

Case No. _____ Received By: _____ Date: _____

Project Name: _____

Application Fee: _____ Receipt No: _____ Date of Meeting: _____

Baldwin County Planned Development (Large) Conceptual Site Plan Application

Central Annex
22251 Palmer Street
Robertsdale, Al. 36567
Phone:251-937-0278
Fax:251-580-1656

Applicant

Are you the property owner? yes no
(If you are not the property owner you must submit Owner Authorization Form signed by the property owner)

Name: _____ Date: _____

Mailing Address: _____

City: _____ State: _____ Zip code _____

Telephone: (____) ____ - ____ Fax: (____) ____ - ____ e-mail: _____

Site Information

Zoned Planning District: _____ Zoning: _____ Unzoned

Parcel ID Number: 05-____ - ____ - ____ - ____ - ____ - ____ - ____ - ____

Development Location:

Flood Zone: _____ Acreage: _____ Number of Units: _____

Utility Information

Electrical Provider: _____ Telephone Provider: _____

Sewer Provider: _____ Water Provider: _____



Engineer: _____

Mailing Address: _____

City: _____ State: _____ Zip code: _____

Telephone: (____) ____ - _____ Fax: (____) ____ - _____ e-mail: _____

Surveyor: _____

Mailing Address: _____

City: _____ State: _____ Zip code: _____

Telephone: (____) ____ - _____ Fax: (____) ____ - _____ e-mail: _____

I, the undersigned applicant, understand that payment of these fees does not entitle me to approval of this Planned Development Site Plan and that no refund of these fees will be made. I have reviewed a copy of the applicable zoning and subdivision requirements as set forth in the Baldwin County Subdivision Regulations and understand that I must be present on the date of the Baldwin County Planning and Zoning Commission meeting and the Baldwin County Commission meeting.

Applicants Signature: _____ Date: _____

CONCEPTUAL SITE PLAN APPLICATION

PROCEDURE AND REQUIREMENTS (LARGE)

APPLICATION SUBMITTAL CHECKLIST

This checklist shall be completed and signed upon submitting applications to be considered by the Baldwin County Planning and Zoning Commission and the Baldwin County Commission or through the ETJ review process.

NAME OF PROPOSED PROJECT:

CASE NO.: _____

DATE: _____

Section 9.4.1 Conceptual Site Plan Application

The applicant shall file an application for approval of a Conceptual Site Plan with the Planning Director. No Conceptual Site Plan application will be considered by the Baldwin County Planning and Zoning Commission and the Baldwin County Commission until all of the following requirements have been met.

A complete application shall:

- Be made on Conceptual Site Plan forms available at the offices of the Baldwin County Planning Director;
- Be accompanied by the required application fee according to the current schedule of fees established by the County Commission for the particular category of application;
- Be accompanied by a boundary survey at a suitable scale indicating property lines, topography, existing buildings, water courses, transmission lines, sewer lines, water lines and any public utility easements;
- Be accompanied by 1 full-size sets of black or blue-line prints of the proposed Conceptual Site Plan as outlined below, one 11" x 17" copy of the said proposed Conceptual Site Plan And seven (&) copies of the overall site plan to send to other agencies;
- Be accompanied by a digital file of the proposed Conceptual Site Plan, in suitable format to the Planning Director;
- Be submitted with a Utility Service Plan as listed below:

9.4.8 Utility Service Plan Requirements

A Utility Service Plan shall include the following:

- A generalized Utility Plan indicating the location and size of existing electrical, telephone, gas, water and sewer lines, as well as any proposed offsite utility upgrades;
- A Statement of Utility Service Commitment for the water, sewer, electric, and telephone utility providers. This Statement of Commitment must include that the utility provider is willing and financially capable of providing service to the development at present and in the future. The statement shall indicate the location of the treatment facility, the current capacity of said treatment facility, the current flow to the treatment plant, the current number of customers serviced by the treatment facility, the number of unconnected sewer services committed to by the sewer provider for said facility. It shall also make reference to any immediate or future infrastructure upgrades that will be required due to said development, and at what stage of development these upgrades will be necessary;

- A letter from the fire chief of the fire district that will serve the development, stating that the department is capable of providing fire protection for the development and that the utilities, general layout, and building types will not reflect negatively on the current ISO rating of the citizens in that fire district. If a new fire district is to be created, then a similar letter from the responsible individual who intends to create such fire district is required. Proof of the creation of said fire district is required prior to Final Site approval;
- Be submitted with a Conceptual Written Summary;

Section 9.4.7 Conceptual Plan Written Summary

A Conceptual Plan Written summary shall include the following:

- A Narrative that generally describes the entire project;
- A statement of the present ownership and a legal description of the property;
- Proposed land uses and development standards, density, height, yard requirements, typical lot configurations, and proposed restrictive covenants;
- Tables showing the maximum number, type and density of units proposed for each phase or site and land use;
- Statement regarding proposed dedication or reservation of land for public use, including streets, easements, parks, and school sites;
- Statement regarding water, sewer, electrical, telephone, fire protection, and solid waste collection service for the proposed development;
- Statement regarding the general method proposed for storm water management and erosion control;
- A traffic study shall be performed and submitted with written summary, The study shall cover an area of influence from the proposed development to the nearest north-south major arterial and east-west major arterial;
- A statement indicating the type of legal instrument that will be created to provide for the management of common areas;
- A statement from the local law enforcement authority having jurisdiction in said development, stating that they are capable of providing law enforcement for the development as proposed;
- A statement from the Baldwin County School Board outlining all potential impacts on the County School system
- Be submitted to the Baldwin County Planning Director at least 30 days prior to a regularly scheduled meeting of the Baldwin County Commission;
- Be accompanied by a transmittal letter listing all of the drawings, letters, attachments, and other information submitted for the application;
- Be accompanied by a traffic study consistent with the requirements of Section 5.5.14 of the regulations

Section 9.4.6 Conceptual Plan Requirements

The Conceptual Site Plan must be drawn at a suitable scale for review and include the following:

- Proposed land uses, housing types, or building types by generalized area;
- Proposed common areas and open space, showing proposed uses (i.e. recreation, retention/detention, park, school, church, etc.);
- Proposed pedestrian pathways and bicycle paths;
- The proposed location of the internal major and minor street system, the adjacent external street system and connections to the adjacent external street system, and typical sections of proposed streets;
- The location, type and total gross square footage of buildings to be used primarily for non-residential uses;
- Sequence and location of development phases, if any;
- Plans for traffic and circulation inside and outside the development in the immediate vicinity

I certify that to the best of my knowledge, all information supplied with this application is complete and accurate. I acknowledge that failure to submit the above stated information along with this form will cause the application to not be placed on the Baldwin County Planning and Zoning Commission agenda and the Baldwin County Commission agenda or processed through the ETJ review.

Signature of Applicant/Engineer/Surveyor

Firm

Date