

Chapter 109 – Site Plan Review  
Application Requirements check list

\_\_\_\_\_ seven copies of the site plan, at a scale of not less than one inch equals 20 feet for multifamily residential development and one inch equals 40 feet for all other developments.

\_\_\_\_\_ three copies of the application for site plan approval shall be accompanied by information contained on the following checklist:

Title of the drawing \_\_\_\_\_

Name of the person responsible for the drawing \_\_\_\_\_

Address \_\_\_\_\_

Name of Applicant \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

\_\_\_\_\_ The North arrow, scale and date.

\_\_\_\_\_ The boundaries of the property plotted to scale.

\_\_\_\_\_ Existing buildings.

\_\_\_\_\_ A grading and drainage plan, showing existing and proposed contours, rock outcrops, depth to bedrock, soil characteristics and watercourses.

\_\_\_\_\_ The location, design, type of construction, proposed use and exterior dimensions of all buildings.

\_\_\_\_\_ The location, design and type of construction of all parking and truck loading areas, showing access and egress.

\_\_\_\_\_ Provisions for pedestrian access.

\_\_\_\_\_ The location of outdoor storage, if any.

\_\_\_\_\_ The location, design and construction materials of all existing or proposed site improvements, including drains, culverts, retaining walls and fences.

\_\_\_\_\_ A description of the method of sewage disposal and the location, design and construction materials of such facilities.

\_\_\_\_\_ A description of the method of securing public water and the location, design and construction materials of such facilities.

\_\_\_\_\_ The location of fire and other emergency zones, including the location of fire hydrants.

- \_\_\_\_\_ The location, design and construction materials of all energy distribution facilities, including electrical, gas, and solar energy.
- \_\_\_\_\_ The location, size and design and type of construction of all proposed signs.
- \_\_\_\_\_ The location and proposed development of all buffer areas, including existing vegetative cover.
- \_\_\_\_\_ The location and design of outdoor lighting facilities.
- \_\_\_\_\_ The identification of the location and amount of building area proposed for retail sales or similar commercial activity.
- \_\_\_\_\_ The general landscaping plan and planting schedule.
- \_\_\_\_\_ An estimated project construction schedule.
- \_\_\_\_\_ A record of application for and status of all necessary permits from other governmental bodies.
- \_\_\_\_\_ Identification of any permits from other governmental bodies required for the project's execution.
- \_\_\_\_\_ Other elements integral to the proposed development as may be considered necessary in the particular case by the Planning Board.

**Application Fee is \$100.00**