

Preliminary Development Plan (PDP) Checklist

Please mark Yes (Y), No (N), or Not Applicable (N/A) for each item in the righthand column.

Project Name:		
Project Address:		
Required Information		
1	Name of the development.	
2	Scale.	
3	North arrow.	
4	Name and address of the owner(s).	
5	Name and address of the developer (if different from owner).	
6	Name and address of person preparing the plan.	
7	Proposed zoning.	
8	Listing of proposed allowable uses in each proposed zoning district.	
9	Zoning of adjacent properties.	
10	Names of adjoining property owners of record or names of adjoining developments.	
11	Location of property.	
12	Size of area to be included in project.	
13	Transportation routes including streets, driveways, sidewalks, and pedestrian ways.	
14	Location of off-street parking and loading areas.	
15	Location of proposed buildings.	
16	Approximate dimensions of proposed structures, including height and bulk.	
17	Building setback lines.	
18	Notation of the use of each proposed building.	
19	Notation of the number of dwelling units in each building.	
20	Estimated density allocated to parts of the project.	
21	Estimated population allocated to parts of the project.	
22	Reservations for public uses including schools, parks, and open spaces.	
23	Notation as to ownership/maintenance of open space.	
24	Landscape/amenities plan for open space.	
25	General means of the disposition of sanitary waste and stormwater.	
26	Tabulation of the land area to be devoted to various uses and activities and overall densities.	
27	Notation as to the nature of the landholder's interest in the land proposed to be developed and a written statement of concurrence from all parties having a beneficial interest in the affected property.	
28	The substance of covenants, grants of easements, or other restrictions to be imposed upon the land, buildings, and structures including proposed easements for public utilities.	
29	A stage development schedule, setting forth when the landholder(s) intends to commence construction and a completion period.	
30	When it is proposed that the Final Master Development Plan will be submitted in stages, a schedule of submission thereof.	
31	Submit electronic version of the application and plan to Planning.	
Additional Items		

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

Date

Signature of Individual Submitting Plan

*Any items checked Not Applicable by the submitter that are deemed applicable by the 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.