



## PRELIMINARY DEVELOPMENT CHECKLIST FOR PLANNED ZONING DISTRICTS

A preliminary development plan application submitted for approval by the Planning Commission must include the following required submittal items. Failure to provide this information by the application deadline may result in the application not being accepted until all required information is submitted.

**This checklist shall be submitted with the development plan application and shall be signed by the applicant or an authorized agent.** Any item not checked "NO" requires a written explanation accompanying this checklist. **If this checklist is not submitted with the development plan, it will not be reviewed nor moved forward.**

Staff will review the application on the day of submittal to insure completion. Acceptance of an application by the City of Basehor does not constitute completion of requirements and/or compliance with all Planning & Zoning requirements or approval of a preliminary development plan. Additional information may be required due to the location, size, or complexity of the preliminary development plan.

### REQUIRED SUBMITTAL ITEMS

YES	NO	
		<b>1) Application form, fee and checklist</b> filled out accurately and completely, with all required signature blocks.
<b><u>For both the area included in the PDP and the area within two-hundred (200') feet of the boundaries</u></b>		
		<b>a.) Location, width and names</b> of all existing or platted streets, railroad and utility right-of-way, parks and other public open spaces and permanent easements.
		<b>b.) Location and dimensions of permanent</b> buildings, structures or houses and natural features, such as woodland lots, streams, ponds, lakes and any land located within the FEMA designated floodplain.
		<b>c.) Locations of existing and proposed</b> sewers, water mains, culverts and other underground facilities, indicate pipe sizes, grades, manholes and locations of record.

### REQUIRED PDP INFORMATION

YES	NO							
		<b>2) Name of subdivision</b> (unique and numerically consistent) and the words "Preliminary development plan," prominently displayed as the title. Location by common street address and legal description						
		<b>3) Names, addresses, and phone numbers</b> of all companies, firms, or individuals involved in the preparation of the preliminary development plan (i.e. property owner, engineer, surveyor, etc.).						
		<b>4) Date of preparation</b> of preliminary development plan and/or revisions.						
		<b>5) Scale, legend, and north arrow</b> clearly shown, with orientation at top or left as north(not less than 1"=100' scale).						
		<b>6) Vicinity map</b> , drawn at a scale of 1"=2000', locating the proposed subdivision in relation to the section of land, including township and range, section street names, and a north arrow.						
		<b>7) Boundary lines of the area within PDP</b> with angular bearings and linear distances, referenced to section or quarter-section corners, or a point on a recorded plat Point of Commencing and/or Point of Beginning, and the overall area of the PDP in acres.						
		<b>8) Proposed size, height, location and arrangement</b> of buildings, parking areas with proposed arrangement and dimensions of stalls, aisles, bays angle of parking and other similar information ( <b>See off-street Parking Regulations</b> )						
		<b>9) General location, arrangement and dimensions of:</b>						
		<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center;"><b>a.</b></td> <td style="width: 15%;"></td> <td style="border: none;">Vehicular Drives</td> </tr> <tr> <td style="text-align: center;"><b>b.</b></td> <td></td> <td style="border: none;">Entrances and exits</td> </tr> </table>	<b>a.</b>		Vehicular Drives	<b>b.</b>		Entrances and exits
<b>a.</b>		Vehicular Drives						
<b>b.</b>		Entrances and exits						

[illegible]


I hereby submit all information required for preliminary preliminary development plan review. I understand that failure to providethe required information may result in a postponement of my request for review until all information has been submitted. By signing this application, I acknowledge that all public streets and public infrastructure within the preliminary development plan shall conform to the applicable minimum design standards set forth in the City of Basehor

Signature of Applicant

Date