



S5 SPECIFIC APPLICATION FORM - CONSERVATION DEVELOPMENT ALTERNATIVE

Section 8.3 of the Unified Development Code

All documents shall be sent via email or through ShareSync/FTP file. The following steps must be completed, and the items must be submitted for the application to be deemed complete and processed:

- ☐ Pre-Application Conference prior to application submittal.
- ☐ Concept plan approval required.
- ☐ A completed Universal Application and checklist signed by the owner/s of the property.
- ☐ Complete sets of plans and all items listed in the Plat Submittal checklist.
- ☐ Conservation Development Plan: including site plans, maps, architectural elevations, and information about proposed use.
- ☐ Site Analysis Map showing the following features:
 - a. Exact property boundaries, topographic contours, delineated wetlands, special flood hazard areas, existing roads, and existing structures based on an on the ground survey or aerial imagery;
 - b. All streams, rivers, lakes, and other hydrologic features;
 - c. General vegetation characteristics;
 - d. General soil types as determined from the latest soil survey by the Natural Resources Conservation Service of the United States Department of Agriculture;
 - e. Planned location of protected Open Space;
 - f. Total acreage of buildable area in the Conservation Development;
 - g. Potential connections with existing green space and trails;
 - h. Location and total area of proposed impervious surfaces;
- ☐ Payment of all other applicable fees (see Schedule of Fees)
- ☐ An accurate metes and bounds description of the subject property (or other suitable legal description).
- ☐ Management Plan, as required by the UDC Section 8.3 (4).
- ☐ Acknowledgment that the sign posted by the applicant on the property fifteen (15) days prior to the public hearing will be maintained until the request is heard at the public hearing.
- ☐ Provide evidence or proof that all taxes and obligations have been paid regarding the subject property.
- ☐ Legal Instrument of Permanent Protection. A Conservation Easement, as described in UDC Section 8.3 (7), will be placed on the Open Space and recorded simultaneously with the Final Plat.