

Final Master Development Plan Checklist

Project Name		
Project Location (street and nearest cross street)		
Tax Map	Group	Parcel
Owner		Surveyor/Engineer
Phone		Phone
Developer		Project Number (office use only) :.....:
Phone		

Required Information

Yes	No	N/A*	
			name of the development
			scale
			north arrow
			name and address of the owner(s)
			name and address of the developer (if different from owner)
			name and address of person preparing the plan
			zoning
			zoning of adjacent properties
			names of adjoining property owners of record or names of adjoining developments
			location of property
			size of area to be included in project
			listing of proposed allowable uses in each zoning district
			building setback lines
			scaled drawing of development plan (scale no smaller than 1 inch = 200 feet)
			anticipated finished topography of the area involved (contours at vertical intervals no greater than 5 feet)
			circulation diagram indicating the proposed movement of vehicles, goods and pedestrians within the planned unit development and to and from existing thoroughfares
			width of proposed streets
			plan of any sidewalks or proposed pedestrian ways
			any special engineering features and traffic regulation devices needed to facilitate or insure the safety of the circulation pattern
			off-street parking and loading plan indicating ground coverage of parking areas
			areas proposed to be conveyed, dedicated or reserved for parks, parkways, and other public or semi-public open space uses
			plans for improvements which are to be part of common use areas
			information regarding the physical characteristics of the surrounding area and developments within 300 feet of the proposed planned unit development
			location of proposed buildings, structures and other improvements
			a plan for proposed utilities including sanitary sewer, storm sewer, gas lines, water lines, fire hydrants, and electric lines, showing proposed connections to existing utility systems

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			indication as to the use of all buildings
			approximate dimensions of proposed structures, including height and bulk
			generalized land use map and a tabulation of land area to be devoted to various uses and activities
			a tabulation of proposed densities to be allocated to various parts of the area to be developed
			a plan which indicates the location, function, and ownership of all open spaces, excepting those open spaces included in fee simple lots
			final drafts of all proposed covenants and grants of easement (particularly those pertaining to common open space)

Additional items:	_____

I do hereby submit the attached Final Master Development Plan for review and recommendation by the Hendersonville Regional Planning Commission. The appropriate number of copies of the plan have been provided, I have reviewed the above checklist and do believe that all the information required has been presented.

Signature of Individual Submitting Plan

*Any items checked Not Applicable by the submitter that are deemed applicable by city staff will result in the entire submittal being rejected as incomplete. If in doubt about the applicability of a particular item, contact the Staff Planner or City Engineer.

PLEASE NOTE: NO PLAN WILL BE REVIEWED UNTIL ALL INFORMATION REQUIRED IS PRESENTED IN A FULL AND COMPLETE MANNER.