



SITE PLAN REVIEW CHECKLIST
CHICKASAW PLANNING COMMISSION

GENERAL REQUIREMENTS

The Zoning Ordinance of the City of Chickasaw requires that the Planning Commission review and approve site plans for various construction developments prior to obtaining building permits and commencement of construction. Certain required information must be provided to the Chickasaw Planning Commission by the developer, contractor or owner of the property for the Commission to properly act on a site plan review application. Applications and supporting documentation for site plan reviews must be submitted to the Building Official's office no later than 20-days prior to the regularly scheduled meeting of the Planning Commission. The following checklist is provided as a guide to ensure that certain minimum sit plan information is provided to the Planning Commission for their review and/or approval.

Project: _____

Date: _____

Engineer: _____

Reviewed by: _____

Please provide or address the following topics that are applicable to project.

- _____ Application/Review fees (IF APPLICABLE)
- _____ Vicinity Map
- _____ Scale or note stating "Not to Scale"
- _____ North arrow and legend
- _____ Legal Description
- _____ ADEM Notice of Intent (if over 1 acre soil disturbance)
- _____ Plan view showing existing site including all existing structures, drainage structures and utilities
- _____ Distance, in feet, of proposed structure(s) from all property lines (front, rear and sides).
- _____ Actual location, footprint and dimensions of the proposed structure(s).

- _____ Drainage plan showing proposed stormwater routing and site elevations (may be superimposed)
- _____ Erosion and sedimentation plan (during and after construction), to include protection measures to be employed to protect man-made and natural drainage ways and adjacent properties. Plans stamped and signed by an Alabama licensed P.E.
- _____ Provide a letter by an Alabama licensed Professional Engineer that he/she had been retained for a sufficient amount of time for inspection to certify that the project was built according to the approved plans and that if there are significant changes in the final construction of the project from what was shown on the previously approved plans, new drawings and calculations will be submitted for approval.
- _____ Narrative describing existing site conditions and major elements of the project
- _____ Topographical details, before and after development (using 1' contours), to include the first-floor elevations of the proposed structure(s).
- _____ An indication if wetlands are present.
- _____ Details on any proposed fencing and/or retaining walls to be constructed (if not part of an erosion plan) and details on natural barriers that are to remain on the property during and after construction.
- _____ For property located in any Flood Hazard Zone, details of which address waterway, water course and flood hazard protection, elevation certificates and information on permits obtained or required to be obtained from state and federal regulatory agencies.
- _____ Site Lighting
- _____ Signage
- _____ Details on proposed property enhancements such as sidewalks, trails, walkways, parks or recreation areas, etc.
- _____ Dimensions and location of required off-street parking spaces, to include off-street loading and unloading areas.
- _____ Landscape and tree protection plan depicting buffer zones, as required.

- _____ Proposed build-up details for standard and heavy duty areas, if used.
- _____ Means of ingress and egress to and from the property, to include traffic flow diagrams and location and size of curb cuts.

- _____ Location and size of proposed and existing drainage pipes
- _____ Drainage calculations signed and stamped by an Alabama licensed PE
- _____ Drainage Easements are shown