

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 (information @ www.decaturstormwater.com)**

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; city code 94.19(H)
- _____ parking lot size and paving specifications; city code 94.19
- _____ number of parking and handicap spaces; city code 150.232
- _____ lighting of lot – location and type
- _____ curbing and sidewalks; city code 94.09
- _____ dumpster location and fencing; city code 150.237
- _____ landscaping – green space, size, type, number of plantings; city code 150.237
- _____ buffering, if necessary, fencing, shrubs, etc.; city code 150.237
- _____ signage - size, type and location; city code 150.236
- _____ 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: _____

