

City of Hobart Planning Department  
 414 N. Main St. Hobart IN, 46342  
[planning@cityofhobart.org](mailto:planning@cityofhobart.org)  
 (219) 942-7985



**Site Plan Review:**

The intent of the Site Plan Review is to provide for the adequate, consistent review of development to ensure consistency with the Comprehensive Plan; accommodate traffic and utility systems; and address the unique characteristics of certain areas of development. Site Plan review is provided for by the Indiana Code 36-7-4-1400 series and §154.420 of the Hobart Municipal Code. The Site Plan Review process is not intended to provide an alternative to rezoning, variance, conditional use, platting, or other established procedures; but rather to allow for the administrative review of site conditions and plans for consistency with applicable requirements prior to the issuance of Improvement Location Permits. If any additional Plan Commission or Board of Zoning Appeals action is necessary, those petitions must gain approval prior to site plan being approved.

**\*Fees:**

|            |                                               |
|------------|-----------------------------------------------|
| Minor:     | \$50.00                                       |
| Major:     | \$150.00                                      |
| Major w/RA | \$150.00 plus cost of Reimbursement Agreement |

\*City Planner shall determine category for each site plan

**Procedures:**

- A. Consultation with staff to determine scope of review needed.
- B. Meeting with Plan Review Committee prior to submission of application to address concerns associated with site. (typically only required for new development or major renovation/redevelopment)
- C. Submission of site plan, completed application, and all other documents required by staff;
  - i. The Tuesday after a regularly scheduled Plan Commission meeting prior to the following month's Plan Commission meeting a complete application is due.
- D. Mail site plan, application, and any other required documentation to attached members list.

I, \_\_\_\_\_ (Owner/Agent\*) this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ request to petition the City of Hobart Plan Commission, Site Plan Review. I agree to comply with all aspects of the City Of Hobart Municipal Code and all conditions set forth.

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|             |           |      |
|-------------|-----------|------|
| Owner/Agent | Signature | Date |
|-------------|-----------|------|

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|               |      |                       |
|---------------|------|-----------------------|
| Notary Public | Date | My Commission Expires |
|---------------|------|-----------------------|

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|                                   |      |
|-----------------------------------|------|
| City Planner/Zoning Administrator | Date |
|-----------------------------------|------|

\*If petitioner is not the owner of the underlying property, they will need a Power of Attorney.

Docket No. \_\_\_\_\_

APPLICATION FOR SITE PLAN REVIEW AND APPROVAL

DEVELOPMENT NAME \_\_\_\_\_

Owner of Property \_\_\_\_\_ Phone No. \_\_\_\_\_

Name of LLC \_\_\_\_\_ Phone No. \_\_\_\_\_

Address of Owner \_\_\_\_\_

Applicant & Address \_\_\_\_\_ Phone No. \_\_\_\_\_

We are the owners of the real estate included in said subdivision/development.

General location by reference to nearest north, south, east and west streets

\_\_\_\_\_  
\_\_\_\_\_

Address of Site \_\_\_\_\_ (attach plat of survey)

Legal description  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Township \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

Area (in acres) \_\_\_\_\_ No. of lots \_\_\_\_\_ Length in feet of dedicated streets for public use \_\_\_\_\_

Purpose/Modifications/Use Change  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Present Zoning \_\_\_\_\_

Furnish plans drawn to scale showing the following:

- 1) Location and size of all buildings and structures already on the land and those to be erected \_\_\_\_\_
- 2) Drainage \_\_\_\_\_
- 3) Parking/Traffic \_\_\_\_\_
- 4) Street cuts – size of all entrances to and exits from the land, including all adjacent streets and highways \_\_\_\_\_
- 5) Setbacks/Building lines/No access designations \_\_\_\_\_
- 6) Elevation of all buildings to be constructed \_\_\_\_\_
- 7) Landscape plan/Screening \_\_\_\_\_
- 8) Lighting \_\_\_\_\_
- 9) Hydrants \_\_\_\_\_
- 10) Signage \_\_\_\_\_
- 11) Dumpster(s) \_\_\_\_\_