



FINAL PLAT APPLICATION

FOR PLANNING & ZONING DEPT. USE ONLY	
File No. _____	
Amount Received: _____	Date Paid: _____
Staff Signature: _____	Date: _____
Applicant Signature: _____	Date: _____
P&Z Regular Meeting Date: _____	
Date Completed Application Was Received: _____	
	(Official Date Stamp)

Parcel Number: _____

Project Name: _____

Project Address: _____

Description of project: _____

Applicant Name: _____

Applicant Address: _____

Applicant Phone Number: _____ **Fax Number:** _____

E-Mail Address: _____

_____ affirms that he is/ she is/ they are the owners/ specifically authorized agent of the property located at: _____

_____ petitions the City of Fayetteville Planning and Zoning Commission to consider the proposed site final plat located in a _____ zoning district.

The applicant tenders herewith the sum of \$_____ (**\$300.00 + \$50 each additional lot**).

- ◆ *Applications will not be considered complete until all items have been supplied. **Incomplete applications will NOT***
- ◆ ***be placed on the Planning & Zoning Commission agenda and will be returned to the applicant.***
- ◆ *All items must be reviewed and approved by Staff & must be in compliance with current City Ordinances.*
- ◆ *The City shall have five business days in order check applications for completeness.*

APPLICATION/CHECKLIST

*Return this APPLICATION/CHECKLIST with submittal.- **Incomplete submittals will not be reviewed.***

Eight (8) 24"x36" printed copies and PDF copy of the development site plan and elevations for departmental review.

To include:

- Vicinity map showing project location, north arrow, graphic scale & date
- Complete survey including property boundary lines, with bearings & distances
- Existing roads, streets, highways, & respective r-o-w widths on or adjacent to property
- Existing drainage ditches, canals, water courses, and drainage easements on or adjacent to the property
- Existing buildings, structures, and facilities on development property and adjacent property
- All existing utility lines on or adjacent to the property
- Adjacent property land uses, zoning and property owner names
- A complete legal description of the property
- Impact on classification and structure of existing dams. Provide dam break analysis if applicable.

Five (5) 11"x 17" copies of the site plan & all four sides color elevations for Commission review.

- PDF or JPEG file of site plan & color elevations
- Narrative describing nature & scope of project
- Material Samples
- Wetlands boundary determination & Certification (USACofE)
- Topographic Survey, drainage plan and storm water runoff calculations
- Grading & utility plan, including:
 - Final design & layout of underground electric, telephone, gas & cable TV utility lines
- Soil erosion & sediment control plan, including:
 - Detail sheets for soil erosion & sediment control facilities
- Storm water management facilities and utility profiles

Storm Water Management Plan, showing downstream impact & final disposition of water (Storm Water Management Plans shall meet the requirements of Ordinance 0-30-02, Storm Water

- Quality Ordinance, adopted June 20, 2002.)
- Future Conditions Floodplain (if project is in a drainage basin of 100 acres or larger).
- CAD/GIS Data Submission Standards
- Tree Protection Plan (TPP) including:
 - Tree survey & identified trees requested for removal
 - Tree protection zones and proposed tree protection methods
 - Tree planting & replacement plan
 - Name, registration & contact info for responsible professional
- Lighting Plan, conforming to the provisions of Section 94-322
- Existing & proposed fire hydrant locations
- Proposed access to existing roads, circulation routes, parking space layout & dimensions
- Proposed setbacks, buffers, open spaces areas, landscaped areas, & impervious surface calculations.
- Water supply & sewage disposal plans
- Letters of capability & commitment to serve water, sewer, electric, telephone, & cable TV from the affected agencies
- Dept. of Natural Resources permits & approvals
- DOT encroachment permit
- Fire safety standards approval by Fire Official
- Mainstreet Director's certification of compliance (for projects within Mainstreet District)
- Must check with City's Building Department, Finance Department and Water Department for other possible fees ie: sewer assessment, impact fees, etc.

1. Building Dept. (Greg Taliercio) 770-719-4065
2. Finance Dept. (Mike Bush) 770-461-6029

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