

City of Tullahoma
Site Plan Review Checklist

Site Plan Name: _____

Submittal Date: _____

Contact Name/Phone #: _____

All site plans shall include the following items at a minimum. Additional items may be required based on site-specific conditions. This completed checklist should be submitted along with 6 sets of plans for review by the Development Committee.

- ___ 1. Site plan drawn at a scale no smaller than 1" = 100', but adequate for proper review.
- ___ 2. A vicinity map; north arrow; scale; tax map, group, and parcel number as recorded; developer's name, signature, and phone number; plan date; and plan revision number.
- ___ 3. Size of lot, names of adjoining property owners or subdivisions.
- ___ 4. The actual shape and dimensions of the lot.
- ___ 5. Minimum building setback lines.
- ___ 6. The existing zoning on the site and on adjoining properties.
- ___ 7. Location, size, and arrangement of proposed and existing buildings.
- ___ 8. Type of proposed site usage and number of employees.
- ___ 9. All existing and proposed right-of-ways, street widths, and street names.
- ___ 10. Location of all proposed driveways and entrances, including width and radius dimensions.
- ___ 11. Show 20' wide fire lane access if applicable.
- ___ 12. Layout of all off-street parking areas including handicap parking spaces. Provide a list of parking spaces required and the number provided.
- ___ 13. Proposed sidewalk installation along lot frontage if on collector or arterial streets.
- ___ 14. List of building floor area, building heights, and percentage of impervious areas.
- ___ 15. Landscaping plan meeting minimum requirements of the Landscaping Ordinance.
- ___ 16. Position of fences, walls, or plantings to be utilized for screening (materials specified).
- ___ 17. Location and sizes of all signs.
- ___ 18. Dumpster pad location, size, and details. Areas of heavy duty asphalt pavement. Note on plan if cart is to be used instead of dumpster.
- ___ 19. Location and size of all existing and proposed utilities (water, sewer, electric, telephone, and gas) including service lines; fire hydrant coverage; fire department connection (FDC) if applicable; cleanouts; grease trap; monitoring manhole; backflow prevention device; and water meter size. See attached BellSouth Installation Requirements.
- ___ 20. Location, dimensions, and type of all easements.
- ___ 21. Existing and proposed contours at a one-foot vertical interval.
- ___ 22. The location of all water courses on or adjoining the tract.
- ___ 23. Flood note/floodplain information from FEMA maps and studies (if applicable).
- ___ 24. Stormwater management plan with drainage calculations. Post bond if applicable. Refer to separate review checklist for stormwater management plan.
- ___ 25. Proposed drainage detention areas with calculations.
- ___ 26. Complete stormwater detention easement agreement form.
- ___ 27. Construction entrance location, size, and pad details.

Date Plans Received _____

Date Review Completed _____

Approved By _____