



## PLANNING COMMISSION SITE PLAN CHECKLIST

- \_\_\_ 1. A Site Plan review submittal shall include ten (10) copies of the site plan and a complete plan Review application. All Site Plans submitted to the Henderson City-County Planning Commission for review and approval shall depict the following information:
  - \_\_\_ 2. Title of Site Plan (example Green Street Apts. Site Plan)
  - \_\_\_ 3. If apartment complex/ number of units/ number bedrooms
  - \_\_\_ 4. North Arrow.
  - \_\_\_ 5. Drawn to scale.
  - \_\_\_ 6. Date prepared
  - \_\_\_ 7. Name and address of property owner
  - \_\_\_ 8. Address of property.
  - \_\_\_ 9. Property lines (existing and proposed).
  - \_\_\_ 10. Street(s) on which the property has frontage and/or street(s) which provide access to the Property.
  - \_\_\_ 11. Size of the property (dimensions and square footage).
  - \_\_\_ 12. Accurate location and dimensions of proposed and existing building(s).
  - \_\_\_ 13. Location and type of security lighting (if required).
  - \_\_\_ 14. Surface water drainage patterns, erosion control, approved by appropriate authority.
  - \_\_\_ 15. Required number of parking spaces and dimensions 10x18.
  - \_\_\_ 16. Dimensions and location of loading/unloading spaces (if required).
  - \_\_\_ 17. All existing and/or proposed entrances, exits and internal driveways which will be utilized by the development, show internal traffic flow. (Include curbing, sidewalk, drive and access aprons to be removed.)
  - \_\_\_ 18. Any existing or proposed easements (i.e. Utility, drainage) located on the property.
  - \_\_\_ 19. Location and description of all screening/buffering elements which will be utilized for the Development (if required).
  - \_\_\_ 20. Location of trash and garbage containment areas with proposed buffer.
  - \_\_\_ 21. Site triangle
  - \_\_\_ 22. 100 year flood plain elevation (if applicable).
  - \_\_\_ 23. Signature line
  - \_\_\_ 24. Required building Setbacks
  - \_\_\_ 25. Fire hydrant location or distance to nearest fire hydrant. (If required).
  - \_\_\_ 26. Vicinity Map
  - \_\_\_ 27. Any existing or proposed location and size of all utilities.
  - \_\_\_ 28. N.O.I. - Notice of Intent if disturbing more than 1 acre.
  - \_\_\_ 29. State Encroachment Permit if required.
  - \_\_\_ 30. Other features – Any additional information deemed necessary by the Planning Commission or Technical advisors.