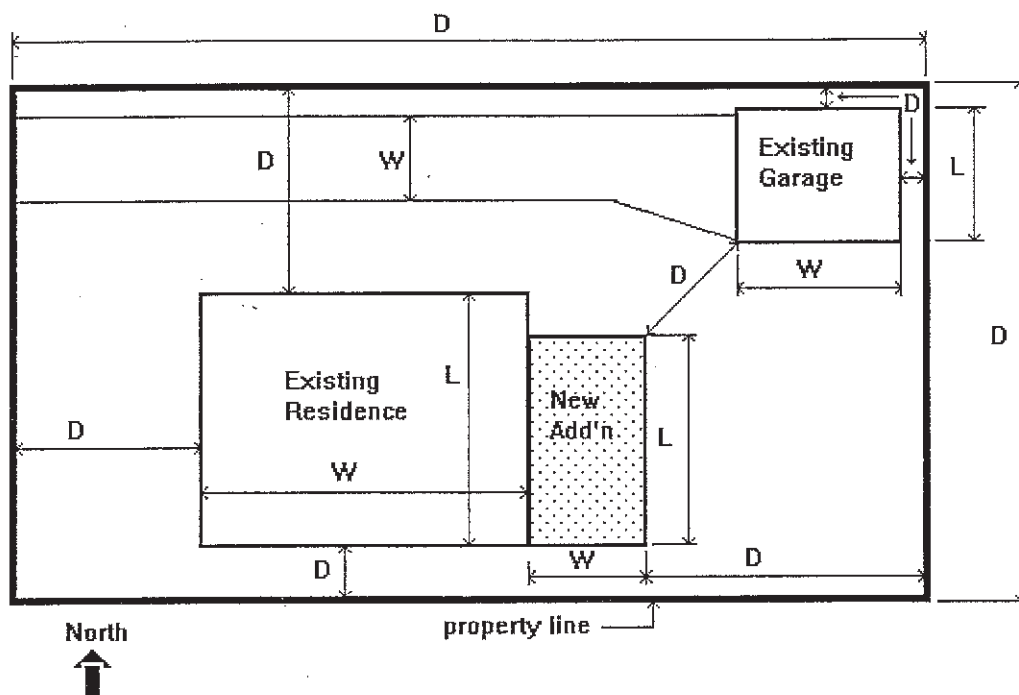
CITY OF EL MONTE

Economic Development Department Building Division

Sample Plot Plan

The following information is required on each plot plan:

1. Location and dimensions of all existing and proposed structures on the site, including side, rear and front yard set backs from property lines.
2. Scaled drawing (i.e., $1/8" = 1'-0"$; $1/4" = 1'-0"$; or other approved scale).
3. Existing easements, if known.
4. Location of street and property lines.
5. Ownership and property information, as follows:
 - a) Owner's name, address and phone number
 - b) Street address of proposed improvements
 - d) Property zone
 - e) Assessor Parcel Number (APN)
 - f) Scale of plot plan
 - g) Square footage of all existing and proposed structures located on the property, including main structure, storage sheds, garages, patios and all proposed improvements.
 - h) Lot size.



LEGEND

D = Distance
L = Length
W = Width

SAMPLE FLOOR PLAN

- Identify all rooms
- Show dimensions for all rooms
- Show all windows and doors
- Show dimensions of all windows (width x height) and SL for slider, SH for single hung or CA for casement [(E) means "existing"]
- Identify closets, cabinets and storage areas
- Identify sinks, tubs/showers, ranges, refrigerators and water heater

FOR WINDOW CHANGE OUTS: Next to (E) existing window sizes, indicate (N) for new window sizes. (Sample: (E) 4' X 4' SL to (N) 5' X 4' SL)

