

SITE PLAN COVER SHEET

To facilitate staff review, the cover page of all site plans shall list the following general information:

Legal Description:

Site Area: (acres/square feet)

Zoning of Site:

Proposed Use:

Landscape Area Required: (acres/square feet)

Landscape Area Provided: (acres/square feet)

Will landscaping be irrigated? If no, show all proposed hose bib locations.

Are heritage or protected trees on the site? If yes, depict each & provide a tree protection plan.

Proposed Impervious Cover: (impervious acres/square feet and % of site area)

Area of Proposed Building: (square feet)

Height of Proposed Building: (measure as FFE to the top of the peak)

Number of Required Off-Street Parking Spaces (Show Parking Ratio Used):

Number of Provided Off-Street Parking Spaces:

Number of Required Handicap Off-Street Parking Spaces:

Number of Provided Handicap Off-Street Parking Spaces:

If drive-through window service is proposed, how many stacking spaces are proposed?

Required Off-Street Loading Spaces:

Proposed Off-Street Loading Spaces:

Is outdoor storage or outdoor uses proposed? If yes, how much (area) and what will be stored?

If a dumpster is proposed, will it be screened to match the building design?

Describe how building roof top and ground mechanical equipment will be screened.

Does the proposed use trigger the TIA requirement?

Is a 100-year floodplain on or within 200 feet of the site? If yes, show location & proposed bldg FFE.

What measures are proposed to comply with Environmental Performance Standards: (light, noise attenuation, dust abatement, etc)

Development is subject to the following codes:

2018 Cibolo Unified Development Code and Design and Construction Manual

2012 International Property Maintenance Code*

2012 UPC Plumbing Code*

2015 International Energy Conservation Code*

2012 Uniform Mechanical Code*

2012 International Building Code*

2012 International Existing Building Code*

2012 International Fire Code*

2014 NEC*

*Subject to Local Amendments

City of Cibolo General Site Plan Notes:

1. Fire lanes shall be designed and provided per city standards.
2. Handicapped parking areas shall be designed and provided per city standards and shall comply with requirements of the current, adopted Cibolo Building Codes, as amended.
3. Six-foot wide sidewalks shall be provided 2.0 feet off of the property line within the rights-of-way, unless a sidewalk easement is provided for a meandering sidewalk or an alternative design is approved by the city. Barrier-free ramps, per city standards, shall be provided on sidewalks at all curb crossings.
4. Mechanical units, dumpsters, & trash compactors shall be screened in accordance with the UDC.
5. This site plan does not constitute approval of any signage. All signage is contingent upon approval by Building Inspection Department and the issue of a Sign Permit.
6. Approval of the site plan is not final until all engineering plans are approved.
7. Open storage, where permitted, shall be screened in accordance with the UDC.
8. Building facades shall be compatible with surrounding development, as provided in the UDC.
9. Outdoor lighting shall comply with illumination standards of the UDC.
10. Contact the Building Inspection Department to determine the type of construction and occupancy group.

When making a site plan submittal, provide the following items:

- A. A completed application with notarized signatures of the owner or their agent;
- B. Application fee;
- C. Seven (7) copies of civil plans, building elevations, photometric plans and landscape plans on 24" x 36" sheets drawn to scale;
- D. Three (3) copies of pertinent studies (such as TIA, drainage report, soil report or a geotechnical report) including all information specified by the UDC. A TIA is required for any use that will produce more than one hundred (100) peak vehicle trips per hour.
- E. DVD or CD of all submitted plans, reports and studies submitted; with plans shown in AutoCAD and PDF file formats and in a form that can be incorporated into the Cibolo GIS network.
- F. Any additional information/materials deemed necessary to ensure UDC compliance, such as photometric plans, dust abatement plan, line of sign details showing that all RTU's will be screened from property line views, trash collection/compaction details, buffer yard details and the like, as described in the Cibolo UDC & DCM.

When applying for the Site Development Permit:

Register as a contractor –

- ❖ Provide the building inspections department with the following:
 - Contractor Registration Form
 - Certificate of Liability Insurance which lists the City of Cibolo as a certificate holder. \$1,000,000 minimum.
 - Copy of State License (if applicable)
 - Copy of license holders (or authorized agent) driver's license
 - \$75.00 registration fee

Once registered as a contractor, you may apply for the Site Development Permit – please be sure to include the valuation on the application. The fee is calculated as follows - \$75.00 + 0.008 x value of contract.

The following must be completed / received prior to issuing the Site Development Permit:

- ❖ Pre-construction meeting with the City;
- ❖ Notice of Intent (NOI) – provided to Permits and Inspections Department;
- ❖ Approved construction plans and SWPPP – signed by the City Engineer.