



## PLAN OF DEVELOPMENT APPLICATION

POD #: \_\_\_\_\_ Parcel #: \_\_\_\_\_ Zoning: \_\_\_\_\_ Submitted: \_\_\_\_\_

Existing Use: \_\_\_\_\_ Proposed Use: \_\_\_\_\_ Fee: \_\_\_\_\_ Reviewer: \_\_\_\_\_

1. Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

2. Property Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

3. Scope of Project: \_\_\_\_\_

4. Acreage: \_\_\_\_\_ Bldg Height: \_\_\_\_\_

Six (6) copies of a site plan drawn to scale and showing the following information shall be submitted to the Administrator:

1. Name, address, and telephone number of the owner of the property and the preparer of the plan;
2. Location of the property including name of the subdivision, tax map number, and name or route number where they property is located;
3. A boundary survey of the tract showing north arrow and property line measurements;
4. Location of all covenant building lines, setbacks, easements, and rights-of-way;
5. Existing zoning classification;
6. Date, Scale, and number of sheets;
7. The location and dimensions of all existing and proposed structures, including but not limited to marine and temporary structures;

8. The location and extents of all wooded areas before development and the proposed area of clearing and limits of land disturbance. Percentages of pre and post-development cover shall be shown and shall include the total site area in acres, the amount and percentage of the site to be devoted to open space and the amount and percentage of the site to be covered by impervious surface after development;
9. The locations of all existing and proposed septic tanks and drain field sites, including reserve sites, as well as the location of all existing and proposed wells;
10. The locations of all existing and proposed easements for roads, overhead and underground utilities, drainage, or other easements, which may exist or are proposed on the property;
11. The location of all points of access as approved by the Virginia Department of Transportation;
12. The proposed location, layout, dimensions and treatment of all driveways, parking areas and other areas of impervious cover;
13. The shortest distances from all property lines to all existing and proposed structures;
14. The specific limits for all RPA components described in Section 22.7 of this Article in every case where an environmental site assessment is required under the provisions of this Article or an approximate delineation of the RPA in every case where an environmental site assessment is not required.
15. The approximate limit of the 100 year floodplain.
16. Included with the site plan submission shall be documentation of all existing permits and pending applications pertaining to the parcel of land, including but not limited to: Health Department permits for wells, septic tanks and drain fields; pending building permit applications; other pending site plan approvals; and any pending applications for rezoning, special exception, conditional use permit or variance. No grading or other on site activities shall commence prior to submittal to the Administrator of all wetlands permits required by law.

The following plans or studies shall be submitted, unless otherwise provided:

- a. A site plan in accordance with Section 22.26 of this Article;
  - b. A landscape plan in accordance with Section 22.27 through 22.30 of this Article;
  - c. A stormwater management plan in accordance with Sections 22.31 through 22.35 of this Article;
  - d. An environmental site assessment in accordance with Sections 22.36 through 22.38 of this Article; and
  - e. An erosion and sediment control plan that satisfies the requirements of this Article and applicable provisions of the Erosion and Sediment Control Ordinance of Mathews County.
17. A blank 4" x 4" block shall be reserved for the use of the approving authority.