



**Department of City Planning**  
Major Site Plan Review Application (Effective May 1, 2019)

Date \_\_\_\_\_

Applicant/Authorized Agent: \_\_\_\_\_

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

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Developer's Name: \_\_\_\_\_ Property Owner: \_\_\_\_\_

Developer's Email: \_\_\_\_\_ Developer's Phone \_\_\_\_\_

**Project Summary:**

Site Plan Title: \_\_\_\_\_

Description of Project \_\_\_\_\_

Address/Location \_\_\_\_\_

Proposed/Existing Use: \_\_\_\_\_ Number of Dwelling Units: \_\_\_\_\_

Project Area: \_\_\_\_\_ Area of Land Disturbance: \_\_\_\_\_ Building Area: \_\_\_\_\_

**Submittal Checklist:**

- One (1) Digital Copy of the Site Plan including:
  - The requirements of Article 2.4.18 of the Zoning Ordinance including the Landscape Plan, Photometric Lighting Plan, and other plans as required during a pre-submittal meeting (see attached checklist).
  - Project Summary/Narrative that summarizes all pending or granted actions from City Council, Commissions, or Boards and any previous discussions or agreements with departments or reviewers.
  - [Stormwater Calculations](#)
  - [Utilities Calculations/Checklists](#)
  - [Fire Protection Plan](#)
  - Fire Flow Calculations (ISO and IFC)
- Two (2) folded copies of the Site Plan
- Review Fee: Major site plan: \$785

Applicants Signature: \_\_\_\_\_

*I have reviewed my submittal package and all information, to the best of my knowledge, is complete. I understand that if parts of the package are incomplete, review times may be extended or submittals may be denied for review.*