



CITY OF REIDSVILLE, NC

SITE PLAN REQUIREMENT CHECKLIST

Site plans are to be submitted to the Community Development Department. A seven (7) work day review will commence once the (8) copies of a completed site plan are submitted.

1. ___ Development Name
2. ___ Name and address of architect, land planner, landscape architect, engineer, or surveyor who prepared the map and Registration Seal if required.
3. ___ Scale, date and north arrow.
4. ___ Legend indicating the following:
 - a. ___ Proposed use of property (type of business, etc.).
 - b. ___ Zoning.
 - c. ___ Number of employees (for manufacturing - no. of employees on largest shift).
 - d. ___ Acreage.
 - e. ___ Square footage in structure.
 - f. ___ Number of parking places.
 - g. ___ Tax Map Number.
 - h. ___ Indicate if this property is within a historic district, watershed or flood plain.

If the property is in a historic district - see Reidsville Zoning Ordinance Article VI and the Architectural and Historic Guidelines.

If the property is in the Troublesome Creek Watershed – see Reidsville Zoning Ordinance Article XIV.

If the property is in the Jordan Lake Watershed – see Reidsville Zoning Ordinance Article XVI.

If the property is in a flood plain – see the Flood Prevention Ordinance.

5. ___ Property boundaries with distances.
6. ___ Natural Features, existing and proposed, including the following:
 - a. ___ Streams, drainage ways, floodway fringe boundaries and elevations.
 - b. ___ Natural features to be left undisturbed.
 - c. ___ Existing and proposed topography will be required when any grading changes existing site elevations. Topography at four foot intervals or two foot intervals when available (distinction between existing and proposed topography lines to be shown according to the following: existing – light dashed lines / proposed – thin solid); in flat areas one foot or six inch contours shall be provided.

