

**City of Rathdrum**  
**SITE PLAN REVIEW APPLICATION**

DATE: \_\_\_\_\_

FEES PAID: \$ \_\_\_\_\_ CHECK #: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

LOCATION: \_\_\_\_\_

BRIEF DESCRIPTION: \_\_\_\_\_

OWNER: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

ENGINEER/ARCHITECT: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Contact Person: \_\_\_\_\_

OTHER CONTACT PERSON: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

# City of Rathdrum

## SITE PLAN REVIEW APPLICATION

### SITE INFORMATION

Lot Acreage: \_\_\_\_\_

Net Lot Area (Square Feet): \_\_\_\_\_  
(Usable area exclusive of right-of-way and easements)

Building Footprint (Square Feet): \_\_\_\_\_

Parking Lot Area (Square Feet) : \_\_\_\_\_

Landscaped Area (Square Feet) : \_\_\_\_\_

### PUBLIC SERVICES

Projected Wastewater Flow(Gallons/Day) : \_\_\_\_\_

Water Meter Sizing

Domestic Use: \_\_\_\_\_

Irrigation Use: \_\_\_\_\_

### The Following Are Needed to Process Your Application

#### Application

#### Vicinity Map or Sketch

**Site Plans** (Three (3) copies with all items addressed as set forth in attached “Site Plan Review Checklist”)

**Landscape Plan** (Three (3) copies of site plan with all items addressed as set forth in attached “Site Plan Review Checklist” and Landscape Manual and Ordinance)

**Storm Water Plan/Calculations** (2 copies)

**Site Plan Review Checklist** (Completed and signed by design professional preparing Site Plan)

**Digital Copy** (PDF or DWG formats)

#### Attachments provided with application packet:

- Site Plan Review Checklist
- Ordinance: (Re: Site Plan Review Process, Landscaping, Parking)
- Landscape Manual

# City of Rathdrum

## SITE PLAN REVIEW CHECKLIST

Items in the following checklist need be addressed in preparation of a site plan as per Title 11-5-6, City of Rathdrum.

1.	Property pins and lines shown	
2.	Record-of-Survey (if applicable)	
3.	Show adjoining land uses and public improvements	
4.	Zoning	
	a) Zone District	
	b) adjacent property zoning	
5.	Grading Plan	
	a) Existing contours	
	b) Finish elevation and contours	
	c) Compaction requirements	
6.	Landscape Plan	
	a) Seeding and maintenance	
	b) Caliper, number and type of trees	
	Parking Lot is one tree minimum or one tree for every 15 parking spaces.	
	c) Irrigation diagram	
7,	Drainage	
	a) GIA Standards	
	b) Hydraulic Calculations	
	c) Impervious area	
	d) Culverts	
	e) Drywells - typical	
	f) Grassy swale - typical	
	g) Nearest downstream drywell in public right-of-way	
	h) Curb cut and flume - typical	
	i) Drainage easements (if applicable)	
8.	Roads and paving	
	a) Typical Cross-Section	
	b) Driveway approach - typical	
	c) Striping Plan	
	d) Number of spaces and handicap spaces	
	e) Wheel stops	
	f) Off-street loading	
	g) Service drives	
	h) On-site circulation	

# City of Rathdrum

## SITE PLAN REVIEW CHECKLIST (Page 2)

	i) Sidewalk - typical	
	j) Handicap ramp - typical	
9.	Utilities	
	a) Show all existing utilities	
	b) New utility services	
	• Sewer service (size, material, location)	
	• Water service	
	• Domestic water meter - typical	
	• Irrigation water meter - typical	
	• Fire hydrants/ fire lanes	
	• Gas	
	• Electric and transformers	
	• Telephone	
	• Site lighting	
	• Additional utility easements	
10.	Building Footprint	
	a) Dimensions	
	b) Floor elevations	
	c) Height	
	d) Door / Entrys	
11.	Setbacks	
	a) Front	
	b) Right side	
	c) Left side	
	d) Rear	
12.	Off-site Improvements	
	a) Ingress / Egress	
	b) Turn lanes / traffic control	
	c) Curb	
	d) Sidewalk / Bike path	
	e) Road Widening	
	f) Right-of-way dedication	
13.	Miscellaneous	
	a) Fencing	
	b) Signs	
	c) Trash enclosure	
	d) Outdoor storage	

