

Single Family and Duplex Permit Site Plan Requirements

The following information must be provided with your building permit to allow the Planning Department to determine if your proposed home meets the requirements of the zone district for your property. There may be additional requirements if your property is zoned Planned Development (PD). For additional design requirements please see [Article 6](#) of the Lakewood zoning ordinance. Please call the Planner of the Day at 303-987-7571 if you have any questions or need any additional information.

1. A Site Plan (24" x 36") drawn to scale (i.e. 1" =10') showing the dimensions of the structure from every property line and/or sidewalks or edge of asphalt. It should also show property lines, sidewalks, curbs, gutters, edge of asphalt, and streets.
2. Property address, subdivision name, lot and block, and owner's name.
3. The Site Data Chart shown on the plan with the following information completed:

| Site Data Chart | | | |
|---------------------------------|-------|--|------------------------|
| Zone District: | _____ | | |
| Lot Size: | _____ | square feet | |
| House Size: | _____ | square feet | _____ % lot size |
| Total Building Coverage: | _____ | square feet | _____ % lot size |
| Parking/Driveway Coverage: | _____ | square feet | _____ % lot size |
| Open Space: | _____ | square feet | _____ % lot size |
| Accessory Structure (attached): | _____ | square feet | |
| Accessory Structure (detached): | _____ | square feet | |
| Width of House: | _____ | feet | |
| Width of Garage Door(s): | _____ | feet | _____ % width of house |
| Width of Garage Door Windows: | _____ | feet (for attached front-load garage only) | |
| House Building Height: | _____ | feet | |

4. Grading information including the finished floor elevations and finished grade of all corners of the building. All retaining walls, with their height, should be shown.
5. Building elevations of all sides of the house, with materials and colors identified.
6. Attached front-facing garages may not exceed 50% the width of the house, and shall not exceed 8' in front of the front plane of the habitable portion of the house.
7. Doors on attached front-loaded garages shall include windows along at least 50% of the width of the door and shall be compatible with the building's architecture. The street-facing façade of

attached side-loaded garages shall include at least one window and shall be compatible with the building's architecture.

8. Landscaping of the front yard: A minimum of 50% of the front yard must be a living ground cover and a minimum of one tree must be provided, in addition to the required street trees. Street trees are required every 35 lineal feet of the street frontage, including corner lot street sides. The trees must be a minimum of 1.5 inches in diameter for an ornamental deciduous tree, 2.5 inches in diameter for a canopy shade tree, or a minimum of 6' tall for any evergreen tree. At least one tree shall be planted along the street within 8 feet of the back of curb or edge of asphalt. Any existing trees over 4" in diameter on the property that are retained after construction can be counted to meet this requirement. See [Section 17.6.5](#) for more information.

Single Family and Duplex Permit Notes. The following notes, without any changes or deletions, shall be placed upon the site plan drawing. In addition, the lighting note shall be placed on the electrical plan sheet.

General Notes:

1. Retaining walls over 30-inches in height must be engineer approved and receive separate approval. The wall must be setback from the property line a minimum distance of the wall height.
2. Garages must be setback a minimum of 18-feet from the back of the sidewalk.
3. No structures over 30 inches in height, including but not limited to decks, covered patios, sunrooms, stairs and patios shall be allowed within the minimum setback requirement.

Maintenance:

The land owners, or successors in interest shall be responsible for the regular and proper maintenance of all landscaping elements installed on the right-of-way or on private property, from the back of curb of the street and to keep them in good and healthy condition. All landscaping shall be maintained free from disease, pests, weeds, litter and all landscaping structures such as fences and walls shall be repaired and replaced as necessary to maintain them in a structurally sound condition.

Surety:

Landscaping shall be installed prior to Certificate of Occupancy (CO). In the event that weather conditions prevent installation of landscaping, the owner will be required to post collateral with the City and sign a collateral agreement prior to the issuance of a CO. Upon successful installation of the required landscaping, the collateral will be refunded to the depositor listed on the agreement. Failure to install the required landscaping will result in forfeiture of the landscape collateral. The City of Lakewood does not issue a Temporary Certificate of Occupancy.

Lighting: *(To be placed upon the electrical plan sheet)*

The City requires the homeowner/developer to install curb/driveway lighting for each single-family home and dwelling unit adjacent to a residential local street without existing streetlights. The curb/driveway lighting shall meet following requirements:

1. Activated by hard-wired (without a manual switch) photocells within the development.
2. Include the equivalent of at least one 60-watt light bulb.
3. Be located no further than 35 feet from the back of the curb nor 40 feet from the edge of the street pavement where no curb exists.
4. Installed and maintained by homeowner/developer/property management and/or Homeowners' Association.
5. Comply with the recorded Homeowners' Association Covenants (if applicable).