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Section 1300 General

This section sets forth the content and procedure for submission, review, and approval of all development plans called for by the Planning Commission.

The Planning Commission at its discretion may require the submission and approval of a preliminary and/or a final development plan if the Planning Commission finds there are existing or potential substantial flood, drainage, traffic, topographic, or other similar problems relating to the development of the subject property that could have an adverse effect on existing or future development of the subject property in the vicinity (see Section 1490 for Zone Changes).

Section 1310 Preliminary Development Plans Required

Preliminary development plans must be submitted to the Planning Commission and shall contain all information required by Section 1330 below. A public hearing on a map amendment shall not be held until the required preliminary development plan has been submitted to the Planning Commission.

Section 1320 Final Development Plans Required

Final development plans required herein shall be submitted within two (2) years of the approval of the Preliminary Development Plans and the Commission shall approve a final development plan for the subject property with such conditions as are found necessary to comply with the provisions of these Regulations, if any, within ninety (90) days after the applicant has submitted his final development plan. An extension of time request shall be requested by the property owner and/or the owner's legal counsel, by letter submitted to the Administrator and the request placed on the next Commission docket.

Section 1330 Contents of Preliminary Development Plan

- a. Vicinity sketch
- b. Topography with contour interval of five (5) feet or less
- c. Location, arrangement, and approximate dimensions of existing and proposed driveways, streets, sidewalks, parking areas, and layout of spaces, points of ingress and egress, and other vehicular and pedestrian rights-of-way
- d. Screening, landscaping, buffering, recreational, and other open space areas. Noise, objectionable odors and lighting information as required by the Planning Commission and these regulations.
- e. Approximate size, location, height, floor area, building area, arrangement and proposed use of buildings and signs

- f. Storm drainage areas and facilities; this information shall be supplied to the Planning Commission as a part of the Development Plans for all zone change requests throughout the cities to facilitate the Planning Commission's decision making process.
- g. Proposed and existing easement(s).
- h. A concept Lighting Plan shall be submitted as part of the Preliminary Development Plan depicting light cutoff points and lumens including, but not limited to, types of lighting, shielding, lighting affixed to buildings, along access roads and walkways, in parking areas, at ingress/egress points and in rights-of-ways, to conform with Article XVI, Section 1600 Lighting.

Section 1340 Contents of Final Development Plan

- a. Vicinity sketch
- b. Topography with contour interval of two (2) feet or less
- c. Boundary features such as bearings and dimensions of all property lines
- d. Size, location, height, floor area, building area, and arrangement of proposed and existing buildings and signs
- e. Screening, landscaping, buffering, recreational and other open space areas showing dimensions of and materials of fences, planting, buffer and other open areas. Noise contours, lighting information and objectionable odors/odorous matter as required by the Planning Commission and these regulations.
- f. Location, arrangement, and dimensions of existing and proposed driveways, streets and street cross section drawings, sidewalks, parking areas including a number of off-street parking spaces, points of ingress-egress, off-street loading areas and other vehicular and pedestrian rights-of-way.
- g. Utilities information on existing and proposed water, gas, electric, telephone, and sewer lines, including location of easements, size of lines and location of appurtenances. A Lighting Plan conforming to Article XVI, Section 1600 Lighting.
- h. Location and dimensions of other existing or proposed easement(s)
- i. Statistical summary of above items.

Section 1350 Approval of Development Plan Before Zoning Permit

When the Planning Commission has required a Development Plan to be submitted, no zoning permit shall be issued until a development plan is approved by the Triple S Planning Commission and a copy of said plan is certified by the Chairman and Secretary of the Commission. The approval of a development plan shall limit, control and restrict the construction, location and use of all land, lighting and structures to the conditions set forth in the plan.

Section 1360 Amendments to Development Plan

Amendments to approved development plans can be made only by official Planning Commission action.