

Use the following table to determine which plans, technical reports, and other documents are required for your planning application. The table identifies documents required at the time of initial application, as well as documents that may be requested during the review process.

Document Type	Application Type												
	Accessory Dwelling Unit	Subdivision	Temporary Use	Conditional Use	Variance	Noncomplying Structure	Home Daycare	Rezone	Nonconforming Use	Boundary Adjustment	Plat Amendment	Ordinance Amendment	Permitted Use
Proof of Ownership or Affidavit	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓
Site Plan	✓	✓	✓	✓	✓	✓	✓	✗	○	✗	✗	✗	✓
Preliminary Plat	✗	✓	✗	✗	✗	✗	✗	✗	✗	○	✓	✗	✗
Final Plat	✗	✓	✗	✗	✗	✗	✗	✗	✗	✗	✓	✗	✗
Building Elevations	✗	✗	✗	(1)	○	✓	✗	✗	✗	✗	✗	✗	(1)
Utility Plans	✗	✓	✗	(1)	✗	✗	✗	✗	✗	✗	○	✗	(1)
Water Availability Letter	✓	✓	✗	✓	✗	✗	✗	✗	✗	✗	✓	✗	✓
Sewer Letter	✗	✓	✗	✓	✗	✗	✗	✗	✗	✗	✓	✗	✓
Floor Plans	✓	✓	(2)	✓	✗	○	✓	✗	○	✗	✗	✗	✓
Final Drainage Plan	✗	○	✗	○	✗	✗	✗	✗	✗	✗	○	✗	○
Infrastructure Improvement Plans	✗	○	✗	○	✗	✗	✗	✗	✗	✗	○	✗	○
Preliminary Landscape Plan	✗	✗	✗	✓	✗	✗	✗	✗	✗	✗	✗	✗	✓
Site Survey	✗	✗	○	✓	○	✓	✗	○	✗	✓	○	✗	✓
Geotechnical Report	✗	○	✗	○	✗	✗	✗	✗	✗	✗	✗	✗	○
Traffic Study	✗	○	✗	○	✗	✗	✗	○	✗	✗	✗	✗	○
SWPPP	✗	✗	✗	○	✗	✗	✗	✗	✗	✗	✗	✗	○
Property Legal Description	✗	✓	✗	✓	✓	✓	✗	✓	✓	✓	✓	✗	✓
Application Narrative/ Justification	✗	✗	✓	✓	✓	✓	✗	✓	✓	✓	✗	✓	✗
Title Report	✗	○	✗	✗	✗	✗	✗	✗	✗	✗	✓	✗	✗
Evidence/Property History	✗	✗	✗	✗	✗	✓	✗	✗	✓	✗	✗	✗	✗
Conveyance Documents	✗	✗	✗	✗	✗	✗	✗	✗	✗	✓	✗	✗	✗

NOTES:

✓ = Required at time of application

○ = Not required at the time of application, but may be required during the review process to verify code compliance.

✗ = Not Required.

(1) = Required for new development.

(2) = Required for indoor uses.