K) SITE DEVELOPMENT PLAN – See below Checklist

SITE DEVELOPMENT PLANS

The following information shall be submitted with any application for a site development plan approval. This information shall be contained in a site plan or combination site plan/grading plan. **Six(6) copies** of the plan shall be submitted to the Planning Department along with the **Type I application form**. The site plan shall have a scale of no greater than 1” = 50’.

**General Information:** To be placed on the site development plan in addition to the application form.

1. Name of the project.
2. Location of the project
3. Date of the plan preparation
4. North point and scale of the drawing
5. Dimensions of all property lines, structures, paved areas, easements, etc.

**Site Information:**

1. Boundary lines of the property
2. Adjacent streets with rights of way shown, on site roadways and driveways, street right of ways, fire lanes, and access to public streets
3. Utility right of ways and easements including electric, natural gas, telephone, water(domestic and fire), sanitary sewer and drainage easements
4. Location of existing utilities on or adjacent to the site
5. Locations of buildings and structures
6. Location of critical environmental features required for the site capacity calculations (Sec. 61.530 – 61.533) including lakes, ponds, water courses, wetlands, drainageways, floodway, floodway fringe, moderate and steep slopes
7. Location of parking and loading areas
8. Sidewalks, walkways, bikeways, transit facilities
9. Landscape area, bufferyards and planting plan (The adjacent land uses and zoning districts must be available for the determination of bufferyards.), fences and retaining walls

**Zoning Information:** includes but not limited to the following

1. Completed site capacity calculation
2. Gross square footage of all buildings and structures and the related floor area ratio calculations, and setbacks from property lines
3. Amount of landscape area provided and bufferyards (landscaping plan)
4. Amount of useable recreation area provided (residential development)
5. Dwelling unit density with breakdown by unit type included (residential development)
6. Parking and loading areas including dimensions and numbers
7. Exterior storage, lighting plans and sign locations where applicable

**Building Information:**

1. Elevations with dimensions
2. Window locations identified in all performance standard residential uses and multi-family residential uses under four stories
3. Information necessary for water, sewer, and electrical service to buildings
Other Information:

1. Certificate of survey
2. Grading and drainage plan if separate from the site development plan
3. Utility plan (existing and proposed improvements)

A table of zoning information should be placed on the site plan to easily display zoning ordinance requirements. Below is an example.

Zoning Information

Current Zoning:
Site Address:
Proposed Use:
Site Location Standard:

Net buildable area (including site capacity calculation):
Multiply by Floor Area Ratio:
Equals permitted floor area:

Minimum setback requirements:
  Front yard:
  Side yard:
  Side street yard:
  Sum of side yards:
  Rear yard:
Minimum landscape area:
Landscape area proposed:
Permitted height of building:
Proposed building height:

Required off-street and handicap parking:
Exterior Lighting:
Sign regulations:
Exterior storage regulations:
Bufferyard indicator by yard:

L) ADDITIONAL INFORMATION: The Zoning Administrator may require that any application include the following information:

1) On a site plan, the following information shall be identified:

   a) General Site Features:

      (1) Vicinity sketch and boundary line survey.

      (2) Location of any buildings, structures, utilities, sewer, storm and water drains on the site and on property within one hundred (100) feet of the project site.

      (3) Contours of the existing site at two (2) foot intervals.
4) Acreage of the project.

5) Scale of map and north arrow.

6) Name and addresses of owner, of developer, or technician who made the plan, and engineer responsible for engineering detail.

7) Location by section, township, range, county and state.

8) Name of project area.

9) Locate all trees with a trunk diameter of greater than five (5) inches, measured at a point five (5) feet from the ground.

b) **Proposed Alterations:**

1) Changes to land surface and vegetative cover.

2) Areas of cut and fill.

3) Detailed plans of storm water and erosion control facilities.

4) Contours of finish areas at an interval that will adequately describe the final topography.

5) Structures, roads, paved areas, buildings.

6) Utility easements and drainage easements.
2) In a written report, the following information should be provided:

   a) **Runoff Characteristics:**
      
      (1) Drainage area in acres for each storm water and erosion control structure.
      
      (2) Calculation of C.F.S. (Cubic Feet Per Second Runoff) prior to development and C.F.S. after development.
      
      (3) Watershed above project area (if applicable).
      
      (4) Certification of the quantity of excavation and fill involved.

   b) **Projected Phasing of Project:**
      
      (1) Date of cover removal.
      
      (2) Date of temporary cover.
      
      (3) Date of permanent storm water and erosion control structures constructed.
      
      (4) Date of final completion of project.

   c) **Maintenance of Facilities:**
      
      (1) Who will maintain structure during development.
      
      (2) How long will structure be maintained.

   d) **Certification:**
      
      (1) A certification from a registered professional engineer, hydrologist, or soils scientist stating that the development will meet the standards of this section. This certification shall also appear on the site plan.