

## CITY OF FAYETTEVILLE, ARKANSAS

# CONCEPTUAL PLAT

Please fill out the Energov fields completely, supplying all necessary information and documentation to support your request.

### 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.*
- Signed owner authorization letter.
- 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** should also be provided depicting the architectural concept for the structures.
- Cover Letter describing the nature, scope and intent of the proposal.
- Desired level of review:
  - Technical Plat Review (reviewed by City staff and utility providers); or
  - Planning Commission (reviewed by City staff and Planning Commission, open for public comment)

# Consent of Owner Form

**PROPERTY OWNER(S) / AUTHORIZED AGENT:** By signing below, 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 authorized this application and consent to its filing.

**PLEASE NOTE:**

- Property Owners: Attach additional info/documentation if necessary.
- Authorized Agents: If signing on behalf of a Property Owner, a letter from each Property Owner must be provided indicating that the agent is authorized to act on their behalf.

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**Associated Project (required field)**

**Property Owner 1:**

\_\_\_\_\_  
Name of person signing [printed] Entity/Company signator legally owns or represents

\_\_\_\_\_ Contact Phone

\_\_\_\_\_ Mailing Address

\_\_\_\_\_ **Property Owner Signature** \_\_\_\_\_ **Date**

**Property Owner 2: (if needed)**

\_\_\_\_\_  
Name of person signing [printed] Entity/Company signator legally owns or represents

\_\_\_\_\_ Contact Phone

\_\_\_\_\_ Mailing Address

\_\_\_\_\_ **Property Owner Signature** \_\_\_\_\_ **Date**

**Property Owner 3: (if needed)**

\_\_\_\_\_  
Name of person signing [printed] Entity/Company signator legally owns or represents

\_\_\_\_\_ Contact Phone

\_\_\_\_\_ Mailing Address

\_\_\_\_\_ **Property Owner Signature** \_\_\_\_\_ **Date**

**Property Owner 4: (if needed)**

\_\_\_\_\_  
Name of person signing [printed] Entity/Company signator legally owns or represents

\_\_\_\_\_ Contact Phone

\_\_\_\_\_ Mailing Address

\_\_\_\_\_ **Property Owner Signature** \_\_\_\_\_ **Date**