

Steps to measuring your property and tips:

1. House
 - a. Measure all sides, locations of windows and how high they are off the ground, etc.
 - b. Note elements, such as, location of utilities on or near house, water meter, hose bibs, downspouts, direction doors open, etc.
2. Boundary
 - a. Measure the property lines and elements, such as, utility poles, location of water meter, fences, etc.
3. Contents
 - a. Trees, permanent features, existing patios, height of windows from the ground, width of roof overhang/eave, etc.
4. Photographs
 - a. Take photos from various angles from a distance.
 - b. Take up-close photos of various details.
 - c. Go inside your home and look out windows to observe views, areas in need of screening, etc.
5. Once your “base plan” is made, make extra copies.

Methods of measuring:

1. Running – Stretching out a measuring tape and recording the overall length or distance, then recording elements along that distance. Example: A wall is 35 ft. long. Then record where each window starts and ends along that distance. One window starts at 10 ft. and ends at 13 ft. The next window starts at 25 ft. and ends at 28 ft.
2. Direct – Measuring one segment or element at a time. For example: One corner of the wall starts at 0 ft. and the distance to the first window is 10 ft. So, the first measurement is 10 ft. The next measurement is the window that starts at 0 ft. and ends at 3 ft. so the second measurement is 3 ft.
3. Triangulation – Measuring from point A to point C and from point B to point C. A compass is used to draw those distances; where the lines cross is where an object is located. Used to determine exact location of boundaries and contents, for example, trees and fences. (Refer to “How to Triangulate” handout.)
4. Google Earth - Find your property on Google Earth, and use the tools Google Earth provides to take measurements of the outside perimeter, each area of roof as it drains to each downspout, the driveway, sidewalks and patio areas. Print this out.
5. Existing site plan – Check with local building and/or planning departments and if a site plan or survey of your property exists. Be sure to verify measurements.