

## **Appendix C**

### **North Carolina Parks and Recreation Trust Fund**

#### **Instructions for As-Built Site Plans**

## Instructions for Producing As-Built Site Plan

If the park layout differs from the plan submitted with your application, you *must* submit two (2) color-coded, scaled site plans with your close out documentation. A site plan will remain part of the official project file for reference when determining grant-funded facilities. Site plans should be no smaller than one 8 1/2" x 11" page and no larger than an 11" x 17" page. Do not use card stock or similar heavy paper. Also include two (2) copies of an 8 1/2" x 11" floor plan if your project includes a large building such as a community center. Do not include floor plans for picnic shelters or restrooms.

Include the following items on each site plan with appropriate color coding:

**GREEN:** PARTF Funded Facilities – Recreational facilities, support facilities and other items funded with this grant. Do Not include grading or utilities.

**RED:** Park Boundaries

**ORANGE:** Future Facilities / Development

**YELLOW:** Easements (power, sewer, water lines)

**WHITE:** Pre-Existing facilities OR facilities developed with non-PARTF funds

Also Include on the map:

- **Title:** Name of project, project sponsor and project number
- **Map Information:** North arrow, Scale bar and date prepared and prepared by.
- **Roads** – Show and label entrance and access roads to the site as well as names of adjacent roads
- **Acreage:** Site acreage (separate land and water acreage)
- **Uses of Adjacent Property** (ex. residential, undeveloped, business)

**Example of As-Built Site Plan**



