

SITE PLAN PROCEDURE

RESIDENTIAL - Site plan submitted to Codes Administrator for his review and building permit.

NON-RESIDENTIAL AND MULTI-FAMILY - Submit site plans to Codes Administrator to be reviewed by Site Plan Committee (meet as needed). The site plan committee consist of Codes Administrator, Building Code Inspector, Planning Director, and Utilities Superintendent.

TIME FRAME - If everything is in order and after verification the building permit can be issued. A longer time frame is dependent on the revisions being made and resubmitted to Codes Administrator and/or a Board of Adjustment hearing.

SITE PLAN REVIEW

COMMERCIAL AND INDUSTRIAL

Applicant: _____ Use Permitted _____
Conditional _____

Address of Applicant: _____

Mailing Address of Applicant: _____

Address of Proposed Building: _____

SITE PLAN:

- Drawn to scale
- Dimension and area of lot agree with record plat
- Dimension of all existing and proposed structures
- Setbacks
- Proposed building out of easements
- Encroachment permit approved by _____
City: _____
County: _____
State: _____
- Drainage plan approved by appropriate authority
- Zoning – use consistent with zoning and / or development plan
- Floodplain
- Screening required
- Dimension and location of parking spaces and location of parking barrier
- Dimension and location of loading spaces required
- Water supply _____
- Sewer system _____
Public: _____
Individual: _____
Health Department Approved: _____
- Dimension of all existing and proposed signs
- Sign locations
- Site triangle
- Erosion control Plan