



SITE PLAN REVIEW CHECKLIST and REQUIREMENTS TO BE SUBMITTED WITH SIGNED PLANS

SITE INFORMATION

Address: _____ Applicant: _____

REQUIRED FOR ALL PROJECTS – RESIDENTIAL + COMMERCIAL + INDUSTRIAL DEVELOPMENTS

SITE PLAN CONTENT REQUIREMENTS

- Size and Location of all existing and proposed sanitary sewer, water lines, and storm sewers. Clearly show Public vs Private utilities

- Location and type of Fire Hydrants. Location of FDC. All required Fire-Flow Calculations.

- Location and dimensions of Fire lanes with striping and "No Parking Fire Lane" signs locations

- Out-boundary of the lot. Also include the lot number and subdivision name, if applicable. The area of the lot in square feet or acres to the nearest tenth of an acre.

- Delineation and identification of all easements (existing and proposed). (see Additional Information below)

- Stormwater calculations and detention plans. Grading permit may be required with erosion control plan.

- Delineation of minimum building setback requirements. (see Additional Information below)

- Location map of the property, North arrow and plan scale. Topography of the site with contours minimum interval 5 feet

- Delineation and dimensions of existing and proposed type of pavement and curbing, including the location of existing and proposed curb cuts. Also indicate right-of-way line of streets abutting the site.

- Tabulation of the number of multiple-family dwelling units by number of bedrooms, if applicable.

REVIEW AND SIGN BEFORE SUBMISSION TO CITY

- Checked for completeness.
- I certify that the Plans submitted do not encroach onto or in any existing easements or setbacks.

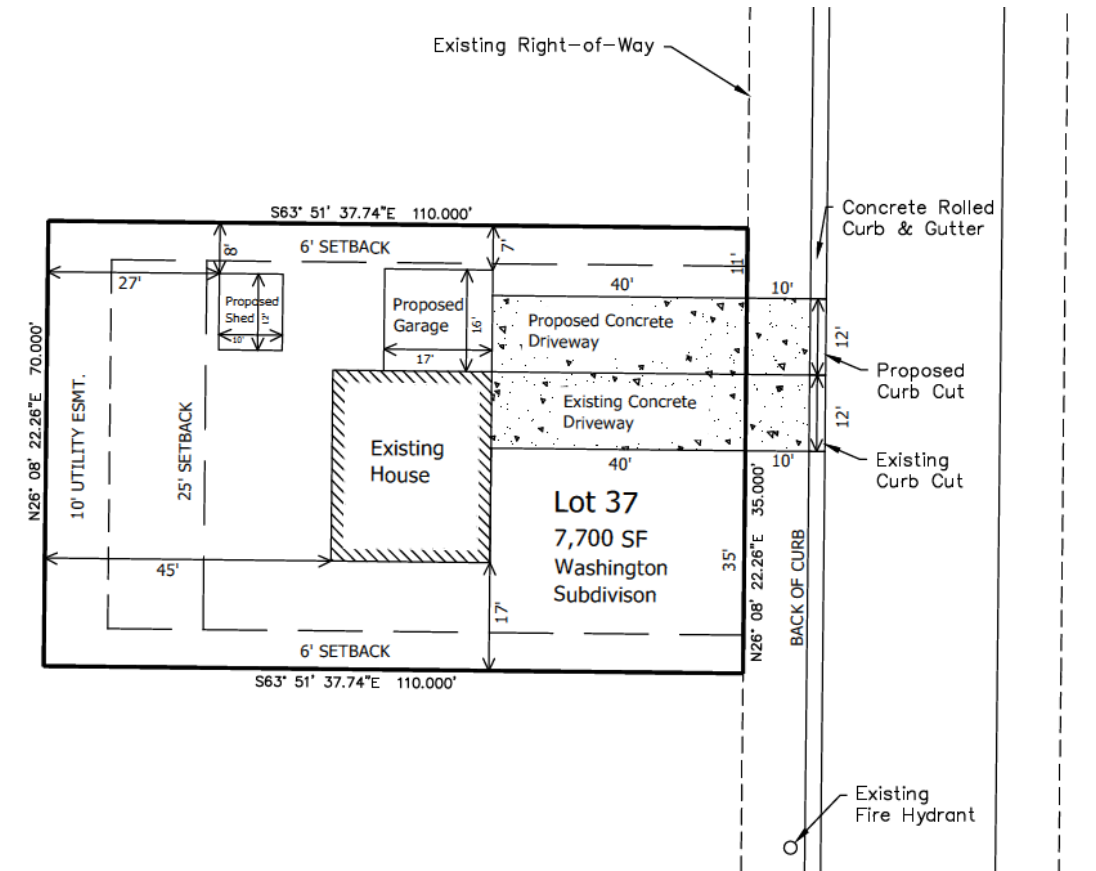
Applicant _____

Date _____

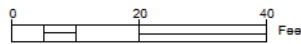
Additional Information

1. This Project will require final signed sealed as-builts at the end of the project before occupancy can be issued (Checklist below)
2. An Affidavit certifying that all newly install fire hydrants have been flushed and flow tested. The flow test information will be provided to the City and fire hydrants painted per City Code Section 425.015
3. Water and sanitary connections can be coordinated with Public Works
4. Any infrastructure intended for City maintenance after construction will require formal acceptance by the City once completed
5. Call for inspections of all infrastructure during installation

SITE PLAN EXAMPLE



**Site Plan
Example**



Site Plan Development Plan Requirements

1.

Name, address, and telephone number of the property owner and, if different, the person or firm submitting the plan (may be submitted on a separate sheet).

2.

Location map of the property in question (may be submitted on a separate sheet).

3.

North arrow and plan scale. The plan scale shall be one (1) inch equals twenty (20) feet to one (1) inch equals fifty (50) feet in any increments of ten (10) feet on one or more sheets not less than eight and one-half (8 1/2) inches by eleven (11) inches or greater than thirty-six (36) inches by forty-eight (48) inches in size. The Zoning Administrator may authorize a different plan scale, so long as the scale is in ten-foot increments and the resulting clearly shows the information required herein.

4.

Out-boundary of the lot, including all dimensions and bearings, both linear and angular, radii and arcs, necessary for locating the boundaries of the lot. Also include the lot number and subdivision name, if applicable.

5.

The area of the lot in square feet or acres to the nearest tenth of an acre.

6.

Delineation and identification of all easements (existing and proposed).

7.

Delineation of minimum building setback requirements.

8.

Delineation of off-street parking spaces, including itemization of the number of spaces required and proposed and fire lanes. Also indicate typical dimensions for parking stalls, circulation aisle and fire lane widths, parking bay widths, angle of stalls, and location and dimensions of handicapped parking stalls.

9.

Delineation and dimensions of existing and proposed type of pavement and curbing, including the location of existing and proposed curb cuts. Also indicate the right-of-way line of streets abutting the site.

10.

Grading, storm drainage and erosion control plans, in accordance with the requirements of City of Washington Municipal Code, MODOT and any other applicable regulation.

11.

The location and size of existing and proposed sanitary and storm sewers, culverts, water mains and fire hydrants, and other underground utilities.

12.

Clearly show fire lane with width of lane, location of red fire lane striping, and location of “No Parking Fire Lane” signs.

13.

Location, type, dimensions and size of all signs associated with the proposed development (see Chapter **405**).

14.

Topography of the project area with contour intervals of five (5) feet or less.

15.

Stormwater runoff and detention plans in compliance with the requirements of Chapter **420**, Section **420.035**, and any additional information, beyond the requirements listed above, that may be requested by the Zoning Administrator or the Planning and Zoning Commission when such additional information is determined to be necessary for evaluating the proposed development.

16.

May be additional requirements and information requested by City staff.

***Will require as-builts and affidavit of fire hydrant flushing and flow testing before occupancy will be issued.
(See as-built checklist)