

## **Section 3.3 Site Plan**

### **3.3.1 SITE PLAN APPLICATION**

The standards of this Section shall apply to those developments that are in zoning districts that require compliance with design standards and meet the following thresholds:

- A. Any building containing multifamily dwelling units
- B. All new non-residential structures
- C. Any increase in an existing non-residential structure that is greater than 25% of the gross floor area of the existing structure
- D. The conversion of a residential structure to a non-residential structure
- E. The creation or expansion of a parking lot for multi-family or non-residential uses

### **3.3.2 PROCEDURE**

- A. A site plan review application is required for any development that is required to meet the requirements of this Section.
- B. All developments requiring a site plan as defined above shall be reviewed by the Zoning Administrator or their designee and any other City Staff, which will have pertinent purview over the design standards required by this Ordinance. Such site plan may be approved administratively by City Staff.
- C. Any process described by this Ordinance such as a Conditional Use Permit, or a Planned Development District which requires the submittal of a site plan, shall follow the review and approval process as designated by the requirements of the Conditional Use Permit or Planned Development District

### **3.3.3 SITE PLAN REQUIRED**

The following information shall be required for all developments requiring a site plan. It may be submitted in one or several maps and written material, as deemed complete by the Zoning Administrator.

- A. A site plan containing the following:
  - 1. Project name
  - 2. Vicinity map
  - 3. Scale, no less than one (1) inch equals fifty (50) feet
  - 4. North arrow
  - 5. Date
  - 6. Street names and locations of all existing and proposed streets within or on the boundary of the proposed development, pavement widths, sidewalks and bikeways.
  - 7. Lot layout with dimensions for all lot lines.
  - 8. Zoning designations of the proposed development
  - 9. Zoning designations adjacent to the proposed development

10. Location and use of all proposed and existing buildings, fences and structures within the proposed development and within two hundred (200) feet of the proposed development, including any right of way or public utility easements. Indicate which buildings are to remain and which are to be removed.
11. Location and size of all existing and proposed public utilities in and adjacent to the proposed development with the locations shown of:
12. Water lines and diameters
13. Sewers, manholes and cleanouts
14. Storm drains and inlets
15. Electric and gas
16. Telecommunication
17. The proposed location of:
  - a. Connection the City water system
  - b. Connection to the City sewer system
  - c. The proposed method of drainage of the site
  - d. The proposed method of erosion and sedimentation control
  - e. The extent of clearing and grading
18. Location, size and use of contemplated and existing public areas within the proposed development.
19. Fire hydrants proposed to be located within the site.
20. A topographic map of the site and the area adjacent within two hundred (200) feet at a contour interval of no more than two (2) feet.
21. Location of all parking areas and all parking spaces, ingress and egress on the site, including proposed drive approaches, fire lanes and on-site circulation.
22. Use designations for all areas not covered by buildings, parking or landscaping.
23. Locations of all significant landscape features including, but not limited to, any existing healthy trees greater than six inches and larger, and generally forested areas, and creeks, wetlands, one hundred (100) year floodplains, or ponds existing on the site and fifty (50) feet outside the site boundary. Indicate any planned modifications to a natural feature.
24. A landscape plan showing in detail the location, type and size of the proposed landscaping and plantings as required by [Article 8](#).
25. A tree preservation plan detailing which trees are to be preserved, procedures to protect the trees during development and post construction maintenance plan.
26. The elevations, surface area in square feet, illumination type, height and construction (material and style) and locations of all proposed signs for the development.
27. Architectural elevations for all buildings proposed on the property. Such plans shall indicate the material, color, texture, windows, doors and other design features of the

building, including all visible mechanical equipment, such as for heating and cooling. Elevations shall be submitted drawn to scale of one (1) inch equals ten (10) feet or greater or a comparable scale.

28. Photometric plan of the site.

29. Tree preservation plan as indicated by Section 8.6.4.

30. A written summary showing the following:

a. For commercial developments:

- (1). The total area contained in the area proposed to be developed.
- (2). The area and percentage of the lot covered by structures.
- (3). The area and percentage of the lot covered by other impervious surfaces.
- (4). The total number of parking spaces.
- (5). The total area of all landscaped open space areas.
- (6). The total area covered by tree canopy at maturity of the trees.

b. For residential developments:

- (1). The total gross area in the development.
- (2). The number of dwelling units in the development.
- (3). Area and percentage of lot covered by:
  - (a). Structures
  - (b). Streets, roads and alleys
  - (c). Sidewalks
  - (d). Recreation areas
  - (e). Landscaping
  - (f). The total area covered by tree canopy at maturity of the trees
  - (g). Parking areas
  - (h). Impervious surfaces

### **3.3.4 CRITERIA FOR APPROVAL**

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The following criteria shall be used to approve or deny a site plan:

- A. All applicable City of Lorena ordinances have been met and will be met by the proposed development.
- B. All requirements of the Site Plan Section 3.3 have been met.

- C. That adequate capacity of public or private facilities for water, sewer, paved access to and through the development, electricity and adequate public facilities for transportation can and will be provided to and through the subject property.

### **3.3.5 MINOR ADMENDMENTS**

Upon request of the applicant, the Zoning Administrator or their designee may authorize minor amendments to a site plan so long as such minor amendments do not change the land use or substantially change the character, development standards, or design of the development as shown on the approved site plan. For purposes of this provision, a "substantial change" shall mean a change which will increase the number of proposed dwelling units, increase the floor to area ratio, size of structure, height, lot coverage, or number of stories or buildings, reduce lot, or setback size, decrease the amount of required off-street parking spaces, change types of buildings, setbacks, street access points, or lots, increase density, change traffic patterns, or alter the basic relationship of the proposed development to adjacent properties. The Zoning Administrator or their designee shall make such authorization only in writing and such document shall be placed in the file governing the specific plan.

### **3.3.6 CONDITIONAL MODIFICATION TO SITE PLANS**

When approving an application for a site plan associated with a Conditional Use Permit or Planned Development District, the Planning and Zoning Commission may include any or all of the following conditions if they find it necessary to meet the intent and purpose and the criteria for approval of this Section:

- A. Require such modifications in the landscaping plan as will ensure proper screening and aesthetic appearance.
- B. Require the modification or revision of the placement, design or remodeling of structures, signs, accessory buildings, etc., to be consistent with the standards of this Ordinance.
- C. Require the type and placement of shielding of lights for outdoor circulation and parking.
- D. Require new developments which produce more than 1,000 vehicle trips per day to provide a Traffic Impact Analysis (TIA) to determine traffic mitigation by means of traffic signals, traffic controls and turning islands, landscaping or any other means necessary to insure the viability, safety and integrity of the major street as a through corridor.
- E. Require pedestrian access, separate pedestrian access ways and sidewalks in new developments.