**Permit #**

**Date Received:**

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**SITE PLAN APPLICATION**

P.O. Box 196♦2061 Grothe Road♦Flint Hill, Missouri 63346♦(636) 327-4441 ♦ cityofflinthill@centurytel.net

APPLICANT:

ADDRESS:

PHONE: FAX:

LOCATION (ADDRESS):

PROPERTY OWNER: Name:

Address:

Phone: Fax:

LEGAL DESCRIPTION OF PROPERTY (other than address):

EXISTING ZONING: PROPOSED ZONING

PROPOSED USE:

REQUIRED DATA FOR SITE PLAN: Every Site Plan Application submitted to the City shall meet the following requirements.

A. The Site Plan shall be of a scale not to be greater than one (1) inch equals twenty (20) feet nor less than one (1) inch equals two hundred (200) feet, and of such accuracy that the Planning and Zoning Commission can readily interpret the Plan, and shall include more than one drawing where required for clarity.

B. The property shall be identified by lot lines and location, including dimensions, bearing, angles and size, correlated with the legal description of said property. The Site Plan shall be designed and prepared by a qualified land planner, registered professional architect, engineer or land surveyor. It shall also include the name and address of the property owner(s), developer(s), and designer(s) and their registration seal.

C. It shall show the scale, north point, boundary dimension, natural features such as wooded lot, streams, rivers, lakes, drains, topography at least five (5) foot contour intervals (when terrain is irregular or drainage critical, contour interval shall be two (2) feet) and similar features.

D. It shall show existing manmade features such as buildings, structures, easements, required setback, transition strip, high tension towers, pipe lines, existing utilities such as water and sewer lines, etc., excavations, bridges, culverts, and drains and shall identify adjacent properties within one hundred (100) yards and their existing uses.

E. It shall show the location, proposed finished floor and proposed grade line elevations, size of proposed main and accessory buildings, their relation one to another and to any existing structures to remain on the site, and the height of all buildings and structures, as well as building elevations and materials proposed for the structures under consideration.

F. It shall show the proposed streets, driveway, sidewalks and other vehicular and pedestrian circulation features within and adjacent to the site; also the location, size and number of parking spaces in the off-street parking areas and the identification of service lands, service parking and loading zones, in conformance with the requirements set forth in Article 24 of the Flint Hill Zoning Ordinance.

G. It shall show the location and size of all existing utilities (public and private) serving the property as well as the location and size of all proposed utilities to serve the property. All necessary utilities (public and private) will be available, functioning, and usable at the time any stage of the project or the total project is ready for occupancy.

H. A Landscape Plan that meets the requirements of Article 22 "Landscaping and Screening Regulations" of the Flint Hill Zoning Ordinance shall be included as part of the Site Plan submitted.

I. Any proposed alterations to the topography and other natural features shall be indicated including required storm water detention facilities.

J. The location, height, and intensity of all exterior lighting.

K. The location and screening proposed for all trash collection areas.

L. Depict flood hazard boundaries as shown on FEMA maps.

M. Elevations of all sides of the proposed structures and materials proposed for construction, including fence material.

N. Any other information deemed necessary by the City Engineer, Planning and Zoning Commission and/or Board of Aldermen.

O. Signature block for the Secretary of the Planning and Zoning Commission.

P. Show existing and proposed fire hydrants within 1000 feet of the property.

Q. All site plans will need to be reviewed and approved by the Wentzville Fire Protection District and the appropriate School District.

FEE: DATE PAID: CHECK #

NOTE: This Application will be reviewed for decision only after this form is completed, the applicable fee is received, and such other requirements of applicable City ordinances are satisfied.

Applicant’s Signature Date

Owner’s Signature Date

Owner’s Signature Date

DATE SUBMITTED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

APPROVED BY:

Date

*NOTE: By affixing signatures hereto, the Applicant and Owner hereby verify that: they have reviewed the applicable zoning and subdivision regulations; they are familiar with the specific requirements relative to this application; and they take full responsibility for this application. The above signatures further indicate that the information provided on this form and on any additional data attached hereto is true, complete, and accurate.*

See Article 26 of the Zoning Ordinance of the City of Flint Hill.