

City of Oakridge
48318 E. 1st Street – PO Box 1410
Oakridge, Oregon 97463
Phone: 541-782-2258 FAX 541-782-1081



~ Plot Plan Checklist ~

(1 copy of your plot plan is required)

The City of Oakridge requests a minimum of 3 weeks to complete the review process; we can often complete the plan review earlier if all the necessary information is submitted.

Please be sure all of the information below is included on the plot plan prior to submittal.

- Applicant's name and address
- Location of the property:
 - Map & Tax Lot # and street address if assigned.
- Direction of north
- Scale
 - Example: 1" = 20'
 - If not drawn to scale, ALL measurements/dimensions must be clearly indicated on the plot plan.
- The length and location of all property lines must be clearly indicated.
- The square footage of the lot or parcel.
- Use, location, square footage and dimension of all proposed and existing structure(s) must be indicated. (Distinguish the use of buildings or portions of buildings.)
- Indicate the location of the existing or proposed access and type of surfacing that will be provided. (Note: Engineering may require additional information on the width, grade, and street drainage for newly created or expanded access.)
- Indicate the location and type of any existing or proposed fencing or retaining walls. (Note: no fence may exceed 6' in height.)
- Dimensions of all structures, driveways and utilities.
- Setback distances from property lines to all new and existing structures.
- Indicate the location and distance of the closest fire hydrant.
- Location of existing and proposed storm drainage, water, electric and sewer lines.
- Location and dimension of any proposed or existing structures and utilities.
- Street names or right-of-way must be indicated on the plan.
- Approximate ground slope and direction of the slope. (Note: sub-grade and final grade must be indicated.)
- Elevation of each property corner and major grade breaks if any. Finished floor elevation of each structure and garage. Curb elevation at center of driveway. (Note: Geotechnical analysis is required on any lot exceeding 33% grade.)
- Erosion control plan.
- Utility/Access easements must be shown on the plot plan.