

**PLANNING AND ZONING  
APPLICATION FOR  
SITE PLAN REVIEW/MINOR LAND DIVISION**

ADDRESS OF SITE: \_\_\_\_\_

Proposed use: \_\_\_\_\_

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Owner of Property: \_\_\_\_\_  
(if different from applicant)

Phone: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

County Assessor's Parcel Number (APN): \_\_\_\_\_

Zoning District: \_\_\_\_\_

**TYPE OF REVIEW REQUESTED:**

\_\_\_\_\_ Site Plan Review

\_\_\_\_\_ Property Combination

\_\_\_\_\_ Subdivision

\_\_\_\_\_ Lot Split

\_\_\_\_\_ Minor Land Division

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

Property Owner or Authorized Representative

*The applicant expressly acknowledges that all development must occur in compliance with the site plan, as approved, and all pertinent City of Winslow Municipal Codes.*

**FOR OFFICE USE ONLY:**

CITY FILE NO: \_\_\_\_\_

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

RECEIPT NO. \_\_\_\_\_

AMOUNT PAID: \_\_\_\_\_

CASH \_\_\_\_\_

CHECK NO. \_\_\_\_\_

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

12 COPIES OF SITE PLANS: \_\_\_\_\_

*The Site Plan shall include the following information:*

1. Vicinity map showing the location of the site in relation to surrounding streets and properties.
2. North arrow, scale (not smaller than 1"=40'), date of preparation with revision dates, project title, address, legal description, preparer's name, address, telephone; property owner's name, address, telephone.
3. Property boundaries and dimensions.
4. Identify adjacent development, zoning; show location of driveways, fire hydrants within 300' of site.
5. Existing and proposed street improvements, including sidewalks; size and location of existing and proposed utilities, easements.
6. Existing and proposed grades and drainage systems and structures.
7. Proposed driveways, parking areas, typical space size, handicapped spaces, fire lanes, new fire hydrants.
8. Provide detail and locations for refuse containers, street lights, on-site lighting, and signs.
9. Location and dimensions of landscaped areas, including planting concepts.
10. Provide a data table on the site plan that includes:
  - a. Brief description of the proposed use of the building and site.
  - b. Existing zoning.
  - c. Net site area.
  - d. Net density and/or lot coverage.
  - e. Building area, occupancy, and construction type.
  - f. Percent of site landscaped and percent required by ordinance.
  - g. Required and proposed number of standard and handicapped parking spaces.
11. Interior floor plans with square footages, dimensions, doors, etc.

**NOTE: In consultation with the City Planner, smaller projects may require less detail.**