

Site Plan Basic Requirements



Required Materials

The following are items that must be submitted with the application.

1. Pre-application meeting with the Community Development Director.
2. Site Plan Review fee \$1,570.
3. A computer aided design (CAD) file of the plans in a dwg format.
4. A PDF file of the plat.

Required Information

The following are the requirements that must be shown on the submitted plat.

- Proposed name of site plan at lower right hand corner;
- Name and address of developer on the lower right hand corner;
- Name and address of engineer/architect/surveyor at the lower right hand corner;
- Date of preparation;
- Statement that "All drinking water and pressurized irrigation lines up to and including the meter, all sanitary sewer mains, all electrical meters, and all electric and SFCN communication service lines up to the mast on overhead installations and to the top of the meter base for underground installations are dedicated to Spanish Fork City.";
- Licensed Land Surveyor/Engineer Stamp and Signature;
- Title block with name and location;
- Vicinity map and north arrow;
- Standard engineered scale : 1" = 100' or less;
- Description of boundary of development;
- Section tie/bearing of section line based on NAD27 or NAD83 State Plane Coordinates. Horizontal datum shall be clearly marked on all plat drawings;
- Adjacent property owner names and buildings within 200 feet of proposed development;
- Existing and proposed fences;
- Existing and proposed streets with names and widths within 200 feet of site;
- Existing and proposed water courses, culverts, and irrigation ditches;
- Flood zones or wetlands as per NWI wetland map;
- Existing and proposed power lines (labeled), gas lines, water mains, fire hydrants and valves with pipe size;
- Existing and proposed sewer mains and manholes with pipe sizes;
- Existing and proposed storm drains;
- Existing and proposed public utility easements;
- Minimum of 2-foot contours of existing elevations, with note that all vertical data is based on NAVD29 or NAVD88. Vertical datum shall be written on the plan;
- Typical street cross section;
- Building setbacks dimensioned on the site plan;
- Parking stalls (9'x18') and calculations identifying the required number of handicapped and non-handicapped parking spaces in the development;
- Photometric lighting plan;
- Dumpster location, height and materials used;
- Location and screening plan for mechanical equipment;
- Note on site plan if building is to be sprinkled;
- Finish floor elevation;
- Type of building and occupancy per International Building Code;
- Project phasing (if applicable);
- Off-street parking plan showing circulation and number and size of spaces;
- Vehicular and pedestrian circulation: ingress, egress, and internal movement;



Development Application Process

Site Plan

