



PLEASANT GROVE CITY
COMMUNITY DEVELOPMENT DEPARTMENT

COMMERCIAL SITE PLAN

THE FOLLOWING INFORMATION IS REQUIRED ON YOUR DRAWINGS SUBMITTAL:

CONCEPT PLAN

- Eight copies for review and comment at DRC.
- Commercial site name.
- Vicinity Plan showing proposed layouts of streets, lots and other features including existing utilities and water courses in relation to the existing and planned streets within one-half (½) mile.
- A proposed lot and street layout drawn to a scale of not smaller than one inch equals four hundred feet (1" = 400').
- Total Acreage for the project.

COMMERCIAL SITE PLAN

All Site Plans shall be subject to a public hearing, and shall require Planning Commission & Staff approval prior to the issuance of a building permit. Approval of a Site Plan by the Planning Commission shall remain effective for a period of twelve (12) months. Thereafter, such approval shall expire unless a motion to extend has been granted by the planning commission. Minor Site Plan amendments such as additions to buildings under 200 square feet, enhancements to landscaping, architecture, or any other additions which exceed ordinance requirements, for the approved development, may be granted by the Community Development Director.

The following items shall be submitted with Permitted and Conditional Use Site Plan Applications:

1. Eight (8) full size sets (24" x 36") which include the Site Plan, Grading/Drainage Plan, Utility Plan, and Site & Engineering Detail pages, Landscape/Irrigation Plan, Lighting Plan, and Architectural Elevations of the proposed building(s).
2. One (1) reduced size set (11" x 17") of the Site Plan, Landscape Plan, & Architectural Renderings of the proposed building(s).
3. Meet the wastewater discharge criteria required by the Timpanogos Special Service District.
4. Application & Fee, with signed affidavit.

If the site is within a Sensitive Lands District (as defined in Section 11.08.03 of the City Code), the applicant needs to meet with the Development Review Committee to review the proposed development. The Development Review Committee determines the approval process that is to

be followed.

The following shall be included on site plans (as they apply):

1. A vicinity map showing the relative location of the plan to adjacent streets and geographic features
1. Project name and address
2. North point and Graphic scale (no smaller than 1"=100')
3. Name and address of adjoining property owners.
4. Name and address of Developer.
5. Name and address of surveyor and engineer.
6. Boundary lines of the site shown in heavy lines & sufficient information to define its location.
7. Dimensions and square footage of the site.
8. Names and locations of adjacent streets.
9. Locations, widths, and dimensions of existing and proposed buildings, structures, improvements, easements, platted streets, alleys, drive accesses, landscape areas, open spaces, parking areas and exceptional topography within the tract and within one hundred feet of the proposed site including the following:
 - a. Clearly indicate which improvements are existing and which are proposed.
 - b. Buildings—include a notation as to whether they will remain, be modified or be demolished; show finished floor elevation based on USGS datum.
 - c. Building elevation—show dimensions and materials proposed.
 - d. Indicate the IBC construction type of the building and square footage.
 - e. Parking—show dimensions of stalls and isles, and the number of stalls provided. All parking areas are to be hard surfaced and must comply with ADA requirements. Parking areas are to provide the minimum number of parking spaces and satisfy all requirements as defined in the Off Street Parking Standards of the City Code.
 - f. Show the pavement design.
 - g. Grading—Show existing contours as dashed lines and design contours represented by solid lines. Show as many spot elevations on the asphalt surface as will be needed for construction. Show direction and magnitude of slopes. (Illustrate on separate Grading/Drainage page).
 - h. Curb and Gutter—show spot elevations and slopes in plan view. (Illustrate details on separate civil engineering page.)
 - i. Sidewalks—show width and spot elevations in plan view. (Illustrate details on separate civil engineering page.)
 - j. Solid waste disposal including a sight-obscuring enclosure.
 - k. Loading areas.
 - l. Street lights, street signs, and stop signs.
10. Striping plans for all intersections being affected by the development showing stop bars and crosswalks.
11. Location of postal easement(s) as required by the United States Postal Service. Submit evidence of approval from the Postal Service.
12. Location of existing and proposed fire hydrants – generally they are to be within 225 feet of structures. Valves are to be placed at the main line connection. On buildings requiring a fire suppression system, show the location of the fire department connection. A fire hydrant must be located within 100 feet of the fire department

- connection.
13. Tabulations showing square footage of the following:
 - a. Total site
 - b. Landscaping
 - c. Impervious area
 - d. Undeveloped area (if applicable)
 14. Fencing locations, heights and types are to be shown according to the requirements of the underlying zone.

The following information is to be found on civil engineering pages, separate from the Site Plan:

1. The location of existing and proposed sanitary sewers, storm drains, water supply mains, irrigation ditches and waterways within the tract and within one hundred feet of the proposed site including the following:
 - a. Clearly indicate which improvements are existing and which are proposed.
 - b. Location of all valves for pressurized water systems
 - c. Storm drainage facilities—location, landscape, size and elevations of detention areas; locations, sizes, invert elevations and grate elevations of inlet boxes and manholes; locations, sizes, types, lengths, slopes, and elevations of pipes. Show and label elevations of maximum water surface contours in detention areas. Include details of any special structures, including outlet control structures including orifice plate(s).
 - d. Clearly show where roof drainage will discharge
 - e. Floor drains within buildings—if there are none, place a note on the site plan indicating that there will be no floor drains
 - f. Utility service lines—show locations, fittings, types and sizes
 - g. Water meters—place behind sidewalk (or curb); vaults are required when meter is in asphalt or concrete
 - h. Irrigation ditches—size, direction of flow and any proposed changes to them. Changes or improvements to irrigation ditches will require a letter of approval from the owners of the ditch
 - i. Grease traps—see Standard Drawing #20
 - j. Sampling manholes—see Standard Drawing #12

Landscaping & Irrigation Plans are to include the following (as they apply):

1. Drawn to a scale no smaller than 1" = 30'.
2. Existing trees and vegetation and identification of those that are to remain.
3. The location and labels of all proposed vegetation.
4. Plant lists or schedules with the botanical and common name, quantity, spacing and size of all proposed landscape material at the time of planting.
5. Location and description of other landscape improvements, such as earth berms, walls, fences, screens, sculptures, fountains, water features, street furniture, lights and courts.
6. An underground automatic sprinkling system showing the location of service connection, valves, lines, heads, etc. Show the anticipated peak usage rate (in gallons per minute).
7. The required landscape percentage, buffers and landscape units as required by the underlying zone of the proposed site.

8. Plans are to be stamped & signed by a licensed Landscape Architect.

Architectural plans are to include the following:

1. At least two (2) elevations so that all sides of the development are presented (include height.) Perspectives, models or other graphic materials may be submitted at the option of the applicant and the Community Development Director.
2. Proposed color scheme of entire building, including roof.
3. Site photographs (snapshots) of the site and adjacent properties.
4. Color and texture chips of actual samples of materials is to be submitted by the applicant or as required by the Community Development Director.
5. Description of building materials being used.

Other items to be included with the Site Plan submittal (as they apply):

1. Traffic impact study, signed and stamped by a Professional Engineer, if required by the Community Development Director/City Engineer
2. Storm drainage calculations signed and stamped by a Professional Engineer (see Section 3.01 in this chapter for criteria). These can be submitted on separate 8½” x 11” sheets (they do not have to be included on the site plan)
 - a. Hydrologic calculations—peak flow calculations for the site (submit all input data, calculations and results)
 - b. Hydraulic calculations—capacity calculations for each segment of the pipe system
 - c. Detention calculations
 - Detention volume requirement—an analysis that identifies the storm whose duration creates the greatest detention volume requirement, given storm duration and stage storage curve and outlet discharge curve
 - Stage storage curve - generally required only on large detention basins
 - Outlet discharge curve - generally required only on large detention basins
 - Orifice calculations showing the allowable discharge rate is not exceeded
3. Erosion and Sediment Control Plans showing the following:
 - a. Location and type of erosion control measures to minimize erosion and prevent sediment on the site from being carried off-site
 - b. Location and type of sediment control measures to prevent sediment from entering storm drainage facilities
 - c. Description of when the measures are to be implemented and when they are to be removed
 - d. Construction Storm Water Management Plan – See Section G, Construction Site Storm Water Management Plan Contents, of Part 3, Storm Water Technical Manual of the Pleasant Grove City Storm Water Management Program in Appendix A of this manual.
 - e. Post Construction Storm Water Management Plan – See Section H, Construction Site Storm Water Management Plan Contents, of Part 3, Storm Water Technical Manual of the Pleasant Grove City Storm Water Management Program in Appendix A of this manual.
4. Developments having a disturbed area of 5 acres or more require a UPDES Storm

water General Permit for construction activities from the Department of Environmental Quality of the Division of Water Quality of the State of Utah. Obtaining the permit includes preparation of a Storm Water Pollution Prevention Plan and a Notice of Intent. The permit form is available on the internet in a PDF format at <http://www.deq.state.ut.us/eqwq/updes/swconst.pdf>. The developer shall submit a copy of the Notice of Intent before the site plan will be considered finalized. Note that when a development of over 5 acres is phased, the permit is required for each phase, even if each phase is less than 5 acres in size. The developer shall submit a copy of the Notice of Intent before the site plan will be considered finalized. Note that when a development of over 5 acres is phased, the permit is required for each phase, even if each phase is less than 5 acres in size. The developer shall submit a copy of the Notice of Intent before the site plan will be considered finalized. Note that when a development of over 5 acres is phased, the permit is required for each phase, even if each phase is less than 5 acres in size.

5. Include the following notes on all site plans and site plan amendments:
 - a. The applicant is responsible for compliance with all requirements of the “Americans with Disabilities Act” (ADA).
 - b. Detailed fire protection plans shall be submitted with the building plans. Additional requirements may be identified during the plan review by the Fire Department, which may be mandated by the International Fire Code. Plan reviews must be completed prior to the building permit being issued.
 - c. All landscaped areas shall have an automatic, underground sprinkling system with a backflow prevention device and a backflow prevention device to the building, unless landscaping is served by the secondary water system.
 - d. A sampling manhole and holding tank (grease trap) shall be installed in accordance with City standards as required by the City.
 - e. Water meters are to be located behind back of walk or back of curb in an area that is accessible, not located behind fenced areas or under covered parking.