

DEVELOPMENT PLAN CHECK LIST

Date: _____ **Project Name:** _____

Permit Logos No.: _____ **Reviewed by:** _____

Supporting Data:

- APPLICATION
- LEGAL DESCRIPTION
- RESTRICTIVE COVENANTS
- TRAVERSE CLOSURE
- CONSTRUCTION PERFORMANCE SCHEDULE
- APPROVAL LETTERS FROM:
(AS REQUIRED)
 - DEKALB CO. SURVEYOR
 - DEKALB CO. DRAINAGE BOARDS
 - DEKALB CO. SOIL & WATER DISTRICT
 - OTHER PUBLIC AGENCIES
- OTHER RELATED INFORMATION

Site Plan/Supporting Maps:

- DRAWING DATE, GRAPHIC SCALE, NORTH ARROW
- DEVELOPMENT NAME
- ENGINEER/DESIGNER'S NAME & ADDRESS
- DEVELOPER'S NAME & ADDRESS
- LOT NOS. & ADDRESSES
NOTE: STREET NAMES & ADDRESS(ES) WILL BE PROVIDED BY THE ZONING ADMINISTRATOR & APPROVED BY THE PLAN COMMISSION
- LIGHTING PLAN (PHOTOMETRIC DRAWING)
- TRACT BOUNDARIES DIMENSIONS, BEARINGS & DISTANCES
- SITE CONDITIONS-CONTOURS, WATER COURSES, DRAINAGEWAYS, FLOODPLAIN, WOODED AREAS,
- SHOW LOCATION OF PERMANENT ELECTRICAL SERVICE ON BUILDING
- UTILITIES, STREETS, SIDEWALKS, OTHER UNIQUE NATURAL FEATURES

- SIZES & LOCATIONS OF CONVEYED / DEDICATED SPACES (OPEN SPACES, PARKS, RECREATION AREAS, ETC.)
- BUILDING LINES/LOT LINES & EASEMENTS LOCATIONS
- PLANS, PROFILES/CROSS SECTIONS ETC. FOR STREETS & ENTRANCES, ACCEL/DECEL LANES ETC.
- PLANS/CROSS SECTIONS FOR WALKWAYS
- PEDESTRIAN, UTILITY, DRAINAGE ETC. EASEMENTS
- PLANS/PROFILE FOR SAN & STORM SEWERS, WATER LINES
- PLANS/CROSS SECTIONS FOR PARKING AREAS
- LANDSCAPING DETAILS AND PLANS
- LENGHTS OF ARCS/RADII ANGLES,& TANGENTS
- INTERSECTION RADII & RIGHT-OF-WAY WIDTHS
- TREATMENT OF PERIMETER
- ENCLOSED DUMPSTER(S) /TRASH RECEPTICLE LOCATION & DETAILS
- FLOODPLAIN CERTIFICATION
- PLAN COMMISSION SIGNATURE AND CERTIFICATION AREA
- PROVIDE A CAD FILE & PDF FILE TO ZONING ADMINISTRATOR
- SEE ZONING CODE – DEVELOPMENT PLAN SECTION: 150.250 – FOR DETAILED SECTIONS OF THE ORDINANCES