ARTICLE 14

SITE PLAN REVIEW

PROCEDURES

The zoning regulations contain a list of the information and exhibits that are required in support building permit applications (excluding one-family and two-family dwellings), as determined by the City of Joplin.

Developers should consult the regulations for a complete list of submittals.

Applicability: The Planning/Community Development Manager shall require that all applications for building permits for developments in the multifamily, commercial, and industrial zoning districts be subject to Site Plan Review in accordance with these regulations and for redevelopments in the following circumstances: if the redevelopment enlarges the size of the original structure by more than 50 percent in the case of a renovation or alteration. Developments shall be encouraged to implement the objectives of the Comprehensive Plan in fostering redevelopment in the "Business Strip" Overlay District, and compatibility among land uses in the City of Joplin. Site Plan Reviews shall be performed by the Municipal Planner and submitted to the Planning and Zoning Commission and City Council for approval.

The Planning and Zoning Commission shall perform their review at the next regularly scheduled meeting of the Planning and Zoning Commission for which the item may be scheduled and shall adjourn and reconvene as is determined necessary.

The Site Plan Review application and fee should be submitted along with the following plans on a 11" x 17" sheets:

_____ Site Plan

_____ Landscape Plan (with plant schedule – species, quantity, and size – and maintenance schedule)

_____ Building Elevations (labeled with materials)

_____ Other (some locations may require lighting and grading plans or stormwater management plans)

CITY OF JOPLIN, MISSOURI

SITE PLAN REVIEW CHECKLIST

Return Form to:
Planner
Joplin City Hall
602 South Main Street
Joplin, Missouri 64801
417-624-0820 Ext. 1511
FAX 417-625-4738

For Office Use Only
Case No:_____
Filing Fee: $550.00
Date Advertised:_____
Date Notices Sent:_____
Public Hearing Date:_____

I. **Name of Project:** _____

II. **Location of Project:** _____

III. **Name of Owner:** _____

IV. **Name of Person who Prepared the Site Plan:** _____

V. **Point of Contact:** _____

VI. **Email:** _____ **Phone:** _____

VII. **Instructions:**

The following checklist is to be completed by the applicant/developer and shall accompany the Site Plan when it is submitted to the Planning and Zoning Commission. The Site Plan shall include the following data, details, and supporting information which are found to be relevant to the proposal. All site plans shall be prepared by an architect or landscape architect registered in the State of Missouri, or by a professional engineer licensed in the State of Missouri. The number of pages submitted will depend on the proposal's size and complexity.

Does the Site Plan comply with or show the following?	Yes	No
A. Name of the project, address, boundaries, date, north arrow and scale of the plan.	_____	_____
B. Name and address of the owner of record, developer, and seal of the engineer, architect or landscape architect.	_____	_____
C. Name and address of all owners of record of abutting parcels.	_____	_____
D. All existing lot lines, easements, and rights-of-way. Include area in acres or square feet, abutting land uses and structures.	_____	_____

E. The location and use of all existing and proposed buildings and structures within the development. Include all dimensions of height and floor area, show all exterior entrances and all anticipated future additions and alterations. For developments in the "C-2" Central Business District (CBD), indicate design details to make new construction compatible with existing structures. _____ _____

F. The location of all present and proposed public and private ways, parking areas, driveways, sidewalks, ramps, curbs and fences. Location type and screening details for all waste disposal containers shall also be shown. _____ _____

G. The Municipal Planner may require location, height, intensity, and bulb type (e.g., fluorescent, sodium incandescent) of all external lighting fixtures. The direction of illumination and methods to eliminate glare onto adjoining properties. _____ _____

H. The location, height, size, materials, and design of all proposed signage. _____ _____

I. A landscape plan showing all existing open space, trees forest cover and water sources, and all proposed changes to these features including the size and type of plant material. Water sources will include ponds, lakes, brooks, streams, wetlands, flood plains, and drainage retention areas. _____ _____

J. A landscape maintenance schedule detailing watering, pruning, and replacement of dead plant material.

K. The location of all existing and proposed utility systems including:

1. sewer lines, sewer lateral lines, and manholes; _____ _____

2. water lines and fire hydrants; _____ _____

3. telephone, cable and electrical systems; and _____ _____

4. storm drainage system including existing and proposed drain lines, culverts, catch basins, headwalls, endwalls, hydrants, manholes, and drainage swales. _____ _____

L. Plans to prevent the pollution of surface or groundwater, the erosion of soil both during and after construction, excessive run-off, excessive raising or lowering of the water table, and flooding of other properties, as applicable. _____ _____

M. Existing and proposed topography shown at not more than two-foot contour intervals. All elevation shall refer to United States Geodetic Survey (U.S.G.S.) datum. If any portion of the parcel is within the 100-year flood plain, the area shall be shown, with base flood elevations; and the developer shall present plans for meeting Federal Emergency Management Agency (F.E.M.A.) requirements. _____ _____

N. Zoning district boundaries adjacent to the site's perimeter shall be drawn and identified on the plan. _____ _____

O. Traffic flow patterns within the site, entrances and exits, loading and unloading areas, curb cuts on the site and within 100 feet of the site. The City Engineer may require a detailed traffic study for mixed use and multi-tenant developments, or for developments in heavy traffic areas to include:

1. The projected number of motor vehicle trips to enter or leave the site, estimated for daily and peak hour traffic levels. _____ _____

2. The projected traffic flow pattern including vehicular movements at all major intersections likely to be affected by the proposed use of the site; and _____ _____

3. The impact of this traffic upon existing abutting public and private ways in relation to existing road capacities. Existing and proposed daily and peak hour traffic levels, as well as road capacity levels, shall also be given. _____ _____

P. For new construction or alterations to any existing structure, a table containing the following information must be included:

1. Area of structure to be used for a particular use, such as retail operation, office, storage, etc.; _____ _____

2. Maximum number of employees; _____ _____

3.	Maximum seating capacity, where applicable;	_____	_____
4.	Number of parking spaces existing and required for the intended use; and	_____	_____
5.	A landscape plan for improving large areas of paved parking with appropriate landscaping may be required.	_____	_____

SIGNATURE: _____ DATE: _____

BY: _____ TITLE: _____