



Site Plan Checklist

(This is an overview of requirements. For a complete list of required guidelines, refer to the various Sections of the Zoning Ordinance outlined below.)

APPLICATIONS WILL BE PROCESSED ONLY IF ALL REQUIRED ITEMS ARE SUBMITTED.

Petitioner Check-in		City Check-in
	<p>Two (2) 11"x17" sets and five (5) 24"x36" sets of the following:</p> <p>1. Site plan showing (refer to Section 1210.08 of the Zoning Ordinance):</p> <ul style="list-style-type: none"> • Complete details of the proposed site development, including but not limited to, location of buildings, structures, driveways, parking spaces and dimensions, lot area and lot dimensions, yard dimensions, waste disposal, water supply, ingress, egress, designation of fire lanes, fire hydrants, emergency access, and sprinkler connections (<i>Off-street parking requirements are found in Section 1250 of the Zoning Ordinance</i>). • Complete plans for proposed sidewalks to service parking, recreation, and service areas within the proposed development • Complete storm water management plan in accordance with Chapter 13 of the Norwood Young America City Code • Plans and location of exterior refuse storage (<i>refer to Section 1245.01, Subd. 6 of the Zoning Ordinance</i>). 	
	<p>2. Lighting plan including (refer to Section 1250.10 of the Zoning Ordinance):</p> <ul style="list-style-type: none"> • Location of exterior lighting of building and site • Detailed plans of fixtures, locations, orientation, and direction of light sources 	
	<p>3. Landscape plan showing (refer to Section 1255 of the Zoning Ordinance):</p> <ul style="list-style-type: none"> • Placement and height of plantings and decorative constructions, such as fences or walls, that maintain adequate site distances for motorists and pedestrians • Species, quantity, and diameter of trees and shrubs • Areas left in their natural state and areas to be sodded or seeded • Dimensions, description, and other pertinent information identifying proposed special landscaping effects (ponds, rock gardens, fountains, etc.) 	
	<p>4. Complete building plans showing (See "Development Code Analysis Form" to be submitted with Site Plan Application):</p> <ul style="list-style-type: none"> • Complete plans and specifications for exterior wall finishes and surfaces proposed for all principal and accessory buildings • Elevation drawings of all existing and proposed buildings and structures • Number and sizes of dwelling units, if applicable 	
	<p>5. Certified Land Survey (See "Survey Checklist" for items to be included)</p>	
	<p>6. Any additional information requested by the Community Development Director</p>	
	<p>Application fee: \$300.00</p>	
	<p>Escrow: \$5,000.00 (paid by certified check only)</p>	
	<p>Completed application form</p>	

ALL PLANNING & ZONING APPLICATION FEES ARE IN ADDITION TO LEGAL, ENGINEERING AND ASSOCIATED COSTS.