

APPENDIX A

CONCEPTUAL SITE PLAN REQUIREMENTS FOR ZONING CHANGES, AMENDMENTS AND VARIANCES

An application for a change in zoning classification shall include a conceptual site plan (20 copies) and meeting the following minimum requirements.

1. A site map showing all existing structures and features (streets, roads, drainages, etc.) on and within 500 feet of the area for which a request in zoning is requested; and
2. A conceptual layout showing proposed structures, parking facilities, egress/ingress routes, and landscaping and water quality control features for the subject area. The applicant will not be bound to the location of proposed improvements shown on the conceptual plan, but their general location is required for planning and evaluation purposes; and
3. A written description of the conceptual plan summarizing, at a minimum, the following items:
 - a. Current and proposed zoning;
 - b. Nature and extent of proposed improvements;
 - c. General types, size and number of improvements;
 - d. Listing and brief description of benefits and impacts the proposed improvements and change in zoning will have on the immediate areas and on the City;
 - e. Reason(s) for requesting the change in zoning;
 - f. Listing, description and applicant's justification for any and all conditional overlays, deed restrictions and/or other covenants which are proposed by the applicant as part of the change in zoning; and
 - g. General time or schedule requirements of the applicant.