	U	COMPLETE	QUESTIONS	CONCERNS	CONDITIONS	APPROVED
1	Current Survey, Date of Preparation and Revision					
2	Topographic Survey					
3	Key Maps					
	USGS Quad Sheet					
	Zoning Map					
	Tax Map Sheet #					
	Firm Map					
	Soil Map					
	Wetlands Map					
4	Address, Block and Lot					
5	Owner/Applicant Name and Address					
6	Preparer Name and Address					
7	Proposed Uses and Existing Uses					
8	Site Plan @ 1-50 to 1-10 Scale					
9	North Arrow on All Sheets SAME DIRECTION					
10	Names and Address of 200 Feet Owners					
11	Elevations, Landscaping and Drains					
12	Existing Building to Remain					
13	Location of Existing and Proposed Structures					
14	Existing Adjacent 200 Feet Zoning					
15	School/Special 200 Feet Locations					
16	Distance to Nearest Street Intersections					
17	Utility Locations and Detail					
18	Contiquous Lots Owned by Applicant or Owner of Record					

		COMPLETE	QUESTIONS	CONCERNS	CONDITIONS	APPROVED
19	Easements and Public Areas					
20	Vehicular Ingress and Egress					
21	Off Street Parking					
22	Truck Loading and Unloading					
23	Refuse Disposal - City/Private					
24	Equipment Screening - HVAC					
25	Exterior Lighting - Photometrics - Fixtures					
26	Signs - Free Standing and Wall Mounted					
27	Sidewalks, Exits, Bike Racks					
28	Name and Address and Consent of Owner If Other than Applicant					
	Site Triangles clearly Designated at All Driveway and Street					
29	Intersection Locations					
30	Landscaping Screening					
31	Adjoining Street Improvements					
32	Deed Restrictions					
33	New Building Rendering					
34	Floor Plans and Elevations with Finish Floor Elevations					
35	Fire Service - Sprinkler - Hydrant Locations					
36	Flood Zone and Curb Elevations					
37	Postal Address					
38	Storm Water Drainage - Prepared by Architect/Engineer					
39	Building Area					
40	Landscaping Area and % of coverage					
41	Drive and Road Area and % of Coverage					
42	Parking Area and % of Coverage					

		COMPLETE	QUESTIONS	CONCERNS	CONDITIONS	APPROVED
43	Number of Parking Spaces - Dimensions Shown - Drive Aisles Shown					
44	Fence Details					
45	Open Space Designations					
46	Project Assessment Statements					
	Environmental Condition Inventory					
	Probable Impact and Proposed Mitigation					
	Required License List and Status					
	Construction Impact and Mitigation					
	Project compatability with Adjacent Area					
47	Delivery and Shipping - Requirements - Materials					
48	Noise Generation					
49	Waterway Impact					
50	The Number of Employees, Total and The Maximum for one (1) Shift					
51	Notice Whether Wetlands Exist on the Site					
52	Location of all Proposed and Required Setback Lines					
	Existing and Proposed Street In and Abutting the Site and the					
53	Dimensions of Same					
	The Location of all existing and Proposed Inlets, Pipes, Swales,					
54	Detention or Retention Basins, Berms and Other Storm Drainage Facilities					
55	Photos of the Site					
56	Signature Blocks - First Sheet of Plans Listing					
	County Planning Board					
	Site Plan board					
	Applicant					
	Owner					

			COMPLETE	QUESTIONS	CONCERNS	CONDITIONS	APPROVED
57	Plan	Submitted to Fire Chief for Review					
58	Plan	Submitted to Director of Public Works for Review					