



FINAL PD PLAN CHECKLIST

An application for a Final PD Plan shall be accompanied by the following information, unless one or more items are specifically waived in writing by the Town Staff:

- The land use application form.
- The applicable fee as established by the Board of Trustees in Appendix 2 Application Fees.
- A written description addressing how the proposed Final PD Plan conforms to the PD District Plan, including information on land areas adjacent to the proposed planned development to indicate integration of circulation systems, public facilities and utility systems and open space.
- Any plan maps that have been revised since the PD District approval.
- Quantitative data for the following: final number of dwelling units, number of bedrooms in each unit, final figures for previously agreed upon design standard negotiable items and footprint sizes of all proposed buildings.
- A statement that integrates pertinent elements of any pre-annexation and development agreements, contracts, etc., previously negotiated with the Town.
- Summaries of any market studies containing information that can be shared with the general public.
- A plan which estimates the number of employees needed to serve all or portions of the development.
- A description of the amounts and location of dedicated open space. Refer to Section 19-4-165 of this Chapter.
- Any required dedication documentation and/or improvement agreements and bonds.
- Two (2) copies of the proposed restrictive covenants, condominium or townhome declaration, articles of incorporation and bylaws of any homeowners' association and deed of conveyance to an HOA, as applicable.
- Final environmental studies (wetland delineation, floodplain mapping, geotechnical report, etc.).
- Engineering drawings. Refer to Chapter 14 of this Code for the drawing requirements and design and technical criteria for the construction of roads, walkways, utilities, and associated infrastructure within the Town.
- A Traffic Impact Analysis (TIA) and/or Traffic Impact Study (TIS). Refer to Chapter 14 of this Code.
- The planned pedestrian, bicycle and vehicular circulation system, including their interrelationships with the vehicular parking and unloading system, indicating proposed detailed treatments of points of conflict.
- A plan showing how the development's residents will be afforded access to public transit and how the transit system will be integrated into the development.
- A final grading plan. Refer to Chapter 14 of this Code.
- A final erosion and sediment control and revegetation plan. Refer to Chapter 14 of this Code.
- A fugitive dust control plan to be implemented during construction.
- A landscaping plan, including the proposed treatment of the perimeter of the planned development, including materials and techniques used, such as screens, fences, and walls. Refer to Chapter 14 of this Code.
- A detailed parking plan.
- A snow removal and/or storage plan.
- An exterior lighting plan. Refer to Chapter 14 of this Code.
- Any preliminary or final subdivision plats required and prepared as per the requirements of Article 3 of this Chapter if the development is planned to begin within one (1) year.
- Estimated time schedule for development, including a site map that depicts the development, phases thereof, sites and building footprint sizes and locations outlined in the development schedule.
- The names and addresses of property owners within two (200) hundred feet of any portion of the property.
- Any other special reports and/or information deemed necessary by the Town.
- Copies of the submittal materials in a format and quantity as specified by Town Staff.