

APPENDIX 2
CHECKLIST FOR EITHER PRELIMINARY OR FINAL SITE PLAN

Application date:	
Development:	
Developer:	
Engineer:	

Instructions:

Place checkmark in left column for each item included in the application packet.

If an item is not required, write "NR" in the left column.

Developer's Check off	County Verification		Item
			Site Plan Features
		1	Title of proposed development (Article II, Sect. 2, F, Number 14)
		2	Graphic scale (Article II, Sect. 2, F, Number 14)
		3	North arrow (Article II, Sect. 2, F, Number 14)
		4	Graphic survey plot of the development boundary <i>*including metes and bounds</i> (Article II, Sect. 2, F, Number 1)
		5	Proposed right-of-ways to be dedicated to Lafayette County (Article II, Sect. 2, F, Number 2)
		6	Proposed easements (Article II, Sect. 2, F, Number 3)
		7	Proposed structure locations with number of units per structure (for assignment of E-911 addresses) (Article II, Sect. 2, F, Number 4)
		8	Vicinity map <i>*one (1) inch = one thousand (1,000) feet</i> (Article II, Sect. 2, F, Number 5)
		9	Location of points of ingress and egress (Article II, Sect. 2, F, Number 6)
		10	Adjacent property boundaries with existing structures (Article II, Sect. 2, F, Number 7)
		11	Water courses and marshes <i>*Corps of Eng. Sect. 404 Clean Water Act</i> (Article II, Sect. 2, F, Number 8)
		12	Wetlands identified (Article II, Sect. 2, F, Number 9)
		13	Flood elevation information <i>*one hundred (100) year Flood Contour</i> (Article II, Sect. 2, F, Number 10)
		14	Manner of drainage on the property (Article II, Sect. 2, F, Number 11)
		15	Location of existing and proposed utilities (Article II, Sect. 2, F, Number 12)
		16	Illustration of paving on site plan (Article II, Sect.2, F, Number 20)
		17	Landscape Plan (Article II, Sect.2, F, Number 22)
		18	Illustration of utilities (Article II, Sect.2, E, Number 5)
			Supporting documents:
		1	Application for Site Plan Approval (Appendix 1B)
		2	Seven (7) copies of Site Plan <i>*one (1) inch = one hundred (100) feet</i> (Article II, Sect. 2, C, Number 3)
		3	Two (2) copies of construction plans (Article II, Sect. 2, C, Number 4)
		4	Variance requests (Article VII, Sect.2)

	5	Utility provided agreement – water; where applicable application to State Agency approved (Article II, Sect. 2, F, Number 13)
	6	Utility provided agreement – sewer; where applicable application to State Agency approved (Article II, Sect. 1, F)
	7	Gated community permit (Appendix 8)
	8	Covenants for assessments and maintenance (Article II, Sect. 1, D); (Article II, Sect. 2, F, Number 15)
	9	Erosion and Sediment Control Plan and Storm Water and Pollution Permit from Mississippi Department of Environmental Quality must be submitted to County Planner before Board of Supervisors approval. According to MDEQ: Less than 1 acre – No requirement 1 acre to 4.99 acres – Small in house SWPPP required Greater than 5 acres – MDEQ permit required
	10	Vegetation and Tree Plan – Use Aerial Photo (Article II, Sect. 2, F, Numbers 17 & 18)
	11	Contact relevant to government agency having an interest in the development (Article II, Sect. 1, F)
	12	The developer shall provide the names and addresses of all adjacent property owners and notify them by U.S. mail of the appearance before the Planning Commission. (Article II, Sect. 1, H)
	13	Zoning Verification Letter (Article II, Sect. 1, I)
	14	Traffic Study Results <i>*only applicable for residential developments having more than 50 units</i> (Article II, Sect.1, E)
	15	Provisions regarding ownership and maintenance of common areas. Must conform to Appendix 9. (Article II, Sect. 2, E, Number 4)
	16	Floor Plans and Elevations (Article II, Sect. 2, F, Number 21)
	17	Bonds (Article I, Sect. 3, D) <input type="checkbox"/> Bond for Streets <input type="checkbox"/> Bond for Sewer and Water <input type="checkbox"/> Restoration Bond

