



# Rockingham County General Site Plan Checklist

Project Name \_\_\_\_\_

Project Address or Tax Map Number \_\_\_\_\_

**Submission Requirements:**

In accordance with the Rockingham County Code, the information outlined on the following checklist shall be included and submitted on the site plan sheet, unless otherwise noted. If the required information is shown on the site plan sheet, respond with "yes" in the column labeled "Included (Yes/No)". If the required information is located on a different sheet, please identify the appropriate sheet name and number for that line item.

Indicate Sheet		Included?	Development Standard
Name	Number	Yes/No	
_____	_____	_____	1. Development/project/site plan name, including:
_____	_____	_____	a. landowner or owner's agent (if applicable)
_____	_____	_____	b. contact telephone number and email address
_____	_____	_____	c. seal and signature of licensed engineer, architect, or land surveyor (every sheet)
_____	_____	_____	d. narrative description of the specific use of site
_____	_____	_____	2. Vicinity map, showing:
_____	_____	_____	a. location of tract, lot, or development
_____	_____	_____	b. roads (names or route numbers)
_____	_____	_____	c. bodies of water
_____	_____	_____	d. city or town corporate boundary
_____	_____	_____	e. other landmarks sufficient to clearly identify location of property
_____	_____	_____	3. Site statistics, including:
_____	_____	_____	a. tax map number
_____	_____	_____	b. deed book reference
_____	_____	_____	c. zoning
_____	_____	_____	d. total site acreage and acreage to be disturbed
_____	_____	_____	4. Plan date and all revision dates (every sheet)
_____	_____	_____	5. Scale of drawing and north arrow (every sheet)
_____	_____	_____	6. Rockingham County and regulatory agency directory
_____	_____	_____	7. Sheet index
_____	_____	_____	8. Construction standards, general notes, and narratives for Rockingham County, VDOT, and VA 811
_____	_____	_____	9. Permit number and conditions of approved special use permit, rezoning, or variance permit (if applicable)
_____	_____	_____	10. Approved proffer statement (if applicable)
_____	_____	_____	11. Master plan and phasing of development (if applicable)
_____	_____	_____	12. Boundary survey of the tract, lot, or development
_____	_____	_____	13. Ownership, land use, and zoning for adjoining properties
_____	_____	_____	14. Floodplain location, including:
_____	_____	_____	a. FEMA flood zone designation
_____	_____	_____	b. elevation of 100-year base flood elevation

Indicate Sheet		Included?	Development Standard
Name	Number	Yes/No	
			15. Existing natural features, including
			a. Streams; show 50' setback
			b. Wetlands; show 50' setback or applicable wetland impact permits
			c. Existing vegetation or ground cover type
			16. Existing and proposed buildings on property, showing:
			a. location, with distances to property lines, roads, and rights-of-way
			b. finish floor elevations, square footages, dimensions, including building height
			c. setbacks
			d. Statewide Uniform Building Code use group
			17. Proposed erosion and sediment control measures (see "Environmental Site Plan Checklist")
			18. Provisions for adequate disposition of natural and storm water (see "Environmental Site Plan Checklist")
			19. Location and dimensions of easements, including utility, drainage, and right-of-way
			20. Utilities, showing:
			a. designation of public and private systems
			b. description and location of existing/proposed fire hydrants, water meters, valves, fittings, manholes (including drop connections), sanitary sewer cleanouts, storm sewer inlets, etc.
			c. profiles, including length, pipe diameter, material, class and slope
			d. vertical clearance between utilities
			e. road bores and casings as necessary
			f. stream crossings and encasements as necessary
			g. water meter sizes, including schedule of corresponding connection fees
			h. sanitary sewer cleanout sizes, including schedule of corresponding connection fees
			i. details shown must be most recent version
			j. no alteration of County approved details
			21. Existing and proposed streets, including:
			a. designation of public and private roads
			b. roadway name, route number, functional classification, and speed limit
			c. design and dimensions
			22. Vehicular entrances/exits to the tract, lot or development, showing:
			a. location and design, including entrance centerline profile and pavement tie-in
			b. sight distance triangles graphically shown with a sight distance profile
			c. distance to nearest commercial entrance or intersection in each direction

Indicate Sheet		Included?	Development Standard
Name	Number	Yes/No	
		_____	d. traffic generation of the site
		_____	e. maintenance of traffic plan
		_____	f. type of surfacing
			23. Existing and proposed off-street parking, including:
		_____	a. parking calculations showing how the numbers were generated
		_____	b. show individual parking spaces, with dimensions of each space
		_____	c. lot layout, showing traffic flow and aisle widths
		_____	d. dimensions of the parking area and distance to property lines
		_____	e. loading spaces, with dimensions
		_____	f. spaces as required by A.D.A., with dimensions
		_____	g. type of surfacing
			24. Provisions for solid waste and recycling storage containers, showing:
		_____	a. location and dimensions
		_____	b. type of screening
			25. Provision for adequate screening for uses not conducted within a completely enclosed structure or for areas of storage of any materials
			26. Provisions for landscaping, if required (separate plan sheet), showing:
		_____	a. schedule of existing/proposed landscaping
		_____	b. location and height
			27. Provisions for outdoor lighting (separate plan sheet), showing:
		_____	a. photometric plan showing site illuminance and light distribution
		_____	b. schedule of existing/proposed lighting structures
		_____	c. location and height
			28. Provisions for fire protection (separate plan sheet), showing:
		_____	a. Rockingham County Department of Fire and Rescue required site plan notes
		_____	b. location of hydrants, both on-site and within 1,000 feet of site
		_____	c. location of fire lanes, with dimensions
		_____	d. I.S.O. Needed Fire Flow calculations
		_____	e. any specialty information needed for review
			29. Any other information needed to process the site plan application or assist the plan review

Submitted By:		
_____	_____	_____
<b>Print Applicant's/Agent's Name</b>	<b>Applicant's/Agent's Signature</b>	<b>Date</b>