



LCExpress

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Home Addition, Garage, Shed in a Subdivision Checklist

This checklist will assist you in creating your site plan in a subdivision. Common development plans related to this checklist include all or some of the following features: Home Addition, Garage, Large Shed, Yard Infill projects.

NOTE: Subdivisions have pre-approved grading and drainage plans that typically use low points along the property lines between houses and lower point at the back and the front of the property to direct drainage to storm sewer inlets.

This pre-approved plan prevents drainage from impacting other properties and cannot be changed by your plans.

NOTE: Older Subdivisions will typically require additional information if the subdivision grading and drainage plan did not follow current regulations.

Plan Requirements

- North Arrow
- Description of work
- Verification of approval from other Jurisdictions having authority
 - Some common requirements for your reference:
 - Twp Zoning,
- Location and dimensions of all property lines and parcel area
 - Can be found on AREIS or LCEO GIS
- Location and dimensions of all new development details including buildings, driveways, paved surfaces, decking, drainage systems, septic systems.
 - Label these items as proposed (ex: Proposed Addition, Proposed Garage)
 - Provide measurements from property lines to the new items.
- Lines and dimensions identifying any public right of ways, property easements, and required setbacks
 - There is typically a drainage easement at the rear of the property that is a common concern.
- Locations of existing structures. Label these as existing (ex: Existing Driveway, Existing Garage)
- Indicate proposed building finished floor elevation (FFE) and spot grades that show proposed grading of new driveways, patios, sidewalks, etc.
 - This is commonly determined based off of the ground as it currently exists.
 - Example: a slab on grade is commonly used for detached sheds or garages and will typically be about 4 to 6 inches above the existing ground because of the thickness of the concrete floor.
 - Example: home addition will commonly “match existing floor elevation”
 - Example: A home addition may be “7 to 8 inches below existing floor elevation” for a step-down addition such as a sun room.
 - It is also common to use an existing patio or walkway as a base point.
 - Example: Proposed Garage floor elevation to match existing concrete driveway.
 - Example: Proposed Shed floor elevation and walkway elevation to match existing concrete patio elevation
- Proposed drainage measures such as ditches, drainage pipe systems, etc. if these measures will be used or needed.
- Drainage Arrows: arrows that show how drainage will flow from the new development to the planned drainage on the property.

*** This checklist is strictly for assistance. It provides the most common requirements for the common development type indicated in the title. You may need to provide additional information to meet requirements if requested by the LCEO.**