

Town of Lakeview

SITE DESIGN REVIEW APPLICATION

\$125 - Base filing fee plus postage and publication costs

Note: a pre-application conference is required.

Applicant Name _____ Phone _____

Address _____

city state zip code

Land Owner Name _____ Phone _____

Address _____

city state zip code

PROJECT DESCRIPTION

Property Location: (address, intersection of cross streets, general area) _____

Legal Description: _____ Attached: _____

Assessor's Map and Tax Lot Number: _____ Existing Zone: _____

Total Land Area: _____ Present Land Use: _____

PROJECT DESCRIPTION

Describe Project: _____

New Construction Remodel Addition (Sq. Ft. _____) Other Fire Sprinkled Y N

Sprinkler Type 13 13R

Sq. Ft. of Bldg: Before Add: _____ After Add: _____ Bldg Height: _____ No. of Stories: _____

Parking Spaces Required: _____ Provided: _____ Construction Type: Metal Wood Other _____

Occupancy Type Retail Wholesale Industrial Office Other - _____

PROFESSIONAL SERVICES

Architect/Designer/Engineer _____ Phone _____

Address _____

City State Zip Code

Builder or Agent _____ Phone _____

Address _____

City State Zip Code

OTHER REQUIRED INFORMATION

- Assessor's Map Impact Study Signature of Property Owner Site Analysis Map
- Map or Site Plan drawn to legible scale Current Deed W/Legal description Filing Fee
- Building Elevations/Floor Plan (1 set) Fireflow analysis Traffic Impact Study as required by Chapter 4.10
- Grading Plan Sign Drawings Architectural Drawings Burden of Proof Statement (see criteria)
- List of Property Owners W/addresses within 100 Ft. (as shown in Assessor's Records) Landscape Plan

SIGNATURES

Applicant _____ Date _____ Owner _____

Print Name _____

Applicant _____ Date _____ Owner _____

Print Name _____

PLANNING DEPARTMENT USE ONLY

Fee Paid Received by _____ File Number _____ Sign _____

Applicant: Incomplete applications will not be accepted. Please complete checklist.

**SITE DESIGN REVIEW CHECKLIST
SITE ANALYSIS MAP**

Include the following information:

- a. Property, including boundaries, dimensions and gross area, and the surrounding vicinity properties and developments;
- b. Topographic contour lines at six inch intervals;
- c. Identification of slopes greater than 25 percent;
- d. The location and width of all public and private streets, drives, sidewalks, pathways, rights-of-way, and easements on the site and adjoining the site;
- e. Potential natural hazard areas, including any areas identified as subject to a 100-year flood, areas subject to high water table, and areas mapped by the Town, County, or State as having a potential for geological hazards;
- f. Resource areas, including marsh and wetland areas, streams, and wildlife habitat identified by the Town or any natural resource regulatory agencies as requiring protection;
- g. Site features, including existing structures, pavement, large rock outcroppings, areas having unique views, and drainage ways, canals and ditches;
- h. Locally or federally designated historic and cultural resources on the site and adjacent parcels or lots;
- i. The location, size and species of trees and other vegetation having a caliper (diameter) of six (6) inches or greater at four feet above grade;
- j. North arrow, scale, names and addresses of all persons listed as owners on the most recently recorded deed;
- k. Name and address of project designer, engineer, surveyor, and/or planner, if applicable.

PROPOSED SITE PLAN

Include the following information:

- a. The proposed development site, including boundaries, dimensions, and gross area;
- b. Features identified on the existing site analysis map which are proposed to remain on the site;
- c. Features identified on the existing site map, if any, which are proposed to be removed or modified by the development;
- d. The location and dimensions of all proposed public and private streets, drives, rights-of-way, and easements;
- e. The location and dimensions of all existing and proposed structures, utilities, pavement and other improvements on the site. Setback dimensions for all existing and proposed buildings shall be provided on the site plan;
- f. The location and dimensions of entrances and exits to the site for vehicular, pedestrian, and bicycle access;
- g. The location and dimensions of all parking and vehicle circulation areas (show striping for parking stalls and wheel stops);
- h. Pedestrian and bicycle circulation areas, including sidewalks, internal pathways, pathway connections to adjacent properties, and any bicycle lanes or trails;
- i. Loading and service areas for waste disposal, loading and delivery;
- j. Outdoor recreation spaces, common areas, plazas, outdoor seating, street furniture, and similar improvements;
- k. Location, type, and height of outdoor lighting;
- l. Location of mail boxes, if known;
- m. Name and address of project designer, if applicable;
- n. Locations of bus stops and other public or private transportation facilities;

ARCHITECTURAL DRAWINGS

Include the following information:

- a. Building elevations with building height and width dimensions;
- b. Building materials, colors and type;
- c. The name of the architect or designer.

GRADING PLAN

- A preliminary grading plan prepared by a registered engineer shall be required for development sites 1/2 acre or larger. The preliminary grading plan shall show the location and extent to which grading will take place, indicating general changes to contour lines, slope ratios, slope stabilization proposals, and location and height of retaining walls, if proposed. Surface water detention and treatment plans may also be required, in accordance with Section 3.4.400.

LANDSCAPE PLAN

Include the following information:

- a. The location and height of existing and proposed fences and other buffering or screening materials;
- b. The location of existing and proposed terraces, retaining walls, decks, patios, shelters, and play areas;
- c. The location, size, and species of the existing and proposed plant materials (at time of planting);
- d. Existing and proposed building and pavement outlines;
- e. Specifications for soil at time of planting, irrigation if plantings are not drought-tolerant (may be automatic or other approved method of irrigation) and anticipated planting schedule.

SIGN DRAWINGS

- In conformance with sign requirements (Chapter 3.6)

DEED RESTRICTIONS

- Existing and proposed restrictions or covenants

TRAFFIC IMPACT STUDY

- Traffic impact analysis as required by Chapter 4.10.

SITE DESIGN REVIEW APPROVAL CRITERIA

Address the following criteria as completely as possible and submit with application.

- A. The application is complete, as described in accordance with Chapter 4.1 - Types of Applications and Section 4.2.500, above.
- B. The application complies with all of the applicable provisions of the underlying Land Use District (Chapter 2), including: building and yard setbacks, lot area and dimensions, density and floor area, lot coverage, building height, building orientation, architecture, and other special standards as may be required for certain land uses;
- C. The applicant shall be required to upgrade any existing development that does not comply with the applicable land use district standards, in conformance with Chapter 5.2, Non-Conforming Uses and Development;
- D. The application complies with all Design Standards contained in Chapter 3. All of the following standards shall be met:
 - 1. Chapter 3.1 - Access and Circulation;
 - 2. Chapter 3.2 - Landscaping, Significant Vegetation, Street Trees, Fences and Walls;
 - 3. Chapter 3.3 - Automobile and Bicycle Parking;
 - 4. Chapter 3.4 - Public Facilities and Franchise Utilities;
 - 5. Chapter 3.5 - Surface Water Management;
 - 6. Chapter 3.6 - Other Standards (Telecommunications Facilities, Solid Waste Storage, Environmental Performance, Signs) as applicable.