Project #: _											
بدانا والمامات	: 11		ـ ؛ د . ـ ـ ـ ا		-£ -:+-			c	:	مالد ا	DI:

This checklist will be used to verify the completeness of site plans submitted for review by the Planning Department. Because development proposals vary in type and scale, there may be submittal requirements that are not specified here. Also there may additional requirements if a site is located in CPO, HPO, and/or VPO or if located in DT-UC-MS or PT areas. See the IDO or AGIS for boundaries. Nonetheless, applicants are responsible for providing a complete submittal. Certification as specified below is required.

I CERTIFY THAT THE SUBMITTED SITE PLAN IS COMPLETE AND ACCURATE, AND THAT ALL APPLICABLE INFORMATION AS SPECIFIED IN THIS CHECKLIST IS PROVIDED. FURTHER, I UNDERSTAND THAT THIS APPLICATION IS BEING ACCEPTED PROVISIONALLY AND THAT INACCURATE AND/OR INCOMPLETE INFORMATION MAY RESULT IN THE SUBSEQUENT REJECTION OF THE APPLICATION OR IN

A DELAY OF ONE MONTH OR MORE IN THE DATE THE APPLICATION IS SCHEDULED FOR PUBLIC HEARING.

November 10, 2025

Applicant or Agent Signature / Date

Site plan packets shall be composed of the following plan sheets (unless otherwise approved in writing prior to submittal by the Planning Department):

- **1. Site Plan (**including utilities and easements)
- 2. Landscaping Plan
- 3. Grading and Drainage Plan
- 4. Utility Plan
- 5. Building and Structure Elevations
- 6. Previously approved Development Plan (if applicable)

The electronic format must be organized in the above manner.

The following checklist describes the minimum information necessary for each plan element. The Applicant must include all checklist items on their site plan drawings and confirm inclusion by checking off the items below. Non-applicable items must be labeled "N/A." Each non-applicable designation must be explained by notation on the Checklist.

NOTE: There may be addition information required if site is located with a CPO, VPO or HPO and/or any other special areas as defined by the IDO.

NOTE: If there requests for deviations (Section 14-16-6-4(O), they must be clearly labelled on the site plan (Sheet 1) as well as addressed in the application letter made with the submittal.

SHEET #1 - SITE PLAN

A. General Information

1. Date of drawing and/or last revision

Scale: 1.0 acre or less 1" = 10'
1.0 - 5.0 acres 1" = 20'
Over 5 acres 1" = 50'
Over 20 acres 1" = 100'

- **✓**3. Bar scale
- ✓ 4. North arrow
- ✓ 5. Legend
- ✓ 6. Scaled vicinity map
- ✓ 7. Property lines (clearly identify)
- ✓ 8. Existing and proposed easements (identify each)
- ✓ 9. Phases of development, if applicable

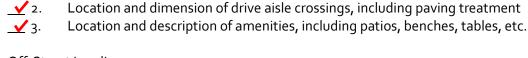
B. Proposed Development

1. Structural

- ✓ A. Location of existing and proposed structures (distinguish between existing & proposed) and include any accessory structures
- ✓ B. Square footage of each structure
- ✓ C. Proposed use of each structure
- ✓ D. Signs (freestanding) and other improvements
- ✓ E. Walls, fences, and screening: indicate height, length, color and materials
- ✓ F. Dimensions of all principal site elements or typical dimensions
- ✓G. Loading facilities
- See Site Lighting Plan H. Site lighting (indicate height & fixture type)
 - ✓I. Indicate structures within 20 feet of site
 - N/AJ. Elevation drawing of refuse container and enclosure, if applicable.
 - ✓ K. Existing zoning/land use of all abutting properties

2. Parking, Loading and Internal Circulation

- ✓ A. Parking layout with spaces numbered per aisle and totaled.
 - ✓ 1. Location and typical dimensions, including motorcycle spaces, bicycle spaces, ADA accessible spaces, and compact spaces
 - ✓ 2. Calculations: spaces required and proposed (include any reduction calculations) for motorcycle, bicycle, compact and ADA spaces
 - $\frac{N/A}{3}$. On street parking spaces
- ✓B. Bicycle parking & facilities
 - ✓1. Bicycle racks location and detail
 - ✓ 2. Other bicycle facilities, if applicable
- ✓C. Vehicular Circulation (Refer to DPM and IDO)
 - 1. Ingress and egress locations, including width and curve radii dimensions
 - 2. Drive aisle locations, including width and curve radii dimensions
 - 3. End aisle locations, including width and curve radii dimensions
 - <u>N/A</u> 4. Location & orientation of refuse enclosure, with dimensions
 - ✓ 5. Loading, service area, and refuse service locations and dimensions
- ✓ D. Pedestrian Circulation
 - ✓ 1. Location and dimensions of all sidewalks and pedestrian paths (including ADA connection from ROW to building and from ADA parking to building)



<u>✓</u>E. Off-Street Loading **V** 1. Location and dimensions of all off-street loading areas

✓ F. Vehicle Stacking and Drive-Through or Drive-Up Facilities Location and dimensions of vehicle stacking spaces and gueuing lanes

Landscaped buffer area if drive-through lanes are adjacent to public R/W

Striping and Sign details for one-way drive through facilities

3. Streets and Circulation

✓A. Locate and identify adjacent public and private streets and alleys.

Existing and proposed pavement widths, right-of-way widths and curve radii

_______ 2. Identify existing and proposed turn lanes, deceleration lanes and similar features related to the functioning of the proposal, with dimensions

Location of traffic signs and signals related to the functioning of the proposal

<u>4</u>. <u>5</u>. Identify existing and proposed medians and median cuts

Sidewalk widths and locations, existing and proposed

<u>N/A</u> 6. Location of street lights

_______ 7. Show and dimension clear sight triangle at each site access point

Show location of all existing driveways fronting and near the subject site.

✓ B. Identify Alternate transportation facilities within site or adjacent to site

N/A ₁. Bikeways and bike-related facilities

N/A 2. Pedestrian trails and linkages

Transit facilities, including routes, bus bays and shelters existing or required

4. Phasing

N/A A. Proposed phasing of improvements and provision for interim facilities. Indicate phasing plan, including location and square footage of structures and associated improvements including circulation, parking and landscaping.

SHEET #2 - LANDSCAPING PLAN

1. Scale - must be same as scale on sheet #1 - Site plan

_✓ 2. Bar Scale

✓ 3. North Arrow

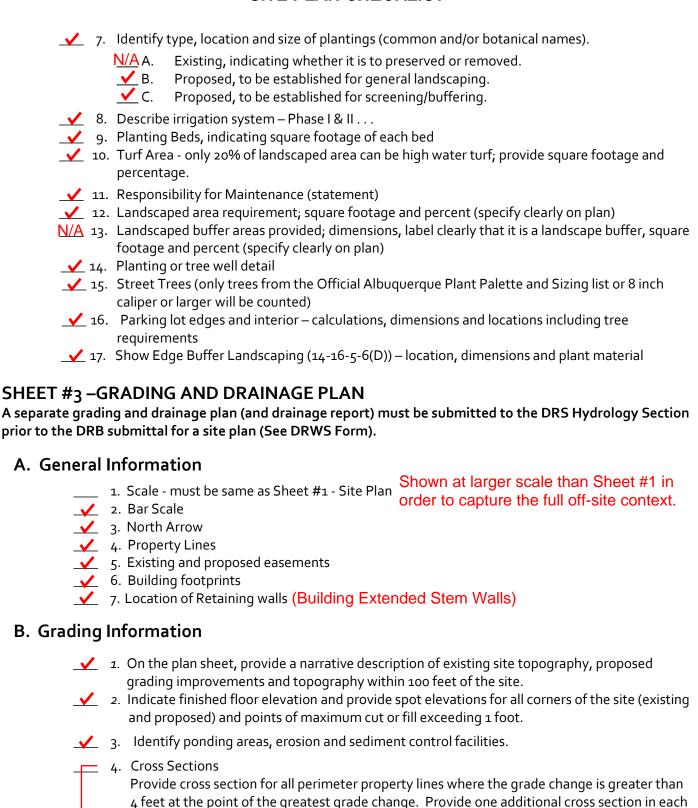
✓ 4. Property Lines

See SDP<u>1.1</u> 5 Existing and proposed easements

✓ 6. Identify nature of ground cover materials Impervious areas (pavement, sidewalks, slope pavings, curb and gutters, etc.)

Pervious areas (planting beds, gravel areas, grass, ground cover vegetation, etc.)

N/A c. Ponding areas either for drainage or landscaping/recreational use



plans for review prior to building permit.

direction within no more than 100 feet of the reference point.

To be provided to Hydrology with more detailed

SHEET #4- UTILITY PLAN

- ✓ A. Fire hydrant locations, existing and proposed. (or submit signed off Fire One Plan)
- ✓ B. Distribution lines
- ✓ C. Right-of-Way and easements, existing and proposed, on the property and adjacent to the boundaries, with identification of types and dimensions.
- ✓ D. Existing water, sewer, storm drainage facilities (public and/or private).
- ✓ E. Proposed water, sewer, storm drainage facilities (public and/or private)

SHEET #5 - BUILDING AND STRUCTURE ELEVATIONS

A. General Information

✓ A. Scale

✓ B. Bar Scale

✓ C. Detailed Building Elevations for each facade

✓1. Identify facade orientation

✓ 2. Dimensions of facade elements, including overall height and width

✓ 3. Location, material and colors of windows, doors and framing

✓ 5. Location and dimensions of mechanical equipment (roof and/or ground mounted)

B. Building Mounted Signage

- ✓ 1. Site location(s)
- 2. Sign elevations to scale
- 3. Dimensions, including height and width
- 4. Sign face area dimensions and square footage clearly indicated
- __ 5. Lighting
- 6. Materials and colors for sign face and structural elements.

Only proposed possible locations for building signs at this time. Sign design still in development.