

**CITY OF LANCASTER  
PLANNING DEPARTMENT**

44933 Fern Avenue  
Lancaster CA 93534  
(661) 723-6100

**RESIDENTIAL PLOT PLAN PROCEDURES**

1. Submit two (2) copies of the proposed plot plans to the Planning Division for approval no larger than 36" by 40" and no smaller than 18" by 24". Label as "plot plan only". Plot plans shall be engineered drawings that match the final map.

NOTE: Review of plans normally takes two to four weeks depending on staff workload.

2. Plot plans for model homes are not to be approved unless the Director's Review has been approved for the model homes or sales office (per Section 17.08.060.0 - Model Homes).
3. Plot plans for other than model homes shall not be approved until the final map has recorded. Provide proof that map has recorded.
4. The landscape plans for model homes and production homes shall be approved (per Ordinance No. 629) prior to approval of the plot plan submittal.
5. All application submittals for plot plans (including models) shall include the following information:
  - a. Provide the footprint and square footage for each model floor plan (this is the first floor of the house to include the garage size).
  - b. Dimension the width and length of each building.
  - c. Indicate the size and the location of A/C units and distance to property line. Minimum distance required is 5 feet.
  - d. Label the plot plan as a plot plan (a precise grading plan is submitted for modification of production plans; the Engineering Division of Public Works Department will advise if required).
  - e. Add lot coverage percentage.
  - f. Lot size.
6. The individual lots should have the length and width dimensioned on each lot.
7. All setback dimensions shall be legible on each individual lot.
8. Indicate the location of the interior block wall on the plot plan per Section 17.08.150.J.4.
9. Provide the name of the project, tentative tract map number, engineer, and applicant.
10. The temporary use of generators require a Director's Review; include a noise study with packet.
11. Subdivision sales office and signs require approval of a Director's Review (Per Section 17.08.060.R)
12. Once the plot plan is approved by the Planning Division, copies of the approved plans will be returned to the Building Division of Public Works Department for distribution.