

Project Name: _____

Date: _____



SITE PLAN REVIEW CHECKLIST

Drawing Information:

- Project Title & Address
- Signed & Sealed by a Design Professional
- North Arrow, Scale, Location Map
- Plan Date
- Revision #, Description & Date

Existing Conditions:

- Adjacent Property Owners
- Property Lines
- Street Names
- Easements
- Sanitary Sewer Lateral
 - o Label for Pipe Length, Size, Slope & Material
- Utilities
- Structures
- Impervious Area (*Driveways & Sidewalks*)
- Contour Lines (*Topographic Lines*)
- Drainage Structures

Proposed Conditions:

- Easements
- Sanitary Sewer Lateral
 - o Label for Pipe Length, Size, Slope & Material
- Utilities
- Structures
- Impervious Area (*Driveways & Sidewalks*)
- Contour Lines (*Topographic Lines*)
- Drainage Structures
 - o Inlet Type, Grate & Elevations
- Garage Floor Drains

Notes & Details:

- Storm Water Quality Measures & Details
- Operation & Maintenance Plan for Water Quality Structures
- ADA Compliant Sidewalk Notes & Details

Additional Plan Sheets: (If Applicable)

- Lighting Plan
- Landscaping Plan
- Tree Removal Plan
- Drainage Plan
- Erosion & Sediment Control Plan

Additional Reports:

- Drainage Analysis Report
- Sight Line Evaluation (*If Required*)
- Traffic Impact Analysis (*If Required*)
- Construction Schedule

Construction Staging Plan:

- Laydown/Construction Staging Areas
- Site Ingress/Egress
- Construction Staging Plans for Utility Replacement or Reconstruction in the Right of Way
- Maintenance of Public Pedestrian Access
- Proposed Encroachments
- Crane or Other construction Equipment Placement
- Site Signage
- Site Fencing
- Parking (*Construction Employees, ADA Requirements, On-Street Parking Usage During Construction*)
- Temporary Utility Connections
- Proposed Detours
- Dumpster Placement
- City Tree Protection

Comments: _____
