

Residential Site Plan Checklist

A site plan must be completed legibly and to scale, unless expressly stated below.

1. Property Owner
2. Street Name
3. Address or Tax Map Number
4. Property Lines with Dimensions (in Feet)
5. Setbacks (distance) to all property lines from all Existing and New Construction and/or Structures.
6. Location of proposed New Construction and/or Structures
7. Overall building dimensions and square footage of New Construction and/or Structures.
8. Location and approximate size of Existing Buildings and/or Structures.
9. Height of New Construction and/or Structure
10. Identify location of Road or Street, and Access Point to it (Driveway).
11. Identify known Easements.
12. Location, Dimensions, and Area of Driveways and Easements. Label Driveway as New or Existing.
13. Location and Dimensions of Septic Tank, Drain Fields, or Sewer, and Distance from New Construction and/or Structure.

14. Area of New Construction and/or Structures (From #7):

15. Estimated Land Disturbance (Add Total from #7, #12 if new or expansion, & #13):

**** Only numbers 1, 2, & 3 need to be completed for the following: Demolition, Re-Roof, Roof Mounted Solar, Docks/Bulkheads, Change of Use, Renovation, Replace or Remove Fuel Tanks (Specify Location of Existing Tank), or Elevation of House. ****

**** Docks/Bulkheads – Include Site Plan from JPA Application ****

**** Only numbers 1 – 8 & 13 – 15 need to be completed if you are applying for a Pool ****

**** Only numbers 1 – 9 & 13 – 15 need to be completed if you are applying for an Addition ****