

Meet with the Planning Department to discuss future intentions.

Accurate Site Survey showing proposed property, drawn to scale, including all dimensions and square footages, and complete legal description of all parcels affected.

Site Plan and/or written description that clearly explains the proposed amendment, the reason for the request and describing how the proposed amendment conforms to the following factors as set forth in Chapter 30-5.

A generalized location map showing the location of the proposed site in relation to the city.

A scaled site plan, with north indicated, of the proposed site showing all site dimensions.

All types of proposed uses.

Location of all buildings and structures on the proposed site.

Elevation drawings or illustrations indicating the architectural treatment of all proposed buildings and structures.

Any plans for the modification of standards set by this title or any other provision of this code.

Location and size of all required parking spaces.

Landscape plan subject to Chapter 24.

General floor plans of all proposed buildings and structures.

Drainage plan of the proposed site.

Completed Application Form, signed the property owner(s).

Application fee and review fee (as listed on application cover sheet).

Comments _____

