

RANKIN COUNTY SITE PLAN REQUIREMENTS

Site plan requirements will vary due to occupancy types. However, for your convenience, we have created the following list of requirements for a commercial or multifamily building or development.

Two sets of plans must be submitted to the Office of Community Development, for approval before a permit will be issued.

1. **Legal description of the property either by lot and block or metes and bounds. Also, please provide the parcel number of the property.**
2. **Obtain a street address from Rural Addressing at 824-2423.**
3. **Provide occupancy classification of the structure. Choose from the following: assembly, business, factory, mercantile, educational, institutional or hazardous.**
4. **Layout of the structure(s) as you propose to situate them on your property. Indicate setbacks from property lines and/or from other buildings located on the property.**
5. **Flood zone classification. This information may be on your deed of trust. Building Department personnel MAY be able to help you with this information, but in many cases this INFORMATION SHALL BE PROVIDED BY A LICENSED SURVEYOR OR ENGINEER.**
6. **Indicate proposed drainage patterns. Please remember to budget for erosion control devices (hay, silt fencing, etc.) In some cases, this may involve supplying proposed and finished elevations.**
7. **Contact the Board of Supervisors at 825-1475 for information concerning culvert requirements and hauling permits.**
8. **Provide building height. Cell phone towers shall provide adequate information to ensure that their structure meets applicable wind loads (90 mph).**
9. **Provide building floor area for each floor.**
10. **Provide proposed means of egress for each floor of each building (door layout). Also, indicate proposed entrance and exits onto public and private roads.**

- 11. Please indicate proposed handicap ramp and parking spaces. For parking requirements, refer to the Transportation and Engineering Handbook for appropriate standards.**
- 12. In many occupancy types state law requires installation and maintenance of Underwriters Laboratories approved backflow preventers.**
- 13. Indicate proposed utility connections and easements and the relevant utility companies involved.**
- 14. Businesses that prepare food for sale must submit a plan to the Rankin County Health Department for approval of hand sinks and grease traps.**
- 15. Submit copy of approved storm water plan from DEQ on sites that are 5 acres or larger.**