

Board of Adjustment Site Plan Review (Residential)

For purposes of assisting with review, the Board of Adjustment requires a *detailed site plan with all applications for a Special Exception and/or Variance of the Zoning Code.**

Following are instructions for submitting a site plan and a list of elements which should be present:

FORMAT:

- One 8 ½" x 11" (minimum) to 11" x 17" (maximum) in size
- Scale drawings to clearly show accurate dimensions
- One digital copy (if available, email to boa@incog.org in PDF, TIFF, or JPEG format)

SITE PLAN ELEMENTS:

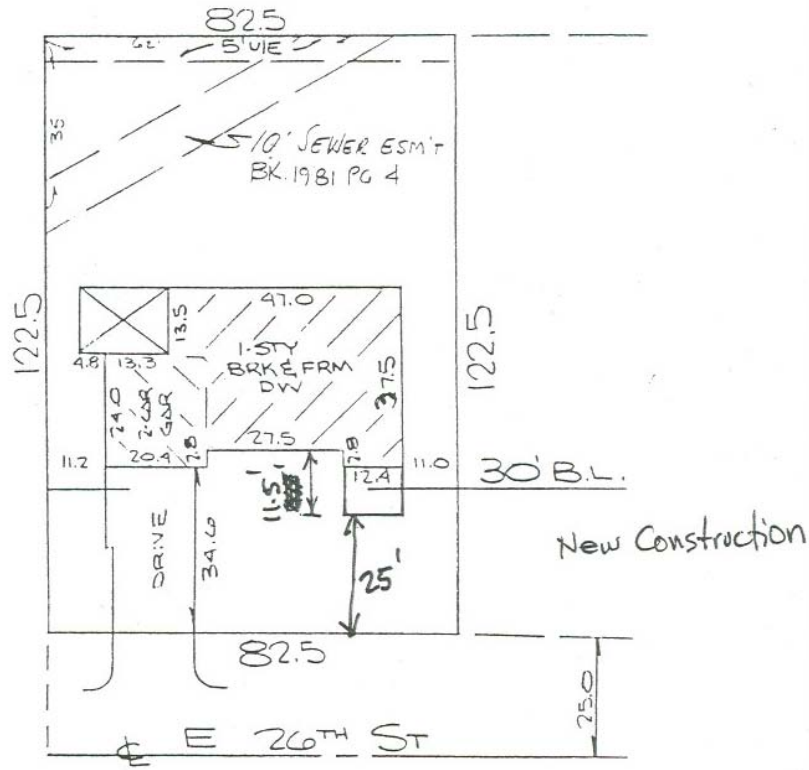
Plan View - Depict all **lot dimensions** including:

- Building (or improvement) footprint, number of floors, and gross floor area of all floors of existing and any proposed building (measured to outside of exterior walls)
- Distance of any building (or improvement) from relevant property lines
- Minimum building setback line(s)
- Show and label abutting public/private streets to centerline
- Curb cuts and driveways (existing and proposed)
- All existing accessory buildings and structures and their floor area
- *Provide North arrow*
- Location and height of any existing or proposed fences (if applying for fence height modification)
- All easements (existing or proposed) by type and dimension

Site Plan's attached to Variance requests should clearly illustrate all required dimensions along with the proposed dimensions.

****Elevations may be required to illustrate the nature of the request:***

- Elevations must show views of all building walls and include dimensions of all walls, roofline, and any architectural feature(s) that extend above the roofline.



Example of a Site Plan



LEFT ELEVATION

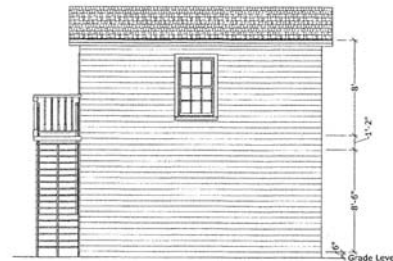


RIGHT ELEVATION

ROOF PITCH = 3:12



FRONT ELEVATION



REAR ELEVATION

Example of an Elevation