



PLOT PLAN & HEIGHT REQUIREMENTS

Marshall Fire Rebuilding Resources

APRIL 19, 2024

This document may be updated as necessary



PLOT PLAN, SETBACK AND HEIGHT VERIFICATION REQUIREMENTS FOR BUILDING PERMITS

WHEN IS A PLOT PLAN REQUIRED?

The Town of Superior requires stamped and signed plot plans (prepared by a licensed professional) for the following building permits:

- New residence;
- New commercial building;
- Residential or commercial building additions within 2' of a required building setback;

Other residential and commercial additions involving exterior modifications also require scaled plot plans, though they do not necessarily need to be prepared by a licensed professional.

DID YOU KNOW?

In addition to plot plan submittals, which are required to be provided as part of an initial building permit application, the following survey documents may be required during the construction/inspection process. Check to see whether your project meets any of the criteria listed in the table to the right.

TOWN OF SUPERIOR PLANNING DEPARTMENT



[Planning Department Website](#)



planning@superiorcolorado.gov



303-499-3675 ext. 131

PUBLIC WORKS



[Public Works Office](#)



pwu@superiorcolorado.gov



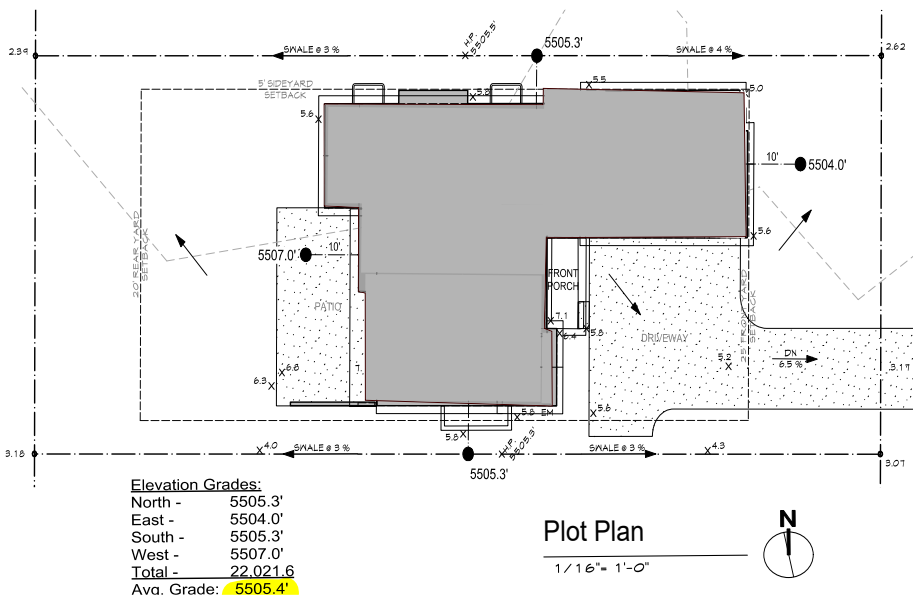
303-499-3675 ext. 110

SURVEY DOCUMENT CRITERIA

CONDITION	ADDITIONAL REQUIREMENTS	ASSOCIATED INSPECTION	TIMING OF SUBMITTAL
Improvements within 2' of any required minimum setback (decks exempted)	A stamped and signed letter and/or plat document from a licensed surveyor that verifies forms were set in compliance with approved drawings/applicable minimum setback standards	Building foundation	Before foundations are poured
Improvements within 2' of the maximum height allowance (or any building with three or more stories).	A stamped and signed letter and/or building elevations drawings from a surveyor that verifies the height of the structure complies with approved drawings/applicable maximum height allowances	Building framing	Prior to framing inspection approval
All new construction or additions that trigger either of the two above survey documents)	As-built plat that is stamped and signed by a surveyor	Final	Prior to final inspection

Building Height is based on average of all four elevation grades as measured from mid-point of each building foundation elevation. If grading around the foundation reaches or exceeds a 15% slope, elevations must be derived from 10 feet out from the base of foundation or from the property line, which ever is less, as illustrated on the left.

– Note slope of driveway (this should not exceed 10%).



PLOT PLAN REQUIREMENTS

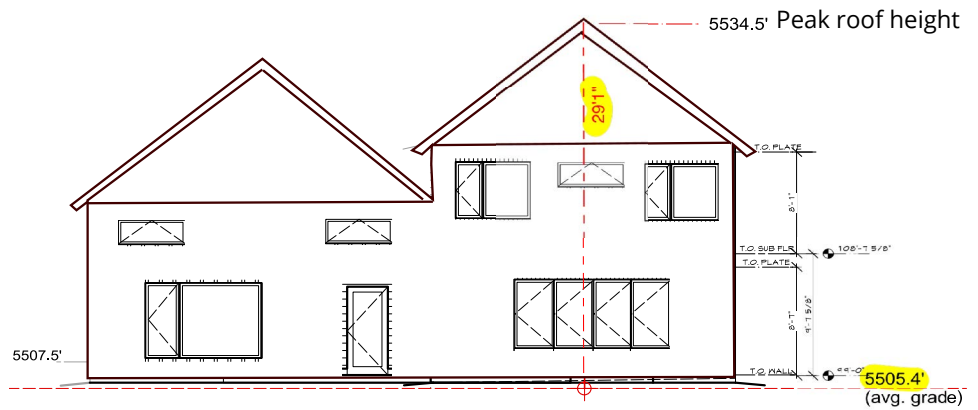
Drawings shall be based on engineer’s scale (1" = 10', 20', 30', etc.) and are required to include the following information:

- Property address, lot, block, subdivision and filing number
- Parcel boundaries/property lines, including dimensions and bearings and location of property corners
- Easements (dimensioned and labeled)
- Setbacks and building separations
- Building envelope(s) and associated improvements, such as covered porches, balconies, and overhangs (dimensioned)
- Location of driveway improvements (dimensioned)
- Location of window wells and counterforts (dimensioned)
- Location of water meter, and water and sewer connections
- Parcel square footage and lot coverage calculation
- Building Height (as calculated based on Land Use Code definitions below)
- Grading/drainage information
 - Plans need to reflect both existing and proposed grades at property lines and where building improvements are proposed
 - Proposed top of foundation elevation
 - Proposed top of slab for garages and walkouts (as applicable)
 - Proposed top of window well elevation
 - Back of curb or sidewalk elevation
 - Grading contours to reflect how proper site drainage is achieved
 - 5% downward slope is required within first 10' of building foundations, with 2% minimum required beyond 5'.
 - Drainage may not be directed over adjacent sidewalks. If necessary, chase drains may be required to avoid adverse impacts on public improvements and ensure compliance with Section 11-1-40 (c) of the Town Code.

DRAINAGE REQUIREMENTS FOR PLOT PLAN

A grading and drainage plan is required for each rebuilt house. Specific requirements and methodologies vary by location. Refer to the [Grading and Drainage handout](#) for neighborhood-specific guidance.

Building height is measured from average grade (as reflected on site plan above) to peak roof height. All four building elevations are required to reflect maximum height measurements.



PERTINENT DEFINITIONS

Height means a standard of measurement defining the vertical elevation of a structure from grade to the top or highest point of the structure or accessory appurtenance. Excepted appurtenances are chimneys, spires, utility ventilation pipes and lightning rods.

Grade means the average of the ground levels at the center of all exterior walls of a building. If earth is to be bermed against the foundation of the structure resulting in slopes that exceed 15%, then grade is determined from the finished site grade level a minimum distance of ten (10) feet from the foundation wall or from the property line if the property line is closer than ten (10) feet.

Setback means the horizontal distance between a lot line and the nearest extremity of any building or structure. In most cases, eaves, awnings and other architectural projections may project no more than thirty (30) inches into the setback space.

A plot plan is required to list elevation grades and reflect how average grade is calculated.

BUILDING ELEVATION REQUIREMENTS

Drawings shall be based on an architectural scale (1/8", 1/4", 1/2" = 1', etc.) and are required to include the following information:

- Building elevations for all sides of the structure(s).
- Identify all exterior materials and a colors proposed for all building elements.
- Identify pitch of all roof slopes.
- Identify building height measured in accordance with the Municipal Code, the height (peak) average finished grade
- Identify first floor grade and heights of all floors if structure is more than 1-story.
- Identify locations of all openings (doors and windows) and wall-mounted light fixtures.