



STAFF ONLY

Permit No. _____

Revision No. _____

Date _____

**SITE DEVELOPMENT PLAN CHECKLIST
Residential Additions (in critical area)**

For a residential addition in the critical area, your site development plan must include:

- (1) a title block (this identifies the property and should include the lot number, owner's name, etc);
- (4) north arrow;
- (5) a scale (such as 1" = 40' or 1" = 100');
- (6) a legend;
- (7) the gross area of the lot in acreage and square feet;
- (8) the zoning of the lot;
- (9) the lot boundary (property lines);
- (10) the setbacks required by Article 18 of this Code (show how far the proposed construction is from property lines);
- (13) the location and size of all existing and proposed easements with a label explaining the purpose;
- (14) the location, rights-of-way widths, paving widths, and names of all existing improved and unimproved roads;
- (16) the location of slopes by categories of 15-25% and greater than 25% and associated buffers; the location of a 100-year floodplain, including FEMA floodplain; the location of coastal floodplain and coastal high hazard areas; and the location of other natural features;
- (19) the location of existing and proposed structures, sewers, water lines, and storm drains on the lot, and a note if they are to be removed;
- (22) the critical area boundary and classifications and a tabulation of acreage by critical area classification;
- (23) the location of private onsite water and sewerage facilities;
- (25) the proposed use and height of each structure on the lot;
- (26) a detailed computation of:
 - (i) floor area for each structure;
 - (ii) coverage by structures (% of property);
 - (iii) number of parking spaces; and
 - (iv) number and size of dwelling units by type, i.e. houses, townhouses, apartments

Waterfront Only (items 32-36)

- (32) mean high and mean low water lines;
- (34) the location of existing and proposed piers, launching ramps, and shore erosion control measures, and existing deterrents or aids to navigation;
- (35) the dimensions and material for piers, pilings, and shore erosion control measures;
- (36) the location and dimensions of areas to be dredged, including present and proposed depths, and the volume of dredge spoil to be removed, the type of material, and the location and dimensions of each disposal area;

Attachments (C) A site development plan shall be accompanied by all information required by the Office of Planning and Zoning, including to the extent applicable:

- (1) a final infrastructure construction plan, including a stormwater management plan in accordance with Article 16 of this Code, a storm drain plan, and a water and sewer plan;

- (3) a grading and sediment plan as provided in Article 16 of this Code;
- (5) a bog protection plan or bog protection worksheet for a bog protection area;
- (9) additional documents required for development in the critical area
 - (i) a sediment control plan for all forest or woodland disturbance of 5,000 square feet or more;
 - (ii) a buffer management plan for any disturbance in the 100-foot buffer and expanded buffer;
 - (iii) a critical area report and habitat assessment; and
 - (iv) all computations and data necessary to determine if the 10% pollutant reduction requirements of Article 16, § 3-205(b) are met (10% classifications only)