



Case # _____

**CITY OF HOT SPRINGS
PLANNED DEVELOPMENT SITE PLAN & ZONING APPLICATION**

Project Name: _____

Address/Location of Property: _____

Parcel ID# _____ **Zoning Classification:** _____ **District:** _____

Proposed project description: _____

<u>Applicant/Agent</u>	<u>Property Owner (If different)</u>
Name: _____	Name: _____
Address: _____	Address: _____
City, St, Zip: _____	City, St, Zip: _____
Telephone: _____	Telephone: _____
Fax: _____	Fax: _____
Email: _____	Email: _____

PROPERTY OWNER CERTIFICATION: I (We), the undersigned, hereby certify that I (we) are the owner(s) of the property for which this application is being made and I (we) concur with the applicant's request as described herein.

_____ Signature	_____ Signature
_____ Printed Name	_____ Printed Name
Date: _____	Date: _____

SEE REVERSE SIDE FOR SUBMISSION REQUIREMENTS

Planning Department receipt of a complete submittal prior to the Submission Deadline date is essential. Advertising and notification requirements dictate that the Deadline Date cannot be extended. Incomplete application submittals will not be scheduled for further review or for a hearing.

DRC Meeting Date: _____

Submission Deadline: _____ Planning Commission Meeting Date: _____

Planning Office Use Only

SITE PLAN REVIEW FEE: \$725.00 Date Paid: _____ Rec'd by: _____

(1) A site plan, drawn to scale, on white paper no larger than 24x36 and no smaller than 11x17 and showing the following to be compliant with the respective individual standards and ordinances:

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- _____ Graphic scale and north arrow
- _____ Location map
- _____ Zoning classification per the City of Hot Springs Zoning Map
- _____ Location of all structures showing setbacks to all property lines and distances between buildings
- _____ Overall site layout depicting any individual platted lots
- _____ Location and dimensions of existing and proposed vehicular access and interior vehicle circulation
- _____ Arrangement of all off-street vehicle parking and showing all dimensions
- _____ Existing and proposed pedestrian circulation
- _____ Drainage and stormwater provisions and associated easements
- _____ Proposed perimeter treatment of property including screening, fences, walls and retaining walls
- _____ Schematic landscape plan showing proposed treatment of the areas designated as either buffers or private common open space
- _____ Location and dimensions of all existing and proposed private and public utilities and easements
- _____ The proposed development's relationship to surrounding areas including adjacent property zoning, uses, street names and right of way widths

- _____ Proposed and existing building coverage of all buildings
- _____ Overall area and individual platted lot areas
- _____ Proposed and existing total and individual floor area of all buildings
- _____ Number of proposed and existing parking spaces
- _____ POA draft covenants, and a preservation plan of the natural amenities with the proposed PD showing the specific type, size, and nature of the preservation area.
- _____ A land survey showing the exact property boundary lines, including a legal description of the total site proposed for development and individual previously platted lots within the overall development, all existing and proposed easements and a statement of present property ownership and proposed or contracted future ownership. The survey shall include a flood plain statement and any areas of the property located in a special flood hazard area shall be shown, including boundaries of the special flood hazard area.
- _____ Any variances or waivers from the literal provisions of the various codes and ordinances shall be depicted on the site plan and requested in writing to accompany the submittal. The requests shall clearly state the reasons for the request and the undue hardship presented by compliance with the particular code or ordinance. Pecuniary hardship, standing alone, shall not constitute a hardship. A use other than that allowed by the zoning ordinance may not be requested in this way. The Planning Commission may modify or waive standards only after satisfactory demonstration of the undue hardship.
- _____ The submittal shall include, in writing and accompanying information, any known or perceived negative or adverse impacts that the proposed project may impose on adjacent or nearby properties.
- _____ The submittal shall include either a completed and approved Development Permit Exemption Certificate or a completed and approved Application and Permit Form to Develop in a Flood Hazard Area from the Garland County Flood Plain Management officer.
- _____ In the case of a phased development, the initial site plan shall include the information required by this section for the entire property. Each subsequent structure or lot development shall complete site plan approval and shall include all previous development particulars.

Please consult H.S.C. §16-2-47 for complete requirements before submitting an application

It is our goal to assist you in making your project a success in a timely manner. Please call if you have any questions or need assistance from the City of Hot Springs Planning Department, 133 Convention Blvd., Hot Springs, AR 71901 (501-321-6650).