

# CITY OF DOVER PLANNING DEPARTMENT

(Revision Date: May 19, 2011)

APPLICANT: \_\_\_\_\_

FILE NUMBER: \_\_\_\_\_

## List of Common Site Plan Notes

The following list of commonly required notes is intended to be used as a guide to applicants and should not be construed as a comprehensive note requirement list for all projects. A preapplication conference with the Planning Department is suggested to help determine the actual notes that may be required.

1. The intent of this site plan is \_\_\_\_\_.
2. Current Owner: *Name and address*  
\_\_\_\_\_  
Authorized Signature
3. The project parcel(s) is (are) shown as Lot No. \_\_\_\_\_, Map \_\_\_\_ of the City of Dover Tax Assessor's Maps.
4. The project parcel(s) contains \_\_\_\_ acres or \_\_\_\_\_ square feet area of land.
5. Title reference for the project parcel(s) is the Strafford County Registry of Deeds, Book No. \_\_\_\_, Page No. \_\_\_\_.
6. Project Plan References: *(List all reference plans and their SCRD #)*
7. All applicable right-of-way, conservation, slope, construction, utility, access, or other easements shall be referenced in a note.
8. Zoning dimensional and density requirements are as follows:
  - a. zoning district \_\_\_\_\_
  - b. minimum lot size: \_\_\_\_\_ acres (sq. ft.)
  - c. minimum lot frontage: \_\_\_\_\_ ft.
  - d. minimum yard setbacks:

Front	_____	ft.
Side	_____	ft.
Rear	_____	ft.

maximum lot coverage \_\_\_\_\_ %  
maximum bldg. height \_\_\_\_\_ ft.

This property falls within the following zoning overlay districts: *(List districts)*

9. Property line information has been obtained from a survey performed by *(surveyor)* on *(date)* with an error not greater than 1 in 10,000 *(or has been obtained from \_\_\_\_\_ Plan, prepared by (surveyor))*.

10. Subject parcel is (*is not*) located within a Federally designated flood hazard area (Community panel number 33017C0xxxD, Effective Date: May 17, 2005).
11. Wetlands were delineated by \_\_\_\_\_, Certified Wetlands Scientist, Certification Number \_\_\_\_\_, in accordance with Chapter 170-27.1 of the Zoning Ordinance, on \_\_\_\_\_, 20\_\_ .
12. Parking spaces required by the proposed use (*or by the sq. ft. involved*) are \_\_\_\_\_. Parking spaces provided by this plan are \_\_\_\_\_.
13. As-built plans of the site shall be submitted on a reproducible mylar medium and in a digital DXF format on disk to the City of Dover Engineer's Office upon completion of project. As-built plans shall be prepared and certified correct by a L.L.S. or P.E.
14. Exterior lighting shall be cut-off type fixtures per Chapter 149-14-E and shall provide lighting directed on-site only.
15. Topographic survey performed by \_\_\_\_\_ on (*dates*).
16. Elevations are based on U.S.G.S. datum. (**or** Elevations depicted are based on information obtained from the City Engineer's Office and was derived from coordinates for control stations \_\_\_\_\_ and \_\_\_\_\_. These coordinates have not been adjusted to 1983 datum).
17. The (*existing or proposed*) structure shall be served by a sprinkler system as required under Chapter 109-30 of the Code of the City of Dover and the 2009 State Building Codes.
18. Sprinkler connections must be flushed in accordance with NFPA 24 and a Contractor's Material and Test Certificate for Underground Piping form must be completed.
19. Fire department connections shall be located on the street side of the building per NFPA 13.
20. A security system shall be installed as required by Chapter 58, Article I, section 58-2 of the Code of the City of Dover. (*If a business establishment or multi-family dwelling contained in a new, altered or repaired structure*)
21. All on-site utilities shall be installed underground.
22. The subject parcel(s) is (are) served by municipal water and sewer (*or is served by on-site well and septic system*).
23. All materials and construction shall conform to applicable City and State codes.
24. Backflow preventors shall be provided for both fire and domestic water lines.
25. All erosion control notes shall include provisions for construction sequencing, temporary erosion control measures, and permanent standards such as loam spread rate for disturbed areas, rates of lime, type and rates for fertilizer, and seed and mulch mixture with rates of application.

