

**CITY OF SIDNEY--COMMERCIAL SITE PLAN CHECK LIST**

\*MULTI-FAMILY, COMMERCIAL, INDUSTRIAL SITE PLAN REQUIREMENTS\*

New/Change of Use

Addition

Interior Remodel/Tenant Finish

\*THE FOLLOWING CHECK LIST MAY NOT BE ALL INCLUSIVE OF EVERYTHING NEEDED TO COMPLETE THE PLAN REVIEW PROCESS, BUT NONETHELESS IT MUST BE COMPLETED, SIGNED AND SUBMITTED BY THE PERMITTEE. INCOMPLETE SUBMITTALS WILL BE RETURNED UN-REVIEWED.\*

Site Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Lot: \_\_\_\_\_

Block: \_\_\_\_\_

Addition: \_\_\_\_\_

Contact Person : \_\_\_\_\_

Phone Number: \_\_\_\_\_

- One (1) Copy of proposed building plans
- Plan Review Fee
- One (1) Copy of site plans

N/A

YES

**Please show the following on the site plan:**

1. North Arrow
2. Clearly indicate scale use on Site Plan. (1"=20' maximum)
3. Names of streets and cross streets - include alleyways and all right-of-way easements: access, utility, etc. - include location and size
4. Boundaries and dimensions of property and property corners identified on site.
5. Distance from property line to curb and edge of street.
6. Locations of existing and proposed structures.
7. Uses of all present and proposed structures.
8. Distance from all structures to the property lines (No reserved plans accepted.)
9. Existing and proposed curbs, sidewalks, driveways, curb cuts and locations.
10. Garages and Carports  Attached  Detached # of buildings on site \_\_\_\_\_
11. Location, dimensions, and number of existing and proposed parking spaces including:
  - A. Number of parking spaces and dimensions.
  - B. Number, type and location of ADA (Americans with Disabilities Act) accessible parking.
  - C. Square footage of paved parking area.
  - D. Striping and ADA signage placement.
  - E. Show ADA accessible entrances, ramps, routes, and signage.
12. \_\_\_\_\_
13. Location of loading areas, accesses and type of vehicles using the area (delivery trucks, etc.)
14. Show all areas to be paved including alleys, show typical pavement section.
15. Show fire access and fire hydrant size and location.
16. Grading and drainage plan to include (may be on separate sheet):
  - A. Topographic map showing existing elevation of all relative features including by not limited to: curbs and sidewalks, edge of asphalt and drainage structures in existing street, property corners, spot elevation throughout lot, contours on a 1 foot maximum interval if cut or fill exceeds 3 feet. (Elevations must be in sea level designation if greater than 3400 feet above sea level.)
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  - B. Show proposed elevations for: critical locations in parking lots, curbing both on site and on right-of-way, sidewalks, existing and finished building floor elevations, landscaping, cut and fill slopes, retaining walls, storm drains, etc.
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  - C. Show drainage plan including inlets or sumps with reference or copy of City Standards, roof drainage, storm drains, etc.
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  - D. Indicate plans for erosion control and drag-on mitigation during construction.
17. Exterior lighting to include (may be on a separate sheet):
  - A. Photometric drawing to include, lighting layout, foot candles at property lines and regular intervals and fixture mounting height.
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  - B. Lighting fixture catalog sheets.
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  - C. Show irrigation and drainage ditches.
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  - D. Show existing and proposed landscaping for on-site and boulevard including (may be on a separate sheet):
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  - A. Square footage existing, proposed and required.
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  - B. Topography.
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  - C. Type of ground cover.
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  - D. Irrigation
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  - E. Installation and maintenance plan.
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18. \_\_\_\_\_
19. \_\_\_\_\_

