

## **SITE PLAN REVIEW CHECKLIST:**

### Preliminary:

- \_\_\_ Name of project
- \_\_\_ Site plan application
- \_\_\_ North arrow, scale, and legal description
- \_\_\_ Property boundaries and location of existing and proposed improvement
- \_\_\_ Tabulation of site area and proposed uses (floor area, open space, etc.)
- \_\_\_ Existing topography (spot elevations or contours)
- \_\_\_ Tree survey (trees 4 inch DBH and other protected vegetation)
- \_\_\_ 15 copies of the plan

### Direct Final:

- \_\_\_ All data in 1-7 listed above
- \_\_\_ Proposed finished grades
- \_\_\_ Drainage calculations (3 copies)
- \_\_\_ Landscape/replant plans
- \_\_\_ 15 copies of the plan

### Final:

- \_\_\_ All data in 1-7 (preliminary)
- \_\_\_ Proposed finished grades
- \_\_\_ Drainage calculations (3 copies)
- \_\_\_ Landscape/replant plans
- \_\_\_ 15 copies of the plan

### Revised Final:

- \_\_\_ Number of copies and fee per letter sent to engineer of record