

ARTICLE 5

CONCEPT PLAN

SECTION

- 30-05-01: Concept Plan
- 30-05-02: Information Required for Concept Plan
- 30-05-03: Filing and Review of Application

30-05-01: CONCEPT PLAN: The developer shall submit for review by the Planning Commission and City Council a concept plan depicting the subdivision proposal for informal review prior to filing a formal preliminary plat application. On the basis of the concept plan, the City shall informally advise the developer as promptly as possible of the extent to which the proposed subdivision generally conforms to the design standards of this Chapter and shall discuss possible modifications necessary to secure approval of the plan. Concept plan review does not convey any legal development rights to the applicant.

30-05-02: INFORMATION REQUIRED FOR CONCEPT PLAN: (*amended 07-05-05; resolution 42-07-05; ordinance 2005-8*) The concept plan shall include five (5) large scale copies and one (1) reduced scale (11" by 17") copy of written materials, plans and specifications to include the following information:

- A. A written description of the intended subdivision.
- B. General Location and Site Description.
 - 1. Name and address of developer/owner.
 - 2. Date of plan preparation and dates of revision.
 - 3. Scale of plan (engineering scale only – one (1) inch equals two hundred (200) feet).
 - 4. North arrow indication.
 - 5. Legal description.
 - 6. Property location map illustrating the site location relative to adjoining properties and streets.
 - 7. Scaled drawing (engineering scale only) illustrating property boundaries.

8. Proof of ownership or legal interest in the property in order to make application.
 9. Current and proposed land use and zoning.
 10. Evaluation by the applicant that the subdivision would not be determined to be premature pursuant to the criteria outlined by the Comprehensive Plan and this Chapter.
 11. Aerial photo with concept plan overlay.
 12. Additional information as required by the Zoning Administrator.
- C. Concept Subdivision Plan. One (1) or more of the subdivision sketch plans meeting the intent of this Section and including at least the following information:
1. Open space areas indicating which areas are to be protected and defined by the purpose of the open space.
 2. Boundaries of areas to be developed and proposed general street and lot layout.
 3. Number and type of housing units and/or approximate size and location of commercial and industrial buildings as may be applicable.
 4. Areas proposed for stormwater management.
 5. Street system that interconnects neighborhoods that is consistent Hanover Transportation Plan.
 6. Location of utility trunks intended to serve the site.
 7. Said plans shall be drawn at a scale of one (1) inch to one hundred (100) feet.
 8. Total area of proposed parkland, right-of-way, wetlands and uplands on site.

30-05-03: FILING AND REVIEW OF APPLICATION:

- A. Procedure:

1. Application Meeting. An applicant shall meet with City staff to discuss a proposed development and investigate the City requirements for pursuing a development application.
2. A development application form for concept plan along with the associated information and fee established by the City Council shall be submitted to the City of Hanover.
3. The Zoning Administrator shall submit copies of the concept plan and associated information to other staff, committees, consultants, or agencies as appropriate.
4. The Zoning Administrator shall mail notice to property owners within three hundred fifty (350) feet of the subject site pursuant to Article 20-03-00 (General Administration) of the Zoning Ordinance.
5. The Zoning Administrator shall forward the concept plan submittals to the City's advisory boards and City Council for their consideration at regularly scheduled meetings to solicit informal review and comment on the project's acceptability in relation to the City's Comprehensive Plan and development regulations. Concept plan review does not convey any legal development rights to the applicant.