

**CITY OF HAWTHORNE
SITE AND DEVELOPMENT PLAN APPROVAL
APPLICATION**

Name of Applicant(s): _____

Address: _____

Telephone: _____

City, State, Zip Code: _____

Name of Applicant's Agent (if applicable): _____

Address: _____

City, State, Zip Code: _____

Telephone: _____

Site and Development Plan Approval is requested in conformity with the Land Development Regulations to permit (check as appropriate):

- Alteration of a Site**
Square footage of gross floor area of alteration: _____
- New construction on a site**
Square footage of gross floor area of new construction: _____
- Relocation of a structure**
Square footage of gross floor area of structure: _____

On the property described below, and in conformity with a site plan dated:

_____.

Legal Description:

Total acreage of land to be considered under this application: _____

Future Land Use Plan Map Category: _____

Zoning District: _____

Page two

APPLICATION FOR SITE AND DEVELOPMENT PLAN APPROVAL

A previous site and development plan application:

_____ was made with respect to these premises, Application No. _____.

_____ was not made with respect to these premises.

I hereby certify that all of the above statements and the statements contained in any documents or plans submitted herewith are true and correct to the best of my knowledge and belief.

If an agent represents Title Holder (s), a letter of such designation from the title holder(s) addressed to the Land Development Regulation Administrator must be attached.

Applicant/Agent Name (Type or Print Name)

Applicant/Agent Signature

Date

FOR OFFICE USE ONLY

Date Filed: _____

Site and Development Plan Application No. _____

Fee Amount: _____

Receipt No.: _____

Date of Planning and Zoning Board Meeting: _____

Planning and Zoning Board Decision: _____
(Granted, Denied, etc.)

**NOTICE TO APPLICANTS
FOR
SITE AND DEVELOPMENT PLAN APPROVAL**

The Site and Development Plan required to be submitted, in accordance with the requirements of the Land Development Regulations shall include the following items.

1. Vicinity map – indication general location of the site, abutting streets, existing utilities, complete legal description of property in question, and adjacent land use.
2. Site Plan – including but not limited to the following.
 - a. Name, location, owner, and designer of the proposed development.
 - b. Present zoning for subject site;
 - c. Location of the site in relation to surrounding properties, including the means of ingress and egress to such properties and any screening or buffers on such properties.
 - d. Date, north arrow, and graphic scale not less than one (1) inch equal to fifty (50) feet;
 - e. Area and dimensions of site;
 - f. Location of all property lines, existing right-of-way approaches, sidewalks, curbs and gutters;
 - g. Access to utilities and points of utility hook-up;
 - h. Location and dimensions of all existing and proposed parking areas and loading areas;
 - i. Location, size, and design of proposed landscaped areas (including existing trees and required landscaped buffer areas);
 - j. Location and size of any lakes, ponds, canals, or other waters and waterways;
 - k. Structures and major features fully dimensioned including setbacks, distances between structures, floor area, width of driveways, parking spaces, property or lot lines and percent of property covered by structures; and
 - l. Location of trash receptacles.
 - m. For multiple family, hotel motel, and mobile home park site plans.
 - (1) Tabulation of gross acreage;
 - (2) Tabulation of density;
 - (3) Number of dwelling units proposed;
 - (4) Location and percent of total open space and recreation areas;
 - (5) Percent of lot covered by buildings;
 - (6) Floor area of dwelling units;
 - (7) Number of proposed parking spaces;
 - (8) Street layout; and
 - (9) Layout of mobile home stands (for mobile home parks only)
3. Storm-water management plan – including the following.

Page Two

**NOTICE TO APPLICANTS FOR SITE AND DEVELOPMENT PLAN
APPROVAL - (Continued)**

- a. Existing contours at one (1) foot intervals based on United States Coastal and Geodetic Datum;
- b. Proposed finished elevation of each building site and first floor level;
- c. Existing and proposed storm-water management facilities with size and grades;
- d. Proposed orderly disposal of surface water runoff;
- e. Centerline elevations along adjacent streets; and
- f. Water Management District surface water management permit or letter of exception.