



Date	_____
Tracking Number	_____

DESIGN REVIEW & STORMWATER MANAGEMENT PLAN REVIEW APPLICATION

REQUIRED ATTACHMENTS (One 24" by 36" copy and one digital copy)

1. SITE PLAN

- North arrow, scale, and date of plan
- Name, address of the professional who prepared the plan
- Legend of symbols, patterns, and abbreviations used
- The entire lot(s), including area and property lines dimensioned (including gross area of the site)
- Curb cuts, interior streets, driveways, parking areas and loading areas, square footage of the vehicular use area*
- Location of buildings and structures, including total floor area
- Location of refuse storage locations
- Proposed right-of-way improvements and pedestrian walkways
- Scale no less than 50' to 1" (20' or 30' to 1" preferred) with scale identified on each sheet

2. FLOOR PLAN

- Indicating the square footage of proposed development
- Dimensions
- Room use
- Location of all walls, doors, and windows
- Location of all plumbing fixtures
- Location of appliances/mechanical equipment
- Stairway location
- Firewall location (if applicable)

3. ARCHITECTURAL ELEVATIONS

Architectural Elevations drawn to scale indicating materials, colors, and textures proposed for any structures.

4. LIGHTING PLAN

- Location of all exterior lighting, including those mounted on poles and walls
- Types, style, height, and the number of fixtures
- Manufacturer's illustrations and specifications of all proposed lighting poles and fixtures

5. SIGNAGE PLAN

- Proposed Signage with overall height and width
- Building Elevation (including building width and height)
- Site plan showing the location of all proposed detached sign(s) along with setback dimensions.

6. LANDSCAPE PLAN

- Locations of on-site lighting
- North arrow, scale, and date of plan
- Name, address of the professional who prepared the plan
- Legend defining all symbols, patterns, and abbreviations used
- The entire lot(s), including area and property lines dimensioned
- Location of buildings and structures, including fencing around the perimeter of the property
- Location of refuse storage locations
- Proposed right-of-way improvements and pedestrian walkways
- Points of access, interior streets, driveways, and parking areas
- List of plants, including genus, species, common name, size, and quantity
- Existing vegetation
- Open space areas showing the square footage
- Planting proposed in the right-of-way must have Parks and Parkways approval*

7. STORMWATER MANAGEMENT PLAN (if applicable)

- Existing Conditions and Stormwater Management
- Proposed Development and Stormwater Management Calculations
- Implementation Timeline and Cost
- Operations & Management Plan
- SWPP (Sites over 1 acre)

8. PHOTOS

FEES

Compliant Plan	\$225
Non-Compliant Plan	\$500
Moratorium Appeals	\$1000