

# Pre-Application Development Plan Checklist

General Submittal Requirements	
1	Copy of Water and Sewer Availability Request Form (see Engineering Development Services webpage)
2	Water and sewer capacity analyses with offsite improvements identified, if applicable
3	Development offset agreement(s), if applicable
4	Any additional information, as determined by City Staff, necessary to obtain an adequate review
Standard Sheet Layout (All Drawing Sheets)	
5	Name of proposed development, sheet title, sheet number, date of submittal and revision, and City of Franklin project number
6	Plans drawn to a scale no smaller than 1-inch = 50 feet and extending a minimum of 50 feet beyond property limits
7	Existing, proposed, and adjacent boundaries and identifying numbers of sections, lots, and parcels
8	North arrow, graphic scale, and legend of symbols and line types
9	Road network including street name, right-of-way width, and functional street classification per <i>Connect Franklin</i>
10	Right-of-way dedication required per <i>Connect Franklin</i>
11	Hydrologic features with stream name, TDEC 303(d) classifications, top of bank, centerline, and riparian buffers
12	Tree protection areas, both existing and proposed, and other protected areas
13	Boundaries limits of overlays which intersect/cross the proposed development, including: FWO, FFO, HHO, 500-HHO buffer, HPO, NCO, CAO, CFO, SCO
14	Type, size, and location of buffers (street, historic, etc.), if applicable
15	Location and dimensions of transition zones, if applicable
16	Easements, both existing (with deed/plat reference) and proposed. Indicate any easements to be abandoned.
17	Scale, orientation, and layout of plans consistent throughout the plan set
C0.0 – Cover Sheet	
18	Name of proposed development ( <u>Approved</u> Subdivision Name, Plan Type, Section, Revision, Lot Number, [Business Name])
19	Tax map, group, parcel number(s), and address(es) of site
20	Sheet index for all sheets included in the submittal set
21	Associated PD zoning entitlement request
22	Request for Modification of Standards, if any. Include the specific section of the Zoning Ordinance proposed to be modified, the proposed alternative requirement, and justification for such request.
23	Identification of Parkland Impact Fee requirements and offset requests, if any
24	Description of changes to the previously approved development plan, as well as a summary of all past approved revisions, if applicable
C1.0 – Existing Conditions Plan	
25	Zoning District and any Overlay Zoning Districts
26	Existing man-made site features including fences, walls, structures, buildings, pavement, cemeteries, archeological features, above- and below-grade utilities, hydrants, roadway and railroad infrastructure
27	Existing natural site features including tree canopy, sinkholes, and hydrologic features
28	All historic resources on site and within sheet limits shown and labeled with location and description. Include any original accesses to historic structures and sites.
29	Existing topography contours with vertical intervals at five (5) feet maximum
30	Existing natural slopes between 14 and 19.99 percent, and slopes 20 percent or greater graphically illustrated

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<b>C2.0 – Development Plan</b>	
31	Description of how the proposed development complies with the objectives of <i>Envision Franklin</i> , including the guiding principles, character area, special area, and design concepts
32	<p>Site Data Chart</p> <div style="border: 1px solid black; padding: 5px;"> <p>Project Name:            Project #:            Address:            Parcel(s):            Acreage/Square Footage of Site:            Vesting (date development first became vested, if a revision):</p> <p>REGULATIONS:            Base Zoning:            Proposed Zoning:            Overlay Zoning:            Building Types Applied:            Frontage Types Applied:            Lot Width (Residential):            Lot Size (Residential):            Setbacks—            Front yard:            Side yard:            Rear yard:            Dwelling Unit Count, by Type:            Commercial SF, by Use:            Hotel Keys:            Building Height:            Minimum Landscape Surface Area:            Open Space SF Required:            Natural Area SF Required:            Tree Canopy Retention Acreage:            Parking Required, by Use:            Parking Provided, by Use:            Historic Resource Treatment (y/n):</p> </div>
33	Residential lot type diagrams, if applicable, identifying lot width, depth, and setbacks associated with each lot type, including corner lots
34	Proposed setback lines
35	Open space plan location, type, and amenities with labels
36	List of all proposed building types and frontage types
37	List of all proposed or considered uses within the development
38	Approximate locations, square footages, and height of proposed buildings and structures. Height ranges are appropriate for larger developments.
39	General location of roadways, sidewalks, parking and loading areas, drive through lanes, refuse collection areas, mailbox delivery kiosks, transit stops, street lights, gated access, and other pertinent surface items
40	Retaining walls and fences with anticipated maximum height
<b>C3.0 – Grading &amp; Drainage Plan</b>	
41	Existing and proposed topography contours with vertical intervals at five (5) feet maximum
42	Retaining walls with maximum height labeled
43	Stormwater infrastructure and features, including conceptual green infrastructure and detention areas
44	Proposed and existing-to-remain utilities shown in grayscale
<b>C4.0 – ROW &amp; Access Plan</b>	
45	Statement of Impacts: Statement describing anticipated impact on streets, including projected trips generated by the development

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46	Proposed and existing to remain utilities and landscaping shown in grayscale.
47	Typical cross sections with utilities for each proposed classification of roadway
<b>C5.0 – Utility Plan</b>	
48	Statement of Impacts: Statement describing anticipated impact on water, sewer, and reclaimed water utilities, including expected needs in total SFU
49	Water & Sewer General Notes and Data Chart (see Engineering Development Services webpage)
50	Utility name and contact information for all utilities within 500 feet of site
51	Results of flow test at nearest fire hydrant, including test date (must be within 6 months from date of submittal), plan location of test and flow hydrants, static pressure, residual pressure, and calculated flow at 20 psi residual pressure, or projected flow from a water model study
52	Type, size, and location of existing and proposed public utility infrastructure and appurtenances (valves, hydrants, etc.), including for City utilities (water, sewer, reclaimed water, communications) and non-City utilities (non-City water, electric, telephone, gas, cable television, communications)
53	City water, sewer, and reclaimed water extended to property lines designated by the Water Management Department as deemed necessary for future system expansion
54	Horizontal utility clear separations
55	Anticipated utility depths
56	Proposed and existing-to-remain roadways, sidewalks, storm infrastructure, buildings, landscaping, grading contours, and other surface features shown in grayscale
<b>C6.0 – Phasing Plan</b>	
57	Conceptual phasing plan for land development, if applicable, including the following: <ul style="list-style-type: none"> <li>• Anticipated sequence of build-out for sections/lots, open space, and parkland</li> <li>• Stormwater, street, and utility infrastructure phasing, with anticipated water and sewer demand for each phase</li> <li>• Conceptual phased parking plan</li> </ul>
<b>L1.0 – Tree Preservation Plan</b>	
58	Current aerial photo depicting existing tree canopy cover and percent of site under existing tree cover with linework depicting extents of tree canopy cover
59	Tree save area(s) with acreage labeled for each noncontiguous area
60	Potential specimen trees to be removed shown and labeled
<b>A1.0 – Architectural Elevations</b>	
61	Conceptual renderings and/or typical elevations