

# CONCEPT REVIEW APPLICATION

<b>Project Name:</b>

The Town of Timnath reserves the right to reject incomplete submittals, per the Code requirements. Please submit completed application and required materials for staff review prior to a meeting with the Community Development Department.

**Project Name:** \_\_\_\_\_

**Project Address/Location:** \_\_\_\_\_

**Existing Zoning:** \_\_\_\_\_ **Proposed Zoning:** \_\_\_\_\_ **Existing PD Overlay:**  Yes  No

**Is this property part of the Harmony Corridor?**  Yes  No

Refer to section 5.10 of the Land-Use Code to ensure the project conforms to Harmony Corridor Standards prior submitting application.

**APPLICANT:**

**Name:** \_\_\_\_\_ **Company:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**OWNER/AUTHORIZED REPRESENTATIVE:**

**Name:** \_\_\_\_\_ **Company:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Concept Review Checklist:**

<input type="checkbox"/>	Completed checklist with property owner’s authorized representative information
<input type="checkbox"/>	Narrative description of proposed concept. For site plans include proposed number of employees, type of business, number of units, etc. Narrative shall also include a description of all structures to be built on the site including: size quantity, use and number of units per structure. For residential include proposed number of lots, lot sizes, density (single, multi-family etc.) Include any modifications to the Land Use Code if applicable.
<input type="checkbox"/>	Concept drawing, including all information required below

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**Concept Drawing Checklist:**

<input type="checkbox"/>	Concept drawings shall be legible and accurately drawn to an appropriate scale
<input type="checkbox"/>	Indication of drawing scale and symbol designating true north
<input type="checkbox"/>	Property address, legal description (township, range, lot, block, subdivision) or location depicted on a vicinity map
<input type="checkbox"/>	Names, addresses and phone numbers of the applicant and firms or person responsible for preparing the drawing
<input type="checkbox"/>	Building height(s) (if applicable)
<input type="checkbox"/>	Indication of proposed landscape areas depicted by cross-hatching of areas & include percentage of planned open space (actual plant material and details not required for concept review)
<input type="checkbox"/>	Distances from proposed and existing structures to all property lines (for site plans)
<input type="checkbox"/>	The location and dimensions of all proposed and existing easements, rights-of-way, access points, paved areas, structures and their uses, and detention ponds

**Certification:** *Must be signed with **BLUE INK***

**OWNER CERTIFICATION OF COMPLETED APPLICATION**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**APPLICANT CERTIFICATION OF COMPLETED APPLICATION**

I certify that the information and attachments I have submitted are true and correct to the best of my knowledge. In filing this application, I am acting with the knowledge and consent of the property owners. I understand that all materials and fees required by the Town of Timnath must be submitted prior to having this application processed.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_