

# Town of Aberdeen



115 N. Poplar  
P.O. Box 785  
Aberdeen, NC 28315

**Planning Department**

Phone: (910)944-7024  
Fax: (910)944-7459

## SITE PLAN REVIEW CHECKLIST-SINGLE FAMILY SITES

**The following information is required for approval of a Zoning Compliance Permit for Single Family Residential Construction, Residential Additions or Alterations that involve any change to the footprint of the structure(s) on the site.**

Project Name and LRK# \_\_\_\_\_

Contact: \_\_\_\_\_

Provided	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	1. Location Map
<input type="checkbox"/>	<input type="checkbox"/>	2. Site Plan drawn to appropriate scale
<input type="checkbox"/>	<input type="checkbox"/>	3. Applicant and development name
<input type="checkbox"/>	<input type="checkbox"/>	4. North arrow, legend, scale
<input type="checkbox"/>	<input type="checkbox"/>	5. Street trees, if required
<input type="checkbox"/>	<input type="checkbox"/>	6. Existing storm drainage patterns
<input type="checkbox"/>	<input type="checkbox"/>	7. Flood plain permit plot plan, if applicable
<input type="checkbox"/>	<input type="checkbox"/>	8. Zoning of the subject property
<input type="checkbox"/>	<input type="checkbox"/>	9. Property lines of the tract to be developed with dimensions
<input type="checkbox"/>	<input type="checkbox"/>	10. Street right-of-way lines
<input type="checkbox"/>	<input type="checkbox"/>	11. Utility or other easement lines, septic permit and location
<input type="checkbox"/>	<input type="checkbox"/>	12. Copy of deed and plat demonstrating ownership of property
<input type="checkbox"/>	<input type="checkbox"/>	13. Proposed site changes
<input type="checkbox"/>	<input type="checkbox"/>	14. Proposed use or uses of all land within the subject property
<input type="checkbox"/>	<input type="checkbox"/>	15. Location, dimensions and footprints of all proposed and existing buildings on the property demonstrating compliance with all required setbacks
<input type="checkbox"/>	<input type="checkbox"/>	16. Distances from property lines, streets or right-of-way lines of all buildings

Provided N/A

- |                          |                          |     |  |
|--------------------------|--------------------------|-----|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 17. | Building elevations for typical units of new buildings or exterior remodeling of existing buildings showing building heights, widths and materials   |
| <input type="checkbox"/> | <input type="checkbox"/> | 18. | All proposed stormwater management easements or infrastructure (if the lot has steep slopes or minimal area to address onsite drainage, the plan should indicate how the foundation will be protected from ponded water) |
| <input type="checkbox"/> | <input type="checkbox"/> | 19. | Sidewalks and walkways, showing widths and surface materials   |
| <input type="checkbox"/> | <input type="checkbox"/> | 20. | Compliance with setback requirements illustrated on plan   |
| <input type="checkbox"/> | <input type="checkbox"/> | 21. | Documentation confirming that the applicant has a legally sufficient interest in the property proposed for development to use it in the manner requested, or is the duly appointed agent of such a person                |

Notes:

---

---

---

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_