

FORT CHAFFEE REDEVELOPMENT AUTHORITY

DEVELOPMENT PLAN

APPLICATION & CHECKLIST

Please fill out this form completely, supplying all necessary information and documentation to support your request. *Your application will not be placed on FCRA's Design Review Committee agenda or the applicable municipal Planning Commission agenda until this information is furnished.*

Application:

Indicate one contact person for this request: _____ Applicant _____ Representative

Applicant (person making request):

Representative (engineer, surveyor, architect, etc.):

Name: _____

Name: _____

Address: _____

Address: _____

Email: _____

Email: _____

Phone: _____

Phone: _____

Fax: _____

Fax: _____

Site Address / Location: _____

Chaffee Crossing Land-use Designation: _____ Proposed Zoning District: _____

Total Acreage: _____ Number of Lots (Res.)/Gross Building SF (Non-res.) _____

APPLICANT: I certify that the foregoing statements, to the best of my knowledge and belief, are true and correct. I understand that submittal of incorrect or false information is grounds for invalidation of application completeness, determination, or approval. I also authorize the stated representative to represent me in correspondence and meetings with the Fort Chaffee Redevelopment Authority or its representatives.

Name of APPLICANT (printed): _____ Date: _____

Signature of APPLICANT: _____

Name of REPRESENTATIVE (printed): _____ Date: _____

Signature of REPRESENTATIVE: _____

Checklist:

Attach the following items to this application:

- Signed Application Form
- Legal description of property (may be found on deed or current survey of property).
- City of Fort Smith or City of Barling Application Date & Planning Schedule of Meetings, including where required by the municipality the date, time, and location of the Neighborhood Meeting.
- Digital Files of the plan/plans must be emailed to FCRA by the Friday two weeks (17 days) prior to the scheduled Monday meeting.** Information required on the plans is provided in the checklist below.
 - Preliminary Plat or Development Plan showing the following:
 - Names, Addresses, and Contact Information for Developer
 - North arrow & bar scale
 - Legal Description of project boundary
 - Phase numbers and boundaries, if applicable
 - For residential projects, the lot/unit count per phase.
 - For non-residential projects, the gross floor area by use & associated parking requirements
 - Lot Layout with lot dimensions and areas
 - Building Setbacks
 - Proposed Street Layout with centerline information, right of way, and street width
 - Existing streets and rights of way adjacent to the project
 - Existing topography with at least 2-ft contour intervals
 - Floodplain/floodway boundaries, if applicable
 - Identified or suspect wetland boundaries
 - Proposed utility (water & sewer) layout
 - Proposed storm drainage system layout, including location of detention facilities, if required.
 - For non-residential projects, existing buildings within 100 feet of the project boundary.
 - For non-residential, locations of proposed buildings and parking areas.
 - Location & size of proposed signage.
 - Landscape Plan showing the following:
 - Buffer widths and proposed plantings (species, count, and location) where applicable along street right of ways and adjacent properties.
 - Common Area landscape plantings (species, count, and location)
 - For non-residential project, parking lot landscape plantings (species, count, and location)

For Residential Projects accompany the plans with the following:

- Representative example floor plans of proposed units/homes. The floor plans shall convey the general size and planned structures.
- Representative color elevations with materials noted or photographs of proposed units/homes. The images shall convey the exterior quality and materials of the planned structures.
- Draft of Property Owners Association and Restrictive Covenant documents that specify minimum building size, exterior construction requirements, parking & fencing regulations, and accessory structure requirements.

- Representative sketch or photo of proposed signage.
- Cut sheets for proposed public space items such as:
 - Street Lights
 - Mailboxes
 - Street Sign poles
 - Other items as planned by the developer to be placed within the public space.
- Plans and/or narrative describing any proposed amenities within the project. (Amenities may not necessarily be required but they are encouraged.)

For Non-residential Projects accompany the plans with the following:

- One large, color rendered elevation board showing any elevation of the proposed project which is visible from a public right of way.
- 4 color elevations showing all four sides of each proposed building with materials noted.
- Representative sketch or photo of proposed signage.
- Cut sheets for proposed public space items such as:
 - Street Lights
 - Street Sign poles
 - Other items as planned by the developer to be placed within the public space.

Note that FCRA's review and approval of the submitted Development Plan does not constitute a grading or building permit, nor an approval by the appropriate municipality's planning, engineering, or public works departments. This review is only to confirm compliance with the Chaffee Crossing Master Development Guidelines. Each application is required to secure all necessary approvals of the appropriate municipality in addition to the FCRA approval of the project prior to beginning any construction. The attached schedule has been provided for informational purposes only in order to assist developers with coordinating the reviews of FCRA and the appropriate municipality reviewing the proposed project.

Design Review Committee
Variance Request

Applicant Name: _____

Project Name, Description, and Location: _____

Design Guideline Requirement: _____

Variance Request: _____

DRC Action: _____

Comments: _____

Received by FCRA: _____

Date: _____

