



Project # \_\_\_\_\_

# Substantially Conforming Site Plan Checklist

The following is a partial listing of requirements for substantially conforming site plan applications as found in Plano's development regulations and policies. A completed checklist must be submitted with each application. Applicants shall indicate compliance with standards by checking the box adjacent to the standard. Failure to comply with standards could result in rejection of application and/or delay of substantially conforming site plan approval.

## Substantially Conforming Site Plan Standards *(check if provided; indicate NA if not applicable)*

Substantially conforming site plans are minor amendments to existing site plans. *A current approved site plan or revised site plan shall be used as the base sheet.* Substantially conforming site plans shall comply with the following standards:

- Proposed building revisions/expansions are less than 1,000 gross square feet in area.
- Proposed building revisions/expansions are no closer to residential properties than current buildings.
- Building revisions/expansions do not increase the height of the building.
- Parking lot revisions/expansions are 20 spaces or less.
- Plan has not been amended using the substantially conforming site plan process more than twice since the last site plan or revised site plan was approved.
- Adding emergency electrical generators.

## Plan Format & General Standards *(check if provided; indicate NA if not applicable)*

Plan graphics shall comply with the following plan format and general standards:

- Sheet size shall be 24" x 36", black and white drawing on bond paper in landscape view. No blue-line copies will be accepted.
- Plan is clear and legible.
- The building and/or parking expansions/revisions are "clouded." Number (label) each expansion/revision and place the number within a triangle (delta).
- A revision table is provided that states the number, brief description, and date of each expansion/revision.
- The site data summary table is revised/updated to reflect expansions/revisions.
- Emergency electrical generators must be shown and labeled. Fuel type and tank capacity must be labeled. Location for refueling vehicles must be indicated. Add note: "Tentative location of emergency electrical generator. Location may change subject to compliance with zoning, building, fire, and noise regulations."