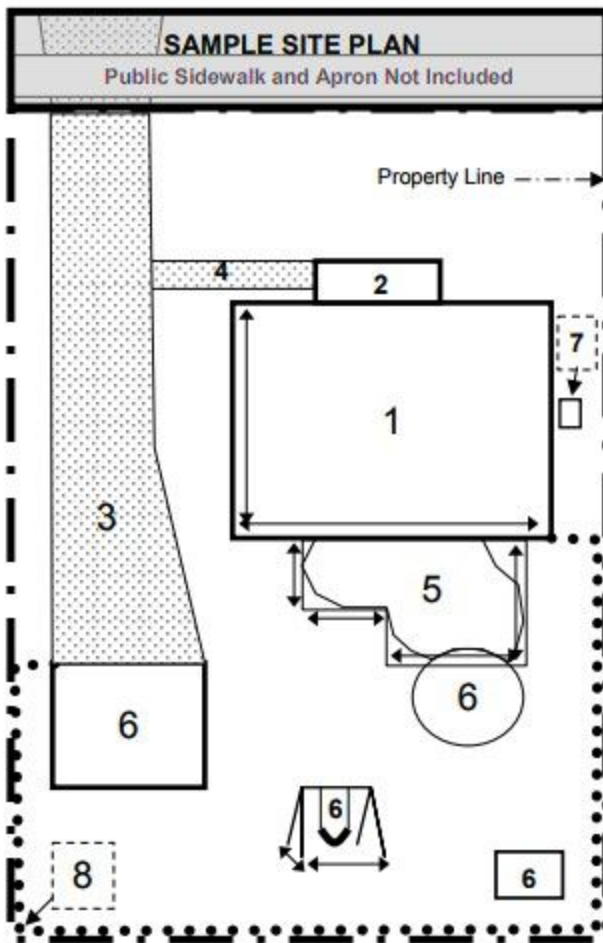


SUBMISSION FOR ZONING REQUIREMENTS

Review by the Planning and Zoning Department is completed prior to the issuance of a permit. Zoning review checks for compliance of lot coverage for all improvements on a parcel. Size, location (setbacks) and height of the proposed construction are also reviewed. In order for staff to complete the zoning review, a scaled plat of survey shall be submitted with your permit application. On this plat of survey indicate the proposed construction and any additions to the property since the plat was drawn. This must be drawn to scale.

Information for all existing structures shall be included on your Site Plan. If your Plat of Survey does not include all of the applicable information, correct any deficiencies by adding any missing structures or paving to the Site Plan. Site Plans and Plat of Surveys should be to scale.



Existing Structures:

Please note the dimensions and locations of:

1. Residence, including garage
2. Porches/stoops
3. Driveways- The width at the property line as well as the width at the widest point should be indicated.
4. Sidewalks
5. Patios or Decks- The height of the deck or patio shall be noted as measured from grade.
6. Accessory structures, such as;
 - Detached garages
 - Pools. Note if the pool is above ground, or in-ground, and any patios/deck surrounding it.
 - Sheds
 - Play Equipment
7. A/C Units and Generators
8. Fences

Proposed Construction:

-Indicate the location, setbacks from the residence and property line (s), and height.

Helpful Hints:

- A Plat of Survey notes the property as it existed at the time the survey was drawn. It is acceptable for you to update this plat by drawing to scale any additions to the property since the plat was drawn. In addition to existing information, show the proposed work to scale.

-You can find dimensions of many structures on your property on your Plat of Survey.

-Irregular shaped structures, like patios or playground equipment, may be “boxed” as a simple way to indicate the approximate dimensions.

-Building Coverage is defined as all roofed structures (porches, garages, sheds) and any structure over 16 inches in height from grade (decks, patios, playground equipment, above ground pools).

- Lot Coverage consists of all structures included in the Building Coverage as well as any impervious surfaces (driveways, sidewalks, brick patios, etc.)

If you have any questions regarding the zoning review submission requirements, please contact the Building Department at (815) 385-1117.