

GENERAL INSTRUCTIONS

Applicants must supply the following information to initiate a Site Analysis Application:

- A Site Plan Drawing.
- Landowner's signature OR Landowner Consent Form must be completed and signed.
- Fees:
 - **\$90** fee for application
 - **\$25** for each additional new structure. There will be additional fees if a site visit is required.
 - **\$25** fee for each Amendment.
 - **\$45** fee for new address. Physical Address will be verified or assigned as part of the application process.
- Wetland typing and/or delineation will incur actual cost
- The Site Analysis findings are valid 12 months from the date of final approval

ALLOW A MINIMUM OF TWO WEEKS FOR REVIEW OF THIS APPLICATION

REQUIRED ITEMS FOR SITE PLAN DRAWING

- Include drawings of all existing structures on the parcel including location of roads, and driveways.
- Measurement of proposed structures to all property lines.
- Measurement from proposed building to critical areas.
- Any driveways, roads or streets and their names
- Measurement of the distance between driveway and nearest property corner.
- All existing and proposed structures and distance between buildings.
- Critical areas (streams, rivers, ponds, wetlands, floodplain, etc.)

Location of well and septic system is optional. Location of these items may be helpful if drawing is used for other permitting agencies.

EXAMPLE OF SITE PLAN DRAWING

