

PLANNING REVIEW FORM – MAIN STRUCTURE				
Address of Proposed Project:				
Zone:				
Proposed Use:				
Project Type Check all that apply		Alteration (addition <input type="checkbox"/> or removal)	New Build <input type="checkbox"/>	
If an addition, is the total floor area of proposed addition(s) less than 50% of the total floor area of the main structure?			<input type="checkbox"/> YES	<input type="checkbox"/> NO
Total Floor Area in m ²	Area Existing Structure(s):		Area Proposed Addition(s):	

Provisions

All numeric dimensions must be provided in metric units

Zoning Provisions	Required	Proposed
- Lot Area		
- Lot Frontage		
- Front Yard		
- Interior Side Yard		
- Interior Side Yard		
- Exterior Side Yard		
- Rear Yard		
- Lot Coverage		
- Landscaped Open Space		
- Height (measured from grade to mid-point)		
Parking	Required	Proposed
- Number of Typical Parking Spaces		
- Typical Parking Space Dimensions		
- Number of Barrier Free Parking Spaces		
- Barrier Free Parking Space Dimensions		
- Number of Loading Spaces		
- Loading Space dimensions		
- Width of Driveway		
Other		
- Width and Location of Planting Strip		

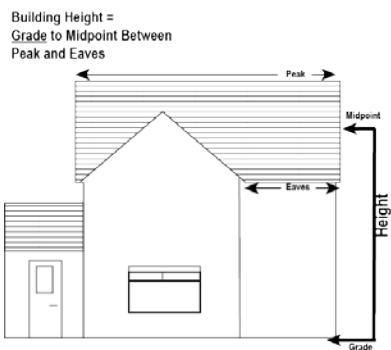
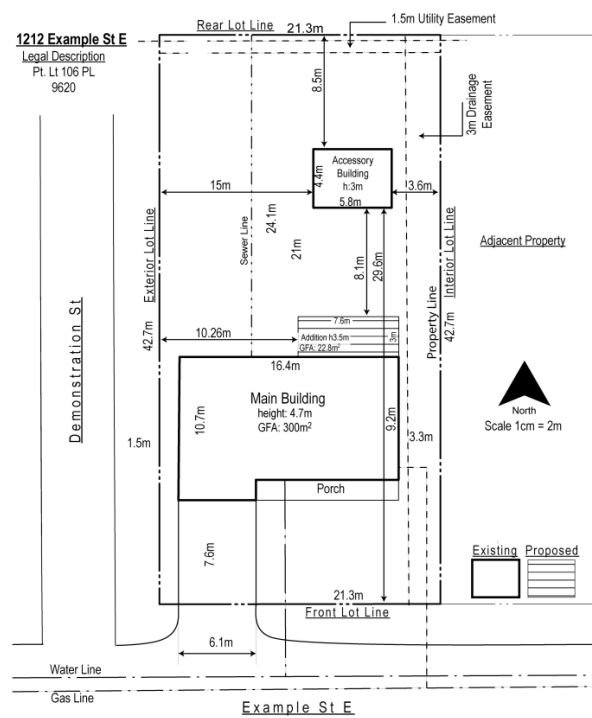
Contact Information	
Name of Owner:	
Email:	Phone:
Mailing Address:	
<i>I hereby declare that the statements made herein are, to the best of my belief and knowledge, a true and complete representation of the intent of this proposal.</i>	
Owner's Signature:	Date:

SITE PLAN DRAWING MINIMUM REQUIREMENTS

A site plan must be submitted for planning review for both new builds and alterations. Please attach separately. **All numeric dimensions must be submitted in metric units.**

Title, scale, and north Arrow	<input type="checkbox"/>	Address and legal description	<input type="checkbox"/>
Street location	<input type="checkbox"/>	Property lines and dimensions	<input type="checkbox"/>
All existing buildings and structures (including shape, size, dimensions, height)	<input type="checkbox"/>	Proposed construction (including use, shape, size, and dimensions)	<input type="checkbox"/>
Setbacks to all property lines from existing and proposed structure	<input type="checkbox"/>	Any buildings or structures to be removed (Denote with hatched lines)	<input type="checkbox"/>
Separation distances between all buildings and structures	<input type="checkbox"/>	Driveway location and dimensions	<input type="checkbox"/>
Right of way and easements	<input type="checkbox"/>	Well-septic location (if applicable)	<input type="checkbox"/>

SITE PLAN DRAWING EXAMPLE



OFFICE USE ONLY

Reviewed by: _____ Date: _____

Comments: