



# The City of TROY

Planning & Zoning Department

P.O. Box 549 · 306 East Academy Street · Troy, Alabama 36081  
Phone: 334.670.6058 · Fax: 334.670.6078

## APPLICATION FOR SITE PLAN APPROVAL

Name of Proposed Development: \_\_\_\_\_

Description of Subject Property: \_\_\_\_\_

Development Address: \_\_\_\_\_

Zoning District: \_\_\_\_\_ Plat Restrictions: \_\_\_\_\_

Description of Proposed Use: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Length of Time to Complete Project (Attach schedule, if phased): \_\_\_\_\_

\_\_\_\_\_

### Applicant

Company: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant's interest in the property (if other than owner): \_\_\_\_\_

\_\_\_\_\_

### Subject Property Owner

Company: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

### Surveyor / Engineer

Company: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Website: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_

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### Site Information

Gross Acreage of Site: \_\_\_\_\_ Total Number of Structures: \_\_\_\_\_

Minimum Lot Frontage (ft): \_\_\_\_\_ Building Coverage (sf): \_\_\_\_\_

Utilities:  Overhead  Underground Electrical Servicing Water Main Diameter (in): \_\_\_\_\_

Fire Hydrants: Number on Site: \_\_\_\_\_ Distance to Nearest Hydrant to Site/Structure: \_\_\_\_\_

Located in a Flood Zone:  Yes  No Sidewalks:  Yes  No

Landscaping Area Square Footage: Existing: \_\_\_\_\_ Proposed: \_\_\_\_\_

Proposed Maximum Height of Structure(s): # Stories: \_\_\_\_\_ Height (Ft): \_\_\_\_\_

### Parking Information

Gross Building Square Footage: Existing: \_\_\_\_\_ Proposed: \_\_\_\_\_

Existing or Proposed Use	Square Feet or Occupant Load	Required Parking	Proposed Parking

### Setbacks

Building Description	Front Setback	Rear Setback	Side Yard Setback 1	Side Yard Setback 2

Does the proposal meet all required setbacks?  Yes  No (If no, a yard variance is required.)

### Residential Density (if applicable)

Number of Residential Structures: \_\_\_\_\_ Number of Residential Units: \_\_\_\_\_

Gross Square Footage of Site: \_\_\_\_\_ Number of Nonresidential Buildings: \_\_\_\_\_

If more than one use, Square Footage of Site for Residential: \_\_\_\_\_

Does the proposal meet required density?  Yes  No (If no, a density variance is required.)

### Stormwater

Description of Stormwater Provisions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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### Authorizing Signatures

The owner / applicant herein agrees to comply with all applicable federal, state, county, and city laws, codes, regulations, ordinances, and requirements. The owner authorizes the City Staff or authorized representative of the City to access the property for inspection purposes. It is further agreed that all costs associated with the development of this site / project including but not limited to inspections, engineering, construction, legal documentation, permitting, applications, and any other cost of development shall be assumed and paid by the owner.

The owner / applicant herein understands the following:

- Site plan approval is required before application and issuance of any building or applicable permits, but shall not constitute approval of such permit. It is the intent of the Zoning Ordinance that the approved site plan be an integral part of the building permit application process, and that the site plan shall be the instrument by which improvements to the site will be constructed and inspected prior to occupancy of the development.
- Except as otherwise required by law or administrative procedures, all required county, regional, state or federal agency approvals shall be obtained prior to the submission of an application for Site Plan Review.
- The site plan shall be reviewed by the Planning Administrator and may be referred for review and report by other City departments and appropriate officials.
- The Planning Administrator may refer any site plan to the Planning Commission for its consideration and approval.
- Upon final approval of a site plan, no structures, uses, or development of any kind shall be permitted on a development site except in accordance with the site plan and related approved plans.
- Approved site plans shall remain valid for eighteen (18) months after final approval, and a building permit for the development may be obtained during that time period, if all other requirements of the Zoning Ordinance have been met.

I hereby certify that the information on this application and attachments are correct and that the property affected by this application is in the exclusive ownership or control of the owner, or that the applicant has the consent of all partners in ownership of the affected property.

OWNER: I further certify that I have read and familiarized myself with the contents of this application and its attachments and do hereby consent to its submission and processing.

\_\_\_\_\_  
Owner's Signature:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Signature:

\_\_\_\_\_  
Date

APPLICANT: I further certify that the information supplied on this application is complete and accurate, and that the project described, if approved, will be completed in accordance with the conditions and terms of that approval.

\_\_\_\_\_  
Applicant's Signature:

\_\_\_\_\_  
Date

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### Checklist for Site Plan Approval

This checklist is developed for your use as a reminder of the basic site plan information generally required for the understanding and evaluation of development proposals. Some items may not be applicable to your proposal, and additional information may be required. Depending on the scope and complexity of the project, the site plan may consist of more than one drawing.

Along with required hard copies, an Electronic Copy of entire submittal on a diskette or CD in each the pdf, dwg and any other digital format approved or required by the City of the preliminary plan along with any attendant items is required.

Three (3) copies of the complete site plan which includes one or more scaled drawings or maps of a scale not to be greater than one (1) inch equals 20 feet nor less than one (1) inch equals 200 feet and of such accuracy that the Planning Department can readily interpret the site plan, and shall include more than one (1) drawing where required for clarity.

### The following information shall be shown on or attached to the Site Plan

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vicinity map, north arrow, scale, accurate shape proportion and dimensions of the site, name of property owner, developer and person drawing map.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The outer boundary or perimeter of the total development site, including a valid legal description.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing and proposed topography of the site and the surrounding area at least five-foot contour intervals showing the location of existing woodlands, streams, floodplains, and other significant features of the land.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	An identification of the characteristics of existing land uses and development for land adjoining the project site.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and dimensions of existing and proposed curb cuts, driveways, off-street parking and loading areas, signs, walls, fences, screen planting, landscaping, pedestrian walks, open space, and recreational areas for use by employees, residents, tenants or the general public.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The type, number, and location of all existing and proposed buildings and structures with proposed finished floor and grade line elevations, size of proposed principal and accessory buildings, their relation one to another and to any existing structures on the site, the height of all buildings, and square footage of floor space. Site plans for residential development shall include a density schedule showing the number of dwelling units per net acre, including a dwelling schedule showing the unit type with number of bedrooms and number of each unit type.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed storm drainage plan, along with the location of all surface water drainage facilities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed traffic circulation system where any part of the land is to be used by motor vehicles.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed streets, driveways, sidewalks and other vehicular and pedestrian circulation features within and adjacent to the site; also, the location, size and number of parking spaces in the off-street parking area, and the identification of service lands and service parking.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed location, use and size of open spaces; and the location of any landscaping, fences, or walls on the site. Landscaping in required buffers are required to be shown.

