



APPLICATION FOR SITE PLAN REVIEW (Off-Street Parking Lot/Loading Expansions, Construction, Reconstruction & Rehabilitation Projects)

Community and Economic Development Department
 100 N. Appleton St. PH: 920-832-6468
 Appleton, WI 54911 FAX: 920-832-5994



PROPERTY OWNER		APPLICANT	
Name		Name	
Mailing Address		Mailing Address	
Phone	Fax	Phone	Fax
E-mail		E-mail	

PROPERTY INFORMATION	
Describe the Proposed Project in Detail:	
Property Tax # (31-0-0000-00):	
Site Address/Location:	Existing off-street loading and/or loading dock spaces:
Current Zoning:	Proposed off-street loading and/or loading dock spaces:
Current Use of Property:	Proposed Use of Property:
Existing gross floor area of building:	Proposed gross floor area of building:
Existing number of employees:	Proposed number of employees:
Existing number of off-street parking spaces:	Proposed number of off-street parking spaces:
Existing impervious surface lot coverage percentage of the entire lot:	Proposed impervious surface lot coverage percentage of the entire lot:

I CERTIFY THE ATTACHED DRAWINGS ARE, TO THE BEST OF MY KNOWLEDGE, COMPLETE AND DRAWN IN ACCORDANCE WITH ALL CITY OF APPLETON CODES.

Date	Owner/Agent Signature

OFFICE USE ONLY

SITE PLAN FEE: _____ ACCOUNT #PWZNIG RECEIPT # _____ DATE ____/____/____
 DATE RECEIVED COMPLETE ____/____/____ BY _____ APPLICATION # _____
 DISTRICT _____ ALDERPERSON _____ ALDERPERSON NOTIFIED ____/____/____
 HISTORY _____
 EROSION CONTROL FEE ___ EC&S APPLICATION ___ EC&S PLAN ___ STORMWATER FORM ___
 SITE PLAN IS ___ APPROVED ___ APPROVED WITH CONDITIONS ___ DENIED ___
 COMMUNITY DEVELOPMENT APPROVAL _____ DATE ____/____/____
 COMMENTS _____

SITE PLAN REVIEW PROCEDURES

Section (1) Site Plan Review Requirements NOT apply to the following:

The Site Plan Review process is NOT required for the following Off-Street Parking Lot Paving Projects pursuant to Section 23-570(c)(1) and (2) of the Zoning Ordinance:

- **Off street parking lot and loading area resurfacing** means removing a portion of the surface course but leaving at least one inch thickness of undisturbed surface course in place and adding a new layer of surface course over the undisturbed surface course with no expansion of the off-street parking lot and/or loading area.
- **Off street parking lot and loading area overlay** means adding a new layer of surface course over the existing surface course with no expansion of the off street parking lot and/or loading area.

*****Contact the Inspection Department at (920) 832-6411 to discuss the procedure for applying for and receiving a paving permit.***

Section (2) Site Plan Review Requirements APPLY to the following:

Site Plan Review is an administrative process that takes between 9-15 days after a submittal deadline. The Site Plan Review process IS required for the following Off-Street Parking Lot Paving Projects pursuant to Section 23-570(c)(1) and (2) of the Zoning Ordinance:

- **Off-street parking lot and loading area addition or expansion** means an increase in gross floor area, gross square foot area, height, lot coverage, building coverage, length, or width of an existing building, structure, off-street parking lot, off-street loading area or use.

****Review nonconforming parking lots or loading area standards in Section 23-42, if applicable.***

- **Off-street parking lot and loading area construction** means soil, gravel or bedrock being excavated or modified to allow for the construction of an off-street parking lot and loading area, or the expansion of an existing off-street parking lot and/or loading area.

****Review nonconforming parking lots or loading area standards in Section 23-42, if applicable.***

- **Off-street parking lot and loading area reconstruction** means the existing surface course and base course are removed to allow for the installation, grading and compaction of a new base and surface course with no expansion of the off-street parking lot and/or loading area, including patching which means removal and replacement of greater than fifteen percent (15%) of the total square foot area of the existing surface and base course with a new surface and base course with no expansion of the off-street parking lot and/or loading area.

****Review nonconforming parking lots or loading area standards in Section 23-42, if applicable.***

- **Off-street parking lot and loading area rehabilitation** means the following:
 - (a) The existing surface course is removed above the existing base course and repaved with a new surface course, including the addition of base course to existing base course, the re-grading and/or compaction of the base course with no expansion of the off-street parking lot and/or loading area; and
 - (b) The existing surface course is pulverized, graded and/or compacted on site with a new surface course being added on top of the base course with no expansion of the off-street parking lot and/or loading area.

****Review nonconforming parking lots or loading area standards in Section 23-42, if applicable.***

Definition Terms:

- **Base course** means the horizontal layer of stone aggregate or other compacted material underneath the surface course.
- **Maximum extent practicable** means no feasible or practical alternative exists on the site, as determined by the Community & Economic Development Director, and all possible efforts to comply with the standards of this chapter and minimize potential visual, heat, glare, harmful or adverse impacts have been undertaken by the property owner and/or applicant.
- **Surface course** means the horizontal layer of hard surface material such as asphalt, concrete, brick, pervious pavers, or similar material, which supports the traffic load.
- **Impervious surface** means an area that releases, as runoff, all or a large portion of the precipitation that falls on it, except for frozen soil. Rooftops, sidewalks, driveways, parking lots, and streets are examples of surfaces that are typically impervious.
- **Impervious surface ratio** means the measure of intensity of land use, determined by dividing the total of all impervious surfaces on a site by the gross area of the site.

Early in the process, consult the Site Plan Application Checklist (attached) for a complete list of plan requirements and contact the Planning staff in the Community and Economic Development Department for initial direction and assistance. In addition, it is your responsibility to notify utility companies regarding your proposed development.

A presubmittal meeting with a Planner is required prior to submitting a Site Plan for review. Scheduling this meeting at least several days before the Tuesday noon deadline is recommended.

The Community and Economic Development Department, the Alderperson of the district and other City departments will review the Site Plan. The Site Plan Review Committee meets on a weekly basis and plans submitted by noon on Tuesday should be reviewed within 9-15 working days. The applicant will be notified as soon as possible of the need for additional information to make the Site Plan complete and in compliance with City codes so approval of the plan can be issued.

Application submittal materials consist of the following:

- Site Plan Application,
- Five (5) copies of site plan, a digital copy of the site plan in PDF or compatible format,
- Erosion Control Application, if required,
- Stormwater Utility Service Application, if required,
- Application fees listed below.

All required materials must be submitted to the Community and Economic Development Department for initial review and determination that the application materials constitutes a complete submittal.

Fees: The Site Plan and Erosion Control fees must be separate checks.

<u>Site Plan Fees</u>	<u>Erosion Control Fees</u>
Parking lots less than 10,000 square feet . . . \$100.00	2,000 sq. ft. - < 1 acre. \$100.00
Parking 10,000 square feet or greater. \$150.00	1+ acre - <10 acres \$150.00
	Over 10 acres \$200.00

Revised Site Plan Submittal Procedure:

When a revised Site Plan is submitted for review, five (5) stamped, signed and dated sets of plans, a digital copy of the plans in PDF or compatible format, and all other requested information shall be submitted. The Community and Economic Development Department will approve, approve with conditions, request additional information, or deny the plan. Upon Site Plan approval, approved copies of the plan set and application are returned to the applicant, the property owner, the Building Inspector, the Erosion Control Inspector and also placed on file in the Community and Economic Development Department. Site Plan approval is valid for one year. Please note Site Plan approval does not constitute approval of a paving permit or any other required approvals such as a curb cut from the Department of Public Works or Stormwater Management Plans.

NOTE: Stormwater Management Plan and Permit

- The stormwater permit process is separate from the site plan review process.
- A stormwater management plan and permit is required when one acre or more is disturbed. The stormwater ordinance defines parking lot resurfacing as leaving one solid inch of asphalt. Resurfacing is not considered disturbed.
- Contact Sue Olson at sue.olson@appleton.org or (920) 832-6474 to discuss whether or not your project requires a stormwater management plan and permit.

SITE PLAN CHECKLIST

This Site Plan checklist has been prepared to provide the applicant with a clear understanding of what is needed to complete a Site Plan Review. It is our hope that by providing a very detailed list of information to be shown on the Site Plan Set and a specific format for its presentation, review time will be kept to a minimum and will prevent costly time delays caused by incomplete plans. Your courtesy in following the checklist carefully will ensure prompt review and approval at the earliest possible date.

APPLICATION FORM AND SITE PLAN SET

Application forms are available from the Community and Economic Development Department and online and should be filed 45 days prior to a request for permits. Those who may file are the property owner, a person having the lawful power of attorney, or a representative of the owner such as an architect, engineer, or other agent designated by the property owner. In no case will an application be accepted without an original signature of the property owner(s) or his/her agent. All blanks on the application must be filled in or an explanation given in a letter of intent.

When the applications (Site Plan, Erosion & Sediment Control, and Stormwater Utility), Site Plan set, documentation and other required information have been prepared, **please schedule an appointment with the Site Plan Coordinator for plan acceptance. DO NOT just drop off plans, as this will delay acceptance. Plans will not be accepted for processing until staff has completed an initial review.** An incomplete application or a Site Plan set lacking complete information will not be accepted.

A COMPLETE APPLICATION INCLUDES:

- Completed Site Plan application and fee - check made payable to "City of Appleton"
- Completed Erosion & Sediment Control Permit application and fee (if over 2,000 sq. ft. of disturbance) - check made payable to "City of Appleton", if required.
- Completed Stormwater Utility Service application, if required. – This information is used for the quarterly storm sewer billing. Fill out this application accordingly. There is no fee.
- Calculations for storm sewer design, if required.
- **5 Site Plan Sets to include:**
 - Sheet 1 - Site Plan Layout and location map
 - Sheet 2 - Utilities, Grading & Drainage Plan
 - Sheet 3 - Erosion & Sediment Control Plan, if required
 - Any other plans or information deemed necessary by the Director of Community and Economic Development
- **A digital copy of the Site Plan Set in PDF or compatible format by electronic mail or on compact disc.**

Site Plan Review Committee contacts:

Inspection review (plumbing)	Jim Becker	jim.becker@appleton.org	(920) 832-6420
Inspections review	Dan Meissner	dan.meissner@appleton.org	(920) 832-6418
Public Works review	Sue Olson	sue.olson@appleton.org	(920) 832-6474
Erosion Control review	John Peters	john.peters@appleton.org	(920) 832-5879
Fire Dept. review	Steve Patterson	steve.patterson@appleton.org	(920) 832-5816
Health review	Tim Mirkes	tim.mirkes@appleton.org	(920) 832-6429
Police Dept. review	Sean Kuether	sean.kuether@appleton.org	(920) 832-5501
Water Division review	Erick Cardew	erick.cardew@appleton.org	(920) 832-5940
Municipal Services review	Todd Nett	todd.nett@appleton.org	(920) 832-5580
Traffic Division review	Eric Lom	eric.lom@appleton.org	(920) 832-3958

Submit the completed applications to:

City of Appleton Community and Economic Development Department
100 North Appleton Street, Appleton, WI 54911

Please call (920) 832-6468 for site plan questions and to schedule an appointment for a Pre-Submittal Review meeting.

SITE PLAN PREPARATION AND PRESUBMITTAL MEETING CHECKLIST

Date _____ Name of Site Plan _____

Applicant _____ Phone _____

Reviewer _____

Note: This document is used to assure a complete submittal has been prepared. This is not inclusive of all requirements needed to obtain Site Plan approval. Substantial changes to the Site Plan could affect other requirements. If a paving permit is required, it can be applied for through the Inspections Division in the Department of Public Works. Site Plan approval does not negate the Building Code requirements. Amendments to the Site Plan may be required to fulfill other Code requirements.



Shown on plans



Not shown on plans



Appears is not applicable



Cannot determine if needed

A Site Plan Set consists of the following information:

5 Site Plan Sets to include:

- Sheet 1 - Site Plan Layout and location map
- Sheet 2 - Utilities, Grading & Drainage Plan
- Sheet 3 - Erosion & Sediment Control Plan, if required
- Any other plans or information deemed necessary by the Director of Community Development
- A digital copy of the Site Plan Set in PDF or compatible format by electronic mail or on compact disc.

All plans shall be drawn to an engineering scale no smaller than 1"= 40' and shall include the following information:

Sheet 1. Site Plan Layout

- _____ a) Name of project and site address.
- _____ b) Location map.
- _____ c) Name, address and phone number of the record property owner and site plan preparer (include email and fax number if available).
- _____ d) Signature of the surveyor, engineer or architect responsible for site plan preparation along with the revision date(s).
- _____ e) North arrow, date of preparation and scale.
- _____ f) Name(s) of adjacent or surrounding streets.
- _____ g) Recorded property lines of the entire lot (not just project area) and their dimensions.
- _____ h) Location of all existing buildings/structures on the site including:
 - ___ Identify the existing use of building, or proposed use of the building if applicable.
 - ___ Building/structure dimensions.
 - ___ Gross floor area of the building.
 - ___ Usable floor area of the building (all area of the building not including storage or processing of merchandise, hallways, stairways, elevator shafts, mechanical areas and sanitary/utility areas.
 - ___ Setback dimensions from buildings and structures to lot lines.
- _____ i) Calculations for parking requirements that must identify:
 - ___ Number of employees working on the large shift.
 - ___ Calculation of required handicapped accessible parking spaces, per State of Wisconsin Building Code.
 - ___ Number of company vehicles connected to the business.
 - ___ Calculation of required parking spaces, per current Appleton Zoning Ordinance.

- _____ j) Existing or proposed barriers, curbing or wheel stops locations.
- _____ k) Driveways and parking lot layout including:
- ___ Pavement marking arrows to show traffic flow/direction.
 - ___ Parking stall size dimensions: width, depth and angle in degrees.
 - ___ Handicap stall size dimensions: width, depth and angle in degrees, Accessible aisle markings.
 - ___ Truck loading stall dimensions: width, depth.
 - ___ Parking lot drive aisle width dimensions for one-way and/or two-way traffic.
 - ___ Driveway widths and radii or flares on driveway aprons to public streets.
 - ___ Setback dimensions from edge of parking lot and/or truck loading pavement to all lot lines.
 - ___ Dimensions between edge of parking lot and/or trucking loading pavement and perimeter parking, landscaping areas.
 - ___ Identify limits of new pavement and existing pavement.
 - ___ Identify existing and proposed pavement type (concrete, asphalt or another permeable hard surface).
 - ___ Provide cross-section for pavement and identify depth of base course and thickness of surface course.
- _____ l) Location of snow storage areas.
 Note: snow storage shall be located outside of landscape area, required parking stalls needed to satisfy minimum number of parking stalls for the use of the site and vision clearance triangles at street intersections.
- _____ m) Streams, wetlands, channels, ditches and other watercourses on the site, if applicable.
- _____ n) Open space that will remain undisturbed and undeveloped.
- _____ o) Location of exterior freestanding parking lot lighting fixtures.
- _____ p) Location of exterior lighting fixtures, either mounted on the building or freestanding parking lighting along with dispersion pattern, intensity of light and cut-off shielding that reflects light downward and in which the light source is not visible from adjacent properties. **(See Section 23-53 of the Zoning Ordinance for Outdoor lighting standards)**
- _____ q) Location of existing parking lot perimeter landscape buffers, interior parking lot landscape islands with existing trees, shrubs and grass identified.
- _____ r) Location of proposed parking lot perimeter landscape buffers, interior parking lot landscape islands with proposed type and size of trees and shrubs identified as well as grass areas, if applicable. **(See Section 23-172 (f) and (g) of the Zoning Ordinance for parking lot landscaping standards)**
- _____ s) Location of existing fences with height, style and material identified.
- _____ t) Location of proposed fences with height, style and material identified.
- _____ u) Identify all existing and proposed easements.

Sheet 2. Utilities, Grading & Drainage Plan

- _____ a) Public right-of-way abutting a site plan project including accurate locations for existing and proposed facilities such as:
- ___ Streets
 - ___ Sidewalks
 - ___ Driveways
- Elevations of sidewalks at property lines and elevations to indicate handicap accessibility shall be identified. The statement "Any existing sidewalk damaged during construction will be replaced as a part of this project" shall be noted on the site plan.
- _____ b) All existing and proposed underground and overhead utilities and easements including:
- ___ Location
 - ___ Size and material designations
 - ___ Slopes
 - ___ Storm sewer (manholes, laterals and catch basins)

- _____ c) Calculations of drainage area for each catch basin. Indicate the size and slope of utility lines that will be tapped into in the adjacent street.
- _____ d) Existing and proposed public and private easements for:
- ___ Utility
 - ___ Drainage
 - ___ Sewer
 - ___ Parking
 - ___ Access and other purposes
 - ___ All easements on surrounding properties benefiting the subject property
- If existing utilities are to be abandoned, clearly state the method of abandonment.
- _____ e) Existing and proposed storm sewer mains and laterals, including:
- ___ Method of connection to the public main
 - ___ Easements
 - ___ Size
 - ___ Materials
 - ___ Slope
 - ___ Manholes
 - ___ Inlets
 - ___ Catch basins
 - ___ Yard drains
 - ___ Rim elevations
 - ___ Invert elevations
 - ___ Area map for drainage to each catch basin
 - ___ Square feet draining to each catch basin
 - ___ Plumbing code calculations
 - ___ Roof drain discharges and/or connections
 - ___ Square feet of roof area
 - ___ Public systems for connection
- _____ f) Identify all existing and proposed surface run-on and run-off features, including:
- ___ Easements
 - ___ Swales
 - ___ Open channels
 - ___ Type of surface
 - ___ Rip rap
 - ___ Flowpath of run-on from upstream areas
 - ___ Flowpath for run-off leaving the site
 - ___ Public system adjacent to or for connection
- _____ g) Identify existing topography (by dashed lines) at one foot intervals and proposed grade elevations per City elevations (City datum) using contour lines, spot elevations, defined high points and drainage flow arrows as needed to define drainage patterns for:
- ___ Buildings
 - ___ Parking lots
 - ___ Catch basin inlets
 - ___ Rim and invert elevations
 - ___ Driveways
 - ___ Surrounding open areas
 - ___ All property within 50 feet
- _____ h) Existing and proposed grades for:
- ___ First floor elevations
 - ___ Catch basin inlet rim and invert elevations
- _____ i) Details of all existing and proposed:
- ___ Retaining walls
 - ___ Swales
 - ___ Inlets

Sheet 3. Erosion & Sediment Control Plan (if 2,000 square feet or more of disturbance)

Provide all erosion control information as required in Chapter 24 of the Appleton Municipal Code.

1. Erosion & Sediment Control Application

Shown	Shown But Incomplete	Not Shown	N/A	Required Item
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fee (Less than 1 ac. - \$100, 1 to 10 acs. - \$150, 10+ acs. - \$200)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Owner name, address, phone #, e-mail and signature
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Applicant name, address, phone, e-mail and signature
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name & address of consulting professional and firm
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Start and end date for construction
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of construction activity
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Total area of site and estimated area of disturbance
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Contractor - Project Manager & Superintendent, phone & e-mail

2. Erosion & Sediment Control Plan Statement - Written Narrative & Attachments

Shown	Shown But Incomplete	Not Shown	N/A	Required Item
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of the site, project, & development schedule
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	List all BMP's to be used, including corresponding DNR Technical Standard (if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Intended sequence of major land disturbing activities with anticipated dates including construction & erosion/sediment control activities. Include at a minimum: tracking pads, inlet protection, ditch checks (check proper separation distance considering slope, soil type and flow velocity), channel stabilization, clean water diversions, overland flow BMPs, sediment traps/basins, stockpile management, permanent stabilization, waste management, etc.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Describe temporary and permanent soil stabilization practices. Include anticipated schedule for implementation (e.g., phasing of construction, temporary stabilization (seed, mulch, etc.), stockpile management, final stabilization, erosion matting, etc).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Phasing of project to limit amount of disturbed soil at any one time
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of existing surface/subsurface soil (USDA-NRCS Soil Survey)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show limits of land disturbance shown on USGS 7.5 minute series topographic map (for sites 1 or more acre in size)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name of immediate receiving water from 7.5 minute series USGS topographic map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Verification of DNR WRAPP (NOI) permit application for projects where one or more acres will be disturbed
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DNR Soil Loss Worksheet & DNR required attachments (NOI sites only)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Submit ALL supporting calculations for structural BMPs to demonstrate that BMP designs meet standards. Include calculated dewatering times for sediment basins, etc.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Verify BMP's designed per DNR Technical standards

3. Erosion & Sediment Control Site Map/Plan View

Shown	Shown But Incomplete	Not Shown	N/A	Required Item
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scaled at 100 feet per inch or less and contour interval at 2 feet or less
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Alphanumeric or equivalent grid overlying site map - sites 1 acre or more

Shown	Shown But Incomplete	Not Shown	N/A	Required Item
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing topography, surface cover, drainage systems, and surface waters on and adjacent to the site (show enough of adjacent properties to show runoff patterns onto, through, and from the site)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Locations and delineation of on-site and potentially impacted adjacent wetlands
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing and planned buildings, roads, and all utilities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100 year floodplain, flood fringe, floodways, and flood storage is identified
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of soil types (USDA – NRCS Soil Survey)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Boundary of the project site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Boundary of the disturbed area (phasing boundaries shown if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing and planned locations where storm water is discharged from site (surface and subsurface)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stone tracking pads at all egress driveways
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Concrete truck washout containment location
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Perimeter control measures (silt fencing, earthen berms, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Storm drain inlet protection (on-site and off-site if needed)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ditch checks
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stockpile locations and control measures
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clean water diversions
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sediment traps or sediment basins
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Velocity dissipation at outfalls
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stabilization of steep slopes (erosion mat needed?)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stabilization of drainage ways (erosion mat needed?)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Detail sheets of <u>all</u> BMP's as applicable (inlet protection, tracking pad, perimeter control, concrete truck washout containment, sediment basins or traps with all design parameters shown, ditch checks, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Temporary and permanent soil stabilization practices (seed, mulch, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Roof water downspout protection
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site dewatering provisions per DNR technical standard
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provisions for cleaning up off-site sediment deposits and list how often
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provisions to minimize airborne dust leaving site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provisions for disposal of construction and waste materials
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Planned final site conditions, including landscaping

4. Stormwater Management Plan (Post Construction) – As Required in Code Sec. 24-30 (i)

Identified	Identified but Not Complete	Not Identified	Not Applicable	Required Item
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Long-term stormwater management acknowledgement form signed by the owner of the site. This form simply acknowledges that the owner is aware of the stormwater requirements for the site per Wis. Adm. Code NR 216. <i>This is required for disturbed sites less than of one (1) acre.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sites of one (1) or more acres are subject to the Stormwater Management Standards and Planning Ordinance requirements in Article VI of Chapter 20 of the City of Appleton Municipal Code.

NOTE: *The Community and Economic Development Director may require additional information for sufficient review.