

County Board of Adjustment Site Plan Submittal Requirements

For purposes of assisting with review, the County 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:

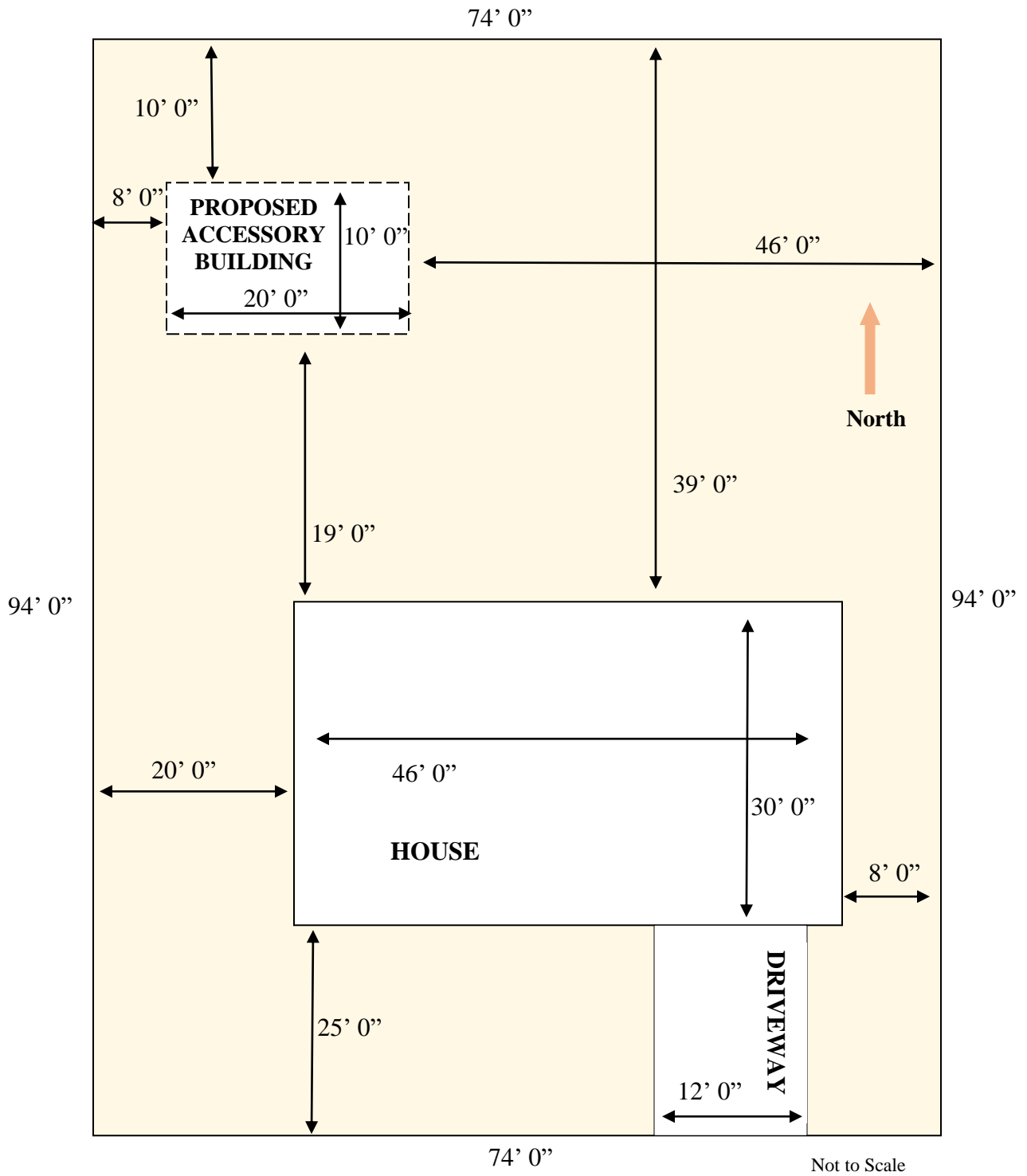
- One 8 ½" x 11" (minimum) to 11" x 17" (maximum) in size
- Scale drawings to clearly show accurate dimensions

SITE PLAN Elements:

- Draw lot, show lot measurements.
- Show all existing and proposed structures.
- Label dimensions of all structures.
- Label distance between all structures.
- Label distance between the structures and the property line.
- Show existing driveway and any changes proposed to driveway.
- Include all easements (existing or proposed) by type and dimension.
- Location and height of any existing or proposed fences (if applying for fence height modification).
- Label adjacent streets.
- Include a North arrow.
- (Elevations may be required to illustrate based on the nature of the request. If required they must show views of all building walls and include dimensions of all walls, roofline, and any architectural feature(s) that extend above the roofline.)

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

Example of a Site Plan



1234 Main Street