

ZONING CHECK REVIEW APPLICATION CHECKLIST



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1. **Signed Land Use Application Form**
 2. **Narrative**
A complete and detailed narrative description of the proposed development and the existing site conditions, existing buildings, public facilities and services, presence of natural features, a discussion of the approval criteria for all permits required and how the criteria are or can be met, and any other information indicated by staff at the pre-application conference.
 3. **Code Criteria**
A narrative explaining all aspects of the proposal in detail and addressing each of the criteria listed in Chapter 151.180 and any other applicable section of the Banks Municipal Code.
 4. **Site Plan Drawings**
A scale-drawing of the property, displaying the dimensions and arrangements of the existing and proposed uses.
 5. **Architectural Drawings**
Include building elevations and envelopes if architectural work is proposed.
 6. **Additional Information or Reports (If Required)**
 7. **All Required Application Fees**