

## Development Issues Review Team

PROJECT: \_\_\_\_\_

DATE: \_\_\_\_\_

*Upon scheduling an appointment with potential applicant, items 1 – 5 should be performed prior to initial meeting:*

- Determine location of project.
- Pull previous plats/site plans if applicable.
- Determine current zoning (old or new code).
- Are there any existing site conditions that warrant special consideration or concern?
- Are there public utilities currently serving the site?

*Initial meeting with DIRT staff and applicant:*

- Present plat/site plan that is on file.
- Applicant makes presentation.
- Discuss allowable uses.
- Discuss engineering related issues (streets, utilities, etc.).
- Discuss Parkland Dedication fees if applicable.
- Discuss safety related issues (fire lanes, hose lay requirements, fire protection, traffic flow).
- Discuss on-site parking requirements.
- Four-foot wide meandering sidewalks shall be provided at least one foot off of the curb around the development perimeter when adjacent to a public thoroughfare. Barrier-free ramps, per city standards, shall be provided on sidewalks at all curb crossings.
- Mechanical units, dumpsters and trash compactors shall be screened in accordance with Section 7.2 of the Zoning Ordinance.
- All signage contingent upon approval by Building Inspection Department.
- Approval of the site plan is not final until all engineering plans are approved.
- Open storage, where permitted, shall be screened in accordance with the Zoning Ordinance.
- Spill-over lighting shall comply with illumination standards within Section 7.1.E of the Zoning Ordinance.
- All electrical transmission, distribution, and service lines must be underground where required.
- Building Inspection Department determines the type of construction and occupancy group.