



OPEN SPACE PLAN CHECKLIST

PROVIDE COMPLETED CHECKLIST SIGNED BY PREPARER WITH SUBMITTAL

* This checklist is not all-inclusive of all Town ordinances and standards.

- A table showing the required and provided interior landscape and open space

Example:

	Required (% and sq. ft.)	Provided (% and sq. ft.)
Water Resource Zone	N/A	
Open Space		
Landscape Area		

- Site boundaries, bearings and dimensions, lot lines, site acreage and square footage
- Location map, north arrow, scale, title block (located in the lower right hand corner) containing the following information: proposed subdivision name, block designation, lot number, acreage, Abstract/Survey name and number, City Project Number to be provided at time of submittal, and preparation date
- In the legend show a hatching for open space water resource zone and landscape buffers. Hatch the plan to identify each of these areas, including the area of pavement used to calculate the water resource zone, and mark the area in square feet of each space
- Name, address and phone number of owner, applicant, and surveyor and/or engineer
- Existing and proposed building locations & site improvements (i.e. seating area, fountains, etc.)
- Location of parking areas off-street loading areas, dumpsters, trash compactors, and sidewalks
- Floodplain line, if applicable
- Proposed detention areas
- Additional information as requested by staff to clarify the proposed development and compliance with minimum development requirements

Preparer's Name: _____

Preparer's Signature: _____