ORANGE COUNTY
DEPARTMENT OF PLANNING AND ZONING

COMMUNITY DEVELOPMENT BUILDING
128 WEST MAIN STREET
ORANGE, VIRGINIA 22960

OFFICE: (540) 672-4347
FAX: (540) 672-0164
orangecountyva.gov

SITE PLAN CHECKLIST

Development Name: _____

Point of Contact: _____
(Include Email Address) _____

Zoning District: _____ Tax Parcel #: _____

Date of Plan Submittal: _____

Date of Plan Review: _____

Fees Paid:	☐ Yes (date_____)	☐ No	Amt._____
VDOT Approval:	☐ Yes (date_____)	☐ No	☐ N/A
Health Department Approval:	☐ Yes (date_____)	☐ No	☐ N/A
RSA Approval:	☐ Yes (date_____)	☐ No	☐ N/A
Erosion Control Plans Approved:	☐ Yes (date_____)	☐ No	☐ N/A
E&S Bond or Letter of Credit Posted:	☐ Yes (date_____)	☐ No	☐ N/A
Stormwater Facility Agreement Signed:	☐ Yes (date_____)	☐ No	☐ N/A
Road Bond Set:	☐ Yes (date_____)	☐ No	☐ N/A
Public utility and road easements or right-of-ways recorded:	☐ Yes (date_____)	☐ No	☐ N/A

Site Plan Information

- ☐ Vicinity map with scale of 1"=2,000'
- ☐ Property boundaries and source of title
- ☐ Existing topography and proposed grading
- ☐ Existing and proposed roads (public or private: if private, covenants reviewed/approved?) ☐ Yes ☐ No
- ☐ Existing and proposed utilities
- ☐ Stormwater detention and erosion control measures
- ☐ Proposed building/structure location, floor area, height, and use
- ☐ Location, type and height of all fencing, screening and retaining walls
- ☐ Parking and loading areas, including dimensions and type of surface
- ☐ Lighting plan (photometrics grid)
- ☐ Landscaping plan
- ☐ Recreational/open space areas
- ☐ Elevation drawings of each principal side of each building or structure
- ☐ Information on archaeological, historical and natural resources (location shown on plan)
- ☐ Soil analysis listing representative soil types on site, weights per cubic foot of the soils and whether they have shrink-swell potential (as per current Orange County soil survey)
- ☐ Location of trash collection/recycling facilities and provision for private collection service
- ☐ Sign size, description and location
- ☐ Traffic Impact Analysis addressed
- ☐ Special conditions or proffers met:

_____ _____

_____ _____

Date of Plan Approval: _____