

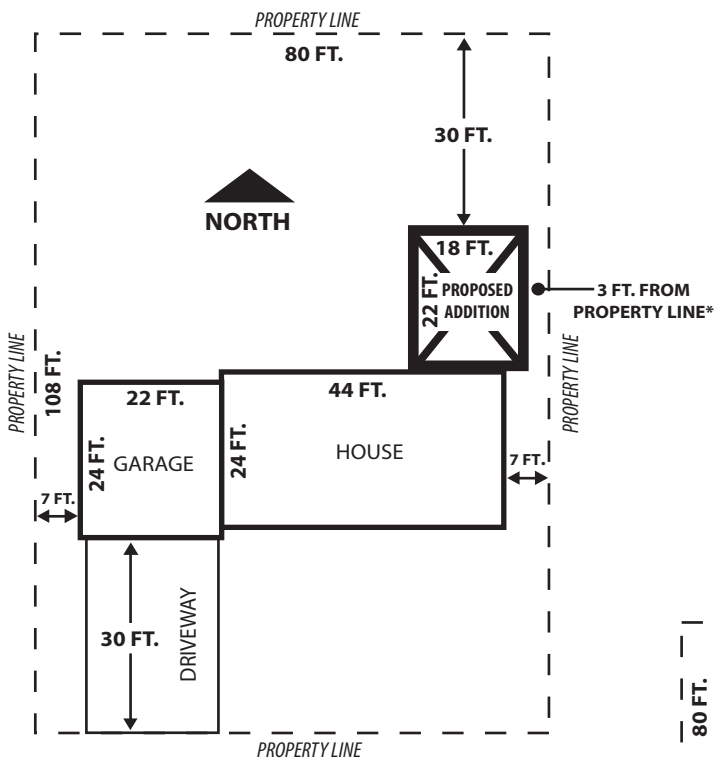
# Site Plan Required for Board of Adjustment Application

A well-prepared site plan is one of the most important aspects of the Board of Adjustment application. The site plan must be submitted along with the Board of Adjustment application. An inadequately prepared site plan may result in the deferral of the application until an appropriate plan has been completed.

If you have a copy of the survey of your property, you may use it as the basis for your site plan. Use an engineering scale to accurately draw what you are proposing to do to your property and include measurements that show distance to your property lines. If you do not have a survey, you do not need to hire a professional drafts person. However, your site plan must be clear and legible. The site plan must include all applicable features of the property.

Remember, the plan should be thorough and it should include the information listed below.

## INTERIOR LOT



CARDINAL STREET

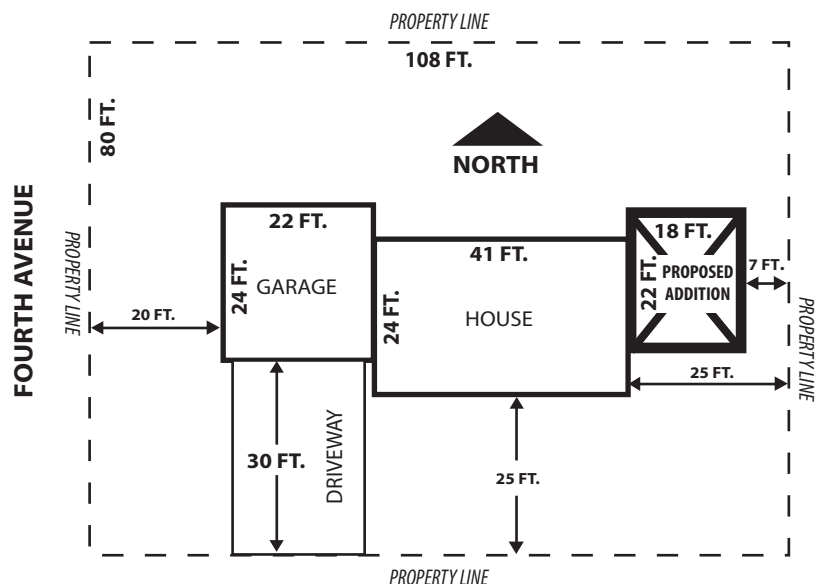
\*BOA #1-08

SCALE: 1 INCH = 30 FEET

## Make sure the plan:

1. Is drawn to scale; the scale should be indicated (for example 1 inch=20 feet).
2. Includes a north arrow.
3. Shows property lines with dimensions.
4. Shows all dimensions of structure(s).
5. Includes all structures (existing and proposed).
6. Shows setback dimensions of the proposed structure/or other feature which requires a variance to zoning regulations.
7. Includes street names, driveways, or parking areas.
8. Shows ground contours (elevations) if asking for a floodplain variance.

## CORNER LOT



CARDINAL STREET