

FORM P(2): SITE DEVELOPMENT PLAN REVIEW - D.R.B. PUBLIC HEARING

- SITE DEVELOPMENT PLAN FOR SUBDIVISION (DRB15)** **Maximum Size: 24" x 36"**
- 5 Acres or more & zoned SU-1, IP, SU-2, PC, or Shopping Center: Certificate of No Effect or Approval
 - Scaled site plan and related drawings (folded to fit into an 8.5" by 14" pocket) **10 copies**
 - Zone Atlas map with the entire property(ies) clearly outlined
 - Letter briefly describing, explaining, and justifying the request
 - Letter of authorization from the property owner if application is submitted by an agent
 - Copy of the document delegating approval authority to the DRB
 - FORM DRWS Drainage Report, Water & Sewer availability statement filing information
 - Proposed Infrastructure List (Figure 18)
 - Office of Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
 - Sign Posting Agreement
 - Completed Site Plan for Subdivision Checklist
 - 6 copies of the Infrastructure List, if relevant to the site plan
 - Traffic Impact Study (TIS) form with required signature
 - Fee (see schedule)
 - List any original and/or related file numbers on the cover application
 - Grading and Drainage Plan/Drainage Report Submittal to Hydrology
- (Grading and Drainage Plan/Drainage Report must be submitted to Hydrology prior to DRB application submittal. Grading and Drainage plans may have to be approved prior to DRB approval.)**

DRB hearings are approximately 30 DAYS after the filing deadline. **Bring the original** to the meeting. **Your attendance is required.**

- SITE DEVELOPMENT PLAN FOR BUILDING PERMIT (DRB14)** **Maximum Size: 24" x 36"**
- N/A 5 Acres or more & zoned SU-1, IP, SU-2, PC, or Shopping Center: Certificate of No Effect or Approval
 - Site plan and related drawings (folded to fit into an 8.5" by 14" pocket) **10 copies**
 - N/A Site Plan for Subdivision, if applicable, previously approved or simultaneously submitted. (Folded to fit into an 8.5" by 14" pocket.) **10 copies** for DRB public hearings
 - Solid Waste Management Department signature on Site Plan
 - Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
 - Letter briefly describing, explaining, and justifying the request
 - Letter of authorization from the property owner if application is submitted by an agent
 - Copy of the document delegating approval authority to the DRB
 - FORM DRWS Drainage Report, Water & Sewer availability statement filing information
 - Proposed Infrastructure List (Figure 18)
 - Office of Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
 - Sign Posting Agreement
 - Completed Site Plan for Building Permit Checklist
 - 6 copies of the Infrastructure List, if relevant to the site plan
 - Traffic Impact Study (TIS) form with required signature
 - Copy of Site Plan with Fire Marshal's stamp
 - Fee (see schedule)
 - List any original and/or related file numbers on the cover application
 - Grading and Drainage Plan/Drainage Report Submittal to Hydrology
- (Grading and Drainage Plan/Drainage Report must be submitted to Hydrology prior to DRB application submittal. Grading and Drainage plans may have to be approved prior to DRB approval.)**

D.R.B. hearings are approximately 30 DAYS after the filing deadline. **Bring the original** to the meeting. **Your attendance is required.**

- AMEND SITE DEV PLAN FOR SUBDIVISION or BUILDING PERMIT (DRB10)** **Maximum Size: 24" x 36"**
- Proposed amended Site Plan (folded to fit into an 8.5" by 14" pocket) **10 copies**
 - DRB signed Site Plan being amended (folded to fit into an 8.5" by 14" pocket) **10 copies**
 - DRB signed Site Plan for Subdivision, if applicable (required when amending SDP for Building Permit) **10 copies**
 - Zone Atlas map with the entire property(ies) clearly outlined
 - Letter briefly describing, explaining, and justifying the request
 - Proposed Infrastructure List (Figure 18)
 - Letter of authorization from the property owner if application is submitted by an agent
 - Office of Coordination inquiry response, notifying letter, certified mail receipts
 - Sign Posting Agreement
 - Completed Site Plan for Building Permit Checklist (not required for amendment of SDP for Subdivision)
 - 6 copies of the Infrastructure List, if relevant to the site plan
 - Traffic Impact Study (TIS) form with required signature
 - Fee (see schedule)
 - List any original and/or related file numbers on the cover application

D. R. B. hearings are approximately 30 DAYS after the filing deadline. **Bring the original** to the meeting. **Your attendance is required.**

I, the applicant, acknowledge that any information required but not submitted with this application will likely result in deferral of actions.

Lee Morris
 Applicant name (print)
 5/16/2018 2:08:28 PM CDT
 Applicant signature / date



Form revised **January 2018**

- Checklists complete Application case numbers
- Fees collected _____-_____-_____
- Case #s assigned _____-_____-_____
- Related #s listed _____-_____-_____

Project #: _____
 Planner signature / date