

Concept Plan Application Requirements

Per NLMC 12D-403:

- A. The Concept Plan shall address the issues listed under section 12D- 117(A), and shall include the following:
1. A map, plat, or other scaled drawing of the area to be developed. The concept plan drawing need not be produced by a licensed professional but must include at least the following information as applicable:
 - a. The proposed name of the subdivision;
 - b. Map of the proposed subdivision with property boundaries, including all adjacent properties, including those within the same ownership or development conglomerate and their potential for cooperation;
 - c. Approximate acreage of the proposed subdivision;
 - d. Current zoning designation of properties included in the proposed subdivision, and any zoning map changes which would be necessary to develop the proposed subdivision;
 - e. A proposed layout of the subdivision indicating the general dimensions, areas, and number of lots, access points and street configurations, including right-of-way widths, etc.;
 - f. Topographic contours and the location of existing or potential sensitive lands or features (i.e., geologic, floodplain hazards, etc.).
 - g. The present roads and utilities;
 - h. Approximate location of nearest utilities and those proposed to service the subdivision including:
 - (1) A description of the type of culinary and secondary water systems proposed including documentation of water rights, historic water use, and any easements that may need to be acquired in order for the subdivision to connect to adjacent water sources;
 - (2) A description of the type of sanitary waste system proposed. NOTE: When private wells and on-site septic systems are proposed, a description of how each proposed lot will conform to the standard protection radius around the wellhead shall be required.
 - i. Potential open space or areas which will be utilized for trail systems;
 - j. Any characteristics which may impose peculiar construction requirements, such as geological hazards, drainage systems or steep slopes;
 - k. The relationship between the proposed development and the City's General Plan and including, without limitation, planned roads, utilities, trails, sensitive lands, parks, and drainages;

2. A written statement of sufficient detail so that the intent of the developer(s) is made clear to those persons who review the proposals including information on phased development, the anticipated timeline or schedule for the development, methods of financing improvements, maintenance and ownership of non-buildable lands or common open spaces;
3. A detailed list describing any portion of the studies and reports listed in section 12D-117(B) the developer(s) feels may not be necessary for development of the subdivision; and the reasons why such studies or portions thereof ought to be waived or modified.
4. Other materials or documents as identified or required by the DRC during the pre-application meeting such as:
 - a. Any maps and narratives required by any other provisions of the City's ordinances.