Site Review Checklist
Commercial

- Site Data Table - Size of site, buildings, parking #’s and areas by square feet
- Number of Employee Estimates for Manufacturing/Warehouse/Industrial Buildings
- Locations of Proposed Additions/Buildings
- Locations of Proposed Site Utilities
- Certified Boundary and Topographic Survey, and Legal description of property and applicable property tax
- Folio Number
- Location, Size, and Type of Existing Trees, tree barricade locations and details, along with Tree Credit Table
- Proposed and existing topographic information for area of construction, Erosion/Sediment Control Plan
- Number of Sleeping Quarters for Hotels, Motels, ACLF, and Boarding Houses
- Number of Dwelling, Beds, or Lodging Units
- Proposed Landscaping, and method of Satisfying Site Buffering requirements per City of Tampa Code
- Chapter 27
- Proposed Parking Spaces, Number, Locations, Handicapped Requirements (existing, required, and provided spaces)
- Proposed Building and Parking Setbacks
- Seating Capacity for Restaurants and other Assembly uses per the Life Safety Code
- Solid Waste Locations and Proposed Screening
- Land Uses of Adjoining Properties
- Finished Floor Elevation of Proposed Work, relative to either existing building for addition, or NGVD/NAVD
- Location and Dimension of Property Lines
- Civil - Site Grading/Drainage Plan, and supporting documentation to satisfy City of Tampa Stormwater Technical Standards Manual/Chapter 21 City Code
- Driveway locations (Existing & Proposed) to be shown
- Sidewalk locations (Existing & Proposed) to be shown
- Cross Section(s) of Driveway Apron(s) from Property Line to Edge of Pavement

The degree of detail required on submitted plans varies depending on the complexity, area and size. This checklist is deemed to be the minimum necessary for an adequate evaluation to be made. More detail and/or information may be required. For more information, please contact the Construction Service Division at 813-274-3100.