SITE PLAN CHECKLIST

Site Plans accompany Conditional Use Permits, Conditional Rezoning Applications, and some Business Development. Below is a list of requirements for surveyed site plans. This is not an exhaustive list, as your particular application may warrant additional items. At a minimum, your site plan should include the following:

**General Items:**
- □ Vicinity Map
- □ Date
- □ North Arrow
- □ Scale

**Property Being Surveyed:**
- □ Total Acreage (outside Right of Way)
- □ Zoning Classification(s)
- □ Adjoining Streets and Railroads
- □ Existing Utility Easements and/or Road Right-of-Way
- □ Water Features
- □ Parcel Number (for adjoining property as well)
- □ Land Owner: Name, Address, Phone Number (adjoining property as well)
- □ Proposed Use of all Land and Structures
- □ Proposed Number of Residential Units
- □ Number of Location of All Structures, Approximate Area and Exterior Dimension
- □ Screening Required by Section 12-302 and/or Proposed by Applicant
- □ Proposed Right-of-Way
- □ Floodplain Areas as Referenced in Section 12-251 (see FEMA flood maps)
- □ Proposed Phasing, if any, and Schedule for Completion of Entire Project
- □ Traffic, Parking, Ingress and Egress