

**TOWN OF HANCOCK
SITE PLAN REVIEW APPLICATION SUBMISSION CHECKLIST**

- Title of drawing, including name and address of applicant and person responsible for preparation of such drawing;
- North arrow, scale and date;
- Boundaries of the property plotted to scale;
- Existing buildings;
- Grading and drainage plan, showing existing and proposed contours,
- Rocks outcrops, depth to bedrock, soil characteristics, and watercourses;
- Location, design, type of construction, proposed use and exterior dimensions of all buildings;
- Location, design and type of construction of all parking and truck loading areas, showing access and egress;
- Provision for pedestrian access;
- Location of outdoor storage, if any;
- Location, design and construction materials of all existing or proposed site improvements including drains, culverts, retaining walls and fences;
- Description of the method of sewage disposal and location, design and construction materials of such facilities;
- Description of the method of securing public water and location, design and construction materials of such facilities;
- Location of fire and other emergency zones, including the location of fire hydrants;
- Location, design and construction materials of all energy distribution facilities, including electrical, gas and solar energy;

- ❑ Location, size and design and type of construction of all proposed signs;
- ❑ Location and proposed development of all buffer areas, including existing vegetative cover;
- ❑ Location and design of outdoor lighting facilities;
- ❑ Identification of the location and amount of building area proposed for retail sales or similar commercial activity;
- ❑ General landscaping plan and planting schedule;
- ❑ An estimated project construction schedule;
- ❑ Record of application for and status of all necessary permits from other governmental bodies;
- ❑ Identification of any permits from other governmental bodies required for the project's execution;
- ❑ Other elements integral to the proposed development as may be considered necessary in the particular case by the Town of Hancock