

CITY OF GATLINBURG
COMMERCIAL SITE PLAN CHECKLIST

The Gatlinburg Zoning Ordinance requires that any new commercial, industrial, and/or public developments be reviewed and approved by the Municipal/Regional Planning Commission.

This checklist must accompany all site plans submitted for review by the Gatlinburg Planning Commission. The City of Gatlinburg's Municipal/Regional Planning Commission meets on the third (3rd) Thursday of each month at City Hall, 1230 Parkway East, at 5:00 p.m. The deadline is at noon, fifteen (15) days prior to meeting date. **Please note, if the following items are not submitted by the deadline date, the item may not be placed on the Planning Commission agenda.**

- _____ 1. Prepared and certified by an engineer, architect, or surveyor.
- _____ 2. Thirteen (13) copies of the site plan submitted by due date
- _____ 3. Zoning district classification; dedication, agreements, covenants or similar documentation if applicable
- _____ 4. North point, scale, location map, acreage of property, floor area ratio, number of units
- _____ 5. Boundary plat, dimensions and calls of all property lines
- _____ 6. Location and dimensions of existing and proposed buildings, streets, sidewalks, easements, and right-of-ways
- _____ 7. Grading plan and topography of existing and finished grades
- _____ 8. Drainage and erosion control plan
- _____ 9. Stormwater plan
- _____ 10. Landscaping plan that reflects the location, quantity, size, and type of all landscape materials and plantings
- _____ 11. Vehicular and pedestrian circulation plan, access points
- _____ 12. Recreation/amenities plan
- _____ 13. Detailed utilities plan which indicates location, size, type and construction details for all water, sewer, and power lines, and pumping station if applicable
- _____ 14. Solid waste collection plan indicating location, size, layout, and screening materials
- _____ 15. Number, location, and size of parking spaces
- _____ 16. Setbacks: Front, side, and rear
- _____ 17. Floodplain boundary designation, location of areas subject to flooding, finished floor elevations, and applicable flood elevation information
- _____ 18. Building elevations of any structure
- _____ 19. Location of all accessory structures, including signs
- _____ 20. Location of sign, square footage, and height

Applicant

Date

Phone Number

Mailing Address