

ZONING REVIEW
(Plan Submittal Checklist)

Review and approval of plans by the Building and Zoning Committee is required before an application for a building permit will be accepted. All items on this checklist must be received in order to proceed to Building and Zoning Committee review.

_____ Sealed Survey

_____ CAD file of survey and site plan with breakdown of required calculations

_____ Two (2) sets of building plans and one (1) in digital PDF format

The above-referenced items must, at a minimum, clear depict the matters listed below and, as applicable, provide the necessary calculations.

- ___ 1) Total area of lot
- ___ 2) All building setbacks, including second story setback, if applicable
- ___ 3) Finished floor elevation
- ___ 4) Building height(s) as measured from finished floor elevation
- ___ 5) Pitch or slope of roof(s)
- ___ 6) Height of all exterior walls
- ___ 7) Total lot occupancy or coverage
- ___ 8) Coverage of lot by buildings
- ___ 9) Total floor area including delineation of first story and second story floor areas
- ___ 10) Percentage of front setback area to be covered with landscape material
- ___ 11) Driveway detail sufficient to depict all materials utilized, percentage of driveway consisting of turf, artificial turf, or a combination thereof and the dimension(s) of any area of the driveway consisting of turf, artificial turf or a combination thereof
- ___ 12) Drainage and grading plan