

PLANNING COMMISSION PLAN REVIEW CHECKLIST
BUILDING SITE PLAN APPROVAL

A building site plan shall include the following:

- 1. Description of proposed project.
- 2. Owners name, address.
- 3. Site plan, dimensioned.
- 4. Plan date.
- 5. Building footprint.
- 6. Parking dimensions.
- 7. Building setbacks, offsets.
- 8. Sanitary sewer, storm sewer, existing and proposed.
- 9. Water Supply – WE Energies, Private well, existing or proposed.
- 10. Grading, drainage, erosion control plans.
- 11. Storm water management plan and report.
- 12. Existing and proposed topography. (2 foot intervals.)
- 13. Site access, driveway, curb cut, median.
- 14. Easements.
- 15. Right-of-way.
- 16. Roadway public or private, State or County

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- 17. Existing landscape.
- 18. Wetland delineation.
- 19. Traffic Study.
- 20. Floodplain.
- 21. Engineering scale.
- 22. North Arrow.