

# Site Plan Review Checklist

**PLEASE NOTE: All documents listed below should be submitted electronically to the Zoning Administrator at [newhaventzoning@gmavt.net](mailto:newhaventzoning@gmavt.net) 15 days prior to DRB hearing.**

- Site plan, showing proposed structure locations and land use areas, streets, driveways, traffic circulation, parking and loading spaces and pedestrian walks, landscaping plans, including site grading, landscape design and screening.
- Property identification numbers of the property taken from the latest tax records, name and address of the owner of record and those of adjoining lands, name and address of person or firm preparing the map, scale of map, north point and date.
- Construction sequence and time schedule for completion of each phase for buildings, parking spaces and landscaped areas of the entire development.
- A description of energy utilization and conservation measures for each heated structure.