

## 5.7 Plan Documentation and Supporting Information.

In any case where the Plan Documentation and Supporting Information for a *Development Plan* requires the submission of a Site Plan, Overall Plan, Landscape Plan, *Building Elevations*, *Sign Plan* or *Lighting Plans*, such plans and elevations shall be submitted in compliance with the following requirements:

### A. Site Plan.

A site plan filed in connection with the submission of a *Development Plan* shall be drawn to scale of not more than 1"=100' and shall include the following items:

1. North arrow and scale;
2. Address of the site;
3. Proposed name of the development;
4. Area map insert showing the general location of the site referenced to major *Streets* and section lines;
5. Legal description of the real estate;
6. Boundary lines of the site including all dimensions of the site;
7. Names, center-lines and *Right-of-Way* widths of all *Streets*, *Alleys* and easements;
8. Layout, number and dimension of all *Lots* and *Out Lots* with zoning *Setback Lines* or *Building Setback Lines*;
9. Location and dimensions of all existing *Structures*, including paved areas;
10. Location and dimensions of all proposed *Structures*, including paved areas, and indicated by cross-hatching;
11. Location and name of all existing and proposed *Public* or *Private Streets*, *Access* easements and *Rights-of-Way* within two-hundred (200) feet of the real estate;
12. Location of all floodway and floodway fringe areas within the boundaries of the site;
13. Location of all existing and proposed utility facilities and easements, including, but not limited to: sanitary sewer, water, storm water management, electric, gas, telephone and cable;
14. Use of each *Structure* by labeling including approximate density or size of all proposed uses and *Structures* on the site (e.g. parking - # of *Parking Spaces* required and provided, residence - # of *Dwelling Units* per acre, office - *Gross Floor Area*);
15. *Structures* proposed for demolition should be indicated as such;
16. Distance of all *Structures* from *Front*, *Rear* and *Side Lot Lines*. (This distance is measured as a line from the point where the *Structure* is closest to the *Lot Line*. This line is perpendicular to the *Lot Line*.);
17. Location of any proposed or existing *Driveway* and its width at the *Lot Line*. (Any connection to an *Alley* must also be indicated);
18. All *Improvements* to *Street* system on-site and off-site;
19. Sidewalk plan or alternate plan for pedestrian ways;
20. Measurement of curb radius and/or taper;
21. Names of legal ditches and streams on or adjacent to the site;
22. Location, dimensions, and type (e.g. ground, pole, wall) of all *Signs* on the site. Include separate elevations of proposed *Sign Structures* with all dimensions drawn to scale;

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23. Location, size and species of all proposed and existing trees over six (6) inches in caliper at four and one-half (4 - 1/2) feet above *Grade* and all proposed and existing landscaping;
24. Areas reserved for park, recreation, conservation, wetland, common area, lake or other similar uses;
25. *Building* elevations, including *Building* materials and colors; and,
26. Any other information requested in writing by the *Plan Commission* or *Director*.  
*Director*, in its sole discretion, may waive or relax any of the Site Plan requirements listed above, as circumstances dictate.

**B. Overall Plan.**

An Overall Plan filed in connection with the submission of a *Development Plan* shall be drawn to scale of not more than 1"=100' and shall include the following items:

1. North arrow and scale.
2. Address of the site.
3. Proposed name of the development.
4. Area map insert showing the general location of the site referenced to major *Streets* and section lines;
5. Legal description of the real estate;
6. Boundary lines of the site including all dimensions of the site;
7. Names, center-lines and *Right-of-Way* widths of all *Streets*, *Alleys* and easements;
8. Layout, number and dimension of all *Lots* and *Out Lots* with zoning *Setback Lines* and/or *Building Setback Lines*;
9. Location and name of all existing and proposed *Public* or *Private Streets*, *Access* easements and *Rights-of-Way* within two-hundred (200) feet of the real estate;
10. Location of all floodway and floodway fringe areas within the boundaries of the site;
11. Location of all existing and proposed utility facilities and easements, including, but not limited to: sanitary sewer, water, storm water management, electric, gas, telephone and cable;
12. All *Improvements* to *Street* system on-site and off-site;
13. Sidewalk plan or alternate plan for pedestrian ways;
14. Location, dimensions, and type (e.g. ground, pole, wall) of all *Signs* on the site. Include separate elevations of proposed *Sign Structures* with all dimensions drawn to scale;
15. Areas reserved for park, recreation, conservation, wetland, common area, lake or other similar uses;
16. Any other information requested in writing by the *Plan Commission* or *Director*.

*Director*, in its sole discretion, may waive or relax any of the Overall Plan requirements listed above, as circumstances dictate.

**C. Building Elevations.**

*Building Elevations* filed in connection with the submission of a *Development Plan* shall be drawn to scale and shall include the following items:

1. Address of the site.
2. Proposed name of the development.

3. Scale.
4. Elevations for each facade of the *Building*.
5. Specification or sample of the type and color of *Building* materials to be used for all wall, window, roof and other architectural features.
6. A separate true color rendering of the proposed *Building*, including any proposed *Wall Sign*.
7. Placement, size, color and illumination details for any proposed *Wall Sign*.
8. Details of any exterior architectural lighting proposed on or around the *Building*.
9. Any other information requested in writing by the *Plan Commission* or *Director*.

*Director*, in its sole discretion, may waive or relax any of the *Building* Elevation requirements listed above, as circumstances dictate.

**D. Sign Plan.**

*Sign* Plans filed in connection with the submission of a *Development Plan* shall be drawn to scale and shall include the following items:

1. Address of the site.
2. Proposed name of the development.
3. Scale.
4. A site plan indicating the location of any existing or proposed *Freestanding Signs*.
5. A site plan indicating the location of any *Building* upon which a *Sign* is to be mounted, with the location of the *Signs* indicated.
6. Elevation of proposed *Signs* including size, materials and color.
7. A true color rendering of the proposed *Signs*.
8. Illumination details for proposed *Signs*.
9. Placement, size, color and illumination details for any proposed *Wall Sign*.
10. Any other information requested in writing by the *Plan Commission* or *Director*.

*Director*, in its sole discretion, may waive or relax any of the *Sign* Plan requirements listed above, as circumstances dictate.

**E. Landscape Plan.**

Landscape Plans filed in connection with the submission of a *Development Plan* shall be drawn to scale of not more than 1"=100' and shall include the following items:

1. Address of the site.
2. Proposed name of the development.
3. Scale.
4. The location of any existing or proposed *Freestanding Signs*.
5. Outline of all existing or proposed *Buildings* or *Structures*, including parking and loading areas.
6. Boundary lines of the site.
7. Location of all floodway and floodway fringe areas within the boundaries of the site.
8. All existing elevations and proposed land contour lines having at least two (2) foot intervals.
9. Proposed sidewalk or alternate plan for pedestrian ways.

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10. Size, species and spacing (on center) of all proposed trees, landscaping and ground cover.
11. Survey of existing trees in required *Yards* and required *Bufferyards*, indicating exact location or existing trees over six (6) inch caliber at four and one-half (4 - 1/2) feet above *Grade* and all flowering trees, shrubs and evergreens over six (6) feet in height.
12. Description of methods to preserve trees without injury and with sufficient area for the root system to sustain the tree.
13. Description of protective care and physical restraint barriers at the drip line to prevent alteration, compaction or increased depth of the soil in the root system area prior to and during groundwork and construction.
14. Any other information requested in writing by the *Plan Commission* or *Director*.

*Director*, in its sole discretion, may waive or relax any of the Landscape Plan requirements listed above, as circumstances dictate.

**F. Lighting Plans.**

Lighting Plans filed in connection with the submission of a *Development Plan* shall be drawn to scale of not more than 1"=100' and shall include the following items:

1. North arrow and scale;
2. Address of the site;
3. Proposed name of the development;
4. Boundary lines of the site including all dimensions of the site;
5. Location and dimensions of all existing *Structures*, *Parking Areas* and walkways;
6. Type and location of all exterior of lighting fixtures, including, wattage and type of light.
7. Intensity of lighting at base of light *Structure* and at the *Lot Line* measured in foot candles.
8. If architectural *Building* lighting is proposed, elevations for each facade of the *Building* indicating the location, type and intensity of lighting on each *Building* facade and the intensity of such lighting at the *Lot Line* measured in foot candles.

*Director*, in its sole discretion, may waive or relax any of the Lighting Plan requirements listed above, as circumstances dictate.