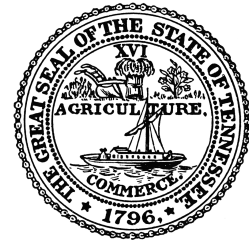




City of Mount Pleasant
"Experience Our History.....Explore Our Possibilities"
Department of Planning and Zoning
Plot/Site Plan Checklist



Provided with Submittal (yes, no, n/a)	Project Title:	For office use
	Ten (10) copies of the site plan proposals with the completed checklist (2 full size, 8 1/2x11, & 1 PDF)	
	Proposed use(s) of building(s) and current zoning	
	Building area (dimensions of building(s) and number of stories)	
	Site location map	
	Tax map and parcel number for subject parcel(s)	
	Lot area in square feet and acreage	
	Scale (no smaller than 1"=100') and north arrow	
	Name, address, telephone number, email of Owner/Developer	
	Name, address, telephone number, email of Design Firm and contact person	
	Boundary information (distances and bearings) including property corners marked with iron pins and stakes	
	Names of all public streets, adjoining property and their zoning	
	Building setback lines	
	Maximum lot coverage	
	Density of development and the required open space	
	Location of the 100-year floodplain, floodway, and proposed finished floor elevation (if applicable)	
	Servicing utilities with reference to location, availability, compatibility, and related easements	
	Fire hydrants (existing and proposed)	
	Openings for ingress and egress to public streets	
	The location of the centerline, right(s)-of-way, and edge of pavement of existing public streets	
	Specific improvements shown on the site plan may include but are not limited to:	
	Limits of proposed fill and proposed final grading (existing contours at a minimum of two (2) foot intervals)	
	Proposed drainage plan as per the city's ordinance	
	Required automobile storage areas (parking and parking calculations)	
	Landscape treatment and buffers (the location of all on-site landscaping as well as a tabular listing of the size, type, and number of plants)	
	Driveways, parking aisles, number of parking spaces	
	Sewer and water extensions or connections	
	Drainage ways including storm sewer, catch basins, culverts, etc.	
	Location and size of downstream drainage structures	
	Right-of-way dedication, if applicable	
	Existing and proposed pole lights	
	Location of existing and proposed curbing	
	Dumpster location	
	Loading and unloading spaces	
	Existing and/or proposed development signage (size, height, and location)	
	Proposed road construction	
	Location of existing access points (streets, driveways) across from the site along roadways	