

SITE PLAN REVIEW CHECKLIST

- _____ 1) Name and address of applicant, and any officers of a corporation or partnership.
- _____ 2) Legal description of the property under review.
- _____ 3) Area of subject parcel of land in acres or square feet.
- _____ 4) Present zoning classification of the subject parcel.
- _____ 5) General description of the proposed development.
- _____ 6) Site plan drawn at appropriate scale: See prior page (4) for explanation.
- _____ 7) Site plan legend, north arrow, scale, date, name and address of preparer of site plan.
- _____ 8) Lot lines, dimensions, angles and size to correlate with legal description.
- _____ 9) Vicinity map to locate site.
- _____ 10) Topography of site at 2' contours, if requested by the City.
- _____ 11) Location of buildings with finish floor grades.
- _____ 12) Size of main and accessory buildings.
- _____ 13) Show all existing buildings on the site.
- _____ 14) Height of all buildings and square footage of floor areas.
- _____ 15) Density schedule for multi-family developments showing dwelling units per acre, type of units and total number of units.
- _____ 16) Existing and proposed streets, driveways, sidewalks and other vehicle and pedestrian circulation on and adjacent to the site.
- _____ 17) Location and size of all parking spaces, any required parking wheel stops, service drives, delivery and loading areas.

- _____ 18) Open space location, landscaping, screening, fencing, wells, topography changes, other natural features.
- _____ 19) Impact on adjacent property shown, adjacent structures, drives and parking within 100'.
- _____ 20) On site lighting, drive accesses, sidewalk, signage, landscaping.
- _____ 21) Surface water drainage and grading plan, and any plans for storm water retention.
- _____ 22) Water and Sewer and other public utility connections and lines.
- _____ 23) Other information the applicant deems necessary, or requested by the City.