

SITE PLAN REVIEW CHECK LIST

A site plan which is to be reviewed by the Planning Commission shall be submitted to the Township offices **no less than three weeks before the date of review by the Planning Commission.** The Commission meets on the ____ of each month at 7:00 P.M. at _____

SITE PLANS SHALL BE DRAWN AT A SCALE OF NOT MORE THAN ONE INCH TO 100 FEET AND SHALL CONTAIN THE FOLLOWING INFORMATION UNLESS SPECIFICALLY WAIVED BY THE PLANNING COMMISSION OR THE ZONING ADMINISTRATOR:

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| _____ The date on which the site plan was prepared. | _____ Proposed landscape materials per Section 4.3.2 including size and type of plantings. |
| _____ architect, landscape architect, engineer or professional surveyor who prepared the plan. | _____ Location, size and height of all proposed accessory structures, flagpoles, storage sheds, transformers, dumpsters or trash removal areas or devices, and methods of screening. |
| _____ name, address _____ professional seal | _____ Existing and proposed utility poles |
| _____ north arrow and legal description based upon the most current survey. | _____ Proposed signs including size and dimensions. |
| _____ Property lines with dimensions | _____ Proposed parking areas and access drives showing the number and size of spaces and aisles, loading areas, handicapped access ramps, and the method of surfacing such areas. |
| _____ Building setback distances | _____ A separate lighting plan for exterior lighting in compliance with Section 4.3.4 |
| _____ All structures, lot lines and wetlands within 100 feet of the site. | _____ Location and type of significant existing vegetation, water courses, and water bodies including county drains and manmade surface drainage ways, floodplains, and wetlands. Vegetation which is to be retained on the site must be illustrated. |
| _____ Existing and proposed topographic elevations at a minimum of five-foot intervals on the site and to a distance of 50 feet outside the boundary lines of the site. | _____ Location of existing and proposed slopes which are 20 percent or greater. |
| _____ Direction of storm water drainage, how storm water runoff will be handled. | _____ Zoning and land use on adjacent properties. |
| _____ Location of existing and proposed buildings, their intended use, the length, width and height of each building, and the square footage of each building. | _____ Location and specifications for any existing or proposed above or below ground storage facilities for any chemicals, salts, flammable materials, or hazardous materials as well as any containment structures or clear zones. |
| _____ Location of abutting streets, rights-of-way, service drives, curb cuts, and access easements serving the site, as well as driveways opposite the site and driveways within 100 feet on either side of the site; and the location and design specifications of the proposed driveways. | _____ The Planning Commission may request architectural elevation drawings of a building and cross-section drawings of a site. |
| _____ Location and size of all existing and proposed water and sanitary sewer lines and storm drainage lines as well as fire hydrants and catch basins; location of septic tank and drainfields; and utility easements serving the site. | _____ Small-scale sketch of properties, streets and zoned uses of land within one-quarter mile of the site, sufficient to illustrate the existing character and development in the area of the site. |
| _____ Location and type of all sidewalks, bike paths, and other walkways. | |
| _____ Location, type and size of any walls, fences or other screening devices. | |