

# PLANNING & SANITATION PRE-APPLICATION WORKSHEET

(planning approval shall be valid for one (1) year from the date of approval)

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## APPLICANT INFORMATION

APPLICANT \_\_\_\_\_ PHONE \_\_\_\_\_  
MAILING ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
PROPERTY OWNER \_\_\_\_\_ PHONE \_\_\_\_\_  
ADDRESS OF BUILDING SITE \_\_\_\_\_ PARCEL SIZE \_\_\_\_\_  
TAX ACCOUNT NO. \_\_\_\_\_ T \_\_\_\_\_ R \_\_\_\_\_ SECTION \_\_\_\_\_ TL \_\_\_\_\_  
PROPOSED IMPROVEMENT \_\_\_\_\_ USE \_\_\_\_\_  
EXISTING STRUCTURES (NUMBER & TYPE) \_\_\_\_\_  
DISTANCE OF BUILDING SITE FROM RIVER, CREEK OR STREAMBANK \_\_\_\_\_  
DIRECTIONS TO PROPERTY \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

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## PLANNING DEPARTMENT INFORMATION

ZONING \_\_\_\_\_ OVERLAYS \_\_\_\_\_  
SETBACKS FROM FRONT PROPERTY LINE OF PUBLIC RIGHT-OF-WAY \_\_\_\_\_  
SIDE LINE \_\_\_\_\_ REAR LINE \_\_\_\_\_ EXT. SIDE LINE \_\_\_\_\_  
RIPARIAN SETBACK IN FEET \_\_\_\_\_ SPECIAL SETBACK \_\_\_\_\_  
BUILDING HEIGHT \_\_\_\_\_ PARKING SPACES REQUIRED \_\_\_\_\_  
FLOODPLAIN SURVEY REQUIRED \_\_\_\_\_ FLOOR HEIGHT ABOVE GROUND \_\_\_\_\_  
CONDITIONS OF APPROVAL \_\_\_\_\_

SANITATION (Check One) NEW SEPTIC SYSTEM \_\_\_\_\_ EXISTING SYSTEM \_\_\_\_\_ PUBLIC SYSTEM \_\_\_\_\_  
WATER: PRIVATE \_\_\_\_\_ PUBLIC \_\_\_\_\_

APPROVED BY C.A. \_\_\_\_\_ UTILITY FOREMAN: \_\_\_\_\_ DATE \_\_\_\_\_

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## SANITATION INFORMATION

SE# \_\_\_\_\_ STP# \_\_\_\_\_ EXISTING SYSTEM \_\_\_\_\_ SYSTEM: APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_  
REMARKS \_\_\_\_\_  
BY \_\_\_\_\_ DATE \_\_\_\_\_ CSC DATE \_\_\_\_\_

FEE: \$ \_\_\_\_\_ PAID: \$ \_\_\_\_\_ DATE: \_\_\_\_\_

# **BUILDING LOCATION PLAN**

APPLICANT'S NAME \_\_\_\_\_ TELEPHONE # \_\_\_\_\_

SITE ADDRESS \_\_\_\_\_ TAX ACCOUNT # \_\_\_\_\_

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## **INFORMATION NEEDED**

1. Property Lines
2. Permanent Landmarks (Roads, Streams, Rivers)
3. Distance to Building Sites from Landmarks and Property Lines.
4. Location and Identification of Other Structures on Property.
5. Location of Access.
6. Indicate Direction of Drainage from Building Site.

**WAIVER:** I understand it is the responsibility of the applicant and property owner to consider issues such as drainage, flooding, soil stability, or excessive slopes in this project. I also understand that approval of this Pre-Application Worksheet and Plot Plan does not release me from compliance with private covenants, restrictions, or easements affecting this property.

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**(Initials)**