

# City of Sioux Falls Zoning Site Plan Checklist



City of Sioux Falls  
**PLANNING AND  
BUILDING SERVICES  
DEPARTMENT**

## Information Needed for Commercial, Industrial, Warehouse Institutional, Office, Apartments, and Townhouses

A complete set of plans and an EXTRA site plan that shows the following:

1. Applicant's name, address, and phone number.
2. Legal description.
3. Project Address (if known).
4. Name of project/business.
5. Owner's name, address, and phone number.
6. Scale and North Arrow.
7. Property lines with dimensions and property area (square footage).
8. All existing and proposed buildings, additions, and changes in use; show all dimensions and gross floor area for each use (include mezzanines).
9. Building height and number of stories.
10. All protrusions (balconies, fireplaces, air conditioners, vestibules, overhangs, etc.).
11. All easements.
12. First floor elevation (show floodplain and/or floodway line if applicable).
13. Distance from all building lines and parking lot borders to property lines at the closest points.
14. **Daycare**—No. staff \_\_\_\_\_, No. licensed for \_\_\_\_\_; **Hotel/motel**—No. rooms/suites \_\_\_\_\_;  
**Place of worship/restaurant/bar**—No. seats \_\_\_\_\_;  
**Apartments**—No. bedrooms per dwelling unit \_\_\_\_\_; (provide unit mix)  
**Manufacturing/wholesaling/warehouse**—No. employees on maximum shift \_\_\_\_\_;  
**Hospital/nursing home/assisted living/institutional home**—No. beds \_\_\_\_\_.
15. Parking lot: Designate each space (dimensions of lot, stalls, and aisles), the proposed parking lot surface, handicap accessible and compact spaces (and show location of signage for both), curb/bumper blocks, and stacking spaces (if required for drive-up window/device).
16. Loading space(s): Show location and size (14' x 35' is required size).
17. Parking lot screening: Show height, location, and type of material to be used.
18. Trash container area(s) that are located outside of buildings and the screening height and material.
19. Describe the uses of all adjacent property, including across a street or alley.
20. Curb cut(s) and public sidewalk (existing and proposed).
21. If outside lighting is proposed, provide a catalog cut sheet (picture) showing each type fixture, the lumens (or wattage), and height of pole mounted fixtures above the parking lot surface. Photometric Plans are required if the property is adjacent to DD, AD, or MD Forms.
22. Names and locations of all adjacent streets, alleys, waterways, or other public ways.
23. Either supply a separate landscape plan or fully describe the location, type, and size of materials on the site plan. Landscape schedule should include the number of landscaping units provided and describe the type of ground cover in the required front yard setback.
24. Proposed topography.
25. All public and private utilities on the property and adjacent public property.

Please submit one reduced (8 1/2" x 14" **or** 11" x 17")  
copy of the site plan or a third full-sized site plan.

**This information will expedite the zoning review of the plan.  
If you have any questions, please call us at 605-367-8254.**

- Form Proposed**
- Site Plan Checklist**
- Landscape Standards**
- Parking Schematic**
- Setbacks**
- Outdoor Lighting**
- Number of Parking Spaces**
- Buffer Yards with Plantings**
- Floodplain**