

LIBERTY TOWNSHIP LAND USE BOARD

MINOR SITE PLAN CHECKLIST

Applicant's Name: _____

Block _____ **Lot(s)** _____

Applicants will comply with Liberty Township's Ordinances and all other authorities having jurisdiction.

#	REQUIREMENT	YES	NO	REMARKS
1	Name, address and phone number of applicant			
2	Plans depicting proposed alterations to the site including: <ul style="list-style-type: none"> a. _____ Block and lot of the property b. _____ Preparer of plans, date of preparation and all revisions written and graphic, scale, and north arrow c. _____ Location of all existing and proposed structures, roads, parking, lighting, drainage facilities, etc. within 200 feet of the property d. _____ Area of disturbance e. _____ Soil erosion and sediment control plan f. _____ Zone and zoning requirements g. _____ Building plans h. _____ Zoning schedule of requirements and proposed area, setbacks, etc. 			
3	Affidavit of proof of service, mail receipts, certified list, and copy of notice sent, copy of newspaper notice as published.			
4	Aerial photo if five (5) acres or more			
5	Original and 15 copies of application form.			
6	All fees and escrow deposits paid.			
7	Certification of taxes paid from Liberty Township Tax Collector.			
8	Affidavit of ownership (if applicant is not the owner).			
9	Copy of application to Warren County Planning Board.			

Revised 11/06