

CITY OF FAYETTEVILLE, ARKANSAS

CONCEPTUAL PLAT

FOR STAFF USE ONLY	FEE: \$50.00/meeting
Date Application Submitted:	
Date Accepted as Complete:	S-T-R:
Case / Appeal Number:	PP#:
Public Hearing Date:	Zone:

Please fill out this form completely, supplying all necessary information and documentation to support your request.

Application:

Indicate one contact person for this request: _____ Applicant _____ Representative

Applicant (person making request):

Representative (engineer, surveyor, realtor, etc.):

Name: _____

Name: _____

Address: _____

Address: _____

Email: _____

Email: _____

Phone: _____

Phone: _____

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Fax: _____

Fax: _____

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Site Address / Location: _____

PROPERTY OWNER(S) / AUTHORIZED AGENT: I/we certify under penalty of perjury that I am/we are the owner(s) of the property that is the subject of this application and that I/we have read this application and consent to its filing. (If signed by the authorized agent, a letter from each property owner must be provided indicating that the agent is authorized to act on his/her behalf.)

Owners (attach additional info if necessary):

Name (printed): _____

Address: _____

Signature: _____

Date: _____

Phone: () _____

Email: _____

Name (printed): _____

Address: _____

Signature: _____

Date: _____

Phone: () _____

Email: _____

APPLICANT / REPRESENTATIVE: I certify under penalty of perjury that the foregoing statements and answers herein made all data, information, and evidence herewith submitted are in all respects, to the best of my knowledge and belief, true and correct. I understand that submittal of incorrect or false information is grounds for invalidation of application completeness, determination, or approval. I understand that the City might not approve what I am applying for, or might set conditions of approval.

Name (printed): _____

Date: _____

Signature: _____

CHECKLIST:

Attach the following items to this application:

- Payment in full of applicable fees for processing the application - \$50.00 per meeting
- Complete written description of this review request including scope, nature and intent of development. *Please identify any specific design features or issues desired for input by staff and/or Planning Commission.*
- **One (1) copy** of concept plat or plan **collated, bound, and folded** to page size with title information on the outside. The concept plat or plan submittal should including the following information:
 - (1) Scale. The concept plat or plan should be drawn at 1 inch = 100 feet or 1 inch = 200 feet on any material so long as it portrays the intent of the developer;
 - (2) Vicinity map. A vicinity map which shows the proposed subdivision location in relation to the nearest arterial and collector streets on the Master Street Plan or Washington County Highway Plan;
 - (3) Topography. Topography (USGS is sufficient);
 - (4) Natural or physical features. Existing watercourses, floodplains, tree cover, and other natural or physical features or restricting elements;
 - (5) Utilities. Type of utilities to be provided;
 - (6) Proposed use. Proposed use of all land;
 - (7) Traffic system. Existing and proposed traffic system;
 - (8) Structures. Proposed type and number of structures;
 - (9) Developer identification. Name, address, and telephone number of owner, developer, and engineer or surveyor; and
 - (10) Subdivision identification. Subdivision name, scale, date, north arrow and acreage.
- For projects containing commercial structures, **one (1) colored rendering, folded to page size**, should also be provided depicting the architectural concept for the structures.
- CD or USB Flashdrive containing all required submittal items including application, plat/plan, written description, etcetera, in PDF form.
- Desired level of review (check one):
 - Technical Plat Review (reviewed by City staff and utility providers); or
 - Planning Commission (reviewed by City staff and Planning Commission, open for public comment)