



City of Englewood
 Community Development Department
 1000 Englewood Parkway
 Englewood, CO 80110
 303-762-2342
 www.Englewoodgov.org

**SITE IMPROVEMENT PLAN
 CHECKLIST**

Only **complete** applications will be accepted.
 Please use the following Checklist to complete your application.

Applicant ✓	City ✓	Checklist Items
		Application Form
		Completed Checklist (this form)
		Letter of Authorization (if applicant is not the property owner)
		Site Plan:
		Sheet Size: 8 ½" x 11" or 11" x 17" or 24" x 36"
		Include the following items on the site plan:
		Written and graphic scale (Example: 1" = 10')
		North arrow
		Property address
		All structures with dimensions (including building height)
		Property dimensions
		Lot size (in square feet and acres)
		Dimensional setbacks to property lines
		Landscape plan
		Other Documents: Provide 1 copy of any special agreements, easements, conveyances, restrictions or covenants governing the property
		Additional material/information as requested by City Manager or Designee
		For detailed information on Site Improvement Plans, see Section 16-2-9 of the Unified Development Code.

Avoid delays - Submit a complete application!