

Site Plan and Design Review Checklist

Project Name:	
Project Address/Location	
Property Owner:	Design Professional:
Phone:	Phone:
Developer:	
Phone:	

A site development plan containing the minimum information indicated hereon is required for all commercial, industrial and residential activities and uses (except one and two-family detached and semi-detached dwellings).

Before beginning the design, the engineer should obtain a certified property survey less than 5 years old, including as a minimum, topographic and utility information, property line information and adjacent site land use. A sub-surface report and copies of local codes and regulations, including a copy of the Hendersonville Subdivision Regulations, Hendersonville Construction Manual, and Hendersonville Zoning Ordinance should be obtained, read and complied with. This checklist is not inclusive of all such regulations, and completing it does not relieve the applicant of the responsibility to comply with regulations not contained herein.

This plan shall be prepared and stamped by an individual licensed and/or certified by the State of Tennessee to perform such design service as may be required. The engineer, landscape architect, and architect shall affix his/her seal to their respective plans in accordance with State of Tennessee Board of Architectural and Engineering Examiners Rules of Professional Conduct, Section 0120-2-08, and other applicable laws as required.

Prior to any grading activities a land disturbance permit must be obtained. Contact Duane Allen in the Public Works Department to obtain a permit.

Required Information

Note: The following is the minimum information that is required on a set of site plans that is submitted to the City of Hendersonville for review. Maximum sheet size is 24" x 36". **Site plans submitted on larger sheets will not be accepted.**

Note: References to section numbers refer to the Hendersonville Zoning Ordinance, unless otherwise specified.

Yes	No	N/A*	General Information (to be shown on cover sheet)
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Yes	No	N/A*	General Information (to be shown on cover sheet)
			1 Cover sheet, including information listed below and a sheet index for all sheets included in the submittal set.
			2 Minimum 4" x 8" clear area on top or bottom right of cover sheet for City approval stamps.
			3 Site location, address (verified by E911) and vicinity map.
			4 Name of proposed development, as well as applicable phase and section numbers.
			5 Contact information for professional(s) preparing the plans (including e-mail addresses).
			6 Contact information for developer(s) (including e-mail addresses).
			7 Contact information for property owner(s), if different from developer (including e-mail address).
			8 Existing and proposed zoning.
			9 Bulk data table, formatted to match the bulk data tables shown in the appropriate section of the Zoning Ordinance (Table 2 for Residential, Table 4 for Commercial, Table 5 for Residential Planned Development, Table 6 for Commercial Planned Development) and including the following additional information:

			a) Acreage and square footage of site.
			b) Existing and proposed gross building square footage; square footage per floor.
			c) Number of dwelling units.
			d) Proposed building height and number of floors.
			e) Required parking ratio and required number of parking spaces; number of existing parking spaces; proposed number of parking spaces; total number of parking spaces.
			f) Minimum and maximum building and parking setbacks or build-to lines (based on base zone and overlay district).

Yes	No	N/A*	Existing Features
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			10	Recent site survey (less than 5 years old), stamped by registered surveyor. Survey shall contain (but is not limited to) the following:
				a) public and private streets, with current names.
				b) widths and locations of adjacent rights-of-way.
				c) all existing drainage structures, including inlets, catch basins, junction boxes, culverts, cross drains, headwalls, and outlet facilities with invert elevations, size, type and slope.
				d) all environmental features, streams, wet-weather conveyances, wetlands, sinkholes, outcroppings, cemeteries, or other significant features.
				e) existing parking lots, pavement, pavement markings and striping, and curbing.
				f) all easements and servitudes burdening the property, including those not disclosed in record documents but observable, such as ditches, drains, communication, power and gas lines, with locations, dimensions and designation as to type.
				g) acreage and square footage of site.
				h) existing structures, including utility boxes, walls, fences, buildings and other improvements.
				i) property lines with bearings and distances, as well as all property line curve data.
				j) building and parking setbacks or build-to lines.
				k) existing iron rods, monuments and pipes as well as those set by the surveyor.
				l) existing utilities, including power poles, light poles, gas lines, water lines, sewer lines, and manholes, fire hydrants, water valves and meters, gas valves, transformers, overhead power and communication lines, underground telephone and power lines, etc.
			11	Existing striping in parking lots and roadways.
			12	Raised islands in parking lots (note if these are curbed).
			13	Existing curbs.
			14	Topographic features and existing contours of not more than two (2) foot interval.
			15	Spot elevations to clarify existing drainage patterns.
			16	Shape, size and location of all buildings or other structures to be altered, or moved and of buildings or other structures already on the lot.
			17	Minimum building setback lines (shown graphically).
			18	Existing and intended use of the lot and of all such buildings or other structures upon it, including the number of dwelling units the building is intended to accommodate.
			19	All fences, tree lines and large trees. Label all existing trees 10 inches diameter-at-breast-height (DBH) or greater. Indicate species and condition.
			20	Property owners of property being developed and of surrounding properties with deed book and page numbers.
			21	Flood Emergency Management agency information such as zone type, panel number, date, etc.
			22	Plan date, revision dates.
			23	Legend.

			24	North arrow.
			25	Scale.
			26	City name and county.
			27	All applicable general notes, such as survey and utility notes.
			28	Bench mark locations and elevations for vertical reference. One benchmark should be referenced to Tennessee State Plane coordinates. Include Northing and Easting.
			29	All existing drainage structures, including inlets, catch basins, junction boxes, culverts, cross drains, headwalls, and outlet facilities with invert elevations, size, type, and slope.
			30	Location, size and capacity of the next two drainage structures downstream of the development (regardless if detention is proposed).
			31	Runoff flow arrows on the overall drainage map.
			32	All existing utilities, including power poles, light poles, gas lines, water lines, sewer lines and manholes, existing invert elevations, fire hydrants water valves and meters, gas valves, underground telephone lines, etc.
			33	An overall predevelopment drainage basin area map at a scale not greater than 1"=200'.
			34	Location, quantity, size, botanical name and condition of all existing plant materials, including trees and other plant material in the right-of-way, and indicating plant material to be retained and removed.
			35	Areas of demolition shall be clearly shown, if applicable, and all appropriate demolition notes shall be given on the plans.

Yes	No	N/A*	Proposed Features - General	
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			36	Location and type of all fences, walls and railings (specify materials and colors).
			37	Proposed location of all easements and rights-of-way. If the existing right-of-way on which the lot or parcel has frontage is less than the width required by the Land Use & Transportation Plan, then additional right-of-way must be dedicated to bring the street up to standard.
			38	General site data, including sizes of proposed buildings and parking spaces tabulations (number of regular spaces, handicap spaces, etc.)
			39	Location, size and type of proposed utilities. Show locations of all proposed hydrants, valves, bends, connections, power poles, light poles, electric lines (overhead and underground), transformers, etc. All applicable utility notes shall be placed on the plans.
			40	If subsoil sewage disposal is anticipated, provide certification from the county health department approving the lot for such use.
			41	Locations and dimensions of other construction items such as dumpster pads, bollards, wheel stops, etc.
			42	Layout, location and dimensions of all driveways, entrances, accessory off-street parking areas, accessory off-street loading berths, parking lot drive aisles and spaces. Show all geometry, such as radii of driveways and curb returns. Sufficient information shall be given to locate the proposed pavement in the field.
			43	Type of driveway (concrete or asphalt).
			44	Parking areas shall be striped with permanent markings. Driveway centerlines and directional arrows shall be shown. Striping color shall be noted.
			45	Handicap parking shall be provided as required by federal and state law.
			46	Handicap parking spaces shall be identified with appropriate signage and markings.
			47	All off-street parking areas must be constructed of concrete or asphalt. Brick and concrete pavers may be used on a case-by-case basis.
			48	Driveway locations should be tied to property line or other reference.
			49	Provide expansion joints between road, driveway or other reference.
			50	Minimum dimensions of a parking space is 18 feet by 9 feet.

			51	Curbs and gutters on roads, driveways, parking lots and islands shall be provided and clearly shown. Minimum roadway width is 20' for one way traffic and 24' for two way traffic.
			52	Show proposed location of temporary construction/storage trailer(s).
			53	Upgrade adjacent street(s) to comply with City Bike/Pedestrian Master Plan.
			54	Upon submittal of the site plan to the City, also submit 2 copies of the utility plan to the electrical service provider (NES; CEMC) for review.
			55	Elevations of all proposed steps, stairs, and retaining walls. Top-of-wall and bottom-of-wall elevations shall be shown for retaining walls.
			56	Provide City of Hendersonville general notes shown in the "Hendersonville Construction Manual".
			57	Location and square footage of common open space.
			58	Location, type and size of all signs. Show required sight triangles for impacted driveways and intersections.
			59	If subsoil sewage disposal is anticipated, provide certification from the county health department approving the lot for such use.
			60	Public sidewalk shall be provided. Width shall conform to the Transportation Plan; where the Transportation Plan is silent, widths shall be 5'.
			61	Provide right-of-way and infrastructure improvements as required by the City's Land Use & Transportation Plan - Roadway Improvements (recorded 2/5/13).

Yes	No	N/A*	Proposed Features - Grading, Drainage & Utilities	
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			62	Proposed contours shall be clearly shown, and shall tie into existing contours. Spot finish grade elevations shall be given at locations where necessary to properly grade and drain the site. Place all applicable grading notes on the plans.
			63	Topographic features and proposed contours of not more than two (2) foot interval.
			64	Show existing contours a minimum of 10' beyond site's legal boundary and to the centerline of adjacent streets.
			65	Provide site grading plan.
			66	For usable open areas, a minimum slope of 1% and a maximum slope of 5% should be used. For areas to be mowed, a minimum slope of 1% and a maximum slope of 33% (1:3) should be used. The minimum slope on all areas should be 1% except for grass lined ditches which should be 2%.
			67	Access ramps shall have a maximum slope of 10% in the first fifteen feet from the street.
			68	Parking lots should have a 5% maximum slope in any direction.
			69	Proposed drainage structures shall be shown on the plans.
			70	Proposed culverts shall be labeled with size and type of pipe and type of headwalls and endwalls, with references to applicable details on the detail sheet(s). Locations of catch basins and area drains shall be clearly shown, with invert elevations, pipe sizes, inlet types, grate types, etc., labeled and reference to details on the detail sheet(s). A pipe schedule table and storm structure table may be used to summarize this information. The locations of curb cuts shall be noted. Place all applicable drainage notes on the plans including flow rate (cubic feet per second) and velocity (feet per second.)

			71	Hydrologic and hydraulic calculations based on the 25 year, 24 hour storm event and for appropriate design conditions and facilities. Post development flow can not exceed pre-developed flow (pre-development conditions are defined as grass, wooded or otherwise natural conditions). Provide a written summary that includes all input information such as "c" factors, intensities, design method used (TR-55 or SCS method), and all assumptions. When sizing driveway culverts and cross drains, the contributing drainage basin shall be delineated on appropriate topographic maps. At no time shall storm drains be designed to be in a pressurized state. Minimum pipe size is 15".
			72	Catch basins, ditches and underground drainage systems should be designed for the 25 year storm as a minimum. The minimum storm sewer pipe size should be 15" reinforced concrete pipe.
			73	Locations of areas subject to flooding should be clearly labeled.
			74	Minimum slope of a grass or sod ditch should be 2%.
			75	Minimum slope of a concrete paved drainage ditch should be 1%.
			76	Location and size of detention facilities. The engineer shall give details of the detention facility on the plans. All calculations for detentions facilities, including pervious and impervious areas, methods of computing flow, and methods of computing detention facility size, shall be submitted to the City of Hendersonville for review.
			77	Detention ponds shall be optimized to control the 24 hour, 2 thru 25 year storm events and shall store or pass the 100 year storm as conditions or down stream conditions dictate.
			78	Indicate rip-rap size, pad dimensions and locations.
			79	Show building locations with finished floor elevation. Proposed structures shall be located from property survey reference points so that they may be accurately located in the field. Finished floor elevation shall be set above the 100 year flood.
			80	Drainage should be designed so as not to cross sidewalks.
			81	Storm water shall not be designed to flow over a retaining wall.
			82	Provide spot elevations and flow arrows at critical drainage locations.
			83	Indicate ditches with flow lines and spot elevations.
			84	Retaining walls 3' and greater above grade require separate plans stamped by a Structural Engineer.

Yes	No	N/A*	Proposed Features - Landscaping and Irrigation	
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			85	A landscape plan shall be provided.
			86	Plant materials must meet size and quality standards as stated in the American Standard for Nursery Stock, ANSI Z60.1, latest edition.
			87	Provide a plant schedule indicating quantity, species, and size of proposed plants. A separate plant schedule shall be provided for replacement trees. Replacement trees shall be indicated on the landscape plan with an "R".
			88	Provide a tree replacement plan showing surveyed locations and sizes of trees 10" dbh and greater to be saved and removed; provide a table showing a line item for each removed tree, its size, required replacement value (50%), and summarization of total inches to be removed; provide a second table showing a line item for each tree 20" dbh and larger to be saved, its credit value (50%), and summarization of total inches to be saved.
			89	Trees specified for preservation and removal shall be clearly indicated on the grading and demolition plans. Trees must be protected through the use of tree protection fencing complying with Appendix D of the Hendersonville Zoning Ordinance. A tree protection detail must be provided. Tree protection fencing must be shown on the grading sheet as well as the tree replacement plan.
			90	Impervious surface ratio (ISR) shall be stated on plans and not exceed 80%.

			91	Plant sizes
				a) Deciduous shade trees shall be minimum of 2.5" caliper.
				b) Evergreen trees shall be minimum of 6' in height.
				c) Ornamental trees shall be minimum of 2.5" caliper.
				d) Multiple-stem ornamental trees shall have a minimum height of 8' at planting. More than 5 trunks shall be considered shrubs.
				e) Large-growing shrubs (reach 5 or more feet at maturity) shall be a minimum height of 36 inches at planting. Small-growing shrubs (grow up to 5 feet in height if left unmaintained, but are generally kept at heights of 18 to 30 inches) shall be a minimum height of 18 inches at installation. Parking lot perimeter shrubs shall be 30" ht. minimum.
Yes	No	N/A*		
			92	Trees and shrubs shall be used to break up long expanses of building walls, retaining walls, fences, and other barriers.
			93	Plant beds shall be mulched with naturally colored shredded hardwood, mushroom compost, pine fines or pine needles. Rock, gravel or synthetic mulches shall not be used.
			94	Planting beds shall be minimum width of 5 feet. Parking lot perimeter shrub beds shall be minimum width of 7 feet. Landscape islands within parking lots shall be minimum of 9'x18'.
			95	Landscape beds shall have a minimum topsoil depth of 18". Each tree shall have a minimum topsoil depth of 24" over a 25 square foot area, or, a minimum of 50 cubic feet of topsoil.
			96	Trees planted within sidewalk or other hardscape zones shall be provided a minimum of 200 cubic feet of soil per tree. A minimum of 60 square feet of pervious area shall be provided around each tree. Pervious paving may be used for this purpose if used in conjunction with structural soils.
			97	Detention/retention ponds shall be landscaped with trees, shrubs and turf. Back slopes steeper than 1:4 exposed to public streets shall be screened with trees and shrubs. Slopes exceeding 1:3 shall be vegetated with plants that do not require frequent mowing.
			98	Berms shall have a maximum slope of 1:3.
			99	Turf areas visible from the street shall not exceed a slope of 1:3.
			100	Building foundation landscaping shall be provided at the base of all building facades visible to the public, exclusive of building entry ways.
			101	Building foundation planting beds shall be a minimum width of 5 feet adjacent to single story buildings, and 10 feet adjacent to buildings having two or more stories.
			102	Regardless of building height, segments of buildings that have long, flat wall expanses of 40 feet or longer without significant architectural detailing, wall projections and recesses, shall have 10 feet wide planting beds that incorporate ornamental trees, tall evergreens, shrubs and groundcovers.
			103	Parking Lot Perimeter Landscaping
				a) Parking lot perimeter landscaping shall be provided along the full length of parking lot boundaries facing or visible from public areas.
				b) Parking lot perimeter landscape beds shall be protected by raised concrete curbing. Exceptions may be made for the purpose of facilitating a bioswale designed as part of an overall water quality and drainage plan.
				c) Parking lot perimeter landscape beds shall be a minimum of 7 feet in width.
				d) Parking lot perimeter landscape beds shall incorporate a continuous double staggered row of shrubs, at a minimum height of 30" height and maximum spacing of 48". The configuration of shrubs may be altered so long as the overall required quantity is maintained, but in no case shall there be less than a single row of evergreen shrubs at the back of the parking lot curb.
				e) Shrubs shall be planted a minimum of 3' from the back-of-curb.

Yes No N/A*

Yes	No	N/A*		
			104	Interior Parking Lot Landscaping
				a) One 9'x18' landscape island shall be provided every ten parking spaces, or, an 18'x18' island every 20 parking spaces.
				b) Where parking medians (minimum 9' wide) are provided within interior parking bays, runs of parking, including adjacent perimeter parking, may be increased to 20 spaces, with a 9'x18' landscape island terminating each run. Medians shall be landscaped with trees, shrubs and groundcovers.
				c) All rows of parking shall be terminated by a 9'x18' (minimum) landscape island.
				d) Every landscape island shall contain a shade tree. Where light poles are located within the same island, trees should be a fastigate or ornamental type.
				e) 1 shade tree shall be provided for every 2000 square feet of Vehicle Use Area.
				f) A minimum of 70% of each parking lot landscape island shall be planted in turf or other live groundcover, shrubs, perennials or ornamental grasses.
				g) Trees and light poles shall be separated by at least 14 feet.
				h) Parking facilities larger than 100,000sf of Vehicle Use Area or 250 spaces shall be organized into a series of smaller modules separated by linear landscape medians with a minimum width of 9', located at least every 4th parking bay and running the length of the parking bay. Medians shall contain trees, shrubs and groundcovers.
				i) Interior landscape islands are not required within Industrial zones.
			105	Street Yard
				a) A 10' wide street yard shall be provided along all public road frontages, as measured from the front property line towards the interior of the lot.
				b) Within the required street yard, street trees shall be planted 40' on-center, 2.5 - 3" caliper. Trees shall be shade trees, except where overhead lines are present, in which case ornamental trees may be used.
			106	Buffer yards shall be provided according to the chart and requirements shown in Section 11.4.J. Buffers shall be shown, labeled and dimensioned on the plan.
			107	Landscaping shall be provided around the bases of ground signs.
			108	Vehicular entry and exit points shall be landscaped so as to be easily identified by users.
			109	Overhead power lines shall be shown and conflicts with proposed shade trees addressed.
			110	Dumpsters and other refuse storage areas shall be enclosed on 3 sides by a brick or stone wall matching the proposed building and reaching a height of 2 feet above the top elevation of the dumpster or container. The 4th side shall be an opaque gate of the same height.
			111	Dumpsters shall be set on a concrete pad. Pad shall extend 18' beyond face of enclosure.
			112	A 40' straight-line approach should be provided to the face of dumpster enclosure.
			113	Screening Requirements
				a) Loading spaces or docks shall not be visible from the street. Screening shall consist of a solid wood or masonry fence to a height of no less than 6 feet, and/or a dense evergreen hedge. If vegetative screening is used, a minimum 9' wide planting bed shall be provided along the length of the dock.
				b) Outdoor storage areas shall be screened from view of all property lines and streets to a minimum height of 6' and a maximum height of 8'. Plants shall be installed along the face of the fence to soften the fence line and to screen any storage which extends above the top of the fence. A Type C buffer conforming to the requirements of 11.4.J.3c may be substituted for a fence.
				c) Drive-thru facilities shall be screened from view of residential properties. Screening shall consist of a solid wood or masonry screen wall, and/or dense evergreen hedge at least 6' in height.

				d) Service areas such as laydown yards, equipment holding areas, and service bays with overhead doors shall be screened from public view. Screening shall consist of evergreen trees and shrubs of sufficient height, width and quantity to provide such screening at the time of planting. Planting beds shall be a minimum width of 15'.
				e) Utility equipment (including wall-mounted) shall be screened from view of streets and other public areas. Screening shall consist of evergreen plants of sufficient height, width and quantity to provide such screening at the time of planting.
			114	City's standard tree selection and planting specification notes and details shall be provided (see Appendix D).
			115	An automatic, underground irrigation plan shall be provided and meet the requirements of Section 11.4.D.11 and Appendix AD.1.
			116	Landscape plans must be stamped by a Landscape Architect registered in Tennessee. Irrigation plans must be stamped by a Landscape Architect or Certified Irrigation Designer.

Yes	No	N/A*	Proposed Features - Site Lighting	
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			117	Location, type, height, and finish color of site lighting; base, pole and luminaire details.
			118	Provide a photometric plan using foot-candle units showing a minimum of 0.2 foot-candles and a maximum of 20 foot-candles in parking areas; maximum of 30 foot-candles underneath fuel center canopies.
			119	Cut off lenses shall be provided for fixtures in excess of 5 watts or 100 lumens.
			120	Canopy lights shall be fully recessed.
			121	Combined height of pole, base and fixture shall not exceed 22 feet in commercial districts, institutional uses (such as churches) and multi-family developments; shall not exceed 16 feet in residential districts.

Yes	No	N/A*	Proposed Features - Buildings	
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			122	Blackline elevations of each side of the building shall be provided in each plan set. Materials must be noted and shown graphically, and correspond to the material sample board. Colors must be noted.
			123	Color elevations showing each side of the building shall be provided. Materials and colors must be noted, shown graphically, and correspond to the material sample board. Colors must be accurately represented. 2 sets of the elevations must accompany the initial submittal. 1 set (24"x36" minimum) mounted on foam-core boards, or, 15 unmounted sets of 11"x17" or 12"x18" must accompany the re-submittal.
			124	A building materials sample board must accompany the initial site plan submittal. Materials must be labeled with the project name, and be keyed to the blackline and color elevations.
Yes	No	N/A*	Commercial Buildings:	
			125	Main entry shall face the street.
			126	Building massing shall be proportioned and articulated to meet the requirements of Section 12.3.C.
			127	Primary building materials on commercial buildings shall meet the requirements of Section 12.3.F.2.a.
			128	Trim materials on commercial buildings shall meet the requirements of Section 12.3.F.2.b.
			129	The following prohibited materials may not be used on commercial buildings: Plywood, vinyl siding, aluminum siding, hard board siding, metal, cement or concrete block (except that calcium silicate block may be used on a case-by-case basis).

			130	Material colors shall meet the requirements of Section 12.3.F.3.
			131	Horizontal articulation of the building façade shall be provided. Wall surfaces over 40 feet in length should include at least one change in plane. (See Section 12.3.F.4).
			132	Vertical articulation of the building façade shall be provided. Building shall have a clearly identifiable base, middle and top. (See Section 12.3.F.4).
			133	Windows shall meet the requirements of Section 12.3.F.5. At least 70% of the side(s) of the building facing the street shall contain windows, doors or storefront. Storefronts shall wrap the corner of secondary building elevations visible from the street.
			134	Roofs shall meet the requirements of Section 12.3.F.6. Materials of visible roofs shall be standing seam metal, architectural shingles, tile or slate. Flat roofs shall be screened by parapet walls.
			135	Rooftop units shall be completely screened on all sides of the building by parapet walls or a pitched roofing system.
			136	Rooftop access shall be provided internally rather than externally.
			137	Awnings shall meet the requirements of Section 12.3.F.7. Awning materials shall not be vinyl or plastic. Backlit awnings are prohibited.
			138	Canopies shall meet the requirements of Section 12.3.F.8. Canopy support posts or columns shall be brick or stone to match the building.
			139	Overhead doors shall not face a public street. They also shall not be placed on sides of buildings that face on-coming traffic, or if they are, they must be screened from view. See Section 12.3.F.9.
			140	Buildings in the Old Town Commercial District (TC-C) shall be designed to meet the additional design requirements of Section 12.4.G.
			141	Neon lighting/tubing and strings of LED lighting and similar lighting are limited to the walls of buildings in the form of a single enclosed band of such lighting around not more than the perimeter of the building. Such lights shall not be located in windows or doors or other places with the building or on the property to the extent they are visible from a public street.
Yes	No	N/A*	Industrial Buildings:	
			142	Main entry shall face the street.
			143	Building massing shall be proportioned and articulated to meet the requirements of Section 12.4.C
			144	Brick, stone, split face concrete block (integrally colored), drivet, stucco, EIFS may be used on the facades of buildings facing a street, and on sides of buildings visible from a street.
			145	Painted metal siding, painted concrete block or painted concrete tilt-up walls may be used on the rear of the building and on sides of buildings screened from view of the street.
			146	Horizontal articulation of the building façade shall be provided. Wall surfaces over 50 - 75 feet in length shall include at least one change in plane. (See Section 12.3.F.4)
			147	Rooftop units shall be completely screened on all sides of the building by parapet walls or a pitched roofing system.
			148	Overhead doors shall be screened from view of the street.
			149	Canopies shall meet the requirements of Section 12.4.E.8. Canopy support posts or columns visible from the street shall be brick or stone to match the building.

Yes	No	N/A	Other information	
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			150	All new utility service lines shall be underground.
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			151	Provide a Master Signage Plan. The plan should conform to Section 13.5. The plan must include elevations of ground signs, building signage, and all other signage. Specify illumination type. Indicate dimensions, square footage, materials, mounting, sight triangles, etc.
			152	Projects that are within the following Planned Developments must be accompanied by a letter stating the approval of the Architectural Review Committee: Glenbrook, Indian Lake Village, Indian Lake Center, Indian Lake Market. The letter must be provided with the initial submittal.
			153	All sheets must be stamped and sealed by design professionals licensed to do such design work in the State of Tennessee.
REQUIRED OF ALL PROJECTS			154	As a registered design professional within the State of Tennessee I have to the best of my knowledge designed the above referenced project in accordance with the accessibility code of ICC A117.1-2009 and Chapter 11 from the 2012 IBC.

I do hereby submit the attached Site Plan for review and recommendation by the Hendersonville Regional Planning Commission. The appropriate number of copies of the plan have been provided, I have reviewed the above checklist and believe that all the information required has been provided within the submitted plans and is correct.



Signature of Design Professional Submitting Plan

This signature must be accompanied by the registrants seal & registration #

*Items checked Not Applicable by the submitter that are deemed applicable by city staff may result in the entire submittal being rejected as incomplete. If in doubt about the applicability of a particular item, contact the Staff Planner or City Engineer.

PLEASE NOTE: NO PLAN WILL BE REVIEWED UNTIL ALL INFORMATION REQUIRED IS PRESENTED IN A FULL AND COMPLETE MANNER.