

**CITY OF MADEIRA PLANNING & ZONING  
SITE PLAN REVIEW CHECKLIST**

Project: \_\_\_\_\_

Date: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Title: \_\_\_\_\_

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**A. Existing and Proposed Topography:**

\_\_\_\_\_ 1. Contour intervals not to exceed five feet

**B. All Housing Units on the Subject Property:**

\_\_\_\_\_ 1. Detached housing - Location, arrangement and number of all lots, including exact lot dimensions and setbacks and maximum height of buildings

\_\_\_\_\_ 2. Attached housing - Location, height and arrangement of all buildings indicating the number of units in each building, and where applicable, location and arrangement of all lots with exact lot dimensions

**C. Non-residential Buildings:**

\_\_\_\_\_ 1. Indicate location, arrangement and height

\_\_\_\_\_ 2. Building uses

\_\_\_\_\_ 3. Location, arrangement of recreational facilities

**D. Common Open Spaces:**

\_\_\_\_\_ 1. Lot dimensions

\_\_\_\_\_ 2. Location and arrangement of recreational facilities

**E. Landscape Plan:**

\_\_\_\_\_ 1. Drawn to a readable scale

\_\_\_\_\_ 2. Existing and proposed property lines

\_\_\_\_\_ 3. Buildings and other structures

\_\_\_\_\_ 4. Vehicular use areas including parking stalls, driveways, curbs, service areas, wheel stops, square footage

\_\_\_\_\_ 5. Water outlets?

\_\_\_\_\_ 6. Planting areas

\_\_\_\_\_ 7. Landscape materials, including name, location and size

\_\_\_\_\_ 8. Location of refuse containers

F. Signs:

\_\_\_\_\_ 1. Location, size and height

G. Utility Lines and Easements:

\_\_\_\_\_ 1. Waterline size and type

\_\_\_\_\_ 2. Location of valves & hydrants, etc.

\_\_\_\_\_ 3. Sanitary sewer size, type and gradients

\_\_\_\_\_ 4. Invert elevations

\_\_\_\_\_ 5. Location and types of manholes

\_\_\_\_\_ 6. Location, type and size of lift or pumping stations

\_\_\_\_\_ 7. Process of any treatment facilities

\_\_\_\_\_ 8. Location of open drainage courses and gradients

\_\_\_\_\_ 9. Location and size of pipes and/or culverts

\_\_\_\_\_ 10. Location, size and type of inlets and catch basins

\_\_\_\_\_ 11. Stormwater data:

\_\_\_\_\_ a. The quantity of stormwater entering the property

\_\_\_\_\_ b. The quantity of flow at each inlet

\_\_\_\_\_ c. The quantity to be discharged at the various points to areas outside the property

\_\_\_\_\_ 12. All other types of utilities (e.g.: telephone, electric, etc.)

\_\_\_\_\_ 13. The width of utility easements

H. Off-street Parking, Loading and Unloading:

\_\_\_\_\_ 1. Locate all off-street parking, including number and location of spaces

\_\_\_\_\_ 2. Locate all loading/unloading areas

\_\_\_\_\_ 3. Indicate type of surfacing

- \_\_\_\_\_ 4. Typical cross sections
- \_\_\_\_\_ 5. Dimensions of parking and loading/unloading areas

I. Circulation System:

- \_\_\_\_\_ 1. Pedestrian walkways, including alignment, grades, type of surfacing and width
- \_\_\_\_\_ 2. Streets, including alignment, grades, type of surfacing, width of pavement and right-of-way, geometric details, and typical cross sections

J. Control of Erosion, Hillside Slippage & Sedimentation:

- \_\_\_\_\_ 1. Indicate temporary and permanent control practices and measures which will be implemented during all phases of construction

K. A Schedule of Development, Including the Staging and Phasing of:

- \_\_\_\_\_ 1. Residential areas, in order of priority, by type of dwelling unit
- \_\_\_\_\_ 2. Streets, utilities, and other public facility improvements, in order of priority
- \_\_\_\_\_ 3. Dedication of land to public use or set aside for common ownership
- \_\_\_\_\_ 4. Nonresidential buildings and uses, in order of priority

L. Proposed Buildings:

- \_\_\_\_\_ 1. Exterior elevations
- \_\_\_\_\_ 2. Include exterior facade materials
- \_\_\_\_\_ 3. Color schemes
- \_\_\_\_\_ 4. Other details that may affect the exterior appearance of the building

\_\_\_\_\_M. Lighting plan when applicable

\_\_\_\_\_N. Dumpster and/or refuse storage locations when applicable, including provisions for screening

\_\_\_\_\_O. Name, address and telephone number of applicant/building and/or developer/engineer/architect

\_\_\_\_\_P. The date of preparation of such plan and notation of revision dates when applicable

