

GENERAL

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| <input type="checkbox"/> Complete | <input type="checkbox"/> N/A | 1. Location map, north arrow, scale (1" = 30' or larger), title block (located in the lower right-hand corner) containing the following information: proposed subdivision name, block designation, lot number, acreage, Abstract/Survey name and number, Street Address, space for Town Project Number (to be provided at time of submittal), and preparation date. |
| <input type="checkbox"/> Complete | <input type="checkbox"/> N/A | 2. Design professional seal with signature and date of signing. |
| <input type="checkbox"/> Complete | <input type="checkbox"/> N/A | 3. Name, address and phone number, and email of owner, applicant, and design professionals (surveyor, engineer, architect). |
| <input type="checkbox"/> Complete | <input type="checkbox"/> N/A | 4. Legend (if abbreviations or symbols are used) |
| <input type="checkbox"/> Complete | <input type="checkbox"/> N/A | 5. Provide the following notes on the Floor Plan:
a. "Any revision to this plan will require Town approval and will require revisions to any corresponding plans to avoid conflicts between plans."
b. "Buildings with an aggregate sum of 0 square feet or greater on a lot shall have an automatic fire sprinkler system installed throughout all structures. Alternative fire protection measures may be approved by the Fire Marshal." |
| <input type="checkbox"/> Complete | <input type="checkbox"/> N/A | 6. Site data information (including but not limited to):
a. Proposed Use
b. Building Area (gross square footage)
c. Building Height (feet and number of stories)
d. Number of seats interior or exterior to restaurant uses |

Preparer's Name: _____

Preparer's Signature: _____