

**PLANNING AND COMMUNITY DEVELOPMENT**

**SITE PLAN REQUIREMENTS**

This checklist provides a general overview of required submittal items. Additional submittal standards, procedures, and technical requirements are contained within the County's Land Development Code (LDC) and must also be met. The County reserves the right to request supplemental information, studies, or documents as needed to ensure compliance with applicable regulations and to adequately evaluate the proposed development.

**SUBMITTAL CHECKLIST**

**MAP CONTENTS**

**SUMMARY TABLE**

- Owner name and contact information for responsible party.
- Applicant name (if not owner) and contact information for responsible party.
- Property address.
- Property tax schedule number.
- Current zoning of the property.
- Legal description.
- Lot/parcel size.
- Lot area coverage calculation.

**SITE PLAN DRAWING**

- Date, north arrow, and a graphic scale.

- Location and dimension of all property lines, rights-of-way, and all existing and proposed easements.
- The footprint of all existing and proposed buildings and the setback distances from each existing and proposed structure to the property lines.
- Location of all sidewalks, trails, fences and walls, retaining walls, or berms.
- Location of all driveways and parking pad, carports, and garages, including any detached garages.
- Location of existing and proposed water and wastewater infrastructure, including well and septic location, if applicable.
- Location of all existing and proposed utility lines and associated infrastructure.