

City of Garden City Site Plan Checklist



The following items are required for a complete submittal by identifying the sheet number (**do not use check marks**) and note number, if applicable. For information that does not apply, indicate as such as 'NA.'

	Sheet	Note #
GENERAL INFORMATION		
1 Name of project and name of owner of the property		
2 Names of project planner and developer and contact information		
3 North arrow		
4 Date, including all revision dates		
5 General location map		
6 Total area and development area in acres		
7 Zoning District and any zoning variances or conditions		
8 Zoning of contiguous properties and existing uses on contiguous property		
9 Signed seal of the design professional		
EXISTING CONDITIONS		
10 Boundary survey of the site with dimensions and bearings referenced to a permanent marker		
11 Existing topography at one (1) foot contour intervals or spot elevations often enough to adequately determine the slope of the site		
12 Flood zone boundary lines and flood hazard area statement		
13 Existing easement locations and uses including the holder of the easement and any restrictions imposed by the easement		
14 Location of any existing underground storage tanks		
15 Required yards (building setbacks)		
16 Existing streets, buildings, water bodies, wetlands, and other natural features		
17 Existing water lines, sewer lines/septic fields, and fire hydrants		
18 Existing storm water drainage structures		
PROPOSED IMPROVEMENTS		
19 Proposed locations of storm water detention areas, if required		
20 Locations, dimensions, building area, and uses of all proposed buildings and structures.		
21 Location of any proposed underground storage tanks		
22 Proposed easement locations and uses including the holder of the easement and any restrictions imposed by the easement		
23 Curb cuts, vehicular access and circulation		

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		Sheet	Note #
24	Pedestrian and other types of circulation		
25	Off street parking and loading areas and dimensions		
26	Recreation areas		
27	Buffer dimension and composition		
28	Refuse collections areas		
29	Proposed and existing sign locations		
30	Project phasing, if applicable		
31	Tree protection and replacement plan		
32	Specimen trees (see Sec. 90-259)		
33	Landscape plans		
34	Outdoor lighting arranged in a manner which will protect the highway and neighboring properties from direct glare of hazardous interference of any kind		

Other required information that may be presented separately or on the Site Plan

		Sheet	Note #
1	Tabulation of the project density in dwelling units per net acre, if applicable		
2	Tabulation of site coverage, allowed and proposed		
3	Tabulation of impervious surface coverage		
4	Tabulation of the number of required parking and loading spaces, required and proposed		
5	A statement describing the character and intended use of the development		
6	If common facilities, such as recreation areas, private streets, and common open spaces are to be provided, statements as to how they will be provided and maintained shall be submitted.		
7	Description or drawing of the proposed water and sewer system		
8	Description or drawing of the proposed storm water drainage system		