

## SITE PLAN APPLICATION REQUIREMENTS/CHECKLIST

- SITE PLAN: A Site Plan prepared & stamped by licensed and/or certified professionals including, but not limited to, architects, landscape architects, engineers, surveyors or other professionals deemed necessary by the Planning Director. The City may require plans prepared by any or all of the above-noted professionals. The Site Plan shall contain the date, scale, north arrow & the following items:
  - Boundaries of the subject parcel and the entire parcel (where the project does not occupy the entire parcel of which it is part).
  - Locations, dimensions, uses and heights of all proposed buildings and structures, including overhangs, porches, stairwells, and balconies, and the locations of all structures on adjoining properties.
  - Access points, provisions for vehicular and pedestrian circulation on and off site, interconnection to adjacent sites and dimensions of such access and circulation.
  - Acceleration and deceleration lanes, and dimensions thereof, if required.
  - Off-street parking and loading areas complying with the City's off-street parking requirements of this Title and indicating the required number of stalls and aisles scaled to the correct dimensions, the correct number of handicapped accessible parking spaces, lighting, landscaping and irrigation, the percentage of landscaping to impervious surfaces, and pedestrian walkways.
  - Screening and buffering provisions, including types and heights of existing and proposed buffering and fencing elements.
  - Location and treatment of refuse collection areas, storage areas, mechanical equipment, and external structures.
  - Location and size of existing utilities and general location of utility access points and hook ups. Show all existing fire hydrants.
  - Location, type and size of all signage including advertising and directional signage.
  - Tabulation of square footage devoted to various land uses, ground coverage by structures and other impervious surfaces.
  - Location of existing and proposed curb, gutter, sidewalk, park strip and edge of asphalt, signed and stamped by a licensed professional engineer.
  - Type of construction of all structures, presence or absence of fire sprinkling and location of existing and proposed fire hydrants.
  - Location of all existing and proposed irrigation systems, both onsite and on adjacent properties, including but not limited to, ditches, pipes and culverts.
  - A statement on the Site Plan that all applicable elements of the Americans with Disabilities Act Accessibility Guidelines will be adhered to.
  - The piping of all existing irrigation ditches which affect the site.
  - The names of all adjacent property owners.
  
- LANDSCAPING & IRRIGATION PLANS: A landscaping plan, prepared and stamped by a licensed landscape architect, indicating the location, spacing, types and sizes of landscaping elements, sprinkler system plans, existing trees if any, and showing compliance with the landscaping or buffering requirements of the appropriate zoning district. The landscaping plan shall include, at a minimum, the following information:

- The location and dimension of all existing and proposed structures (when feasible), property lines, easements, parking lots, power lines, rights-of-way, ground signs, refuse areas and lighting.
  - The plant names (both botanical and common name), location, quantity and size of all existing and proposed plants. The proposed plan should indicate the size of the plant material at maturation (see Title 1, Chapter 11 for more landscaping standards).
  - The landscaping plan should also exhibit the existing landscaping twenty (20) feet beyond the property lines.
  - Existing and proposed grading of the site indicating contours at two (2) foot intervals.
  - Plans showing the irrigation system shall also be included in the landscaping plan submittal.
  - Proposed and existing fences and identification of the fencing materials.
  - A summary of the total percentage of landscaped areas, domestic turf grasses and drought tolerant plant species along with the estimated cost of all the improvements.
- FINAL UTILITY PLAN: Utility plans in color showing all the utilities including but not limited to water, sewer, and storm drain. The location and size of existing and proposed utility lines and facilities in or adjacent to the proposed development shall also be shown.
- UTILITY NOTIFICATION FORM: A completed utility notification form signed by Questar Gas, Rocky Mountain Power, and Direct Communications.
- GRADING, DRAINAGE AND EROSION PLAN: A grading, drainage and erosion plan prepared and stamped by a licensed engineer shall be submitted. The report shall contain the drainage basin map and a plan view of the overall storm water system. The grading, drainage and erosion plan shall address the following issues: description of features and hydrological conditions, drainage basin and sub-basin, drainage facility design criteria, infrastructure design criteria, grading plan and erosion control. Specifically, the report shall contain at a minimum the following information:
- The existing roadways, drainage ways, vegetation and hydrological conditions of a ten (10) year twenty-four (24) hour event and a one hundred (100) year twenty-four (24) hour event.
  - The major basin descriptions referencing all major drainage reports such as FEMA, major drainage planning reports or flood insurance maps, and the basin characteristics and planned land uses.
  - The sub-basin description showing the historical drainage pattern and off-site drainage patterns both upstream and downstream of the property.
  - A general discussion of how the proposed system conforms to existing drainage patterns and offsite upstream drainage will be collected to protect development.
  - The water quality evaluation showing the water quality shall not be degraded from existing storm water quality including how solids are collected and not allowed to be discharge into downstream waters and how oils and greases are separated from stormwater.
  - Maintenance plan and procedure for storm water system; thorough narrative of all charts, graphs, tables or other information included in the report describing how it affects the proposed development.
  - Infrastructure design criteria showing the piping is sized to handle the peak intensity of the ten (10) year storm event; all detention basins are sized to handle one hundred (100) year storm while discharging at a maximum ten (10) year twenty-four (24) hour historical rate; a ten (10) foot traffic lane in both directions is maintained at all locations within the development; and

that the roadway and infrastructure will handle a one hundred (100) year storm event without flooding homes or damaging public property.

- Grading plan showing soil map depicting unique soil features such as collapsible soil, rock features, etc.; a grading plan showing all cut and fill areas within development including the identification of slopes; fill and cut depths; and rock features within ten (10) feet of post grade soil surface.
  - The grading plan shall also show how the grades will allow water to run off of lot areas without ponding and creating flooding problems for homes. Erosion control shall show how erosion will be controlled during construction, will explain and design such that construction debris and silts will not be collected by storm water system, show and design for all cut and fill slopes will not be eroded and how these areas will be re-vegetated.
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- EASEMENTS: The proposed grants of easement to be imposed on any land within the development.
  - OWNERSHIP AFFIDAVIT. A document detailing all covenants, grants of easement or other deed restrictions applicable to the site, and proof of ownership.
  - VICINITY MAP. A vicinity map (which can be included on the Site Plan) showing the general location and indicating the approximate location of the subject parcel.
  - CONTEXT PLAN. A context plan including the existing features on the property & within 200 feet of the proposed Site Plan property line. Existing features include but are not limited to, buildings, roads, ingress and egress points, landscaping areas, pedestrian paths, & property names.
  - SURVEY. The survey prepared and stamped by a Utah registered land surveyor listing the metes & bounds legal description & the gross acreage within the subject parcel.
  - LIGHTING PLAN. A licensed lighting engineer's lighting plan, which indicates the illumination of all on-site areas and immediately adjoining streets showing the location and type of lighting proposed, the total lumen output, and the specifications sheets for all exterior lighting fixtures. This plan must comply with EMMC Chapter 17.56 Outdoor Lighting Standards.
  - ELEVATIONS. Color elevations and/or renderings of all buildings, fences and other structures viewed from all sides indicating heights of structures, the average finished grade of the site at the foundation area of all structures and percentage and type of all building materials proposed.
  - RTI DESIGN STANDARDS CHECKLIST. The completed design standards checklist which contains standards taken directly from Chapter 17.48.100 of the City's Development Code.
  - WATER RIGHTS. Documentation of sufficient water rights for the proposed project must be provided or a letter requesting and committing to purchase sufficient water from the City.
  - SIGN PLAN. If signs are being proposed for the project, a sign plan shall be submitted. The sign plan shall include a site plan drawn to scale showing: the proposed location of on-premise and off-premise directional signs and color graphics showing the proposed sign copy, type of sign, and dimensions of signs. Signs must comply with EMMC Chapter 17.80.

- SOILS REPORT: Three (3) copies of a soils report prepared and stamped by a Licensed Engineer.
- TRAFFIC IMPACT STUDY: A traffic impact study completed by a professional that is competent in the field of traffic engineering. The study shall include, but not be limited to, the following: an analysis of the average daily trips generated by the proposed project; an analysis of the distribution of trips on city street systems; a description of the type of traffic generated; and recommended on-site and off-site improvements that may mitigate negative traffic impacts.