

CITY OF FAYETTEVILLE, ARKANSAS

CONCEPTUAL PLAT

Please fill out the online submittal portal fields in Energov completely, supplying all necessary information and documentation to support your request. https://egov.fayetteville-ar.gov/EnerGov_Prod/SelfService#/home

Prior to submittal please clear all Viewports that were exported from the original CADD file as a part of the PDF. These may prevent staff consideration and delay review or approval of your project.

CHECKLIST:

Attach the following items to this online submittal: All should be in PDF format unless specified otherwise.

- 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 consent form.
- 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.

Associated Project (required field)

Property Owner 1:

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

_____ Contact Email _____ 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 Email _____ 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 Email _____ 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 Email _____ Contact Phone

_____ Mailing Address

_____ **Property Owner Signature** _____ **Date**