



COMMERCIAL PLAN REQUIREMENTS

The following items must be provided to obtain final plan approval

PLANNING

Please attach or provide the following:

- Written narrative describing the request;
- Development Plan (approved and stamped) and/or site plan including the following:
 - Property owners name;
 - Applicant's name, address, phone number and email address;
 - Bar and numeric scale;
 - North arrow
 - Vicinity map;
 - Legal description;
 - Site address;
 - Project type (i.e. commercial interior remodel, etc.);
 - Tax schedule number
 - Zoning district classification;
 - Development plan name and file number;
 - Square footages of existing and proposed structures;
 - Required and provided off-street parking with ratios including location and dimension of all parking areas, number of parking stalls and all driving and maneuvering lanes; and,
 - Site land use and specific unit use including use of all new and existing buildings and proposed remodeled areas.
- Recorded plat or proof of legal lot;
- Floor plan;
- Elevations; and,
- Final Landscape and Irrigation Plan (if applicable).

FIRE

Please attached or provide the following for commercial and multi-family plans:

- City approved development plan (if applicable);
- City approved civil/water plans (if applicable);
- Initial review by the RBD construction review division;
- Construction drawings that contain the following:
 - Site plan;
 - Elevations; and,
 - Floor plan.
- Completed CSFD No Stacking above 12-Feet Agreement (if ceiling height exceeds 12')
 - Reference <http://www.springsgov.com/units/fire/packets/HiPile1.pdf>
- CSFD High Pike Storage Review (if applicable)
- Completed CSFD Haz-Mat Permit Amount Certification Form
 - Reference http://www.springsgov.com/units/fire/packets/IFC2003_Hazmat.pdf
- CSFD Haz-Mat Review (if applicable)