



Planning Permit Application

CITY OF BANDON PLANNING
 P.O. BOX 67
 555 HWY 101
 BANDON, OR 97411
 P:(541) 347-2437
 F:(541)347-1415

Permit Number:

APPLICATION TYPE (select all that apply)		
<input type="checkbox"/> Annexation*	<input type="checkbox"/> Land Use Review*	<input type="checkbox"/> Subdivision*
<input type="checkbox"/> Certificate of Appropriateness (CoA)*	<input type="checkbox"/> Partition*	<input type="checkbox"/> Vacation*
<input type="checkbox"/> Comprehensive Plan or Zone Amendment*	<input checked="" type="checkbox"/> Plan Review (PR)	<input type="checkbox"/> Variance*
<input type="checkbox"/> Conditional Use Permit (CUP)*	<input type="checkbox"/> Planned Unit Development (PUD)*	<input checked="" type="checkbox"/> Zoning Compliance (ZC)
<input checked="" type="checkbox"/> Floodplain Development*	<input type="checkbox"/> Property Line Adjustment (PLA)*	<input type="checkbox"/> Other _____*
* Pre-application required		Total Fees: \$

I. PROJECT LOCATION			
Street Address: (TBD) Madison Avenue (SE corner of Madison & 5th on the Jetty)			
Map Number / Tax Lot(s): 28S 15W 25BD	/ 7400	Zone: CD-2	Floodplain: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

II. APPLICANT'S INFORMATION (applicant is the primary party responsible for development)	
Applicant's Name: Vivian Rowe	Phone: 858-245-8452
	E-Mail: vivianrowe@gmail.com
Applicant's Mailing Address: 1633 Diamond St, #20, San Diego, CA. 92109	

III. PROPERTY OWNER'S INFORMATION	
Property Owner's Name: Vivian Rowe	Phone: 858-245-8452
	E-mail: vivianrowe@gmail.com
Mailing Address: 1633 Diamond St, #20, San Diego, CA. 92109	



IV. OTHER INFORMATION (APPLICANT'S REP, SURVEYOR, ENGINEER, ARCHITECT, LANDSCAPE ARCHITECT, ETC)			
Title: Surveyor	Name: Troy Rambo		
Email: mandrllc@frontier.com	Phone: 541-751-8900		
Title: Architect	Name: Stephen Wallick		
Email: SWallickstone@gmail.com	Phone: 867-222-4322		
Title:	Name:		
Email:	Phone:		

V. PROJECT DESCRIPTION	
Use: <input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Commercial <input type="checkbox"/> Other _____
*Please attach a short narrative that describes your proposed project and indicates the proposed use.	
Construction of new 2-story, single-family dwelling with loft, and accessory dwelling unit on west side of 1st floor. Existing parcel is vacant.	

VI. SITE PLAN: Please see our "How to Create a Site Plan" and sample site plan document for requirements and tips on how to create your site plan. Plans must be drawn to scale and may be submitted electronically; **printed copies must be submitted on 11x17, ledger size paper (larger or smaller paper sizes will not be accepted).**

VII. PROPERTY OWNER SIGNATURE/AUTHORIZATION

- I have read the application and the attached documentation and I understand that my application may be delayed or deemed incomplete if I have provided insufficient information and documentation to allow for approval.
- I certify that the information provided in this application, including all submittals and attachments, is true and correct to the best of my knowledge.
- I understand and agree that all required inspections will be requested 2 business days in advance, and it is the applicant's responsibility to ensure required inspections have been requested, completed, and approved.
- I authorize the City of Bandon or its acting agent, to enter onto the subject property, as described in section "I. Project location".
- I authorize the following party(s) to act as applicant in regard to the attached application for the subject property described above.


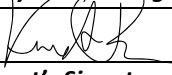
X Applicant's Signature: 	Date:
<i>Property owner's signature required if applicant is not the property owner</i>	
X Property Owner's Signature: 	Date:

Development Disclosure

The City of Bandon is obligated to report all ground disturbances within the City of Bandon to the Coquille Indian Tribe. Property owners and applicants must adhere to all conditions and requirements set out by the Coquille Indian Tribe, State Historic Preservation Office (SHPO) or both if required. Please be aware that state statutes and federal law govern how archaeological sites are to be managed. ORS 97.745 prohibits the willful removal, mutilation, defacing, injury, or destruction of any cairn, burial, human remains, funerary objects, or objects of cultural patrimony of a Native Indian. ORS 358.920 prohibits excavation, injury, destruction, or alteration of an archaeological site or object, or removal of an archaeological object from public or private lands.

It is the property owner and applicant's responsibility to determine if additional permits from other agencies will be required, including but not limited to: Oregon State Building Codes, Oregon State Department of Environmental Quality, FEMA, Oregon State Fish and Wildlife and U.S. Fish and Wildlife. If additional permits are required, it is the responsibility of the property owner/applicant to obtain such permits and comply with their conditions of approval.

It is the property owner/applicant's responsibility to provide the City of Bandon all necessary legal documentation related to the property, including but not limited to: proof of ownership, receipts, deed restrictions, vacation records, easement records, etc.

I acknowledge, understand, and agree, that all relevant documentation will be provided to the City of Bandon, and that all required permits and consent will be obtained prior to the start of construction, with all conditions of approval adhered to.	
X 	
<i>Property Owner's Signature (Property owner's signature required if applicant is not the property owner)</i>	Date
X 	
Applicant's Signature	Date

Staff's Signature of Intake: _____ Date: _____

Staff's Signature of Completeness: _____ Date: _____

Staff's Signature of Approval: _____ Date: _____

Submittal Requirements:

1. Completed Pre-Application with summary notes from the Planning Department (if applicable)
2. Complete Planning Permit application (including fees and applicable property records)
3. Signed Development Disclosure
4. Completed Submittal Requirement sheet

Site Plan Requirements (please check that you have completed each of the following)

- Setbacks on all sides of the property (must be marked from the closest structure to the property line)
- Property line must be clearly marked on all sides - if property corners cannot be determined a survey will be required.
- Location of all buildings and proposed building or addition
- Location of all mechanical equipment and proposed equipment (HVAC, propane tanks and enclosures - these cannot be located in the setback area)
- Fences, patios, sidewalks, (if being built along with the construction of a building)
- Decks, steps, porches (these cannot be located in the setback)
- All off-street parking
- Location of the front entrance and all exterior doorways
- Location & material of the driveway
- Direction of roof drainage
- Drywell, if required (must be engineered) N/A
- Location of electric meter base (on the front or no farther than 5 feet down the side)
- Proposed water and sewer line locations
- Water shut off valve must be located beside the water meter box; 6" sewer clean out must be at the property line
- Square footage of the lot, structures including garage (1st & 2nd floors noted separately), and percentage of impermeable surface. (Impermeable surfaces must be shown on the site plan)

Design Feature Requirements (Please check your selections)

*Homes in the R-1 and R-2 zones require a minimum of 6 (at least 3 on the face of the home)
Homes in the CD zones require a minimum of 8 (at least 4 on the face of the home)*

- | | |
|--|--|
| <input type="checkbox"/> Roof pitch at or greater than 3/12 | <input type="checkbox"/> Bay windows |
| <input checked="" type="checkbox"/> Covered porch - (minimum of 25 square feet) On face of home | <input type="checkbox"/> Cupolas |
| <input type="checkbox"/> Tile or Architectural grade shingles (not composition shingle) | <input type="checkbox"/> Hip roof |
| <input checked="" type="checkbox"/> Off set of the building face or roof (at least one foot, minimum of 2 feet in cd-1 & cd-2 zones) On face | <input checked="" type="checkbox"/> Pillars or posts |
| <input checked="" type="checkbox"/> Eaves with a minimum projection of six (6) inches | <input type="checkbox"/> Mullioned windows |
| <input type="checkbox"/> Horizontal lap siding, cedar shake or shingle on 100% of the exterior | <input type="checkbox"/> Window shutters |
| <input checked="" type="checkbox"/> Recessed entry area (minimum depth of three feet) On face | <input checked="" type="checkbox"/> Clerestory windows |
| <input checked="" type="checkbox"/> Garage (constructed with exterior finish materials matching the residence) On face | <input type="checkbox"/> Dormers |
| <input type="checkbox"/> Combination of cedar shake and shingle siding or lap siding with stone | <input checked="" type="checkbox"/> Gables |

Additional Required Plans

- Floor plan - Including garage (before and after drawings must be included for remodel/additions)
- Elevation of all structures - All sides must show direction, dimensions, height, design features and depth of eaves/gutters.
- Grade of property and/or grading plan
- Foundation plan for all construction - (for a manufactured home the slab & runner system)
- DEQ septic system permit & plan drawings - (if applicable) N/A
- Geotechnical report - (if applicable)
- Drainage plan - (with engineered drawings if applicable)
- Engineered foundation - (if applicable) N/A

YOUR APPLICATION WILL BE DEEMED INCOMPLETE IF YOUR SITE PLAN FAILS TO LIST ALL REQUIRED INFORMATION, INCLUDING DESIGN FEATURE REQUIREMENTS WHICH MUST ALSO BE SHOWN IN YOUR SUBMITTED ELEVATION PLANS.



Vivian Rowe - single-family new construction,
Madison & 5th SW - 10-8-20

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Conditional Use Form

Supplemental to Planning Permit Application

I. Findings of Fact: Conditional Use Permits may be approved if the Planning Commission finds that the applicant has shown that approval standards A through H of the Bandon Municipal Code (BMC), listed below, have been met. The burden of proof is on the applicant to show how the request meets the approval standards and code provisions. **A written response to all applicable approval standards and provisions must be part of your application. If a standard or provision is not applicable to your request, explain why. Attach as many sheets of paper as necessary; be sure to address each standard and provision.**

Approval standards for conditional uses (BMC 17.92.040)

The approval of all conditional uses shall be consistent with:

- A. The Comprehensive Plan;
- B. The purpose and dimensional standards of the zone except as those dimensional standards have been modified in authorizing the conditional use permit.
- C. That the site size and dimensions provide adequate area for the needs of the proposed use;
- D. That the site size and dimensions provide adequate area for aesthetic design treatment to mitigate possible adverse effect from the use of surrounding properties and uses;
- E. The characteristics of the site are suitable for the proposed use considering size, shape, location, topography and natural features;
- F. All required public facilities and services have adequate capacity to serve the proposal, and are available or can be made available by the applicant;
- G. The proposed use will not alter the character of the surrounding area in a manner which substantially limits, impairs, or precludes the use of surrounding properties for the permitted uses listed in the underlying zoning district;
- H. All other requirements of this title that apply.

1. Project Description:

(Please check all that apply)

- Change of Use
- New Construction
- Alterations
- Other:

Additions to Building:

- Rear
- Front
- Height
- Side Yard

Present Use: Vacant

Proposed Use: Single-family dwelling with ADU on west side of 1st floor

In addition to this completed form, the applicant must provide the following:

- A completed Planning Permit Application: Conditional Use Permit. (Pre-application required)
- Written Findings of Fact addressing all approval standards and provisions.
- Other information deemed necessary by the Planning Director to allow review of the applicant’s proposal.
- Payment of applicable review fees, which can be found on the City’s web page.

I hereby certify that the statements contained herein are in all respects true and correct to the best of my knowledge and belief.

X	10-8-20
Property Owner's Signature	Date
X	10-8-20
Applicant's Signature	Date

AN ELECTRONIC COPY OF THIS FORM IS ACCEPTABLE FOR THE PURPOSE OF FILING AN APPLICATION. HOWEVER, THE ORIGINAL WILL BE REQUIRED PRIOR TO FINAL APPROVAL.



FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

Supplemental to Planning Permit Application

Bandon Municipal Code, Chapter 15.28 *Floodplain Development*

A Floodplain Development permit shall be required before construction or development begins within any area of special flood hazard established in Section 15.28.070. The permit shall be for all non-portable equipment location, structures including manufactured homes, as set forth in the definitions, and for all other development including fill and other activities, also set forth in the definitions.

15.28.120 Application for development permit.

Application for a development permit shall be made on forms furnished by the city manager and may include but not be limited to: plans in duplicate drawn to scale showing the nature, location, dimensions and elevations of the area in question; existing or proposed structures, fill, storage of materials, drainage facilities, and the location of the foregoing. Specifically, the following information is required:

- A. Elevation, in relation to mean sea level, of the lowest floor (including basement) of all structures;
- B. Elevation in relation to mean sea level to which any structure has been flood proofed;
- C. Certification by a registered professional engineer or architect that the flood proofing methods for any nonresidential structure meet the flood proofing criteria in Section 15.28.170(B);
- D. Description of the extent to which a watercourse will be altered as a result of proposed development
- E. Elevation Certificate Finished Construction, prepared by a registered professional surveyor, shall be submitted and approved by the City of Bandon, prior to the issuance of a Certificate of Occupancy.
- F. Letters of Map Change
 1. All documentation (including surveys) for the purpose of obtaining a Letter of Map Amendment (LOMA), Letter of Map Revision (LOMR), or any proposed change to the Bandon Municipal Code, Title 15 Page 47 of 56 FIRM Map, shall be submitted and verified by the City Engineer, at the Applicant's expense, prior to submission to Federal Emergency Management Agency.
 2. If a letter of Map Change is issued by the Federal Emergency Management Agency, the property owner shall provide copies of all related documentation prior to any development of the site.

I. Description (Complete for all work; choose from letter A – D for your project’s need):

2. Proposed Development Description:

- New Building Improvement to Existing Building Manufactured Home Filling
 Residential Non Residential (Business) Accessory Building (See Attached Criteria)
 Other: _____

3. Square footage of proposed structure(s) 2,154 (includes garage, excludes decks)

4. Size and Location of proposed development (Attach site plan): Attached

5. Per the proposed floodplain map, what is the zone and Panel Number of the area of the proposed development?

Zone: AE-17 Panel Number: 41011 C0681E 41011 C0682E Other: _____

6. Are other Federal, State, and/or local permits obtained? Yes No Type: _____

7. Is the proposed development in an identified floodway? Yes No

If yes to #7, attach “No Rise Certification” with supporting data.

A. Complete for New Structures and Building Sites:

- Base Flood Elevation at the site: 17.0 feet NGVD. [From the Floodplain Map]
- Required lowest floor elevation (including basement): 18.0 feet NGVD. [For new Residential construction, the lowest habitable floor must be at least one foot above the Base Flood Elevation. For Commercial, Industrial or other non-residential construction, the lowest floor must be at or above the Base Flood Elevation.]
- Elevation to which all attendant utilities, including all heating and electrical equipment will be protected from flood damage: 19.0 feet NGVD.

B. Complete for Alterations, Additions, or Improvements to Existing Structures: N/A

- What is the estimated Market Value of the existing Structure? (See Page 3) \$ _____
- What is the cost of the proposed construction? \$ _____
- If the cost of the proposed construction equals or exceeds 50 percent of the market value of the structure, then the substantial improvement provisions apply:

"Substantial improvement" means:

1. Any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds fifty (50) percent of the market value of the structure either:
 - a. Before the improvement or repair is started;
 - b. If the structure has been damaged and is being restored, before the damage occurred. For the purposes of this definition, "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure.
2. The term does not, however, include either:
 - a. Any project for improvement of a structure to comply with existing state or local health, sanitary or safety code specifications which are solely necessary to assure safe living conditions; or
 - b. Any alteration of a structure listed on the National Register of Historic Places or a State Inventory of Historic Places.

C. Complete for **Non-Residential Flood-proofed Construction**: N/A

Nonresidential Construction: New construction and substantial improvement of any commercial, industrial or other nonresidential structure shall either have the lowest floor, including basement, elevated to the level of the base flood elevation; or, together with attendant utility and sanitary facilities, shall:

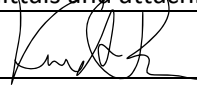

- Be flood-proofed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water;
- Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy;
- Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting provisions of this subsection based on their development and/or review of the structural design, specifications and plans. Such certifications shall be provided to the official as set forth in Section 15.28.140(C)(2);

Type of flood-proofing method: _____

Attach Flood-proofing Certificate (Must be completed and signed by registered engineer).

D. Complete for **Subdivisions and Planned Unit Developments**: N/A

- Will the subdivision or other development contain 50 lots or 5 acres? Yes No
- If yes, does the plat or proposal clearly identify base flood elevations? Yes No
- Are the 100 Year Floodplain and the Floodway delineated on the site plan? Yes No

II. Consent	
I understand, acknowledge and agree that the work to be performed is described herein and in attachments hereto. I agree that all such work shall be done in accordance with the requirements of the City of Bandon Floodplain Ordinance and with all other applicable local, State and Federal regulations. This application does not create liability on the part of the City or any officer or employee thereof for any flood damage that results from reliance on this application or any administrative decision made lawfully thereunder. I certify that the information provided in this application, including all submittals and attachments, is true and correct, to the best of my knowledge.	
X 	10-8-20
Property Owner's Signature	Date
X 	10-8-20
Applicant's Signature	Date

OFFICE USE ONLY

- 1. Permit **approved** Permit **denied** (Statement attached)
- 2. Elevation Certificate attached: Yes No
- 3. As built lowest floor elevation: _____ feet NGVD
- 4. Work inspected by: _____
- 5. Local Administrator Signature: _____ Date: _____
- 6. Conditions Attached: Yes No

Vivian Rowe – Conditional Use Form: Findings of Fact Section
Madison & 5th SW – 10/11/20

A. The Comprehensive Plan:

Applicant's Response:

The Comprehensive Plan designation for this property is Controlled Development 2 (CD-2) zone where residential use is permitted outright. The purpose of the zone is "to protect and enhance the unique character, natural resources and habitat characteristic of the Bandon Jetty and it's bluff area, to provide for the development of a coastal village atmosphere, and to exclude those uses which would be inconsistent with the area's character." A mix of uses is permitted outright provided the use promotes the purpose of the zone and all other zoning title requirements are met. These uses include single-family dwellings, residential and adult-foster care homes, and public utilities including service structures.

The proposed use is residential in nature – a single-family dwelling with an accessory dwelling unit on the west side of the 1st floor. Per Bandon Municipal Code chapter 17.24, single-family dwellings and accessory dwelling units are outright permitted uses in the zone.

B. The purpose and dimensional standards of the zone except as those dimensional standards that have been modified in authorizing the conditional use permit:

Applicant's Response:

The property is located in the CD-2 zone in an area where the primary use is residential, specifically single-family residences. The minimum lot size in the CD-2 zone for residential use is 5400sf, with 40' minimum accessible street frontage required and a minimum required lot depth of 90'. The property is .086 acres in size with street frontage of 47', lot depth of 80', and total lot square footage of 3,760. The property exceeds the CD-2 zone requirement for accessible street frontage, however does not meet the depth or square footage requirement. Therefore, per Title 17, chapter 17.104.050, The General Exception to lot size requirements states:

"1. A parcel or lot which does not meet the current lot size requirements of the zone in which the property is located may be developed, provided that all other requirements of the zone are met."

Further, Title 17, chapter 17.108.040 regarding Non-conforming Lots states:

"A. A legally created parcel or lot which does not meet the current lot size requirements of the zone in which the property is located may be developed, provided that all other requirements of the zone are met."

C. That the site size and dimensions provide adequate area for the needs of the proposed use:

Applicant's Response:

The parcel measures 47' X 80' for a total of 3,760sf. The parcel can accommodate the residence, the required parking spaces, mechanical equipment and landscaping desires of the owner. The total square footage of the residence and ADU, including two floors, loft and garage is 2,154sf. The first floor is 960sf, which results in 26% total lot coverage versus the 50% allowed in this zone. The proposed first floor ADU is 480sf, which is less than 650sf or 40% of the primary dwelling's floor area

Vivian Rowe – Conditional Use Form: Findings of Fact Section
Madison & 5th SW – 10/11/20

(1392sf X 40% = 557sf), thereby exceeding the specifications as stated in the Bandon Municipal Code 17.104.020 on General Provisions regarding accessory use.

D. That the site size and dimensions provide adequate area for aesthetic design treatment to mitigate possible adverse effect from the use of surrounding properties and uses:

Applicant's Response:

The City of Bandon requires that eight architectural features be incorporated into the aesthetic design of the proposed residence. The proposed residence contains these five features on the front elevation: gables, garage constructed with finish materials matching the residence, off sets on the building face or roof of at least twelve inches, recessed entry and eaves with a minimum projection of 6". These additional three features are found also: covered porches, clerestory windows and pillars or posts.

Additionally, the yard minimums have been increased, thus creating more of a view corridor than required by the Bandon Municipal Code. The building footprint provides additional side yard as it is 8' from the south property line rather than the 5' allowed, thus serving as a buffer to the adjacent parcel to the south. Also, the residence is sited on the north setback line to maximize westerly views by our neighbor to the east.

E. The characteristics of the site are suitable for the proposed use considering size, shape, location, topography and natural features.

Applicant's Response:

The proposed residence fits within the allowable setbacks and allows sufficient room for parking and landscaping. The site is level and minimal grading will be required to drain water away from the foundation.

F. All required public facilities and services have adequate capacity to serve the proposal, and are available or can be made available by the applicant:

Applicant's Response:

The property will be served by the City of Bandon for water, sewer and electricity. Excessive demands on the city infrastructure are not likely.

G. The proposed use will not alter the character of the surrounding area in a manner which substantially limits, impairs, or precludes the use of surrounding properties for the permitted uses listed in the underlying zoning district:

Applicant's Response:

The proposed residential use is compatible with the surrounding residential area, and would be considered low impact given other types of uses allowed in the CD-2 zone. The proposed use will not alter the character of the surrounding area, and no negative effects on surrounding properties are anticipated.

Vivian Rowe – Conditional Use Form: Findings of Fact Section
Madison & 5th SW – 10/11/20

H. All other requirements of this title that apply:

Applicant's Response:

It is the understanding of the applicant that all design criteria listed in the BMC have been met or exceeded including providing a minimum of 8 architectural design features, lot coverage is less than the maximum allowed and required yards have been met. Additional criteria are not known to the applicant at this time.

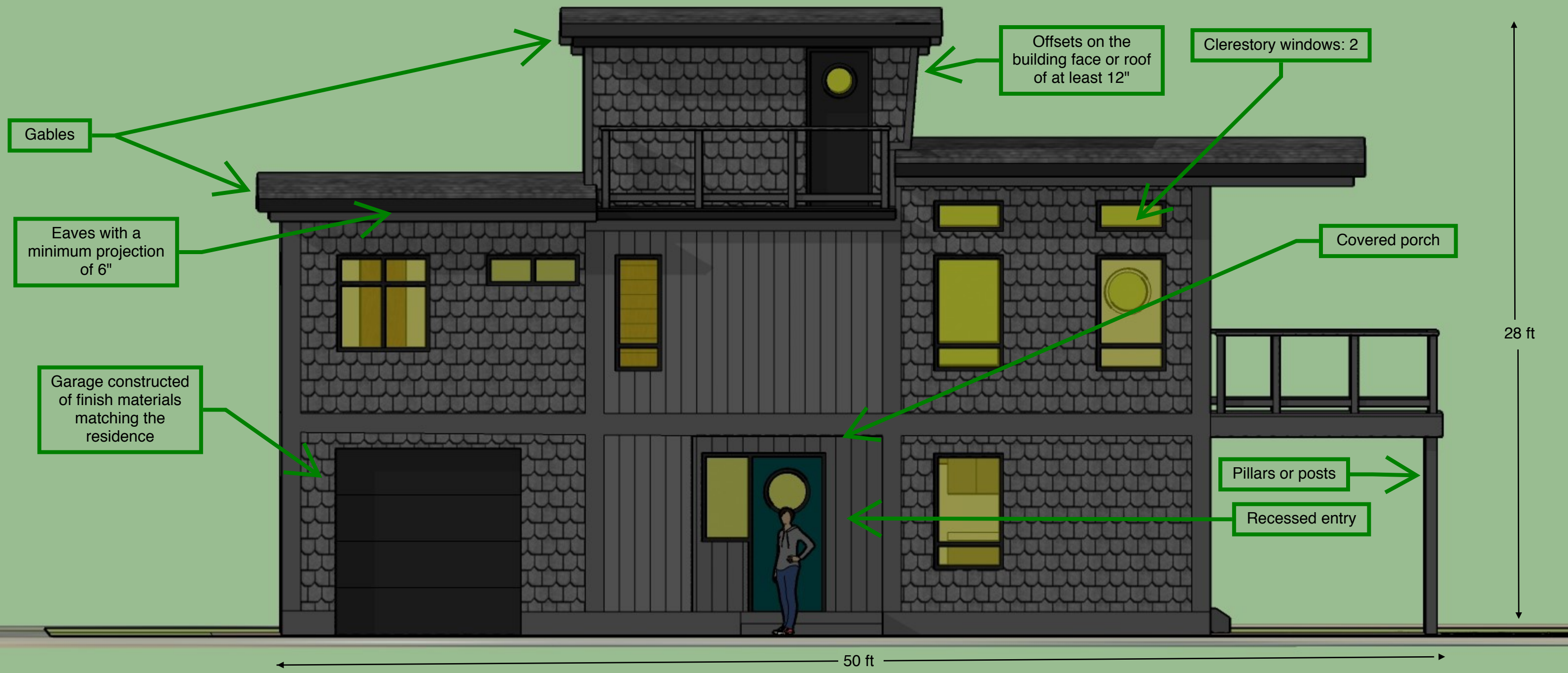
SeaNest
Vivian Rowe
11/2/2020



Rendering from Madison & 5th

Eight Architectural Features

North Elevation



Gables

Eaves with a minimum projection of 6"

Garage constructed of finish materials matching the residence

Offsets on the building face or roof of at least 12"

Clerestory windows: 2

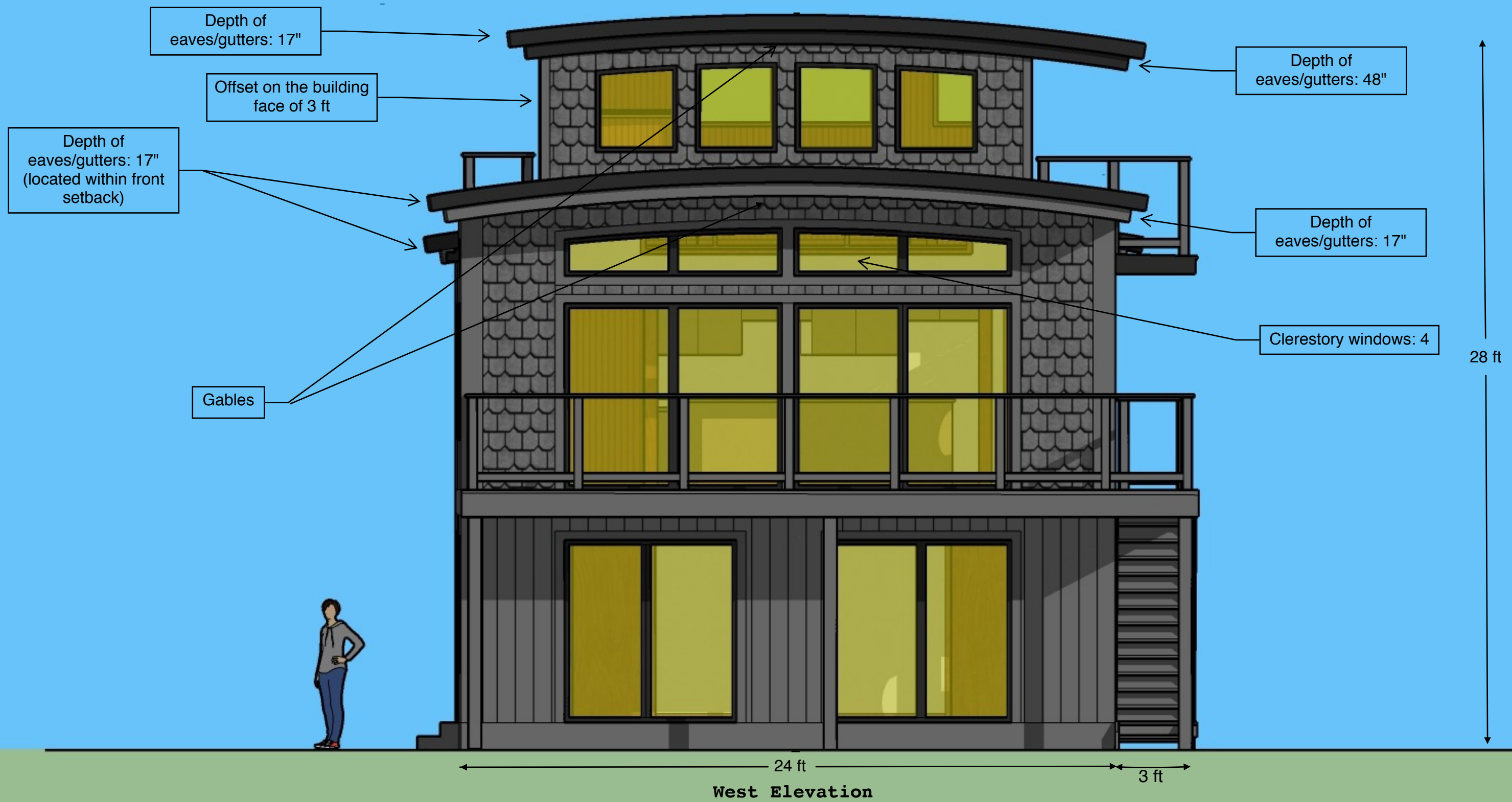
Covered porch

Pillars or posts

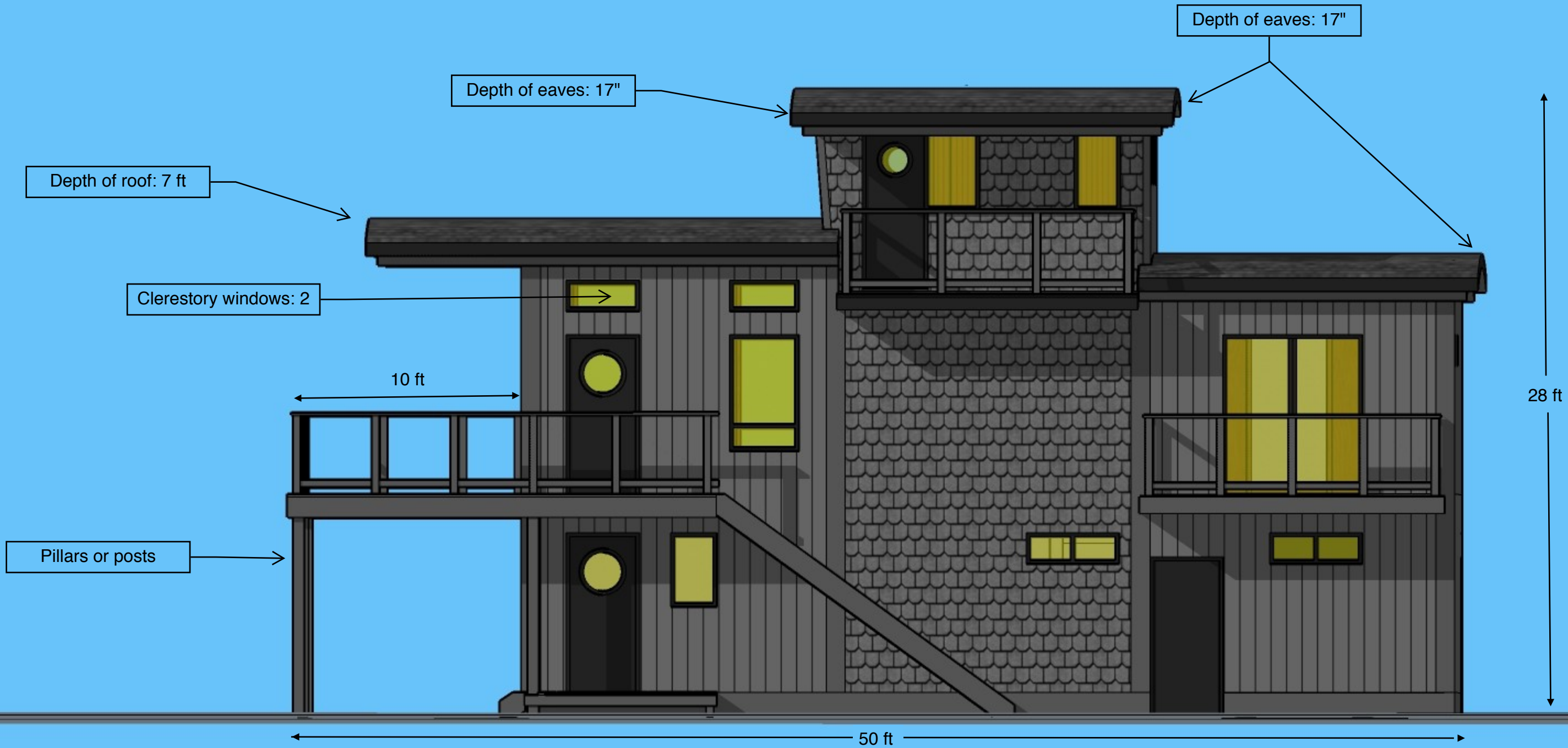
Recessed entry

28 ft

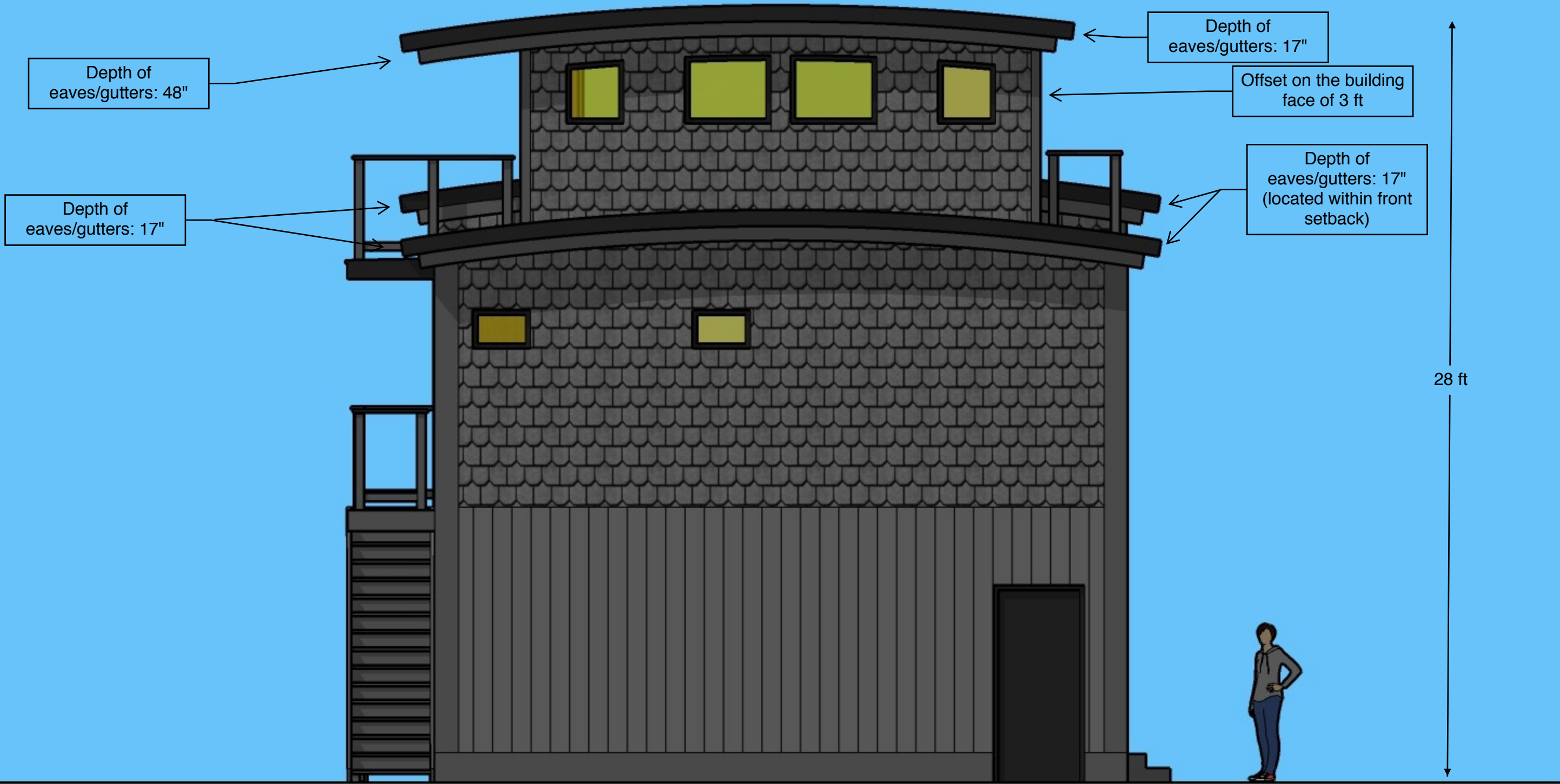
50 ft



West Elevation



South Elevation



Depth of eaves/gutters: 48"

Depth of eaves/gutters: 17"

Offset on the building face of 3 ft

Depth of eaves/gutters: 17"

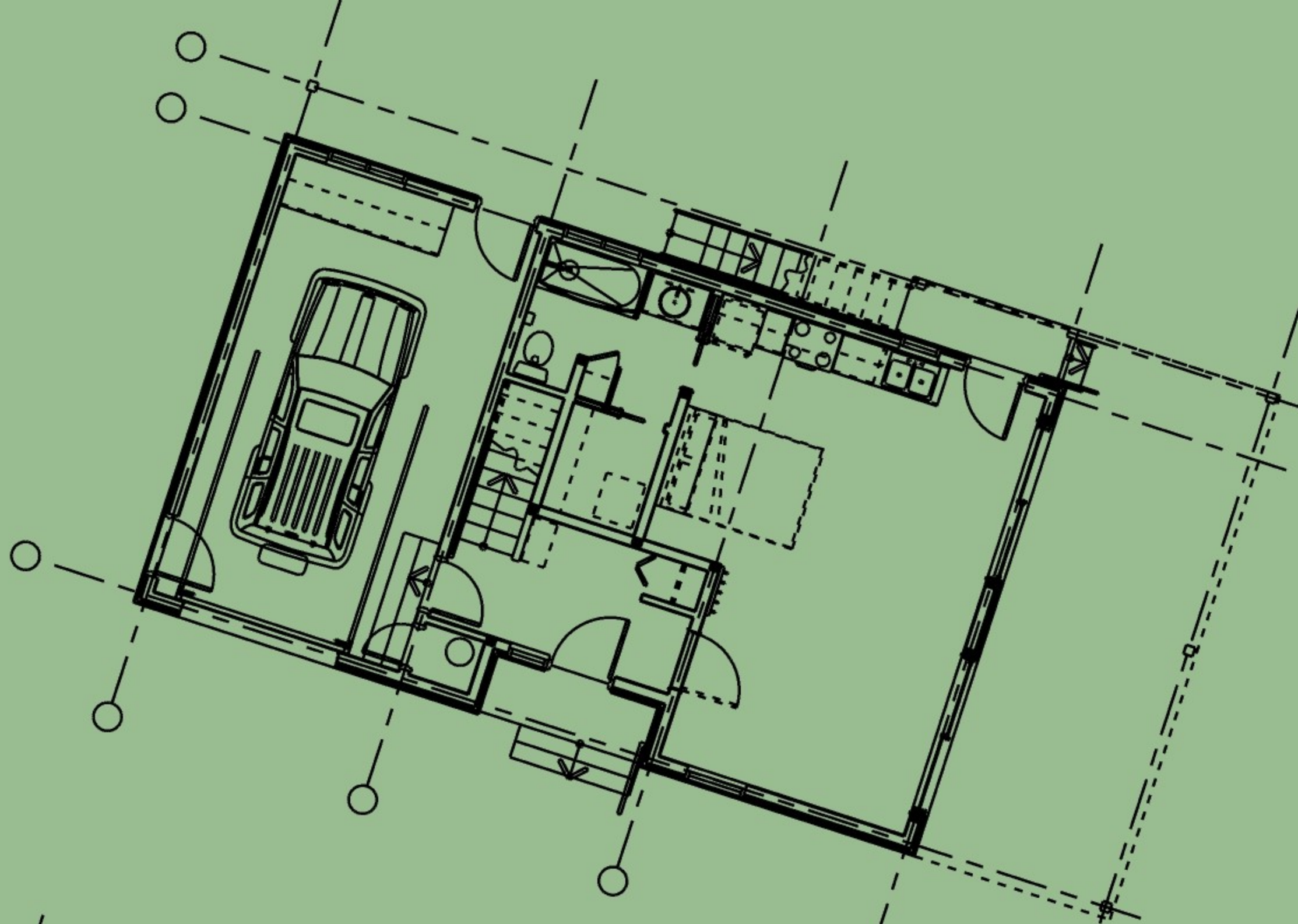
Depth of eaves/gutters: 17" (located within front setback)

28 ft

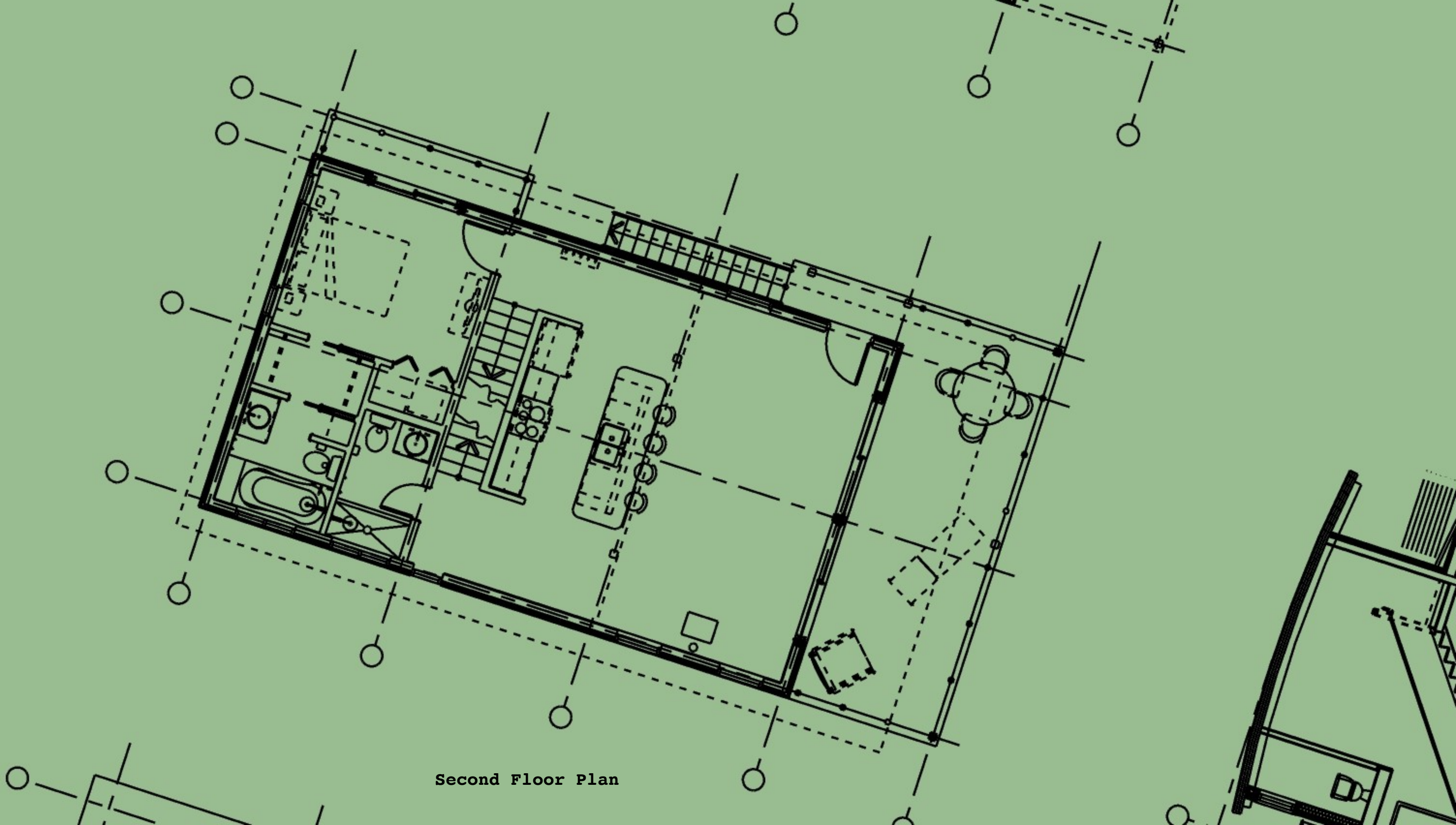
3 ft

24 ft

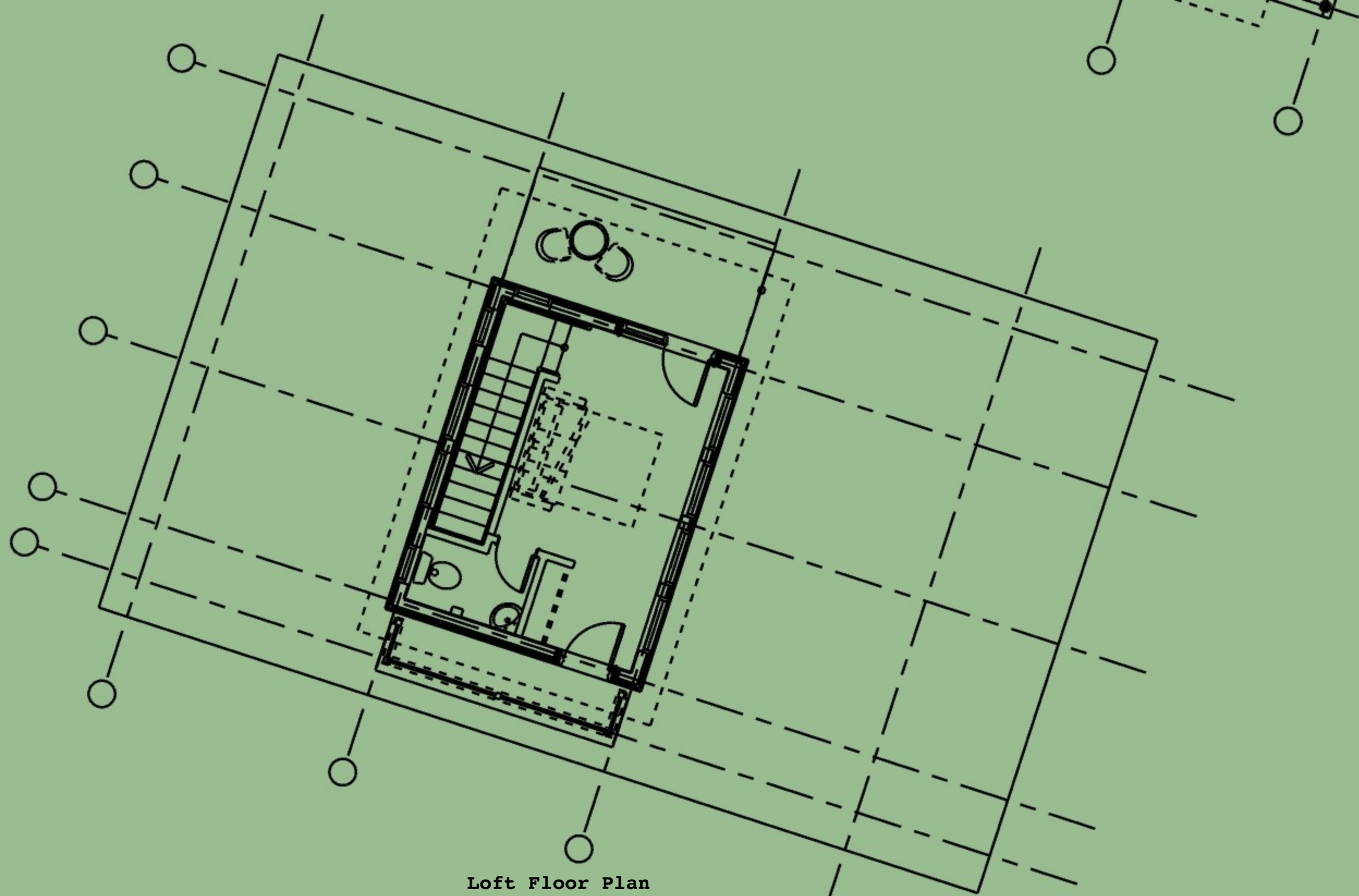
East Elevation



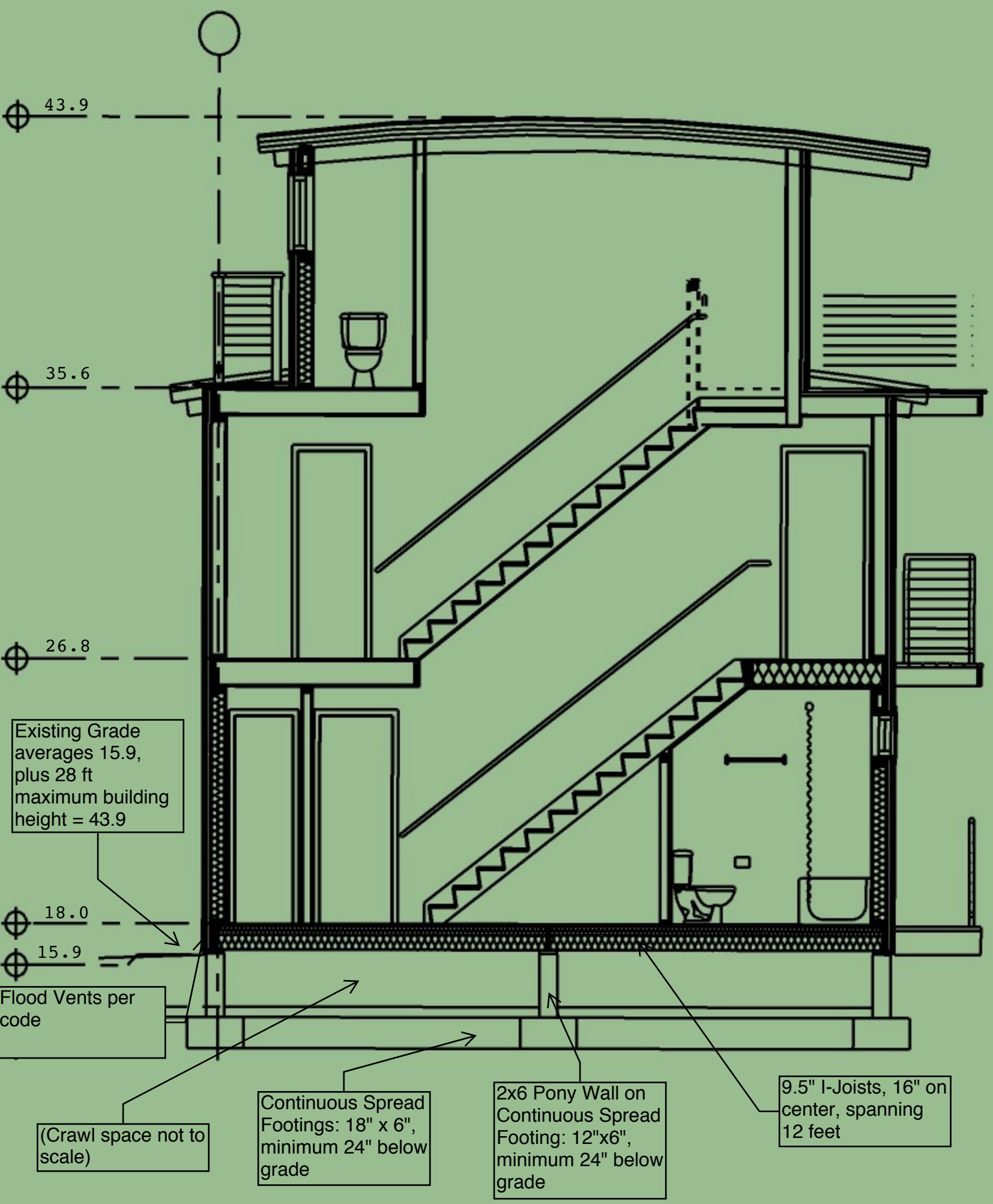
First Floor Plan



Second Floor Plan



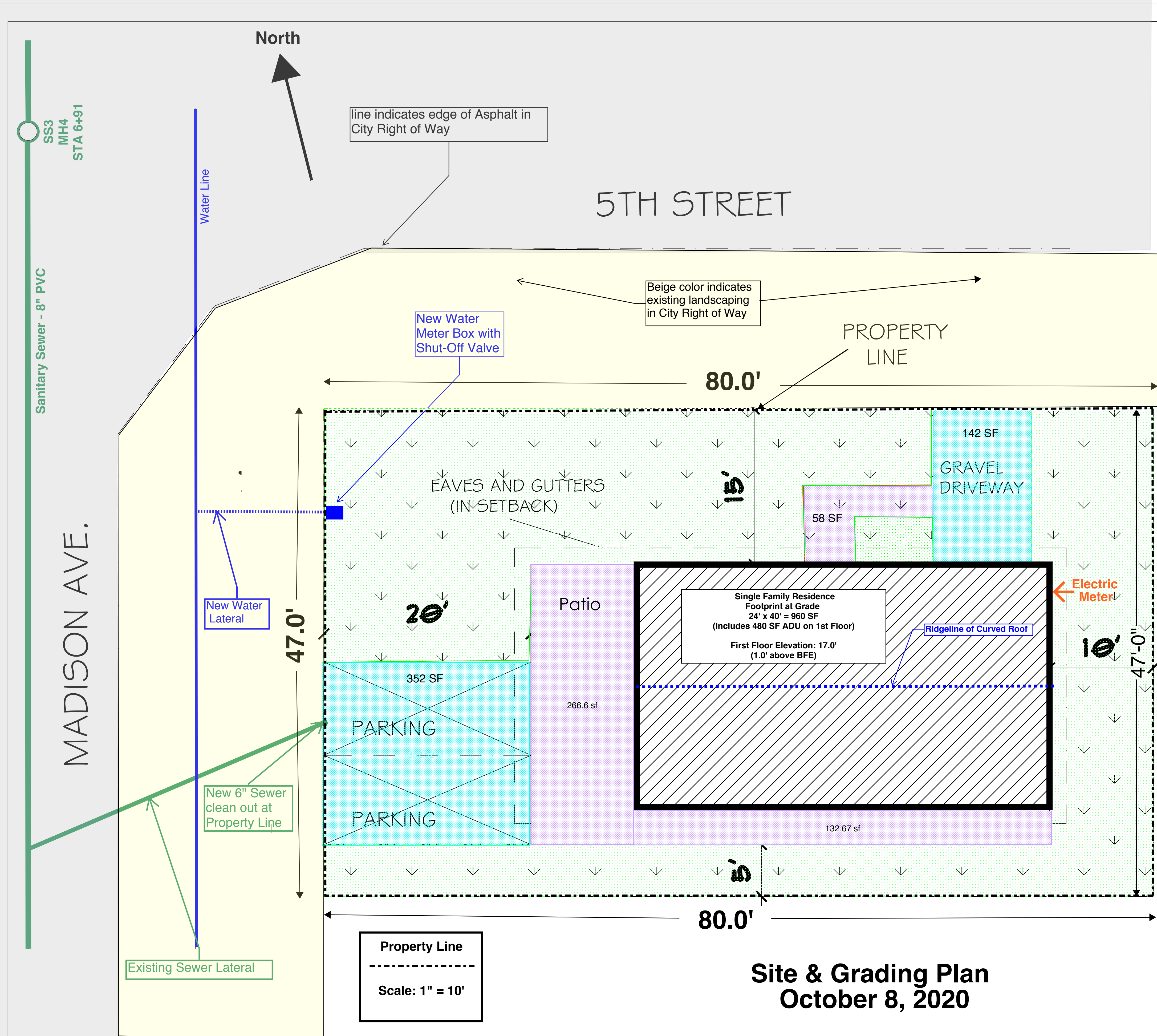
Loft Floor Plan



SeaNest on the Jetty

Address:
Madison Ave & 5th
Bandon, OR 97411

Owner: Vivian Rowe
Phone: (858) 245-8452



Elevations

Existing Grade: 15.4 to 16.4

Base Flood Elevation: 17.0

Crawl Space: 15.0

First Floor: 18.0

Nearest Fire Hydrant:

150 Feet South at Madison Ave & 6th Street

Setbacks

Front: 20' (Madison Ave)

Back: 10'

Side/Corner: 15' (5th Street)

Interior Side: 5'

Site Area Assessment

Total Lot Area (47' x 80'): 3,760 SF

Bldg Footprint at Grade: 960 SF

Total Bldg Coverage: 25.5%

North Driveway: 142 SF

North Walkway: 58 SF

West Parking: 352 SF

West & South Patio: 401 SF

Total Paving: 953 SF (25.3%)

Total Lot Coverage: 1,913 SF (50.8%)

Lawn/Landscaping Area: 1,847 SF (49.2%)

Grading Plan

Existing grades to remain as-is with the exception of minor grading required to achieve drainage away from the foundation per the City's requirement of 6" in 10 feet.

Property Line

Scale: 1" = 10'

Site & Grading Plan
October 8, 2020