



### Site Plan Checklist

The following documents and applications are required to process and review of the site plan submittal.

Yes	No	Required
<input type="checkbox"/>	<input type="checkbox"/>	Approval application
<input type="checkbox"/>	<input type="checkbox"/>	Plan submittal form
<input type="checkbox"/>	<input type="checkbox"/>	Land Disturbance Activity application
<input type="checkbox"/>	<input type="checkbox"/>	ESC Plan review check list (NRCS/NPDES > 1ac.)
<input type="checkbox"/>	<input type="checkbox"/>	A copy of NOI application for project greater than 1 ac.
<input type="checkbox"/>	<input type="checkbox"/>	A copy of NOI certified receipt for project greater than 1 ac.
<input type="checkbox"/>	<input type="checkbox"/>	Complete sets of construction drawings (2 copies)
<input type="checkbox"/>	<input type="checkbox"/>	Two sets of drainage report
<input type="checkbox"/>	<input type="checkbox"/>	Addition sets of construction drawings (2 copies for DNR Submittal)
<input type="checkbox"/>	<input type="checkbox"/>	Technical Specifications ( 2 copies DNR Submittal )
<input type="checkbox"/>	<input type="checkbox"/>	An electronic copy of construction plans and drainage report
<input type="checkbox"/>	<input type="checkbox"/>	Proof of payment of site review fees
<input type="checkbox"/>	<input type="checkbox"/>	Proof of payment for inspection fees
<input type="checkbox"/>	<input type="checkbox"/>	Proof of payment of LDA fees
<input type="checkbox"/>	<input type="checkbox"/>	Proof of payment of local NPDES fee (Projects >1ac.)
<input type="checkbox"/>	<input type="checkbox"/>	Proof of payment of state NPDES fee (projects >1ac.)
<input type="checkbox"/>	<input type="checkbox"/>	Proof of \$50.00 education contribution transmittal w/check
<input type="checkbox"/>	<input type="checkbox"/>	ACOE delineation approval of wetlands (Project adjacent to wetlands)
<input type="checkbox"/>	<input type="checkbox"/>	Storm Water Maintenance Agreement
<input type="checkbox"/>	<input type="checkbox"/>	Road Compaction Testing per City's Specification Section 02611 (3.03)

**The above checklist shall be used as a minimum guideline for the site development requirements and must be completed and signed by the engineer proposing the development. As the developer's engineer completes an item, he/she shall document the fact of completion by providing a check mark the appropriate 'Y, N, box for that particular item. Please ensure that the portion below is filled out in its entirety.**

**Name of Development:** \_\_\_\_\_

Developer's Engineer Name: \_\_\_\_\_

Developer's Engineering Firm: \_\_\_\_\_

Developer's Engineer Signature: \_\_\_\_\_

Date LCPC Receipt of documents: \_\_\_\_\_

Date LCPC Review Comments Issued: \_\_\_\_\_