

CHAPTER 16.15

CONCEPTUAL PLAN

Sections:

- 16.15.010 Preconceptual meeting**
- 16.15.020 Conceptual plan data**
- 16.15.030 Conceptual plan review**

16.15.010 Preconceptual meeting

Prior to submitting a conceptual plan or preliminary plat to the Town Planning and Zoning Committee for review, a cost recovery agreement, on a form prepared and approved by the Town, must be signed and a pre-conceptual meeting must be held with the Town Engineer. The meeting will address the land division feasibility, protection of existing natural features, the land division process, and required submittals.

16.15.020 Conceptual plan data

The purpose of the conceptual plan is to receive initial feedback from the Planning and Zoning Committee regarding the feasibility of the proposed land division. The conceptual plan should include the following:

- A. An accurate property boundary from a property survey or site plan.
- B. Adjacent highways, roads, and streets labeled on the plan.
- C. All natural features, including but not limited to Primary Environmental Corridor, Floodplain, and Wetlands shown on the plan.
- D. Proposed stormwater management facility areas, a primary focus being storm water infiltration areas
- E. Proposed connections to surrounding properties.
- F. Proposed lot layout with minimum sizes.

G. Existing and, if applicable, proposed zoning classifications.

H. If the plan includes construction in phases, each phase shall be defined, and estimated start and finish dates shall be noted.

16.15.030 Conceptual plan review

Before submitting a conceptual plan for review, the petitioner shall prepare a conceptual plan complying with this title.

The necessary applications and fees must be submitted to the Town Clerk and two (2) copies of the conceptual plan and any supporting information submitted to the Town Engineer for review by the first Thursday of the month in order to be considered for hearing at the subsequent Planning and Zoning Committee meeting.

It shall be the subdivider's responsibility to post the town supplied notification sign at least twenty-one (21) days prior to that hearing date.

The Town Engineer will review the submitted conceptual plan and notify the subdivider when the conceptual plan is scheduled for a Planning and Zoning Committee meeting. Following notice from the Town Engineer, sixteen (16) copies of the conceptual plan and supplemental information must be submitted to the Town Clerk at least eight (8) days prior to the Planning and Zoning Committee meeting.

The conceptual plan does not receive an approval or denial from the Planning and Zoning Committee or Town Board. The concept is presented solely for Town comment.