

# Check List for Planned Business Submittal Requirements

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

## **SECTION 20-912. SPECIAL PROCEDURES FOR THE "PB" DISTRICT.**

The provisions of this Section shall apply to new construction and to those additions, alterations, and accessory uses exceeding fifteen percent (15%) of the area of any existing structure.

**(A) Required Site Plan Submissions.** The developer shall submit a site plan containing the following pertinent information to the Zoning Administrator:

- (1) The existing natural topographic features of the project area and its immediate surroundings.
- (2) The number of any proposed dwelling units by type and gross density per acre.
- (3) The location, size, character, and number of all proposed buildings, structures and uses.
- (4) The location and size of proposed off-street parking, loading and pedestrian and vehicular traffic circulation; and its relationship to the adjacent circulation system.
- (5) Landscaping, erosion and sedimentation control features.
- (6) Location of public and/or private utilities and facilities proposed to serve the subject area, including water supply, sewage and drainage facilities.
- (7) Proposed finished grade of the site.
- (8) Perspective or such other drawings as are necessary to indicate the relative character and compatibility of the different land uses of the proposed development with the immediate area as well as within the project area.

**(B) Required Narrative Submissions.** The developer shall submit a written narrative containing at least the following pertinent information to the Zoning Administrator:

- (1) A development schedule providing guidelines and sequence for the completion of the proposed development.
- (2) A description of the economic viability of the development may be required to include a market analysis, cash flow projections and expected types of funding.
- (3) The nature and extent of clearing and grading.
- (4) A statement of the present ownership of all land within the subject area. Unified control after construction shall include homeowner associations, trust indentures, deed restrictions and other building agreements for assuring operation and maintenance of common land and improvements.

**(C) Required Impact Statement.** Unless specifically exempted, the developer shall submit an impact statement containing at least the following pertinent information to the Zoning Administrator:

- (1) Anticipated kinds of commercial and industrial development and the projected post construction employment.
- (2) Volume and nature of projected traffic.
- (3) Sewage generation and treatment.
- (4) Drainage facility and system requirements.
- (5) Impact on schools.

**NOTE:** Failure to properly submit any of the above listed items may cause delays in the review process or may result in the recommendation for denial from the Planning & Zoning Board.