

# CITY OF COOLIDGE

## OFFICIAL APPLICATION FOR MAJOR AND MINOR SITE PLAN

\_\_\_\_\_ Major Site Plan

Petition No: \_\_\_\_\_

\_\_\_\_\_ Minor Site Plan

Date Filed: \_\_\_\_\_

Filing Fee: \_\_\_\_\_

Check #: \_\_\_\_\_ Cash: \_\_\_\_\_

Received by: \_\_\_\_\_

Approved/Denied: \_\_\_\_\_

### OFFICE USE ONLY

#### LOCATION OF PROPERTY

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

Parcel number: \_\_\_\_\_

Lot(s): \_\_\_\_\_ Block: \_\_\_\_\_

Sub-division: \_\_\_\_\_

\_\_\_\_\_  
Petitioner

\_\_\_\_\_  
Property Owner (If other than petitioner)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Owner's Address (If other)

\_\_\_\_\_  
Petitioner's Phone Number

\_\_\_\_\_  
Owner's Phone (If other)

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
Contact Person's Phone Number

\_\_\_\_\_  
Street Right-of-way:

\_\_\_\_\_  
Present Zoning:

\_\_\_\_\_  
Project Identification:

\_\_\_\_\_  
Acreage:

INSTRUCTIONS FOR FILING:

A Major Site Plan is one that involves one or more of the following:

- Forty or more dwelling units in a multiple family structure or structures
- 15,000 or more square feet of office, retail or service, commercial or industrial floor space
- 20,000 or more square feet of exterior storage of materials or goods
- parking for 80 or more motor vehicles
- more than one office, retail, service or industrial building on one site

Any other site plan is considered a Minor Site Plan. Conditional Uses as set forth in the Zoning Code shall be processed under the Major Site Plan procedure.

The following items must be submitted with the application at the time of filing in order for the request to be complete. All completed applications must be filed forty-five days prior to the Planning and Zoning meeting with no exceptions.

\_\_\_\_\_ Filing Fee

\_\_\_\_\_ 14 copies of the Site Plan

\_\_\_\_\_ Complete list of names and addresses of adjacent property owners within 300 feet

GENERAL INFORMATION ON SITE PLAN:

- name of project/development
- location of project/development by street address
- location map, including area within one-half mile of site
- name and mailing address of developer/owner
- name and mailing address of engineer/architect
- date of plan preparation
- north point indicator
- scale of not less than 1" to 100'

SITE PLAN DATA:

- boundary line of property with dimensions
- location, identification and dimension of existing and proposed data:
  - a. topographical contours at a minimum interval of two feet to distance of 100; unless otherwise stated.
  - b. adjacent streets and street rights-of-way to a distance of 150'; except for sites adjacent to major arterial streets, where the distance shall be 200'
  - c. on-site street and street right-of-way
  - d. ingress and egress points
  - e. traffic flow, on-site
  - f. traffic flow, off-site

g. utilities and utility rights-of-way easements

1. electric
2. natural gas
3. telephone
4. water
5. sewer (sanitary and storm)
6. cable television

h. buildings and structures

i. parking facilities

j. water bodies

k. surface water holding ponds and drainage ditches (including arrows indicating direction of flow)

l. significant rock outcroppings

m. sidewalks, walkways, driveways, loading areas and docks, bikeways

n. fences and walls

o. exterior signs

p. exterior refuse collection areas

q. exterior lighting

r. landscaping (detailed plan showing plantings, equipment, etc.)

1. botanical and common names of vegetation to be used

2. size of plantings at time of planting and at maturity

3. area to be irrigated

- number of employee and non-employee parking spaces existing and proposed, and total site square footage; percent of site (building and parking) coverage, dwelling unit density, percent park or open space

BUILDING DATA:

- height above sea level of the lowest floor when the structure is proposed to be located in a Floodway or Floodplain Overlay Zone; and
- gross square footage of existing and proposed structures

PERMIT DATA:

- A listing of all required Federal, State and City permits and status of applications.

FLOODPLAIN DATA:

If the site is located in a Floodplain or Floodway Overlay Zone, the following information shall also be submitted:

- Elevation in relation to mean sea level of the lowest floor (including basement) of all structures.
- Elevation in relation to mean sea level to which any has been, or will be, flood proofed.
- Certification by a registered professional engineer or architect, licensed in the State of Arizona, that the flood hazard reduction methods for any structure meet the criteria in Section 5-514 and 5-15 of the Zoning Code.

- Description of the extent to which any watercourse will be altered or relocated as a result of the proposed development.

A Building Permit for your protection cannot be issued until the Site Plan has been approved. At your option, you may submit construction plans to the Building Inspection Department to help expedite your receiving a Building Permit.

Following approval of a Site Plan or Conditional Use Permit, the applicant shall submit two (2) reproducible copies of the approved site plan (showing all revisions, if any) to be filed with the Zoning Administrator.

I acknowledge that the information I have given on this application and the accompanying Site plan to be true and accurate.

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Signature of Petitioner

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Signature of Property Owner (If  
other than Petitioner)

MAJOR AND MINIOR SITE PLAN

APPENDIX PAGE 1 OF 2

SITE PLAN CHECKLIST

YES	NO	NA	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the existing zoning allow the proposed use? Existing Zoning: _____ Proposed Use: _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lot Size:
			Required
			Provided
			Square Footage _____
			Width _____
			Depth _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Street Right-of-way:
			Required: _____
			Provided: _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Street Access: Yes <input type="checkbox"/> No <input type="checkbox"/>
			One access is permitted per _____ feet of street right-of-way. Access points between requested and adjacent accesses meet the required spacing of _____ feet. (measured from centerline)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Setbacks:
			Required
			Provided
			Front _____
			Interior Side _____
			Corner Side _____
			Rear _____

MAJOR AND MINOR SITE PLAN

APPENDIX PAGE 2 OF 2

YES	NO	NA			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parking Spaces:	Required:	_____
				Provided:	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parking Space Dimensions:	Required:	_____
				Provided:	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parking Lot Aisle Width:	Required:	_____
				Provided:	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parking Lot Setbacks:	Required	Provided
			Front	_____	_____
			Interior Side	_____	_____
			Corner Side	_____	_____
			Rear	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Perimeter curb and gutter		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Signage:	Maximum Size	Provided
			Freestanding Sign	_____	_____
			Wall Sign	_____	_____

MAJOR AND MINOR SITE PLAN

APPENDIX PAGE 2 OF 3

YES

NO

NA

Exterior refuse collection area shown and enclosed.

Landscaping Plan:

Yes No

\_\_\_\_ \_\_\_\_ Symbols used to describe the plant types and locations.

\_\_\_\_ \_\_\_\_ Description of plant size.

\_\_\_\_ \_\_\_\_ Description of areas to be irrigated.