



**TOWN OF STEVENSVILLE
RESIDENTIAL SITE PLAN CHECK LIST**

REQUIRED ON ALL BUILDING AND SITE PLANS FOR ONE THROUGH THREE FAMILY DWELLINGS FOR NEW CONSTRUCTION, ADDITIONS OR REMODELING.

THE FOLLOWING CHECK LIST MAY NOT BE ALL INCLUSIVE OF EVERYTHING NEEDED TO COMPLETE THE PLAN REVIEW PROCESS, BUT NONETHELESS IT MUST BE COMPLETED, SIGNED AND SUBMITTED BY THE PERMITTEE. INCOMPLETE SUBMITTALS WILL BE RETURNED UN-REVIEWED.

SITE ADDRESS: _____ **LEGAL DESCRIPTION:** _____

ZONING DESIGNATION: _____

CONTACT PERSON & PHONE NUMBER: _____ **EMAIL:** _____

	TWO (2) COPIES OF COMPLETE PROJECT PLANS, ONE MAY BE DIGITAL
	TWO (2) COPIES OF SIGNED RES-CHECK (WWW.ENERGYCODES.GOV)
	TWO (2) COPIES OF SIGNED AFFIRMATION OF KNOWLEDGE OF THE STEVENSVILLE LIGHTING DISTRICT RESOLUTION
	TWO (2) COPIES OF SITE PLANS FOR REGULAR PERMIT OR SEE EXPRESS PERMIT APPLICATION FOR ADDITIONAL REQUIREMENTS

YES NO

		GRADING AND DRAINAGE: IS THE BUILDING FOUNDATION IS ON A SLOPE EQUAL TO, OR GREATER THAN 5%? (IF CHECKED YES, PLEASE SEE APPROPRIATE SECTION ON SECOND PAGE.)
		HILLSIDE STANDARDS: IS THE AREA OF DEVELOPMENT, (GRADING, DRIVEWAYS AND STRUCTURES) IS EQUAL TO, OR GREATER THAN, 10%? (IF CHECKED YES, PLEASE SEE APPROPRIATE SECTION ON SECOND PAGE.)

N/A YES **PLEASE SHOW THE FOLLOWING ON THE SITE PLAN:**

		NORTH ARROW
		CLEARLY INDICATE SCALE USE ON SITE PLAN. (1" = 20' MAXIMUM UNLESS PRE-APPROVED BY OPG)
		EXISTING AND PROPOSED BUILDINGS WITH DISTANCE TO PROPERTY LINES AND USES OF BUILDINGS.
		BOUNDARIES AND DIMENSIONS OF PROPERTY AND PROPERTY CORNERS IDENTIFIED ON SITE.
		LOT COVERAGE (% _____)
		BUILDING HEIGHT(S)
		DISTANCE FROM PROPERTY LINE TO CURB OR EDGE OF STREET. (NO REVERSED PLANS ACCEPTED.)
		EXISTING AND PROPOSED CURBS, SIDEWALKS, DRIVEWAYS, CURB CUT AND LOCATIONS.
		DISTANCE BETWEEN ALL STRUCTURES.
		EASEMENTS: ACCESS, UTILITY, ETC. – INCLUDE LOCATION AND SIZE
		NAMES OF STREETS AND CROSS STREETS – INCLUDE ALLEYWAYS AND ALL RIGHTS-OF-WAY
		PARKING DESIGNATION AND NUMBER OF SPACES.
		LOCATION OF WATER SERVICE, OUTSIDE SHUT OFF, AND WATER METER AS APPROVED BY PUBLIC WORKS DEPT./DIRECTOR.
		WATER METER SIZE: _____ INCH
		DRAIN FIELD, STEP SYSTEM, AND/OR SEWER LINE LOCATION.

N/A YES **PLEASE SHOW THE FOLLOWING ON THE BUILDING PLANS:**

NOTES/COMMENTS:

		GARAGES AND CARPORTS	ATTACHED	DETACHED	# OF BUILDINGS ON SITE
		FOUNDATION			
		FLOOR FRAMING			
		WALL FRAMING			
		CONVENTIONAL ROOF FRAMING		TRUSS ENGINEERING	ENGINEERING SHEETS
		NOT INCLUDED			
		ROOM IDENTIFICATION AND INTENDED USE OF EACH ROOM.			
		EXTERIOR BUILDING ELEVATIONS OF ALL STRUCTURES. (INDICATE SCALE USED IE: 1/8" = 1')			

ATTEST: I HEREBY ATTEST THAT THE INFORMATION SUBMITTED ON THIS DOCUMENT AND SITE PLAN IS TRUE AND ACCURATE.

APPLICANT'S SIGNATURE: _____ DATE: _____



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FAILURE TO COMPLETE THIS FORM AND TO PROVIDE ALL THE REQUESTED INFORMATION WILL RESULT IN THE PERMIT APPLICATION BEING RETURNED TO THE PERMITTEE FOR CORRECTIONS.

**GRADING, DRAINAGE AND HILLSIDE STANDARD
MUST BE COMPLETED WHEN A BUILDING ON A HILLSIDE LOT WITH A SLOPE GREATER THAN 5%**

NO YES

MUST BE COMPLETED WHEN A BUILDING ON A HILLSIDE LOT WITH A SLOPE GREATER THAN 10%

		IS ANY PART OF THE PROPOSED STRUCTURE LOCATED ON A SLOPE GREATER THAN 5%? (5' ELEVATION IN 100 LINEAL FEET) IF YOU CHECKED NO THEN STOP HERE. IF YOU CHECKED YES THEN THE FOLLOWING MUST BE COMPLETED.
		EXISTING AND FINISHED GROUND ELEVATIONS AT ALL BUILDING CORNERS.
		SPOT ELEVATIONS FOR DRIVEWAY AT STREET, GARAGE FLOOR AND SEA LEVEL ELEVATION FOR ONE BUILDING CORNER.
		EXISTING TREES SHOWING SPECIES AND SIZE.
		USE SHADING OR CROSSHATCH TO INDICATE LOCATION OF CUT AND FILL AND PROPOSED SLOPES IN EXCESS OF 2:1.
		EXISTING AND PROPOSED DRAINAGE STRUCTURES AND FLOW LINES.
		RETAINING WALLS INCLUDING HEIGHT AND LOCATION (MAXIMUM HEIGHT OF 6' ABOVE GRADE).
		EXISTING AND PROPOSED CONTOURS OF NOT MORE THAN TWO FOOT (2") INTERVALS FOR THE ENTIRE LOT.

NO YES

		IS ANY PART OF THE PROPOSED STRUCTURE LOCATED ON A SLOPE GREATER THAN 10%? (10' ELEVATION IN 100 LINEAL FEET) IF YOU CHECKED NO THEN STOP HERE. IF YOU CHECKED YES THEN A TOPOGRAPHIC MAP MUST BE PREPARED BY A PROFESSIONAL ENGINEER, LICENSED LAND SURVEYOR OR LICENSED ARCHITECT.
		NATURAL DRAINAGE COURSES.
		ROCK OUT-CROPPINGS.
		ANY GEOLOGICAL HAZARDS.
		EXTERIOR BUILDING ELEVATIONS SHOWING FINISHED AND EXISTING GRADE.
		BUILDING HEIGHT ENVELOPE CALCULATIONS.

ATTEST: I HEREBY ATTEST THAT THE INFORMATION SUBMITTED ON THIS DOCUMENT AND SITE PLAN IS TRUE AND ACCURATE.

APPLICANT'S SIGNATURE: _____ DATE: _____

FAILURE TO COMPLETE THIS FORM AND TO PROVIDE ALL THE REQUESTED INFORMATION WILL RESULT IN THE PERMIT APPLICATION BEING RETURNED TO THE PERMITTEE FOR CORRECTIONS.