



Zoning Permit # \_\_\_\_\_

Date: \_\_\_\_\_

**Zoning and Planning Single Family Residential – New Construction Checklist**

Site Address _____	Lot Size _____	Required _____	Site _____	sq ft
Zoning District _____	Lot Width _____	_____	_____	feet
Lot Recordation Date _____	Building Setbacks	Front _____	_____	feet
Maximum Building Height _____ feet	Site _____	Rear _____	_____	feet
Maximum Building Stories _____	Site _____	Side _____	_____	feet
Building Coverage % _____	Site _____	Side _____	_____	feet
Building Square Footage _____	Conditional Zoning	Yes _____	No _____	Case # _____
Historic / Design District	Yes _____	No _____	Case # _____	

**Historic / Design District Approved By** \_\_\_\_\_ **Date** \_\_\_\_\_

Chesapeake Bay Act Yes \_\_\_\_\_ No \_\_\_\_\_ CBPA Approved By \_\_\_\_\_ **Date** \_\_\_\_\_

Garage Yes \_\_\_\_\_ No \_\_\_\_\_ HVAC Shown Yes \_\_\_\_\_ No \_\_\_\_\_

Driveway \_\_\_\_\_ Fence Yes \_\_\_\_\_ No \_\_\_\_\_ Screened Yes \_\_\_\_\_ No \_\_\_\_\_

Accessory Structure Yes \_\_\_\_\_ No \_\_\_\_\_ Required Yes \_\_\_\_\_ No \_\_\_\_\_

**Comments** \_\_\_\_\_

**Zoning Approved By** \_\_\_\_\_ **Date** \_\_\_\_\_

**Tree Canopy**

Lot size \_\_\_\_\_ sq ft Coverage Requirement \_\_\_\_\_ %

Coverage Requirement \_\_\_\_\_ sq ft

**Proposed Trees**

Qty	Species	Min. Size	Coverage (each)	Coverage (total)
_____	_____	_____	_____ sq ft	_____ sq ft
_____	_____	_____	_____ sq ft	_____ sq ft
_____	_____	_____	_____ sq ft	_____ sq ft

**Existing Trees** (Existing trees must be inspected prior to plan approval.)

DBH (inches)	Species	Canopy Size	Tree Protection Shown on Plan
_____	_____	_____	_____
_____	_____	_____	_____

**Tree Canopy Approved** \_\_\_\_\_ **Date** \_\_\_\_\_

**Flood Requirements**

Flood Zone \_\_\_\_\_ Design Flood Elevation (DFE) (min) \_\_\_\_\_ feet (NAVD88)

Base Flood Elevation (BFE) \_\_\_\_\_ feet First Floor Elevation (shown on plan) \_\_\_\_\_ feet (NAVD88)

Elevation Certificate Required Yes \_\_\_\_\_ No \_\_\_\_\_

Note that no fill is allowed within the SFHA without specific approval. Additional requirements may be listed on the building plans and permit. Enclosed space below the BFE may **NOT** be used as habitable space.

**Comment** \_\_\_\_\_

**Flood Approved By** \_\_\_\_\_ **Date** \_\_\_\_\_