

**MADISON COUNTY
SITE PLAN REVIEW CHECKLIST**

Name Of Project _____

Location of Project _____

Date Submitted ____/____/____

Applicant _____

Address _____ Phone _____

Owner of Lot _____

(If different from Applicant)

Address _____

A. General Requirements (Watershed too)

- _____ 1. Submission of at least eight (8) sets of site plans prepared by an appropriate registered professional.
- _____ 2. Identification of property by street address and tax map reference.
- _____ 3. Site plans shall also contain the following general information.
 - a. north arrow, legend, and seal of registered professional;
 - b. a vicinity map showing relative location of project to surrounding area;
 - c. adjoining property lines, ownership, and land use;
 - d. existing and proposed topography at contour intervals of no greater than two feet; and
 - e. the plan shall not be drawn to a scale of less than one inch to fifty feet.

B. Land and Landscaping, recreation and open space plan (Watershed too)

The following requirements shall be provided on a single detached plan:

- _____ 1. If the proposed development is to be located in a designated flood hazard area, all base flood elevation data shall be provided by the developer.
- _____ 2. Streams, ponds, drainage ditches shall be illustrated.
- _____ 3. Location of existing and proposed utilities.
- _____ 4. Area to be covered by structures, parking, and streets, etc.

C. Storm water and Erosion (Watershed too)

The following requirements shall be provided on a single detached plan:

- _____ **1. Location and dimension of all existing and proposed structures, including gross floor area and number of stories including parking and loading facilities.**

The percent of the project that will be covered with an impervious surface.

The area, in areas, to be left natural.

- _____ **2. Location of entrances and loading points.**

- _____ **3. Proposed schedule of development including stages likely to be followed.**

- _____ **4. Water and Sewer System**

- a. Location and size of all existing and proposed lines.**
- b. Letter from Towns or Environmental Health stating availability of water and sanitary sewer.**
- c. Estimated daily and peak demand for water consumption and waste water discharge.**
- d. Location and size of meters.**
- e. Right-of-ways and easements.**

- _____ **5. Seal and signature of registered professional engineer.**

- _____ **6. Must be in compliance with State BMP for stormwaters.**

- _____ **7. Provide estimate of storm water run-off rates both before and after development and approximate size and location of retention walls.**

- _____ **8. Existing and proposed storm drainage facilities including pipes, drop inlets, catch basins, junction boxes, and manholes, etc.**

- _____ **9. When local government provide for a high density option, the location of any stormwater control devices shall be shown and shall be designed, constructed and maintained according to the requirements as established by the Division of Environmental Management.**

- _____ **10. Actual dimensions (metes & bounds) and acreage of the lot to be built upon. (Watershed only)**

- _____ **11. Location of rights-of-way and easements that may affect development of lot. (Watershed only)**

D. Stormwater Control Devices (i.e. wet detention basins)(Watershed only)

- _____ **1. When local governments provide for a high density option, the location of any stormwater control devices shall be shown and shall be designed, constructed and maintained according to the requirements as established by the Division of Environmental Management.**
- _____ **2. Storm Water controls are used.**
- _____ **3. If Storm Water Controls are used, the name of the certifying engineer is provided.**
- _____ **4. Location of required stream buffers.**

E. Built Upon Area (Watershed only)

- _____ **1. The accurate location and use of all existing and proposed buildings and other structures, and for non-residential developments the location and size, in square feet, of all built upon areas including parking and loading facilities.**
- _____ **2. The percent of the project that will be covered with an impervious surface.**
- _____ **3. The area, in acres, to be left natural.**
- _____ **4. Notation as to how the development will minimize built-upon surface area, direct stormwater runoff away from surface waters, and what type of Best Management Practice (BMP) will be used to minimize water quality Impacts.**
- _____ **5. Locations of BMP's.**