

CITY OF DECATUR PLAN COMMISSION

Project _____ Docket _____

Address _____ Date _____

- (1) 150.235 Site Plan Review shall be required for all multiple-family and nonresidential projects prior to the issuance of a building permit.
- (2) **APPLICANT: PLEASE CHECK OFF EACH REQUIREMENT. BY DOING SO, YOU ARE VERIFYING THIS INFORMATION IS INCLUDED ON YOUR SITE PLAN – WHICH WILL GREATLY EXPEDITE PLAN APPROVAL.**
- (3) Additional information may be required depending on size and type of project.
- (4) If construction activity results in the disturbance of one or more acres of total land area, you must apply for a land disturbance permit.

Requirements for Site Plan Review:

- _____ application submitted – **MINIMUM 45 DAYS PRIOR TO MEETING**
- _____ owner name, contact person, address, telephone number
- _____ present zoning and surrounding zoning
- _____ lot size, north point and scale references
- _____ building setback lines
- _____ building(s) and measurements shown, existing and proposed
- _____ all utility improvements:
 - _____ electric, overhead and underground, size and location
 - _____ gas
 - _____ telephone
 - _____ water – size K copper
 - _____ sewer – size and location
- _____ storm drainage, retention or detention
- _____ parking lot size and paving specifications (city code 150.326)
- _____ number of parking and handicap spaces (city code 150.322, 150.237)
- _____ lighting of lot – location and type
- _____ curbing and sidewalks
- _____ dumpster location and fencing
- _____ landscaping – green space, size, type, number of plantings (city code 150.332)
- _____ buffering, if necessary, fencing, shrubs, etc
- _____ signage - size, type and location (city code 150.331)
- _____ layout of neighborhood, all surrounding streets and right-of-ways
- _____ existing easements and proposed easements
- _____ curb cuts, ingress and egress, location/dimensions
- _____ fire protection
- _____ elevations and topography

APPLICANT: _____ date _____

DEPARTMENT REVIEW: _____ date _____

COMMENTS: _____

