

SKETCH PLAN APPLICATION CHECKLIST

The purpose of this checklist is to assist the applicant and the reviewer in preparing a complete application, thereby expediting the review process. Each item should be addressed in the application and so noted on the checklist. Those items that are “Not Applicable” should be so noted on the checklist.

INFORMATION TO BE INCLUDED ON DRAWINGS/MAPS

	<u>Applicant</u>	<u>Town</u>	<u>N/A</u>
1. General location of the site with respect to existing and proposed streets and rights-of-way, buildings, other facilities and natural features.			
2. Name of Engineer, Surveyor, Architect or person responsible for preparation of plans.			
3. General identification of all properties, subdivision, streets and easements within two hundred (200) feet of the parcel.			
4. General identification of all existing utilities in the area.			
5. Identification of internal streets or traffic circulation patterns, if any, of the proposed development.			
6. Location of all existing and proposed structures on the site and designated uses for each.			
7. Identification of existing zoning classification of the property and all adjacent properties, and all restrictions on land use of the site.			
8. Identification of existing natural features on the site and any specific features which will be impacted by this development, such as topography (minimum 5’ contours), woodlands, wetlands, etc.			
9. Street address should be included.			