

CITY OF HURST
Public Works Department
CONCEPT PLAN CHECKLIST



GENERAL INFORMATION

Project Title: _____

Name of Record Owners: _____

Address of Record Owners: _____

Name of Developer: _____ Phone: _____

Address of Developer: _____

Name of Engineer/Planner/Surveyor: _____ Phone: _____

Address of Engineer/Planner/Surveyor: _____

General Location of Property: _____

Present Zoning District: _____ Zoning Change? **Y** **N** Requested Change: _____

Proposed Land Use:

<u>Land Use</u>	<u>No. of Lots or Units</u>	<u>Acres</u>	<u>Building Space (ft²)</u>
Single Family	_____	_____	_____
Garden/Patio/Zero-lot Line	_____	_____	_____
Duplex	_____	_____	_____
Townhouses	_____	_____	_____
Triplex/Quadruplex	_____	_____	_____
Multi-Family Condos/Apartments	_____	_____	_____
Office	_____	_____	_____
Retail/Restaurant	_____	_____	_____
Commercial	_____	_____	_____
Warehouse/Showroom	_____	_____	_____
Industrial	_____	_____	_____
Public Street R.O.W	_____	_____	_____
Parks, Public Facilities	_____	_____	_____
Other Land Uses	_____	_____	_____
Total	_____	_____	_____

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The Concept Plan shall be submitted during the Pre-Development Conference with City Staff.

Submit two (2) prints of the Concept Plan. The Concept Plan should be drawn to an engineering scale of 1" = 100' or larger on a sheet 24" x 36".

The following items are required to be shown on the concept plan or submitted with the concept plan for consideration. Please use the boxes at the left to verify the completeness of the information submitted. "N/A" is the abbreviation for "Not Applicable" on this checklist.

INDICATE IF DATA IS:

<u>ON PLAN</u>	<u>N/A</u>	
_____	_____	I. BASIC INFORMATION
_____	_____	A. Project Name
_____	_____	B. City
_____	_____	C. County
_____	_____	D. State
_____	_____	E. Name and Address of Owner
_____	_____	F. "Concept Plan" Title
_____	_____	G. Name and Address of Engineer/Planner/Surveyor Responsible for Design
<u>ON PLAN</u>	<u>N/A</u>	II. GENERAL SITE INFORMATION
_____	_____	A. Acreage of site
_____	_____	B. Name(s) of adjacent subdivisions
_____	_____	C. Names of streets (existing and proposed)
_____	_____	D. Lot and Block Numbers
_____	_____	E. Aerial imagery
_____	_____	F. Existing topography
_____	_____	G. Locations, names, and widths of adjacent and/or intersecting streets, alleys, and easements
_____	_____	H. Label all proposed easements and note if dedicated to the City or private.
_____	_____	I. Current and proposed property boundary lines
<u>ON PLAN</u>	<u>N/A</u>	III. INTERIOR DETAILS
_____	_____	A. Show and label approximate shape and placement of buildings
_____	_____	B. For each building, label proposed use and building height (# of stories)
_____	_____	C. Existing natural features on property (FEMA Special Flood Hazard Areas, existing ponds, tree canopy limits, hydrologic soil groups A or B)
_____	_____	D. Areas of existing and proposed impervious cover
_____	_____	E. Areas of existing and proposed pervious cover (including landscaping areas)
<u>ON PLAN</u>	<u>N/A</u>	IV. STREETS
_____	_____	A. Show and dimension approximate ROW and/or easement widths for existing and proposed

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INDICATE IF DATA IS:

- | | | |
|----------------|------------|---|
| _____ | _____ | B. Show points of access |
| _____ | _____ | V. WATER AND SEWER |
| _____ | _____ | A. Existing water lines shown (location, material type, and size) |
| _____ | _____ | B. Existing sanitary sewer lines shown (location, material type, and size) |
| <u>ON PLAN</u> | <u>N/A</u> | VI. ON SITE AND OFF SITE DRAINAGE |
| _____ | _____ | A. Existing drainage facilities |
| _____ | _____ | B. Conceptual location and types of drainage facilities |
| _____ | _____ | C. Discuss proposed means of meeting water quality requirements (sites >1 acre) |
| _____ | _____ | D. Discuss watershed location and availability of existing hydrologic models |
| <u>ON PLAN</u> | <u>N/A</u> | VII. DRAFTING DETAILS |
| _____ | _____ | A. Date |
| _____ | _____ | B. Scale |
| _____ | _____ | C. North Arrow (shown pointing up or to the right) |
| _____ | _____ | D. Small scale location map |

Owner/Developer Signature _____

Consulting Engineer Signature _____

<u>FOR CITY USE</u>		
Received By: _____	Date: _____	Time: _____
Date of Pre-Development Conference: _____		
Reviewed By: _____	Date: _____	