



APPLICATION FOR

PLANNED DISTRICT CONCEPT PLAN

The procedure for approval of a Planned Development Concept Plan, the first step in a Planned Development process, is set forth in Section 2.03.C.3 of the Unified Development Code (UDC). Generally, the process involves review by the Community Development Director and the Planning Commission with a final review and decision by the City Council.

Please complete the blanks with the requested information. If any of the information or required materials is missing or incomplete, the application will not be processed. Also, please note the required information requested on the back of this page.

Date of Application: _____

APPLICANT

Applicant Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () _____ - _____ Fax: () _____ - _____

Project Representatives Names: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () _____ - _____ Fax: () _____ - _____

Engineer/Surveyor/Designer: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () _____ - _____ Fax: () _____ - _____

Owner Name (If different from applicant): _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () _____ - _____ Fax: () _____ - _____

(Note: A notarized statement signed by the property owner(s) authorizing the applicant to make this request shall be attached to the application.)

PROPOSED PLANNED DEVELOPMENT

Proposed Name of PD: _____

General Street Location and Boundaries of the PD: _____

Legal Description of Entire PD (Attach additional sheet if needed.): Lot _____ Block _____

Addition/Subdivision or Metes and Bounds: _____

Assessor's Parcel Number: _____

Total Acreage: _____

Approximate Number of Lots: _____

Land Use Density – Number of Units per Acre and Breakdown of Units: _____

Approximate Amount of Open Space and Recreation: _____ acres

Describe Proposed Public Improvements to be Installed by the Applicant: _____



PROPOSED DEVELOPMENT CONT'D.

Describe the Proposed Public Improvements:

Public Road Improvements: _____

Sanitary Sewer: _____

Water Mains and Service Including Fire Hydrants _____

Stormwater Management: _____

Street Trees and Landscaping: _____

Describe Private Improvements:

On-Site Circulation, Access and Parking: Square Footage/Acres _____ % of Total Site _____.

Parks, Open Space and Recreation: Square Footage/Acres _____ % of Total Site _____.

Single Family Residential: ____ Total units

2-Family Residential: ____ Total units

Multi-Family Residential: ____ Total units

Commercial: type and number of units _____, Square Footage/Acres _____

Office: type and number of units _____, Square Footage/Acres _____

Other: type and number of units _____, Square Footage/Acres _____

Drainage Improvements On-Site – Method: _____

Perimeter Vegetation and / or Fencing / Buffers:

Development Timetable – Number of Construction Phases: _____

I, _____, hereby state that all of the above statements and statements contained in the documents submitted with this application are true.

Signature of Applicant

Date



Required Materials to Accompany the Application:

The Community Development Director may waive informational requirements upon finding that the information is not required to determine compliance with UDC requirements.

1. Copy of deed, lease, option agreement or other evidence of ownership or applicant's interest in the property. If the applicant is not the owner, attach a notarized statement signed by the owner authorizing the applicant to request the amendment.
2. A conceptual site plan showing the locations, intensity and types existing and proposed land uses, proposed street patterns, and buffers;
 - a. The scale and north point;
 - b. Boundaries of the property to be developed;
 - c. Legal description of the area proposed for rezoning;
 - d. The names of the owners of the property and the individual or firm responsible for the preparation of the Concept Plan;
 - e. The existing zoning of the tract and the zoning of properties which are within 200 feet of the boundaries of the property;
 - f. The location, type and size of structures on properties within 200 feet of the boundaries of the property;
 - g. Acreage of the property in each proposed land use to be included in the Planned District;
 - h. Existing contours on an interval of not more than five (5) feet and not less than two (2) feet. However, the Community Development Director may require contour intervals not greater than two (2) feet if the subject property is located in a floodplain or in flat areas where drainage may be a problem;
 - i. The location and direction of drainage of all water courses and a drainage plan with sufficient information to indicate the intent of the owner;
 - j. The location of existing and proposed sanitary sewers;
 - k. The proposed size, location, height, use and arrangement of all buildings except on single-family and duplex lots, the location and capacity of off-street parking areas, entrance and exit driveways and their relationship to existing and proposed streets; building lines; easements; common land and open space; and proposed streets, alleys and pedestrian ways;
 - l. Proposed density;
 - m. Proposed landscaping and buffer zones;
 - n. Development of more than 10 acres shall indicate whether portions of the total land area will be phased; projects of less than ten (10) acres shall submit the entire area for preliminary review at one time;
 - o. Provide for the dedication of any right-of-way for the widening, extension or connection of major streets as shown in the Thoroughfare Plan; and
 - p. Date and signature lines for execution by the Planning Commission Chairman and the Community Development Director to show the date of Plan approval.
3. If subdivision of land is required, the applicant shall submit a preliminary plat prepared in accordance with all application requirements; and
4. A listing of all owners of property located within 250 feet of the boundaries of the property and their mailing addresses; and
5. Any other exhibits as may be required by the Community Development Director.



Return Form to:
Planning & Zoning Department
City of Villa Rica
571 West Bankhead
Villa Rica, GA 30180
(678) 785-1004
Fax: (770) 459-7003

<p>For Department Use Only</p> <p>Case No: _____</p> <p>Filing Fee: _____</p> <p>Pre-Application Conf: _____</p> <p>Date Advertised: _____</p> <p>Date Notices Sent: _____</p> <p>Date Sign Posted: _____</p> <p>PC Public Hearing Date: _____</p> <p>PC Recommendation: _____</p> <p>CC Public Hearing Date: _____</p> <p>Action: _____</p> <p>Approved by Resolution #: _____</p>
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PROCESS

