



Type II Review

Site Design Review

Fee: \$3,675.00 | File No. _____

(Fee includes a 5% technology charge.)

Applicability: A Type II Site Design Review is required for all new commercial, industrial, or multifamily development; or for commercial, industrial, institutional, or multifamily building addition or remodel that adds 25 percent or more floor area. See Dundee Development Code Chapter 17.402 for more information.

Applicant:		
Address:		
Email Address:		
Phone(s):		
Owner (if different from above):		
Owner Address:		
Engineer/Surveyor:		
Phone:		
Engineer/Surveyor Address:		
Project Name:		
Project Location:		
Map/Tax Lot No.:	Zone:	
Comp Plan Designation:	Site Size:	<input type="checkbox"/> Sq. Ft. <input type="checkbox"/> Acre
Project Description and Previous/Current Use:		
Surrounding Uses--		
North:	South:	
East:	West:	

*Application must be accompanied by required submittals as noted in Dundee Municipal Code Chapter 17.402.040.

Submit the following information for review (15 copies + 1 electronic copy of all materials):

- Public Facilities and Services Impact Study. The impact study shall quantify and assess the effect of the development on public facilities and services. The city shall advise as to the scope of the study, which, at a minimum, shall address the transportation system, including required improvements for vehicles and pedestrians; the drainage system; the parks system (for multifamily development); water system;

and sewer system. For each system and type of impact, the study shall propose improvements necessary to meet city requirements.

- Transportation impact analysis, as may be required by the city or other roadway authority pursuant to DMC 17.305.030(S). Traffic impact analysis, when required, shall be prepared in accordance with the road authority's requirements.

- Site Analysis Map showing:
 - The applicant's entire property and the surrounding property to a distance sufficient to determine the location of the development in the city, and the relationship between the proposed development site and adjacent property and development. The property boundaries, dimensions, and gross area shall be identified;
 - Topographic contour lines at two-foot intervals for slopes, except where the city engineer determines that larger intervals will be adequate for steeper slopes;
 - Identification of slopes greater than 10 percent, with slope categories identified in five percent increments (e.g. zero percent, greater than five percent to 10 percent, greater than 10 percent to 15 percent, greater than 15 percent to 20 percent, and so forth);
 - The location and width of all public and private streets, drives, sidewalks, pathways, rights-of-way, and easements on the site and adjoining the site;
 - Potential natural hazard areas, including, as applicable, the base flood elevation identified on FEMA Flood Insurance Rate Maps or as otherwise determined through site specific survey, areas subject to high water table, and areas designated by the city, county, or state as having a potential for geologic hazards;
 - Areas subject to overlay zones;
 - Site features, including existing structures, pavement, large rock outcroppings, areas having unique views, and drainage ways, canals and ditches;
 - The location, size and species of trees and other vegetation (outside proposed building envelope) having a caliper (diameter) of six inches or greater at four feet above grade;
 - North arrow, scale, names and addresses of all persons listed as owners of the subject property on the most recently recorded deed;
 - Name and address of project designer, engineer, surveyor, and/or planner, if applicable.

- Proposed Site Plan showing:
 - The proposed development site, including boundaries, dimensions, and gross area;
 - Features identified on the existing site analysis maps that are proposed to remain on the site;
 - Features identified on the existing site map, if any, which are proposed to be removed or modified by the development;
 - The location and dimensions of all proposed public and private streets, drives, rights-of-way, and easements;
 - The location and dimensions of all existing and proposed structures, utilities, pavement and other improvements on the site. Setback dimensions for all existing and proposed buildings shall be provided on the site plan;
 - The location and dimensions of entrances and exits to the site for vehicular, pedestrian, and bicycle access;
 - The location and dimensions of all parking and vehicle circulation areas (show striping for parking stalls and wheel stops);
 - Pedestrian and bicycle circulation areas, including sidewalks, internal pathways, pedestrian connections through parking lots pursuant to DMC 17.304.030(F)(9), pathway connections to adjacent properties, and any bicycle lanes or trails;
 - Loading and service areas for waste disposal, loading and delivery;
 - Outdoor recreation spaces, common areas, plazas, outdoor seating, street furniture, and

- similar improvements;
 - Location, type, and height of outdoor lighting;
 - Location of mail boxes, if known;
 - Name and address of project designer, if applicable;
 - Locations of bus stops and other public or private transportation facilities;
 - Locations, sizes, and types of signs.
- Architectural Drawings, as applicable, showing
 - Building elevations with dimensions;
 - Building materials, colors and type;
 - Name and contact information of the architect or designer.
- Preliminary Grading Plan. A preliminary grading plan prepared by a registered engineer shall be required for all projects subject to site design review, including commercial, industrial, or multifamily developments. The preliminary grading plan shall show the location and extent to which grading will take place, indicating general changes to contour lines, slope ratios, and all proposed storm water drainage systems and erosion control facilities.
- Landscape Plan. Where a landscape plan is required it shall show the following, pursuant to Chapter 17.302 DMC.
 - The location and height of existing and proposed fences, buffering or screening materials;
 - The location of existing and proposed terraces, retaining walls, decks, patios, shelters, and play areas;
 - The location, size, and species of the existing and proposed plant materials (at time of planting);
 - Existing and proposed building and pavement outlines;
 - Specifications for soil at time of planting, irrigation if plantings are not drought-tolerant (maybe automatic or other approved method of irrigation) and anticipated planting schedule;
 - Other information as deemed appropriate by the city planning official. An arborist's report may be required for sites with mature trees that are to be retained and protected.
- Deed Restrictions. Copies of all existing and proposed restrictions or covenants, including those for roadway access control.
- Written response to how the proposed site development meets the applicable Dundee Development Code criteria:
 - The application complies with all of the applicable provisions of the underlying zone and overlay zone(s), including but not limited to: building and yard setbacks, lot area and dimensions, density and floor area, lot coverage, building height, building orientation, architecture, and other applicable standards. Note: the application must contain written findings to Chapter 17.202 – Zoning Regulations.
 - The proposal includes required upgrades, if any, to existing development that is considered nonconforming. See Chapter 17.104.
 - The proposal complies with all of the site design and development standards of this code, as applicable. Note: the application must contain written findings to the Development Standards listed in Chapter 17.300 as applicable to the project (access & circulation, landscaping, exterior lighting, parking & loading, public improvements & utilities, and signs).
 - The proposal meets all existing conditions of approval for the site or use, as required by prior land use decision(s), as applicable. Note: compliance with other city codes and requirements, though not applicable land use criteria, may be required prior to issuance of building permits.

