



CITY OF DEL RIO

Application and Checklist for Site Plan Review
(Projects other than one and two family dwellings)

Preliminary Site Review Full Site Review

Fees: Commercial/ Multifamily \$50.00

As stated in the January 2, 2002 Texas Engineering Practice Act, any construction, enlargement, alteration, or repair to a building with the total square footage over 5000 square feet, or a building with a free span over 24 feet, is required to be designed by a licensed engineer and, as evidence, must show the seal and signature of the engineer.

As stated in the Texas Board of Architectural Examiners Regulation of the Practice of Architecture, any building such as a building with more than 2 stories, or over 20,000 square feet must show the seal and signature of the architect. Also, if the building is considered a "public building" (public building meaning any building that is owned by a State agency, a political subdivision of the State, or any other public entity in Texas) it may be required to show the seal and signature of the architect.

Name of Applicant: Today's Date:

Contractor: Schedule Date for Review:

Owner: Occupancy Type:

Contact Phone Number:

Contact Fax Number:

Contact E-mail:

Property Legal Description:

Lot: Block:

Subdivision:

Project Address:

Name of Project/Description:

NOTE: Please submit 3 sets and 1 Digital Copy of SITE PLANS ONLY, and attach this application with the completed SITE PLAN REVIEW CHECKLIST in order to be placed on the site plan review agenda. SITE PLANS THAT DO NOT HAVE ALL ITEMS REQUESTED ON THE SITE PLAN REVIEW CHECKLIST WILL BE CONSIDERED PRELIMINARY AND A SECOND FINAL REVIEW WILL BE NECESSARY BEFORE A FORMAL APPLICATION FOR BUILDING PERMIT WILL BE ACCEPTED.

Office Use Only

REVIEWED FOR COMPLETENESS BY: COMPLETE INCOMPLETE

SITE PLAN REVIEW CHECKLIST

(Projects other than one and two family dwellings)

PLEASE CHECK OFF ITEMS THAT ARE PRESENT ON SITE PLAN. REMEMBER IF INCOMPLETE A SECOND REVIEW WILL BE NECESSARY. IF YOU FEEL AN ITEM IS NOT APPLICABLE TO YOUR PROJECT, PLEASE PUT A N/A IN THE SPACE NEXT TO THE ITEM. MINIMUM REQUIRED SHEET SIZE FOR PLANS IS 24' X 36'.

GENERAL INFORMATION

- Title Block
- Owners Name/Address/Phone #
- Legal Description of Project
- Developers/Contractor's Name/Address/Phone Number
- Plat Needed?
- Zoning on Subject Property
- Allowable use in Zoning
- Graphic Scale (1" = 20') and North Arrow
- Vicinity Map should locate site relative to nearest major roadways in a one-half mile radius
- Property Line Locations, Bearings, and Distances
- Building Setbacks
- Location and names of adjacent streets and alleys
- Locations and dimensions of any easements and their purpose
- Building Use Information (Unless Apparent by Design)
- Building and Impervious Coverage Areas (sq.ft.), and Total Lot Area (sq.ft. & acres)
- Location of permanent sign structures
- 25' Site Triangle at intersections
- Location and height of all fences and construction type

PROPERTY PINS MUST BE VISIBLE ON SITE

UTILITY INFORMATION

- Location and height above finished grade (at lowest point) of all existing and proposed overhead utility lines
 - Location and size of all existing and proposed underground utility lines (Gas, Electrical, Water, Sewer, Phone, Cable, etc.) including meter and valve locations, on-site fire hydrants, fire mains, standpipes, grease interceptor locations, wastewater sample ports, irrigation, backflow prevention devices, etc., where applicable
 - Anticipated electrical service load (indicate service load in amps, voltage, and phasing)
 - Estimated natural gas service load in CFH or BTU's (where applicable)
 - Indicate mechanical room and/or service entrance locations or electrical water, gas, telephone, and cable service
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BUILDING ELEVATIONS

- Dimensioned Exterior Building Elevations

LANDSCAPING, SCREENING, IRRIGATION

- Location and calculation of all required landscaping areas, and required landscape information in tabular format (required/provided, % of lot area & front setback, etc. as described in the City of Del Rio Landscape Ordinance)
 - Irrigation plan (tap and meter location at a minimum: full plan will be required prior to permit)
 - Screening location, height and material types
 - Outside Storage Locations (screening required)
 - Dumpster location
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PARKING/LOADING/MANEUVERING/

- Parking Information – Provide Parking Table required parking by zoning category, total required Handicapped parking, and total parking provided
 - Dimensioned parking space layout
 - Parking Maneuvering Area dimensions and external and internal traffic routing (including drive-thru lanes, where applicable)
 - Indicate paving materials
 - Location of nearest driveway approaches on adjacent properties
 - All driveway approach location and widths
 - Indicate all drive/turning radii
 - Parking lot lighting
 - Elevations on Top of Curb at corners and at drives
 - Curbs ramps at street corners
 - Accessible routes at sidewalk crossings of valleys, driveways, alleys, and around obstructions
 - Basic elevation data to determine lot drainage characteristics (spot elevations sufficient)
 - Fire lanes (min 26' width to within 150' of all points of building; adequate turning radii; no Dead-Ends, capable of supporting apparatus)
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ENGINEERING

- Drainage across top of curb and sidewalk
- Location of the boundary of special flood hazard area
- Existing and proposed finished floor elevations of buildings, grading plans (finished elevations)
- Location and dimensions of all existing and proposed sidewalks, curb ramps, drainage structures, curb and gutter, driveways and other impervious coverage, whether public or onsite
- Topography and proposed drainage system
- Soils Testing
- NPDES Requirements (Storm Water Pollution Plan)
- Site Bench Marks (vertical control)