

ATTENTION BUILDERS AND DEVELOPERS
REVIEW OF
PLOT PLANS AND FINAL SURVEYS

Please be advised that a new procedure is now in place. Plot plans for building permits and final plans of survey for certificates of occupancy will now be reviewed by the Planning/Zoning office prior to approvals by the Construction Office.

The Planning/Zoning office will review proposed and existing conditions for compliance with:

Setback Requirements
Lot Coverage Limits
Building Coverage Limits
Driveway Location
Clearing Limits

(Driveways/parking areas must be a minimum distance of 10' off the side and rear property lines.)

The plot plans and surveys must include the engineer's or surveyor's calculation of total building coverage and lot coverage.

You may obtain a breakdown sheet from the Planning/Zoning office to help you determine what is covered under the building coverage and lot coverage.

Clearing limits must match the limits approved on final plans. Limits must be marked-out in the field and the builder must contact the Township Engineer's office to arrange an inspection prior to actual clearing.

Inspections are intended to avoid gross errors or significant changes in the approved plans. Early communication with the inspector will assure timely and efficient inspections.

If you require any additional information, please do not hesitate to contact Kathie Pol or Adele Hoffman by phone at 609-654-2608, fax 609-714-2109 or e-mail us at planning@medfordtownship.com.