



DESIGN REVIEW APPLICATION

**CITY OF HORN LAKE
3101 GOODMAN ROAD
HORN LAKE, MS 38637
662-342-3559 FAX: 662-342-3485**

Name of applicant: **PLEASE PRINT** _____

Address _____ Telephone _____

As architect, approval is requested for plans submitted for a structure to be constructed on property located at: (include subdivision name and lot number)

Proposed use of building: _____

Application shall be filed by the twentieth of the month prior to the regularly scheduled meeting of the second Monday of the month, unless otherwise announced. **TEN COLLATED** copies of elevations and detailed landscape plans addressing the following items shall be submitted. Plans shall be folded to 8" x 11". It is recommended that both the owner and the architect attend the meeting.

The following items shall be submitted for consideration of approval:

GENERAL DESIGN

1. Site layout.
2. Building elevations (front, side, rear).
3. Exterior materials (roofing, exterior, etc. Sample materials shall be brought to the meeting and not sent with the application.
4. Curbs, sidewalks, paving, points of ingress/egress.
5. Parking lots showing layout, traffic circulation, lighting in parking area, and landscaping in the parking area. (Parking islands are required between each group of ten (10) parking spaces or as approved on landscaping plan)
6. Trash collection area, location and screening, type of container to be used.
7. Vents (plumbing, heating, etc.) should be hidden from public view and grouped together when practical.

8. Electrical and gas meters shall be located in the rear of the commercial project in an accessible area and screened from public view, underground feed where applicable
9. Mechanical units must be shown and screening described.
10. Landscaping plan to include the following: type and size of trees, shrubs, and plants, location of trees, (existing trees shall be saved if possible), type and location of landscaping in parking area.
11. Mailboxes—show location of cluster mailboxes—show landscaping and type of cover.
12. Signs:
 - a. Location and details on all exterior signs.
 - b. Show color and lighting
 - c. Show shape, height, size and landscaping around sign.
 - d. Must meeting sign ordinance requirements.
13. Impervious surfaces such as roofs, pavement, and sidewalks shall not cover more than eighty (80) percent of the site area.
14. This commission is not authorized to grant variances from the requirements of the Horn Lake Zoning Ordinance or the Horn Lake Subdivision Regulations.

DESIGN REVIEW FEE: \$200.00

CASH_____ **CHECK #**_____

SIGNATURE OF APPLICANT