

Site Plan Submission Documents Checklist

A) Plans

- ☐ A detailed site development plan prepared and certified by a professional engineer including:

a. Required Plan Sheets for Approval

1. Site Plan sheet, showing the following:
 - i. Development Use Table (zoning, parking requirements, use, open space requirements)
 - ii. Existing Conditions/Previously Approved Plan
 - iii. Easement Exhibit with plat references
 - iv. Topography
 - v. Streets, sidewalks, bicycle lanes, and other transportation improvements (on-site and right-of-way, including description and widths)
 - vi. Property lines, adjacent property owners, and legal descriptions
 - vii. Building Footprints with entry grades and locations
 - viii. Parking and loading location and dimensions
 - ix. Driveways, drive aisles, and dimensions
 - x. Setbacks, screening and buffering
 - xi. Moderately Priced Dwelling Unit (MPDU) locations (If proposing 50 or more residential units)
 - xii. Water, sewer and storm drain utilities
 - xiii. Stormwater facilities
 - xiv. Clearly defined Limit of Disturbance (LOD)

b. Additional Plan Sheets & Exhibits (Applicable by Project)

1. Fire protection site plan (required for applications that include construction of or modification to roadways and building access)
2. Landscape and lighting plans
3. Public Use Space, Parks and open space
4. Phasing plan
5. Preliminary building elevations and floor plans
6. On-site vehicle and pedestrian circulation plan with truck turning templates
7. Private pavement marking and signage plan
8. Impervious area exhibit

9. Other exhibits as necessary to show compliance with the items in the project narrative

B) Supporting Materials

- ☐ Project narrative to include a statement of justification that addresses compliance with:
- Comprehensive Master Plan and other applicable city plans
 - Applicable findings of Section 25.05.07 and applicable zoning development standards Required findings of Section 25.07.01.a.3. and applicable zoning development standards such as:
 - Sec. 25.10.05 (Single Unit Residential),
 - Sec. 25.11.04 (Residential Medium Density)
 - Sec. 25.12.04 (Industrial)
 - Sec. 25.13.05 (Mixed-Use)
 - Landscaping, Screening and Lighting Manual (Resolution No. 1409)
 - Adequate Public Facilities (Section 25.20)
 - Parking and Loading (Section 25.16)
 - Signs (Section 25.18)
 - Public Use Space (Section 25.17.01)
 - Green Building Regulations (Chapter 5 of the City Code: Building & Building Regulations, Article XIV)
 - Publicly Accessible Art in Private Development (Chapter 4 of City Code, Article IV)
 - Moderately Priced Housing Units (MPDU) (if applicable; Chapter 13.5 of City Code)