



PROJECT: _____

PRELIMINARY DEVELOPMENT PLAN CHECKLIST

Section [1143.11\(c\)](#) Powell Planning and Zoning Code

1. Name, address, phone number of applicant
2. Name, address, phone number of engineer or planner
3. Legal description of property
4. Description of present use(s) on site
5. Vicinity Map to include:
 - a. All property lines
 - b. Existing streets or alleys
 - c. Approved future streets on adjacent areas
 - d. Transportation elements from Comprehensive Plan
 - e. Land Use elements from Comprehensive Plan
 - f. Current Zoning Classifications/Boundaries
 - g. Current land uses on site
 - h. Current land uses within 250 feet of site
6. Preliminary Development Plan Drawing
 - a. Property line definition & perimeter dimensions
 - b. Existing R/W & pavement widths on existing, currently platted or approved streets on or adjacent to site
 - c. Area of site and its subareas in acres
 - d. Topography of site and abutting areas at no more than five foot contour intervals
 - e. Existing surface drainage-ways and surface sheet flow patterns
 - f. Flood plain areas, ravine-bottom areas, and areas of ground slope greater than six percent
 - g. Existing vegetation on site, spotting all trees six inches or greater in diameter
 - h. Existing easements; type, extent, and nature
 - i. Existing utilities; location, size, type, and elevations
 - j. Calculation of maximum residential units permitted on site as determined by Zoning Ordinance; include any sub-districts of site
 - k. Preliminary plan for first, or next, development phase illustrating:
 1. New street centerline, R/W and street classification types
 2. Names of existing and proposed streets
 3. Lot and block layout including property lines, lot areas, minimum building setbacks and yards, and location and extent of off-street parking areas.

4. Sub-areas of site to be developed including land use type, housing type and density and sub-area statistics
5. All proposed structures including size, user types, expected entrances, and service or loading areas
6. Size and location of common open areas, public lands, and natural scenic easements
7. Proposed landscape treatment of site
8. Any proposed utility provisions including sanitary sewer, individual waste disposal, storm sewer, trash collection, outdoor lighting and water supply. Include feasibility studies or other evidence of reasonableness.
9. Provisions for surface drainage runoff
10. Proposed architectural design criteria
11. Proposed pedestrian/jogging/bicycle or equestrian pathways including location, dimensions, landscaping, and relationship to existing or proposed future pathways on surrounding property
12. Overall site development statistics comparing this plan with requirements of Zoning Ordinance and Comprehensive Plan
 - l. Projected development schedule by sub-areas for entire project
 - m. Overall traffic scheme including points of access, parking areas showing number of spaces, visitor, employee, and service traffic flow, calculated peak hour use and effect of traffic on community as a whole.
 - n. A development plan text describing development of entire site or if done in phases, the phasing of the project and a description as to how the development plan meets the requirements of the Zoning Ordinance and the Planned Development requirements within.
7. Evidence of the ability of the applicant to have control of the land and ability to carry forth plan with financing within the next two years
8. Evidence of the ability for applicant to post a bond or other such assurance that the public improvements within the project can be completed by the developer
9. Verification by applicant that the information provided is true and correct to the best of their knowledge.
10. A statement of the character and nature of the development including cost range and rent levels for housing and general type of commercial, business, or industrial developments.
11. A statement of the general impact the development will have on infrastructure, municipality and schools including projected demographics, traffic study and a fiscal impact analysis.
12. A fee as established by the ordinance.
13. Consult with Applicant regarding all pertinent fees (Development Fee, Recreation Fee, etc)

Section [1143.11\(g\)](#) Approval in Principle of the Preliminary Development Plan

THE FOLLOWING SHALL BE CONSIDERED IN APPROVING THE PRELIMINARY DEVELOPMENT PLAN:

1. Is the proposed development consistent with the intent and requirements of this Ordinance?
2. Are the proposed land uses with regard to their type, location, amount, and intensity, where not specified by the Zoning Ordinance, appropriate?

3. Are the relationships between uses, and between uses and public facilities, streets and pathways systems adequate?
4. Are the provisions for traffic and circulation, and the geometry and characteristics of street and pathway systems adequate?
5. Are yard spaces and uses at the periphery of the development adequate?
6. Are open spaces, natural preserves, parklands and their relationships to land use areas and public access-ways adequate?
7. Is the order, or phases, of development appropriate for the land uses and quantities to be developed?
8. Is the time needed to complete the development and its various phases appropriate?
9. Are any improvements necessary to be made by the Municipality and if so what are their costs?
10. What is the cost of providing public services to the development by the Municipality?
11. What kind of impact will there be on the surrounding or adjacent areas and the community?

FINAL DEVELOPMENT PLAN CHECKLIST

Section [1143.11\(i\)](#) *Final Development Plan Contents*

1. All information required for the Preliminary Development Plan
2. All plan materials rendered on an engineering survey of the proposed development site showing:
 - a. Dimensions and bearings of property lines
 - b. Property areas in areas
 - c. Topography
 - d. Existing features of the site including wooded areas
 - e. Structures
 - f. Easements
 - g. Utility lines
 - h. Land uses
 - i. Maximum building footprints for all non-residential and multifamily uses
3. Engineering feasibility studies and plans showing:
 - a. Water
 - b. Sewer
 - c. Drainage
 - d. Electricity
 - e. Telephone
 - f. Natural gas
 - g. Waste disposal facilities
 - h. Street improvements
 - i. Nature and extent of earthwork required for site preparation and development
4. Detailed landscape plan showing:

- a. Existing landscape materials
 - b. Proposed landscape materials
 - c. Ground cover
 - d. Paving patterns and materials
5. Deed restrictions, protective covenants, and other legal statements or devices used to control the use, development and maintenance of improvements within the development including common areas.
6. A final development plan fee as established by ordinance.

Section [1143.11\(k\)](#) Recommendation by the Planning and Zoning Commission

THE FOLLOWING SHALL BE CONSIDERED IN APPROVING THE FINAL DEVELOPMENT PLAN:

- 1. Can the development plan or its phase be initiated within two years and completed within five years?
- 2. Have the requirements of the Comprehensive Plan relative to the site been fulfilled?
- 3. Are the proposed streets suitable and adequate to carry anticipated traffic, and will increased densities generate traffic in such amounts to overload the street network outside the development plan area?
- 4. Can the non-residential development be justified at the location and in the amounts proposed?
- 5. Are the housing densities warranted by the amenities and conditions incorporated in the development plan and in accordance with the planned district development requirements?
- 6. Are the lands to be dedicated to public use of acceptable and usable size, shape, and location?
- 7. Can the area surrounding the proposed development be planned and zoned in coordination with and in substantial compatibility with the proposed development?
- 8. Are the existing and proposed utility services adequate for the population densities and uses proposed?
- 9. Has adequate provision been made for the detention, retention, and channelization of surface drainage runoff?