



APPLICATION FOR

PLANNED DEVELOPMENT FINAL PLAN

The procedure for approval of a PD Final Plan, the final step in a Planned Development process, is set forth in Section 2.03.C.5 of the Unified Development Code (UDC). Generally, the process involves review by the Community Development Manager with a final review and decision by the City Council.

Please complete the blanks with the requested information. If any of the information or required materials is missing or incomplete, the application will not be processed. Also, please note the required information requested on the back of this page.

Date of Application: _____

APPLICANT

Applicant Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () _____ - _____ Fax: () _____ - _____

Project Representatives Names: (1) _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () _____ - _____ Fax: () _____ - _____

Project Representatives Names: (2) _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () _____ - _____ Fax: () _____ - _____

Name of Engineer or Surveyor of Plat: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () _____ - _____ Fax: () _____ - _____

Owner Name (If different from applicant): _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () _____ - _____ Fax: () _____ - _____

(Note: A notarized statement signed by the property owner(s) authorizing the applicant to make this request shall be attached to the application.)

PROPOSED PLANNED DEVELOPMENT

Proposed Name of PD: _____

General Street Location and Boundaries of the PD: _____

Assessor's Parcel Number: _____

Total Acreage: _____

Approximate Number of Lots: _____

Density – Number of Units per Acre: _____

Breakdown of Units:

Single Family Residential: _____ units **2-Family Residential:** _____ units

Multi-Family Residential: _____ units 1 Br _____ 2 Br _____ 3 Br _____ 4 Br _____

Commercial: _____ square footage

Approximate Amount of Open Space and Recreation: _____ acres



CONCERNS RELATED TO THE SUBDIVISION

- 1. Have all acknowledgements been signed?
 - a. Owner(s) and lien holder(s) Yes No
 - b. Dedications or reservations Yes No
 - c. Engineer, surveyor or person preparing plat Yes No
 - d. Manager of Planning and Zoning Yes No

- 2. Title Opinion:
 - a. Submitted (Date) _____ Yes No
 - b. Have all the owners and lien holder(s) signed the plat? Yes No

- 3. Has certification been submitted stating that all taxes and special assessments due and payable have been paid? Yes No

- 4. Deed Restrictions:
 - a. Are any deed restrictions planned for the subdivision? Yes No
 - b. If so, has a copy been submitted with the application and plat? Yes No

- 5. How has installation of the following improvements been guaranteed?

	<u>Construction</u>	<u>Bond</u>	<u>Payment</u>
Streets	_____	_____	_____
Water	_____	_____	_____
Sewer	_____	_____	_____
Sidewalks	_____	_____	_____
Other			
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

- 6. Are additional comments attached? Yes No



PROPOSED IMPROVEMENTS

Describe the Proposed Public Improvements: _____

Public Road Improvements: _____

Sanitary Sewer: _____

Water Mains and Service Including Fire Hydrants: _____

Stormwater Management: _____

Street Trees and Landscaping: _____

Describe Private Improvements:

On-Site Circulation, Access and Parking: Square Footage/Acres _____ % of Total Site _____.

Parks, Open Space and Recreation: Square Footage/Acres _____ % of Total Site _____.

Single Family Residential: _____ Total units; Square Footage/Acres _____ % of Total Site _____.

2-Family Residential: _____ Total units; Square Footage/Acres _____ % of Total Site _____.

Multi-Family Residential: _____ Total units; Square Footage/Acres _____ % of Total Site

_____. 1 Br # _____ % _____; 2 Br # _____ % _____; 3 Br # _____ % _____; 4 Br # _____ % _____;

Commercial: type of units _____, # of each unit _____, Square Footage/Acres _____ % of Total Site _____.

Office: type of units _____, # of each unit _____, Square Footage/Acres _____ % of Total Site _____.

Other: type of units _____, # of each unit _____, Square Footage/Acres _____ % of Total Site _____.

Mail boxes: _____

Drainage Improvements On-Site – Method: _____

Perimeter Vegetation and / or Fencing / Buffers: _____

Development Timetable – Number of Construction Phases: _____

Duration of Each Phase: _____ Phase 1 _____ Phase 2 _____ Phase 3 _____ Phase 4

Are there proposed deed restrictions, protective covenants or property owners' association articles of incorporation and bylaws? _____ Yes _____ No



I, _____, *hereby state that all of the above statements and statements contained in the documents submitted with this application are true.*

Signature of Applicant

Date

Required Materials to Accompany the Application:

The Community Development Manager may waive informational requirements upon finding that the information is not required to determine compliance with UDC requirements.

1. Copy of deed, lease, option agreement or other evidence of ownership or applicant's interest in the property. If the applicant is not the owner, attach a notarized statement signed by the owner authorizing the applicant to request the amendment;
2. Legal description of all property included in the planned development;
3. Final Development Plan, including but not limited to the following:
 - a. All required PD Concept Plan information;
 - b. The seal of an architect or engineer registered to practice in Georgia;
 - c. A drainage and grading plan which complies with the City's adopted standards;
 - d. The proposed arrangement of off-street parking stalls;
 - e. A landscape plan with the scientific name of all existing and proposed trees, shrubs and groundcover which are to be used to satisfy landscaping requirements;
 - f. The general configuration, height, size, type and location of all proposed signs, walls and fences;
 - g. By notation or drawing, the architectural style and the proposed surface materials to be used on the exterior of all buildings; and
 - h. Date and signature lines for execution by the Community Development Manager and City Council to show the date and the Plat was recommended for approval.
4. Final Plat, prepared according to all submittal requirements;
5. Rezoning application, prepared according to all submittal requirements;
6. Development Agreement, prepared according to the requirements of Section 2.03.I, providing for the construction and maintenance of all existing and proposed publicly- or commonly-owned site improvements, such as, but not limited to the following:
 - a. road grading, surfacing, signing, and/or lighting;
 - b. curbs and gutters;
 - c. sidewalks/pedestrian walks/trails/associated structures;
 - d. sanitary sewers as applicable;
 - e. water lines and fire hydrants as applicable;
 - f. drainage structures and improvements;
 - g. open space improvements, facilities, and landscaping; and
 - h. parking areas and structures.
7. If a homeowners association or corporation is proposed, the applicant shall provide Articles of Incorporation and Restrictive Covenants. These documents shall be recorded with the Final Development Plan, Final Plat and zoning amendment; and
8. Any other exhibits as may be required by the Community Development Manager.



Return Form to:
Planning & Zoning
City of Villa Rica
571 West Bankhead
Villa Rica, GA 30180
(678) 785-1004
Fax: (770) 459-7003

For Department Use Only

Case No: _____
Filing Fee: _____
Pre-Application Conf: _____
Date Advertised: _____
Date Notices Sent: _____
Date Sign Posted: _____
PC Public Hearing Date: _____
PC Recommendation: _____
CC Public Hearing Date: _____
Action: _____
Approved by Resolution #: _____



PROCESS

