



SITE PLAN APPLICATION

CASE# _____

<p>Legal Owner / Agent: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____ Email: _____</p> <p>Contact Person: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____ Email: _____</p> <p>Signature of Owner/Owner's Representative: _____ Date: _____</p>	<p>Name of Development: _____ Location by Street address _____ Existing General Plan Land Use Designation: _____ Existing Zoning: _____ Gross Acreage: _____ Existing Use: _____ Proposed Use: _____ Building Coverage: _____ Building Height _____</p> <p>Staff Comments will be returned to the applicant (Contact Person) at the time of the review meeting setup by staff and/or by E-mail.</p>
<p><u>ALL SUBMITTALS MUST IUNCLUDE THE FOLLOWING:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Narrative <input type="checkbox"/> Legal Description of Property and current Assessor's Parcel Number(s) <input type="checkbox"/> Owner Authorization Letter (if applicable) <input type="checkbox"/> 5 Copies of the Site Plan (24"X 36", folded) scaled not less than 1" to 100' with a north point indicator; signed seal of an architect or engineer showing: <ul style="list-style-type: none"> • Boundary line of Real Property with dimensions • Location Map including area (at minimum) within one-half mile of the property • Location, identification and dimension of existing and proposed: <ul style="list-style-type: none"> ○ Topographic contours at minimum of 2', adjacent streets, street lighting, driveways sidewalks, bikeways & offsite traffic flow ○ Onsite streets, driveways, sidewalks, loading areas, bikeways, fences, refuse collection, utilities, utility easements, setbacks and parking facilities, retention basins, draining flow arrows, fire hydrants, lighting; onsite traffic flow ○ Buildings and structures including building heights <input type="checkbox"/> Three Copies of a Traffic Impact Analysis (TIA) (if applicable) <input type="checkbox"/> ALTA Survey (no older than 90 days) <input type="checkbox"/> Elevations, Landscape, Photo-metric Plans; see 16-3-04 C for other requirements <input type="checkbox"/> A Map showing; a list of Names and Addresses, and mailing labels; for all property owners within 200 ft of the exterior boundaries of the property 	<p>Date of Pre-Application Meeting: _____</p> <p>Name of Planner: _____</p> <p>Fees: Commercial/Industrial \$600.00 + \$20.00 per acre Residential (≥three-family du) \$500.00 + \$10.00 per acre</p> <p>Total: _____</p> <p><input type="checkbox"/> Fee Paid</p> <p>Check Number: _____</p> <p>Received By: _____</p>