Community and Economic Development Department
3400 Plymouth Blvd
Plymouth, MN 55447
(763) 509-5450

Site Plan and Site Plan Amendments Application Checklist

Please submit digital copies of the following via email to planning@plymouthmn.gov to submit your application. Applications will be processed once all items on this checklist are submitted.

Requirements

- **Completed Planning and Zoning Application Form**, signed by the property owner.
- **Accurate Certified Survey** showing existing conditions and the legal description.
- **Detailed Site Plan,** based on certified survey.
- **Site Plan** showing principal/accessory buildings, parking, landscaping, signage, lighting, and grading.
- **Luminaire Plan** of all exterior lighting (both freestanding and building-mounted), including fixture mounting height, shielding information, and power allowance calculation.
- **Utility Plan,** showing sanitary sewer and water main.
- **Grading, Erosion Control, and Storm Water Drainage Plan,** including storm sewer calculations for storm water runoff and treatment with map.
- **Architectural Elevations of All Buildings Proposed** (to scale). Applications for multifamily, and commercial/industrial developments must include samples of exterior materials and color palette.
- **Typical Floor Plan and Room Plan** (to scale).
- **Fire Protection Plan** showing locations of all fire lanes and fire lane signage, associated turnarounds and dead ends (including turning radius calculations), hydrants, post indicator valves, and fire department connections, and any above or below ground storage tanks.
- **Extent of Proposed Modifications to Land** within a wetland, shoreland, or floodplain district.
- **Sign Plan.**
- **Sound Source Control Plan** and **Air Dispersion Modeling** (if applicable).
- **Transportation Demand Management Plan (TDM)** for office and industrial uses only
- **Narrative** describing the site plan request.
- **Wetland Report,** via email (if applicable).
- **Application Fee** payable to the City of Plymouth:
    - $300, plus $2000 escrow, for Major Projects (new or amendment).
    - $300 for Minor Projects (new or amendment).
    - $200 wetland fee, if applicable.

      Contact planning@plymouthmn.gov to set up online payment. Or submit a check or cash with the request.

Additional information may be requested concerning operational factors or to retain expert testimony with the consent and at the expense of the applicant as necessary to establish performance conditions in relation to all pertinent sections of the zoning ordinance. For a complete list of required materials, refer to Section 21045 of the Plymouth Zoning Ordinance.