

Site Plan Review

Supplemental Information

City of Dayton

Planning Department

Information Requirement:

Include five (5) pre-sorted and pre-folded copies of the information required for all site plan permit applications which generally consists of the following items, and shall be submitted unless waived by the Zoning Administrator.

- A. Site boundaries, buildings, structures and other improvements shall be identified on site with a current certificate of survey, prepared and signed by a Minnesota licensed land surveyor, depicting the following:
- _____ 1. Scale of plan (engineering scale only, at one (1) inch equals fifty (50) feet or less.
 - _____ 2. North point indication.
 - _____ 3. Existing boundaries with lot dimension and area.
 - _____ 4. Existing site improvements.
 - _____ 5. All encroachments.
 - _____ 6. Easements of record.
 - _____ 7. Legal description of the property.
 - _____ 8. Ponds lakes, springs, rivers or other waterways bordering on or running through the subject property.
- B. A site plan utilizing a copy of the current certificate of survey as a base for the site in question, depicting the following:
- _____ 1. Name and address of developer/owner.
 - _____ 2. Name and address of architect/designer.
 - _____ 3. Date of plan preparation .
 - _____ 4. Dates and description of all revisions.
 - _____ 5. Name of project or development.
 - _____ 6. All proposed improvements, including:
 - _____ a. Required and proposed setbacks.
 - _____ b. Location, setback and dimensions of all proposed buildings and structures.
 - _____ c. Location of all adjacent buildings located within one hundred (100) feet of the exterior boundaries of the property in question.
 - _____ d. Location, number dimensions, and setbacks of proposed parking spaces and drive aisles.
 - _____ e. Location, number, and dimensions of proposed loading spaces.
 - _____ f. Location, width, and setbacks of all curb cuts and driveways.
 - _____ g. Vehicular circulation.
 - _____ h. Sidewalks, walkways, trails.

- _____ i. Location and type of all proposed lighting, including details of all proposed fixtures.
 - _____ j. Location of recreation and service areas.
 - _____ k. Location of rooftop equipment and proposed screening.
 - _____ l. Provisions for storage and disposal of waste, garbage, and recyclables, including details for screening exterior trash/recycling enclosures.
 - _____ m. Location, sizing, and type of water and sewer system mains and proposed service connections.
- C. Grading/storm water drainage plan, utilizing a copy of the current certificate of survey as a base for the site in question, prepared and signed by a Minnesota licensed engineer, depicting the following:
- _____ 1. Existing contours at two (2) feet intervals (may be prepared by a Minnesota licensed surveyor).
 - _____ 2. Proposed grade elevations of two (2) foot maximum intervals.
 - _____ 3. Drainage plan, including the configuration of drainage areas and calculations.
 - _____ 4. Storm sewer, catch basins, invert elevations, type of castings, and type of materials.
 - _____ 5. Spot elevations (may be prepared by a Minnesota licensed surveyor).
 - _____ 6. Proposed driveway grades.
 - _____ 7. Surface water ponding and treatment areas.
 - _____ 8. Erosion control measures.
- D. Landscaping plan, utilizing a copy of the current certificate of survey as a base for the site in question, depicting the following:
- _____ 1. Planting schedule (table) containing:
 - _____ a. Symbols.
 - _____ b. Quantities.
 - _____ c. Common names.
 - _____ d. Botanical names.
 - _____ e. Sizes of plant material.
 - _____ f. Root specification (bare root, balled and burlapped, potted, etc.).
 - _____ g. Special planting instructions.
 - _____ 2. Location, type and size of all existing significant trees to be removed or preserved.
 - _____ 3. Planting detail (show all species to scale at normal mature crown diameter or spread for local hardiness zone).
 - _____ 4. Typical sections with details of fences, tie walls, planter boxes, tot lots, picnic areas, berms and the like.
 - _____ 5. Typical sections with details of landscape islands, planter beds, and foundation plantings with identification of materials used.

- _____ 6. Note indicating how disturbed soil areas will be restored through the use of sodding, seeding, or other techniques.
 - _____ 7. Delineation of both sodded and seeded areas with respective areas in square feet.
 - _____ 8. Coverage plan for underground irrigation system, if any.
 - _____ 9. Where landscape or man-made materials are used to provide screening from adjacent and neighboring properties, a cross-through section shall be provided showing the perspective of the site from the neighboring property at the property line elevations.
 - _____ 10. Other existing or proposed conditions which could be expected to affect landscaping.
- E. Other plans and information as required by the Zoning Administrator including, but not limited to:
- _____ 1. Architectural elevations of all principal and accessory buildings (type, color, and materials used in all external surfaces).
 - _____ 2. "Typical" floor plan and "typical" room plan drawn to scale with a summary of square footage for each use or activity.
 - _____ 3. Fire protection plan.
 - _____ 4. Extent of and any proposed modifications to land with the Environmental Protection Districts, as established by the Zoning Ordinance.
 - _____ 5. Type, location and size (area and height) of all signs to be erected upon the property in question.
 - _____ 6. Vicinity map showing the subject property in reference to nearby highways or major street intersections.
 - _____ 7. Sound source control plan.
 - _____ 8. Lighting plan.