

PROJECT: _____

RE: _____
SITE PLAN REVIEW

REVIEWER: _____

REVIEW DATE:

Site plans shall be prepared by a registered professional engineer, architect, land surveyor or landscape architect at the largest scale possible, but no less than a scale of one (1) inch equals 20 feet, on standard 24" x 36" sheets, with one copy on 8 1/2" x 11" or 11" x 17". The number of copies of the site plan to be submitted for review shall comply with the City's schedule of copies. Items required for submission include:

Name of the project, address, boundaries, date, north arrow and scale of the plan.

Name and address of the owner of record, developer, and seal of the engineer, architect or landscape architect.

All existing lot lines, easements and rights-of-way. Include area in acres or square feet, abutting land uses and structures.

The location and use of all existing and proposed structures within the development. Include all dimensions of height and floor area, show all exterior entrances and all anticipated future additions and alterations, side views of structure, building elevations of structure, and proposed building materials.

The location of all present and proposed public and private ways, parking areas, driveways, sidewalks, ramps, curbs and fences. Location, type and screening details for all waste disposal containers shall also be drawn.

Lighting: location, height, intensity and bulb type of all external lighting fixtures shown.

The location, height, size, materials, and design of all proposed signage.

The location, size and common name of all existing plant materials to be retained on the site, including a description of the methods by which such materials could be preserved; mature sizes of plant material drawn to scale and identified by common name or appropriate key; location of all trees, twelve-inch (12") caliper or larger measured at four and one-half feet (4 ½') above ground level that are proposed for removal.

The location of all present and proposed utility systems including:

sanitary sewage system; _____

water supply system; _____

telephone, telecommunication, cable and electrical systems; _____

storm drainage system including existing and proposed drain lines, culverts, catch basins, headwalls, endwalls, hydrants, manholes and drainage swells. _____

Construction and post-construction best management practices (BMPs) may be required as part of the plan to prevent stormwater pollution. This must include run-off calculations and must be approved by the city engineer following a determination that the plan is in conformance with the City's adopted Stormwater ordinance. A Storm Water Pollution Prevention Plan (SWPPP) must be submitted to the State if more than 1 acre is disturbed.

Existing and proposed topography shown at not more than two-foot contour intervals. All elevations shall refer to the United States Geodetic Survey (USGS) datum. If any portion of the parcel is within the 100-year flood plain, the area shall be shown with base flood elevations and the developer shall present plans for meeting Federal Emergency Management Agency (FEMA) requirements.

Zoning district boundaries adjacent to the site's perimeter shall be drawn and identified on the plan.

Access Management plan in accordance with the AASHTO "A Policy on Geometric Design of Highways and Streets". Traffic flow patterns within the site, entrances and exits, loading and unloading areas, curb cuts on the site and within 100 feet of the site shall be shown.

Traffic Study

The projected number of motor vehicle trips to enter or leave the site, estimated for daily and peak hour traffic levels;

The projected traffic flow pattern including vehicular movements at all major intersections likely to be affected by the proposed use of the site; and

The impact of this traffic upon existing abutting public and private ways in relation to existing road capacities, existing and proposed daily and peak hour traffic levels, as well as road capacity levels.

For new nonresidential construction or alterations to any existing nonresidential structure, a table containing the following information must be included:

- Area of structure to be used for a particular use, such as retail operation, office, storage.
- Estimated maximum number of employees
- Maximum seating capacity, where applicable
- Number of parking spaces existing and required for the intended use _____ / _____
- A landscape plan for paved parking may be required

Rooftop equipment screening

Dumpster Enclosure

Building Form

Additional comments: _____