New Submission ☐
Re-Submission ☐
Date of first submission:
_____ / _____ / _____

City of Northport
Site Plan Application

Name of Project: _____

Name of Applicant: _____ Phone: _____

Name of Owner: _____ Phone: _____

Address: _____

Site Plan Designer: _____ Phone: _____
Proposed development site plans shall be prepared and sealed by an architect, professional engineer, or surveyor (§1002.05)

Address: _____ Email: _____

Date of Predesign/Pre-application Conference: _____ / _____ / _____ *Required (§1002.04)*

Provide a brief description of the proposed project:

Site plans may be approved, approved with conditions, or disapproved. The Planning Director and/or City Engineer may refer any site plan proposal to the Planning Commission (§1002.02).

The following criteria shall be used in determining whether to approve a site plan:

A. Completeness of application information;
B. Consistency with adopted policies and standards of the Major Streets and Long Range Utilities Plans;
C. Uses permitted on the development site under the provisions of the Zoning Ordinance;
D. Whether the site plan meets applicable design standards established by the Zoning Ordinance;
E. Availability and adequate capacity of public facilities to serve the development, such as roads, sewer, water, schools, solid waste disposal, and fire protection (including access to the site for emergency vehicles); and
F. Compatibility with surrounding land uses (where a site plan proposes a conditional use).

Application Must be Complete: Site plans submitted without complete information shall not be reviewed or placed on the Planning Commission agenda (§1002.05).

Application Will Receive One Review: Upon submission of a complete site plan application, staff will begin the review process. In the event any necessary changes or clarifications are found, staff will send comments to the site plan designer. A corrected site plan may then be returned for staff review. At that time, staff will approve, approve with conditions, or disapprove the plan. Any subsequent submissions will require an entirely new submission with supporting documentation, fees, etc.

Initial Spaces Below:

_____ A copy of the deed of the subject property must accompany this application. If the applicant is not the property owner, a designation of agent form must be included for applicant and/or appropriate representative

_____ Designation of Agent form (if applicable)

_____ Five (5) copies of the site plan must accompany submission

_____ Site Plan Review Checklist (completed)

_____ Site Plan Review Fee: $250 (if sent to Planning Commission, then applicable mailing and advertising fees required)

I have read the above statements and warrant in good faith that I understand and will comply, and that the information submitted is complete, true, and correct.

Applicant/Agent Signature: _____ Date: _____ / _____ / _____