

CITY OF BLOOMINGTON
APPLICATION FOR SITE PLAN REVIEW
(ADMINISTRATIVE OR PUBLIC HEARING)



APPLICANT INFORMATION

Name:

Subject Property Address:

Phone:

Email:

THIS PROPERTY IS ZONED:

- B-1, D-1, or D-3, and does NOT require a public hearing.
- B-2, C-1, or D-2, and DOES require a public hearing.

REQUIRED DOCUMENTS AND SUBMITTALS

- Property characteristics, including Parcel ID Number (PIN) and current zoning
- Legal description of the property, in text format
- Written consent from property owner, if not the same as the applicant
- Site Plan, including the following information:
 - Property boundary lines, graphic (engineering) scale, North-points, and date of preparation
 - Size, location, height, and dimensions of proposed and existing buildings and structures.
 - Schematic drawings illustrating the locations and dimensions of the building, elevations, exterior building materials and types of construction of all proposed buildings and structures.
 - A scaled plan showing existing buildings and land uses, contiguous land uses, natural topographic features, zoning districts, public throughfares, transportation, and utilities.
 - A scaled site plan of the proposed development showing lot area, the required yards and setbacks, contour lines, common space, and the location, floor ratio, lot area coverage and heights of buildings and structures, size, and location of proposed parking areas with arrangement of bays and aisles and curb cuts, and the indication of the total number of spaces.
 - Schematic drawings illustrating the design and character of the building elevations, types of construction, floor plans of all proposed building and structures, a schedule showing the number, type, and floor area of all uses or combination of uses, and the floor area of the entire development.
 - Size, location, and composition of fencing, refuse enclosures, and landscaped screening material.
 - Landscaping plan indicating size, location, and characteristics of plant materials, if applicable.
 - A site drainage plan for the proposed project *if required*.
 - A photometric/lighting plan for the proposed project *if applicable*.
- Filing fee (Only credit/debit cards and e-checks are accepted at this time.)

Submit online at: <https://bloomington.portal.opengov.com/categories/1080>

If an application is determined to be incomplete, the reviewer will contact the applicant in writing to explain the application's deficiencies. No further processing of the application shall occur until the deficiencies are corrected. All applications must be deemed complete at least 21 days prior to a meeting or public hearing.

For questions or assistance, email planning@cityblm.org or call 309-434-2226 ext. 5

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