



Design/Development Review Site Analysis Requirements

Applications for Design / Development Review must include a Site Analysis, which contains all of the following information.

(For minor projects reviewed by the DCD some of the requirements may be altered or waived)

Part I: Site Inventory

- 1. Existing Development / Natural Features Map showing**
 - a. Reference map showing property in relation to rest of community
 - b. North arrow
 - c. Property boundaries and dimensions
 - d. Existing zoning on property and on adjacent properties
 - e. Existing built structures on property
 - i. Location of buildings
 - ii. Height of buildings
 - iii. Setbacks of buildings to property lines
 - iv. Amount of existing impervious surface lot coverage
 - f. Topography with 1' contour intervals (2' if the site is larger than 5 acres)
 - i. Highlight all slopes of 30% or greater grade (any 1 foot or greater elevation change in any 3 and 1/3 foot horizontal direction)
 - ii. Show any significant rock outcrops or large boulders
 - iii. Identify any other significant topographic features
 - g. Hydrology
 - i. Show any drainage running through or within 50 feet of the site
 - ii. Show the 100-year flood plain
 - iii. Show any drainage improvements on or within 50 feet of the site
 - iv. Show the boundary of the Erosion Hazard Zone
 - h. Vegetation
 - i. Show the location and indicate the type of existing native trees
 - ii. Show the location of significant stands of native brush
- 2. Photographs showing viewsheds across property from valley floor / SR-9 and adjacent properties.**
- 3. Narrative describing traffic and access**
 - a. Indicate the property's legal access (public street, private lane, easement, etc)
 - b. Describe existing traffic conditions
- 4. Soils report and geotechnical engineer recommendations**

Part II: Land Use Proposal

- 1. Land use proposal overview**
 - a. Narrative description of proposed development, including:
 - i. Topography
 1. Amount of excavation / grading
 2. Number, heights, and percent grade of cut / fill slopes

- 3. Measures taken to minimize amount of excavation / grading
- ii. Hydrology
 - 1. Analysis of post development drainage in and near the property
 - 2. Measures taken to minimize run off to down stream properties
 - 3. Measures taken to minimize potential for onsite flooding
- iii. Vegetation
 - 1. Number and description of existing trees to be removed
 - 2. Justification for removal of native vegetation
- iv. Description of anticipated traffic generation and measures taken to reduce effects of increased traffic (a traffic study may be required for commercial projects, as required by the Town's Transportation Master Plan)

2. Visual Analysis

- a. If the property is in the FR zone, include a discussion of site visibility and justification for consideration as a "normal" site (if desired). Include documentation such as:
 - i. Photographs of pole tests.
 - ii. Prints of computer models.
 - iii. Site photographs.
- b. For all projects, include details on design elements intended to reduce the visual impact of the proposal such as:
 - i. Measures taken to reduce glare and light trespass from windows.
 - ii. Landscape elements (vegetation, berms, walls) used to screen the view of proposed structures.

3. Site Plan showing

- a. Property boundaries and dimensions
- b. Proposed new buildings, structures, and other development as well as existing development to remain
- c. Required setback distances
- d. North arrow and scale
- e. Existing topography labeled with Above Sea Level (ASL) elevations
- f. ASL elevation of finished building pad (multiple measurements if terraced structure)
- g. Location of 100 year floodplain
- h. Ingress / egress to property as well as any roads, streets, lanes, or access drives on or adjacent to the site
- i. Location and dimensions of all required parking spaces
- j. Location of all utilities from main line connection to proposed structures
- k. Location of all exterior mechanical equipment, heating and cooling units, propane tanks, trash receptacles, etc. and method of screening
- l. Location of nearest fire hydrant, proposed fire lanes, and fire truck turn arounds
- m. Location and ASL elevation of benchmark which will remain undisturbed and in place during the entire course of construction

4. Grading plan in conformance with the requirements of chapter 10-15B of the land use ordinance showing

- a. Property boundaries
- b. Accurate pre-development contours in no greater than 2-foot contour intervals (5-foot contour intervals if the site is larger than five acres) shown as dashed lines
- c. Proposed post-development contours shown as solid lines
- d. Grading limits in conformance with section 10-15B-5
- e. Any areas of 30% or greater grade
- f. Location, height, and finished slope of all cut and fill slopes

- g. Engineered plans for slope stabilization if the project contains any cut or fill slopes steeper than 1.5:1 and greater than four (4) feet in height
 - h. Finished pad elevation of all proposed structures
 - i. Rock ledges, boulders, and native vegetation within the grading limits that will be preserved pursuant to the section 10-15B-4(A)
 - j. Areas requiring revegetation as well as quantities, locations, sizes, and types of plants used to satisfy the revegetation requirements of section 10-15B-8
 - k. Details regarding irrigation of vegetation used to fill the revegetation requirements of 10-15B-8
 - l. A note indicating all areas outside of the grading limits will be fenced or taped off during construction to prevent accidental or incidental disturbance of these areas
 - m. Color renderings, to scale, of any cut or fill slope over four (4) feet in height that will be visible from the valley floor or the SR-9 highway corridor
- 5. Landscape plan in conformance with the requirements of chapter 18 of the land use ordinance**
- 6. Floor plan(s) including**
- a. ASL elevation of the finished floor in each level of the structure
 - b. Locations of all proposed exterior doors and windows
 - c. Location of all cross sections (see below)
 - d. Total size of each level of the structure (including garages, covered porches, and covered patios)
- 7. Building elevations from all directions showing**
- a. Accurate locations and configurations of all exterior walls, rooflines, doors, and windows
 - b. Accurate representation of the contact between all exterior walls and finished grade
- 8. At least two cross sections (drawn perpendicular to each other) at the tallest section(s) of the structure showing compliance with building height ordinance and identifying**
- a. Natural grade
 - b. Finished grade (labeled as cut, fill, or uniform grade)
 - c. Building height envelope, in conformance with chapter 10-15A of the land use ordinance, drawn above the entire structure
- 9. Outdoor lighting plan**
- a. Show the locations of all outdoor light sources.
 - b. Provide details on all proposed light sources demonstrating compliance with the full cut off fixture standard
 - c. Indicate the light color temperature of all light sources
 - d. For commercial projects, include a calculation of the total amount of light (in lumens) proposed
- 10. Color and material samples**

NOTES:

- 1- The site analysis must be compiled into one PDF document.
- 2- The elements must appear in the order and organization presented above.
- 3- Plans, elevations, and drawings must be scaled with the scale clearly shown on the plan. The PDF must be scalable in Adobe Acrobat, according to the scale shown on the plan. Some plans converted from drafting software do not allow scaling of the PDF in Adobe. Please ensure your plans are scalable in Adobe prior to submitting.