

**Appendix D**  
**SAMPLE APPLICATION FOR SITE PLAN APPROVAL**

DATE (check appropriate box) <input type="checkbox"/> PRELIMINARY <input type="checkbox"/> FINAL			
Name of proposed development:			
Applicant name:		Plans prepared by:	
Phone:		Phone:	
Address:		Address:	
City:		City:	
State:	Zip:	State:	Zip:
Owner name (if different):		If more than one owner, provide information for each	
Phone:			
Address:			
City:			
State:	Zip:		
Ownership intentions (i.e., purchase options):			
Proposed zoning:			
Proposed site use(s):			
Describe proposed use (include primary and secondary uses; ground floor area; height; and number of stories for each building): For residential buildings include: number of dwelling units by size (efficiency, one-bedroom, two-bedroom, three- or more bedrooms) and number of parking spaces to be provided; For non-residential buildings include: total floor area and total sales area; number of automobile and truck parking spaces; Other proposal structures (Use separate sheet if needed):			
PARCEL INFORMATION			
Tax Map Identification	Section	Block	Lot
Total site area (sq. feet or acres):			
Current zoning:			
Current land use (agricultural, commercial, undeveloped, etc.):			
Current condition (buildings, brush, etc.)			
Surrounding land character (urban, wetlands, etc.):			
CONSTRUCTION INFORMATION			
Anticipated construction time:			
Will development be staged?			
Estimated cost of improvement:			
Anticipated increase in number of residents, shoppers, employees, etc. (as applicable)			
STATE AND FEDERAL PERMITS (list type and appropriate department)			