

SITE PLAN / LAND USE APPLICATION

APPLICANT INFORMATION

Name:		Contact Person:	
Address:	City:	State:	Zip:
Phone:	Fax:	Email:	

PROPERTY OWNER INFORMATION

Name:		Contact Person:	
Address:	City:	State:	Zip:
Phone:	Fax:	Email:	

PROPERTY INFORMATION

Street Address of Property:			
Legal Description:	Block/Abstract:	Lot/Tract:	Addition/Survey:
Zoning:		Land Use Requested:	
Any Ordinance Waivers/ Variance Requests? <i>(provide letter of request(s))</i> <input type="checkbox"/> YES <input type="checkbox"/> NO		Easement Required? <input type="checkbox"/> YES <input type="checkbox"/> NO	

I understand that I must provide eight (8) hard copies of the site/civil plans, a copy in electronic format (pdf, tif, etc.), the site plan/land use application, and the required fee *(verify with P & Z Coordinator)*. I hereby certify that the information provided in this application is true and factual to the best of my knowledge. I further understand that the public hearing for this project will not be scheduled until the application fee has been paid and the plans have been reviewed and accepted by City staff to go before the P & Z Commission and the City Council for final approval.

Property Owner Signature:	Date:
Printed Name:	Title:

OFFICE USE ONLY

Fee:	Date Paid:	Receipt #:	
PZ #:	Ownership Verified: <input type="checkbox"/> YES <input type="checkbox"/> NO	Taxes Paid: <input type="checkbox"/> YES <input type="checkbox"/> NO	Liens Paid: <input type="checkbox"/> YES <input type="checkbox"/> NO
P & Z Meeting Date:		City Council Meeting Date:	
Ordinance #:	Site Plan Approved: <input type="checkbox"/> YES <input type="checkbox"/> NO	Date Approved: □□/□□/□□	Any Stipulations? <i>(please attach description)</i>

5. Height of all structures.

Shown: Not Applicable: Incomplete

Comment: _____

6. Proposed uses.

Shown: Not Applicable: Incomplete

Comment: _____

7. Landscape plan prepared by a landscape architect, landscape contractor, or landscape designer knowledgeable in plants, materials, and landscape design.

Shown: Not Applicable: Incomplete

Comment: _____

A. Minimum scale of one inch equals 50 feet;

Shown: Not Applicable: Incomplete

Comment: _____

B. Location of all trees to be preserved;

Shown: Not Applicable: Incomplete

Comment: _____

C. Location of all plants and landscaping material to be used, including plants, paving, benches, screens, fountains, statues, or other landscape features;

Shown: Not Applicable: Incomplete

Comment: _____

D. Species of all plant material to be used;

Shown: Not Applicable: Incomplete

Comment: _____

E. Size of all plant material to be used;

Shown: Not Applicable: Incomplete

Comment: _____

F. Spacing of plant material where appropriate;

Shown: Not Applicable: Incomplete

Comment: _____

G. Layout and description of irrigation, sprinkler, or water systems, including placement of water sources;

Shown: Not Applicable: Incomplete

Comment: _____

H. Description of maintenance provisions for the Landscape Plan;

Shown: Not Applicable: Incomplete

Comment: _____

I. Person(s) responsible for the preparation of the Landscape Plan.

Shown: Not Applicable: Incomplete

Comment: _____

8. Tree Survey indicating location, size, and type of all existing trees.

Shown: Not Applicable: Incomplete

Comment: _____

9. The location and type of all signs, including lighting and heights.

Shown: Not Applicable: Incomplete

Comment: _____

10. Elevation drawings citing proposed exterior finish material.

Shown: Not Applicable: Incomplete

Comment: _____

11. Street names on proposed streets.

Shown: Not Applicable: Incomplete

Comment: _____

12. Proposed water, wastewater collection, and storm sewer lines; proposed grading and drainage patterns. Copy of the NOIs, CSN or SWPPP must be submitted with Site plan.

Shown: Not Applicable: Incomplete

Comment: _____

13. Proposed water, wastewater collection, and storm sewer lines; proposed grading and drainage patterns.

Shown: Not Applicable: Incomplete Comment: _____

14. Engineering dedicated to the platted or if previously

drawings of all improvements to be City if the property is not to be final engineering drawings have not been submitted for the site. If the property

e final platted,
Shown: Not Applicable: Incomplete Comment: _____

these may be provided at that time.
Incomplete Comment: _____

15. Utility and infrastructure, if

drainage easements for dedicated required.

Shown: Not Applicable: Incomplete
Comment: _____

Incomplete

16. Such additional design standards, Commission and

terms and conditions, including as the Planning and Zoning the City Council deem necessary.

Shown: Not Applicable: Incomplete
Comment: _____

REVIEWED BY: _____

DATE: _____

ADDITIONAL COMMENTS: _____

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b