

Preliminary Site Plan Guidelines

As required by city code, the following must be included on all site plans:

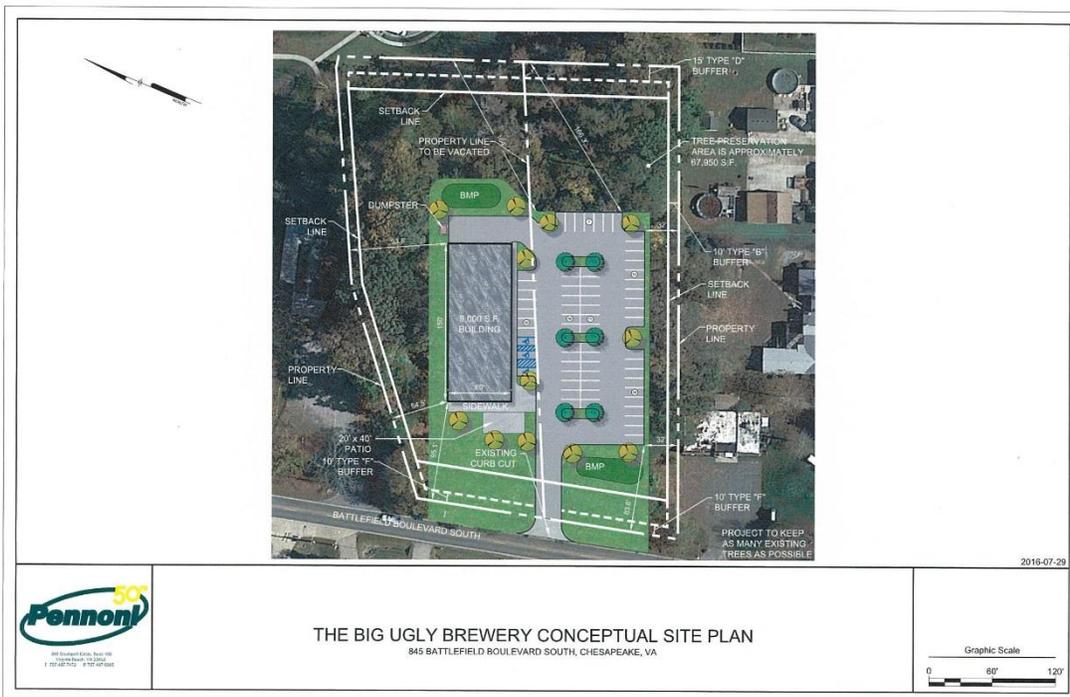
1. Survey showing property boundary lines, dimensions, easements, floodplain, existing and proposed topography, existing right-of-way widths on adjacent roads, and existing intersections located within 500 feet of the property.
2. A representation of the proposed use, with location and dimensions of all existing and proposed improvements, including: buildings (max footprint and height) and other structures, walkways, fences, walls, trash containers, outdoor lighting, landscaped areas and open space, recreational areas and facilities, parking lots and other paved areas, loading and service areas together with the proposed paving material types for all walks, parking lots and entrances and signs.
3. Written schedules or data as necessary to demonstrate that the site can accommodate the proposed use, including:
 - a. Proposed uses and maximum acreage occupied by each use;
 - b. For residential developments, maximum number of dwelling units by type and gross residential density;
 - c. Square footage of recreation area and percent and acreage of open space;
 - d. For commercial and industrial developments, maximum square footage for commercial and industrial uses, maximum number of employees and maximum lot coverage;
 - e. Maximum height of all structures;
 - f. Schedule of parking, including maximum amount required and amount provided;
 - g. Maximum amount of impervious cover on the site.
4. Proposed location of stormwater detention/retention areas and mitigation areas.
5. Location of existing and proposed utilities and utility easements.
6. All areas intended to be dedicated or reserved for public use.
7. Where property abuts any natural or artificial body of water, display of the name of each body of water, the high and low water lines, bulkhead and pierhead lines where officially established, and, where applicable, to the location of tidal wetlands.
8. Existing structures and roads, including roadway entrances, located within twenty-five (25) feet of the property line of the site.
9. If phased development is planned, phase lines and proposed timing of development.
10. A vicinity map showing the site in reference to adjoining streets, subdivisions and landmarks.
11. A north arrow establishing geographic direction.



12. Depiction of the resource protection area (RPA), the resource management area (RMA) and the intensely developed area (IDA) of any parcel shown on the preliminary site plan that is located wholly or partially within the Chesapeake Bay Preservation Area (CBPA) district. Such delineation shall be consistent with the CBPA District ordinance set forth in article X of chapter 26 of the City Code, the CBPA specifications manual, the CBPA map and the IDA map. All preliminary and final site plans shall also contain the notations required by Section 26-522(A)(2) of the City Code.

13. A preliminary site plan shall be drawn to scale or dimensions clearly shown.

- *This is an example of an acceptable site-plan exhibit. The building, parking lot and landscaping areas are clearly shown, the dimensions of the parcel are labeled and buffers are clearly marked. There is a North arrow and scale as well.*



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If you need a **free** tool to create a site plan for submittal, GIMP software offers a solution:



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