

APPLICATION FOR SITE PLAN APPROVAL / CHECKLIST

1. The submitted site plan shall meet the requirements of Article XIII "Site Plan Review."
2. A landscape plan that meets the requirements of Article IX "Landscaping and Screening" shall be included as part of the site plan submitted.
3. The submitted site plan shall show the proposed design and layout of streets, driveways, sidewalks and other vehicular and pedestrian circulation features within and adjacent to the site; also the location, size and number of parking spaces in the off-street parking areas and the identification of service lands, service parking and loading zones in conformance with the requirements set forth in Article XI "Off-Street Parking and Loading Regulations."

Please Note:

Prior to approval of a Building Permit, a Construction Site Plan must be reviewed and approved by the City Engineer. In addition, the appropriate Fire Protection District will need to review and approve the development.

Any signage to be placed on the subject property requires a separate Sign Permit.

Any business occupying the site requires approval of a Business License.

All plans, architectural drawings, renderings or other materials or visual aids either submitted to the Commission and/or Board of Aldermen or presented at their meeting shall become the property of the City and part of the permanent record of any approval.

CHECKLIST TO COMPLETE THIS APPLICATION

Two (2) folded copies of the site plan are provided.
Additional copies for distribution to Planning and Zoning Commission and Board of Aldermen members will be requested upon review by the City Engineer.

The applicant is required to appear before the Planning and Zoning Commission and Board of Aldermen.

Before signing this application, make sure all items above are completed

Applicant's Signature	Date
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Owner's Signature (additional below)	Date
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NOTE: By affixing signatures to this application form, the Applicant and Owner hereby verify that: they have reviewed the applicable zoning regulations; they are familiar with the specific requirements relative to this application; and they take full responsibility for this application. The above signatures further indicate that the information provided on this form and on any additional data attached hereto is true, complete, and accurate.