

SITE PLAN REQUIREMENTS

Fees:

Site Plan	\$400.00 + 15.00 per acre
Technology Fee	\$50.00
Each additional revision/update or comment response	\$250.00
Technology Fee	\$25.00
TIA Review	\$800.00 + 10.00 per page
Technology Fee	\$50.00

Other Agency Fees. The City of Manor does not assess nor collect fees for reviews of Site Plans by agencies having jurisdictional authority. All fees for other agencies are established and collected by each of the authorities conducting review.

Format:

Format. Drawings shall be on twenty-four inch by thirty-six inch (24"x36") sheets at generally accepted horizontal and vertical engineering scales.

Cover Sheet:

- _____ Sheet # _____ the appropriate project name, date, and the name, addresses and phone numbers of the developer, engineer and surveyor, etc.
- _____ Sheet # _____ The proposed name of the project.
- _____ Sheet # _____ a location map showing the relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one inch equals two thousand feet (1" = 2,000'). The latest edition of the USGS 7.5 minute quadrangle map is recommended.
- _____ Sheet # _____ Certification, revision and signature blocks as required by the City.
- _____ Sheet # _____ Total acreage of the property to be developed.
- _____ Sheet # _____ Current zoning district as defined by this ordinance.

Existing Condition Plan showing as follows:

- _____ Sheet # _____ Boundaries of existing zoning districts.
- _____ Sheet # _____ The existing property lines, including bearings and distances, of the land being developed or improved. Property lines shall be drawn sufficiently wide to provide easy identification.
- _____ Sheet # _____ The location of existing structures and improvements, if applicable.

- _____ Sheet # _____ The accurate location, Caliper and Critical Root Zone of Significant Trees 8-inch Caliper and larger, in relation to the property boundary and, if applicable, within the limits of the proposed offsite improvements.
- _____ Sheet # _____ Centerline of water courses, creeks, existing drainage structures and other pertinent data shall be shown.
- _____ Sheet # _____ Lines delineating the Regulatory One Hundred (100) Year Floodplain, if applicable.
- _____ Sheet # _____ Topographical data indicating one (1) foot contour intervals. The contoured area shall extend outward from the property boundary for a distance equal to twenty-five percent (25%) of the distance across the tract, but not fewer than fifty (50) feet nor more than two hundred (200) feet.
- _____ Sheet # _____ The locations, sizes and descriptions of all existing utilities, including but not limited to sewer lines, lift stations, sewer and storm sewer manholes, water lines, water storage tanks, and wells within the property, and/or adjacent thereto. Existing overhead and underground electric utilities shall also be shown.
- _____ Sheet # _____ The locations, dimensions, names and descriptions of all existing or recorded streets, alleys, reservations, railroad, easements, building setbacks or other public rights-of-way within the property, intersecting or contiguous with its boundaries or forming such boundaries, as determined from existing deed and plat records. The existing right-of-way width of any boundary street to the property shall be shown.
- _____ Sheet # _____ Location of City limit lines and/or outer border of the City's extraterritorial jurisdiction, as depicted on the City's most recent base map, if either traverses or is contiguous to the property boundary.

Erosion and Sedimentation Control Plan, showing as follows:

- _____ Sheet # _____ Proposed fill or other structure elevating techniques, levees, channel modifications and detention facilities.
- _____ Sheet # _____ Existing and proposed topographic conditions with vertical intervals not greater than one (1) feet referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.
- _____ Sheet # _____ The location, size, and character of all temporary and permanent erosion and sediment controls with specifications detailing all on-site erosion control measures which will be established and maintained during all periods of development and construction.
- _____ Sheet # _____ Contractor staging area, vehicle access areas, temporary and permanent spoils storage areas.
- _____ Sheet # _____ A plan for restoration and for the mitigation of erosion in all areas disturbed during construction.

_____ Sheet # _____ Effective March 1, 2016 – Storm Water Pollution Prevention Plan (SWPPP) is required to be submitted for all developments that will disturb five (5) or more acres.

Site Plan, showing all visible improvements to the land, including the following:

_____ Sheet # _____ The location, dimensions, square footage, height and intended use of existing and proposed buildings on the site.

_____ Sheet # _____ Location and number and dimensions of existing and proposed parking spaces, distinguishing between standard, handicap and van handicap spaces and calculation of applicable minimum requirements in accordance with this Ordinance.

_____ Sheet # _____ The location, type and dimensions of proposed driveways, signs and traffic control devices.

_____ Sheet # _____ Site design or building features as may be required by the Commercial Development Design Guidelines.

Grading and Drainage Plan showing as follows:

_____ Sheet # _____ A Drainage Area Map delineating areas to be served by proposed drainage improvements.

_____ Sheet # _____ Detailed design of all drainage facilities, including typical channel or paving section, storm sewers, detention ponds and other storm water control facilities.

_____ Sheet # _____ Cross sections, plan and profiles of all drainage improvements proposed in a public utility easement and/or public right-of-way.

_____ Sheet # _____ Existing and proposed topographic conditions with vertical intervals not greater than one (1) foot referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.

_____ Sheet # _____ Attendant documents containing design computations and any additional information required to evaluate the proposed drainage improvements.

Utility Plan showing as follows:

_____ Sheet # _____ The layout, size and specific location of proposed water mains and other related structures in accordance with all current city standards, specifications and criteria for construction of water mains.

_____ Sheet # _____ The location of proposed fire hydrants, valves, meters, pipe fittings and other appurtenances.

_____ Sheet # _____ Design details showing the connection with the existing City water system.

_____ Sheet # _____ The layout, size and specific location of the proposed wastewater lines, lift stations, and other related structures, designed to meet current City standards, specification and criteria for construction of wastewater systems.

_____ Sheet # _____ Plan and profile drawings for each line in a public right-of-way or public utility easement showing existing ground level elevation at the center line of pipe, pipe size and flow line elevation at all bends, drops, turns, station numbers at fifty (50) foot intervals.

_____ Sheet # _____ Detailed design for lift stations, special wastewater appurtenances, if applicable.

_____ Sheet # _____ Utility demand data and other attendant documents to evaluate the adequacy of proposed utility improvements, and the demand on existing city services.

Building Plans showing as follows:

_____ Sheet # _____ All facades, including back and side elevations of a building generally visible from public view or adjacent to residential areas, (mechanical Equipment located on the roof shall be screened from view).

_____ Sheet # _____ Principal exterior building materials, these include: brick, stone (natural or faux), integral color, sand blasted or stained textured masonry, split-face or scored masonry units, textured tilt up walls, Stucco/EFIS, metal roofs, concrete or clay tile roofs, clear and tinted glass, Architectural metal.

Landscape Plan showing as follows:

_____ Sheet # _____ Dimensions, types of materials, size and spacing of proposed vegetative materials, planting details and irrigation appurtenances in relation to proposed structures or other significant improvements.

_____ Sheet # _____ The following maintenance note: The developer and subsequent owners of the landscaped property, or the manager or agent of the owner, shall be responsible for the maintenance of all landscape areas. Said areas shall be kept free of refuse and debris. All planted areas shall be provided with a readily available water supply and watered as necessary to ensure continuous healthy growth and development. Maintenance shall include the replacement of all dead plant material if that material was used to meet the requirements of the Ordinance.

Construction Details showing (when applicable) as follows:

_____ Sheet # _____ Structural retaining walls and/or detention outlet structures.

_____ Sheet # _____ Storm sewer manhole and covers, typical channel sections, inlets, safety end treatments and headwalls.

_____ Sheet # _____ Wastewater manholes and covers, cleanouts, grease traps, pipe bedding and backfill.

_____ Sheet # _____ Water valves, water meters, fire hydrants, thrust blocks, backflow prevention and concrete encasement.

_____ Sheet # _____ Driveways, curbs and gutters, sidewalk, curb ramps, pavement sections and pavement repair.

_____ Sheet # _____ Silt fence, rock berms, stabilized construction entrance, inlet protection.

_____ Sheet # _____ Traffic controls when working in the public right-of-way.