PARKING LOT

☐ If project is in a DESIGN OR HISTORIC DISTRICT (DD or DP) – refer to information sheet for supplementary review requirements.

☐ If project is in FLOODPLAIN OR FLOODWAY – refer to information sheet concerning supplementary requirements.

For applications and further information please visit our website at: www.columbiasc.net

SUBMITTAL REQUIREMENTS

Submit plans to: CITY OF COLUMBIA DEVELOPMENT CENTER
Below are the plans necessary for review of a Major Commercial Development. Please note that incomplete plans will not be accepted for review. ALL PLANS MUST BE TO SCALE.

☐ COMMERCIAL PERMIT APPLICATION: 1 copy

☐ CONTRACT (VERIFICATION OF JOB COST): 1 copy

☐ DIGITAL PDF COPY OF PLANS : Refer to Digital Plan Requirements Checklist

☐ SITE PLAN: 3 copies at 18” x 24” minimum
  • Address;
  • Tax Map Sheet #;
  • Property lines;
  • Location of buildings listing gross sq. ft. and use;
  • Calculation of total impervious surface on lot;
  • Location of dumpsters – if utilized;
  • Location of curb cuts; (if new curb cut required, refer to Curb Cut checklist);
  • Location and dimensions of parking and access/driveways;
  • List total number of parking spaces, number of HC accessible spaces, show details and accessible routes.

☐ LANDSCAPE PLAN: 1 copy at 18” x 24” minimum
  • Location of all proposed improvements;
  • Location of all preserved trees (labeled as such);
  • Utility location;
  • Location of any street trees;
  • Location of protected trees;
  • All new trees and shrubs;
  • Plant list of all plantings indicating common & botanical names, quantity, caliper/height of trees & container size of shrubs;
  • NOTE: this information may be provided on site plan if desired.
**TREE PROTECTION: 1 copy at 18” x 24” minimum** *(Consult w/ Land Planner on requirements)*

- All trees identified to be preserved with tree protection detail and notes;
- **NOTE:** This may be shown on Landscape Plan or Site Plan.

**TREE SURVEY: 1 copy at 18” x 24” minimum** *(Consult w/ Land Planner on requirements)*

- Site plan with existing conditions locating all “protected trees” as defined by ordinance;
- **NOTE:** Can be combined with grading plan.

**LAND DISTURBANCE: 2 copies at 24” x 36”**

- **SEE LAND DISTURBANCE HANDOUT**