



S9 SPECIFIC APPLICATION FORM - CONCEPT PLAN

Section 3.8 (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 following items must be submitted for the application to be deemed complete and processed:

- ☐ Pre-Application Conference prior to application submittal.
- ☐ A completed Universal Application and checklist signed by the owner/s of the property.
- ☐ Title report.
- ☐ Payment of all other applicable fees (see Schedule of Fees).
- ☐ Copy of the legal description (metes and bounds) of the area. If the property is platted, a copy of the plat should be provided.
- ☐ Location/vicinity map showing the location, boundaries of the proposed development, adjacent subdivisions, and the streets in the vicinity of the site. Indicate scale or not to scale (NTS) and provide north arrow.
- ☐ Conceptual plans in conformance with the Unified Development Code (UDC) and Comprehensive Plan showing the following:
 - ☐ General topographic conditions, floodplains, watercourses, recharge zones, geological features, protected areas, and any other significant environmental features that may affect the site.
 - ☐ General layout of proposed buildings, the forms and densities proposed, cultural and recreational facilities, and amenities, if applicable.
 - ☐ Total acreage of the site, areas of residential and non-residential development proposed, the number of acres proposed to be dedicated as community open space, and area of impervious cover.
 - ☐ Total number of residential dwelling units of each type proposed, and the approximate gross square footage of each type of non-residential development proposed.
 - ☐ General layout of pathways, driveways and streets in the subdivision, and any on-site or off-site traffic improvements proposed.
- ☐ Conceptual plan for the provision of water and waste water.
- ☐ Conceptual drainage plan.
- ☐ Conceptual tree protection plan.
- ☐ Phasing plan, if applicable.
- ☐ Evidence or proof that all taxes and obligations have been paid for the subject property.