

# APPENDIX A: GENERAL SITE PLAN REQUIREMENTS

All site plans for multi-family, institutional, commercial, and industrial development should show the following information, except as exempted by Planning Director. This form is intended to be an information tool and may not be exhaustive of every requirement of development. Please contact the Planning Department at 828.757.2200 to inquire about specific circumstances.

- General information:
  - Map scale (ex. 1" = 100')
  - Owner's Name
  - North arrow
  - Property lines
  - Vicinity Map
- Site Development information:
  - Parking layout including space count
  - Ingress and egress (driveways)
  - Loading and unloading areas
  - Landscaping plan with species and size noted
  - Pedestrian Walks
  - Location of refuse containers
  - Sign types and locations
  - Topographic information
  - Fill (compaction test)
  - Soil erosion measures
  - General lot design
  - Floodplain information
- Structural Information
  - On-site location
  - Exterior dimensions
  - Elevation of structure at floor level
  - Flood-proofing measures
- Utilities Information
  - Water connections
  - Sewer connections
  - Lot drainage
  - Piping (storm drainage, etc.)
  - Location/dimensions of all easements and ROW
- Architectural Design information
  - Materials and colors for each side of building
  - Largest distance between required architectural features in elevation
  - Largest distance between required architectural features in plan view
  - Number and type of architectural features
  - Roof plan
  - Floor area ratio, open space ratio, livability space ratio, and recreation space ratio
- Other Information: \_\_\_\_\_

\*\*\*Please provide \_\_\_\_ full size copies and \_\_\_\_ reduced size copies (11" x 17" or smaller) of each sheet, and a CD with pdf documents of each sheet submitted\*\*\*

## SOME PROJECTS REQUIRE ADDITIONAL REVIEW

- Stormwater Review** — Any new development that results in 24% of "built upon area" on a parcel or increases impervious surface by 20, 000 sq. ft. must be reviewed by the Stormwater Administrator (Planning Department)
- Floodplain Development** — Any development activity (including fill/grading) in a special flood hazard area requires a floodplain development permit.
- Driveway Permits** — new curb cuts require review and approval by the City and/or NC DOT.
- Building/Mechanical/Electrical Review** — Most construction activities require building permits (Caldwell County Building Inspections—828.426.8585)
- Privilege License** — All businesses require a yearly privilege license for the City of Lenoir in order to operate. (First Floor, City Hall)

## Commonly Requested Ordinance Citations

- ⇒ **Sec. 712:** Buffering and Screening (landscaping)
- ⇒ **Sec. 714:** Design standards for non-residential structures in R-R, R-20, R-15, R-12, R-9, R-6, O&I, B-2, B-4, and B-7 zoning districts
- ⇒ **Sec. 811.11:** Design standards for all development in B-3 (Central Business District).
- ⇒ **Sec. 816.6:** Design standards for all development in B-5 (Neighborhood Mixed Use — N. Main St.).
- ⇒ **Sec. 817.5-12:** Design standards for non-residential development in B-6 (Exclusive Business District).
- ⇒ **Article X:** Parking and loading requirements
- ⇒ **Article XI:** Sign Regulations
- ⇒ **Article XII:** Planned residential developments and multi-family developments.