

Site Plan Checklist

A Site Plan. All site plans shall be drawn with a straight edge
& features shall be to scale using an engineer scale.

For Residential Applications

A site plan printed on 11 X 17 to scale (if on larger paper please submit 7 copies) Please show the following on all site plans.

- North arrow
- Title block with the project name, address, drawing title, tax parcel number, & the name/address /phone of the person preparing the drawing.
- All Property boundaries, dimensions, total parcel acreage or square footage dimensions.
- Building footprint square footage for all proposed existing structures [for Site Plan Approval Advance Determination (SPAAD) applications show buildable area rather than building footprint]
- Environmentally sensitive areas such as ravines, seasonal creeks, bodies of water, wetlands, steep slopes, etc.
- On-site septic system location or sewer lines (existing or proposed) Show measurement from foundation to septic tank, drainfield, & reserve area. Show transport line.
- Well location & water lines. Show 100' radius around well.
- Impervious surfaces such as driveways or patios. Show driveways all the way to access road, not just to the property boundary.
- Setback distances from property boundaries to structures, distance between structures, & distances from structures to environmentally sensitive areas such as wetland, shorelines, steep banks, etc.
- Location of any easements & encumbrances such as utility or access easements.
- Method & location of stormwater disposal facilities such as drainage swales, tightlines, dry wells, curtain drains, etc.
- For applications on marine or river shorelines show ordinary high water mark, top of banks & heights of banks.
- Locate the Propane Tank, Size of tank, A/G or U/G & distance from nearest bld.

For Commercial, Industrial, Multifamily & Small-scale Recreational & Tourist Uses as listed in Table 3-1

A site plan prepared by a licensed civil engineer, architect, or landscape architect containing the following information in addition to the general information required above (in these instances, site plans may be printed on larger paper).

- All existing & proposed development or use areas.
- Existing structures & significant features on the subject property & on adjacent properties.
- Property lines, adjoining street, & immediately adjoining properties & their ownership.
- The layout of an internal vehicular & pedestrian circulation system, including location & dimensions of existing & proposed improvements on public right-of-way such as roads, sidewalks, & curbs.
- Corner grades & existing contours of topography at five-foot contour intervals.
- Existing & proposed grades & volume & disposition of excavated material, if applicable
- Natural drainage direction & storm drainage facilities & improvements.
- Locations of all existing & proposed utility connections.
- Parking spaces & driveways.
- Proposed landscaping.