

# Large Scale Development/ Preliminary Plat

## Application & Checklist

Application can be found at <http://www.tontitown.com/>

Application # \_\_\_\_\_

Please fill out this form completely, supplying all necessary information and documentation to support your request. **Your application will not be placed on the Planning Commission agenda until the application is completed and required information provided. PERMIT FEES WILL DOUBLE IF WORK BEGINS BEFORE PERMIT IS APPROVED.**

Property Information	Address <u>1853 W. Henri de Tonti Blvd</u>	Project Information	Project Name <u>Henri De Tonti AR</u>
	Parcel No. <u>830-37879-200</u>		Subdivision Name _____
	Acreage <u>5.625 sq. ft.</u>		Check One: <input type="checkbox"/> Large Scale Development <input type="checkbox"/> Preliminary Plat
	Existing Use <u>Warehouse</u>		Is this project an approved PUD? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Zoning <u>C-2</u>		Proposed Use <u>Cell tower</u>

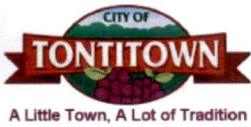
Property Owner	Name <u>Upward Investments LLC</u>	Phone <u>479-387-5039</u>	<input type="checkbox"/> Select if this is the primary contact
	Address <u>1849 W. Henri De Tonti Blvd</u>	Fax _____	
	City, State, Zip <u>Tontitown, AR 72762</u>	E-mail <u>Jared@thomsonwa.com</u>	

Representative	Name <u>Baker Donelson Law Firm</u>	Phone <u>(205) 250-8353</u>	<input type="checkbox"/> Select if this is the primary contact
	Address <u>1901 6th Ave N, Ste 2600</u>	Fax <u>(205) 488-3753</u>	
	City, State, Zip <u>Birmingham, AL 35203</u>	E-mail <u>mpalmer@bakerdonelson.com</u>	

Representative Signature	I certify under penalty of perjury that the foregoing statements and answers herein made all data, information, and evidence herewith submitted are in all respects, to the best of my knowledge and belief, true and correct. I understand that submittal of incorrect or false information is grounds for invalidation of application completeness, determination, or approval. I understand that the City might not approve what I am applying for, or might set conditions on approval.		
	Representative Signature <u>Mary S. Palmer (Agent)</u>	Date <u>5/28/2024</u>	

Owner Signature	I certify under penalty of perjury that I am the owner of the property that is subject of this application and that I have read this application and consent to its filing. (If signed by the authorized agent, a letter from the property owner must be provided indicating that the agent is authorized to act on his/her behalf.)		
	Owner Signature <u>Mary S. Palmer (Agent)</u>	Date <u>5/28/2024</u>	

Office Use Only	Date Submitted: _____	PC Meeting Date _____	Date Approved _____	
	Date Fwd to NWARPC: _____	Permit Fee: \$ _____	Receipt # _____	
	Zone: _____	<input type="checkbox"/> Cash	<input type="checkbox"/> Check _____	<input type="checkbox"/> Credit Card _____



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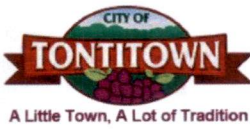
**Please Note: THE APPLICATION WILL NOT BE ACCEPTED AT THE DATE OF SUBMITTAL IF THE FIRST TEN ITEMS ARE NOT MET.**

1. **Application (Required at time of application submittal):** Completed application form.
2. **Fee (Required at time of application submittal):** Payment of the application fee as shown on this link [http://www.amlegal.com/nxt/gateway.dll/Arkansas/tontitown\\_ar/titlexvlandusage/chapter155fees?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:tontitown\\_ar\\$anc=](http://www.amlegal.com/nxt/gateway.dll/Arkansas/tontitown_ar/titlexvlandusage/chapter155fees?f=templates$fn=default.htm$3.0$vid=amlegal:tontitown_ar$anc=)
3. **Warranty Deed (Required at time of application submittal):** A copy of the warranty deed showing the **current ownership** of the property is required.
4. **Plat/Plan.** Provide a plat or plan in DWG format to 1"=100' scale (blue lines for review may be presented at 1"=20', 1"-50') of all required information. Two (2) copies of the plat or plan set (24" wide by 36" high) folded to page size with title information on the outside; as well as a PDF copy of this document. **"All DWG files submitted shall be on Arkansas State Plane North coordinate system."**
5. **Drainage Report.** One (1) Drainage reports plus 1 copy in PDF format, grading and soil erosion plan (sites over one (1) acre). Refer to the drainage criteria Manual found at this link <http://tontitown.com/pdfs/Tontitown%20Drainage%20Criteria%20Manual.PDF> *less than 1 acre*
6. **Recorded Plat.** Copy of the recorded plat.
7. **Landscape Plan, including irrigation plan (LSD only).** Please refer to section 150 of the city building regulation code.
8. **Lighting Cut Sheet (LSD only).** The type of lighting fixture utilized must be a "cut-off" fixture. *no lighting*
9. **Architectural Drawing Elevations - showing each side of the structure (LSD only).**
10. **Plat and Plan Requirements Checklist.** Submit an initialed copy of the Plat and Plan Requirements Checklist, which can be found at this link <http://www.tontitown.com/pdfs/planplatreg.pdf>
11. Any other data or reports as deemed necessary by the City as described below.

A pre-application conference can be arranged and is encouraged to review the proposed project and discuss the checklist requirements.

**Please note:**

- **Owner/Applicant must request final inspection pursuant Code Section § 152.700.10 FINAL INSPECTION found at: [http://www.amlegal.com/nxt/gateway.dll/Arkansas/tontitown\\_ar/titlexvlandusage/chapter152subdivisions?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:tontitown\\_ar\\$anc=JD\\_152.700.10](http://www.amlegal.com/nxt/gateway.dll/Arkansas/tontitown_ar/titlexvlandusage/chapter152subdivisions?f=templates$fn=default.htm$3.0$vid=amlegal:tontitown_ar$anc=JD_152.700.10)**

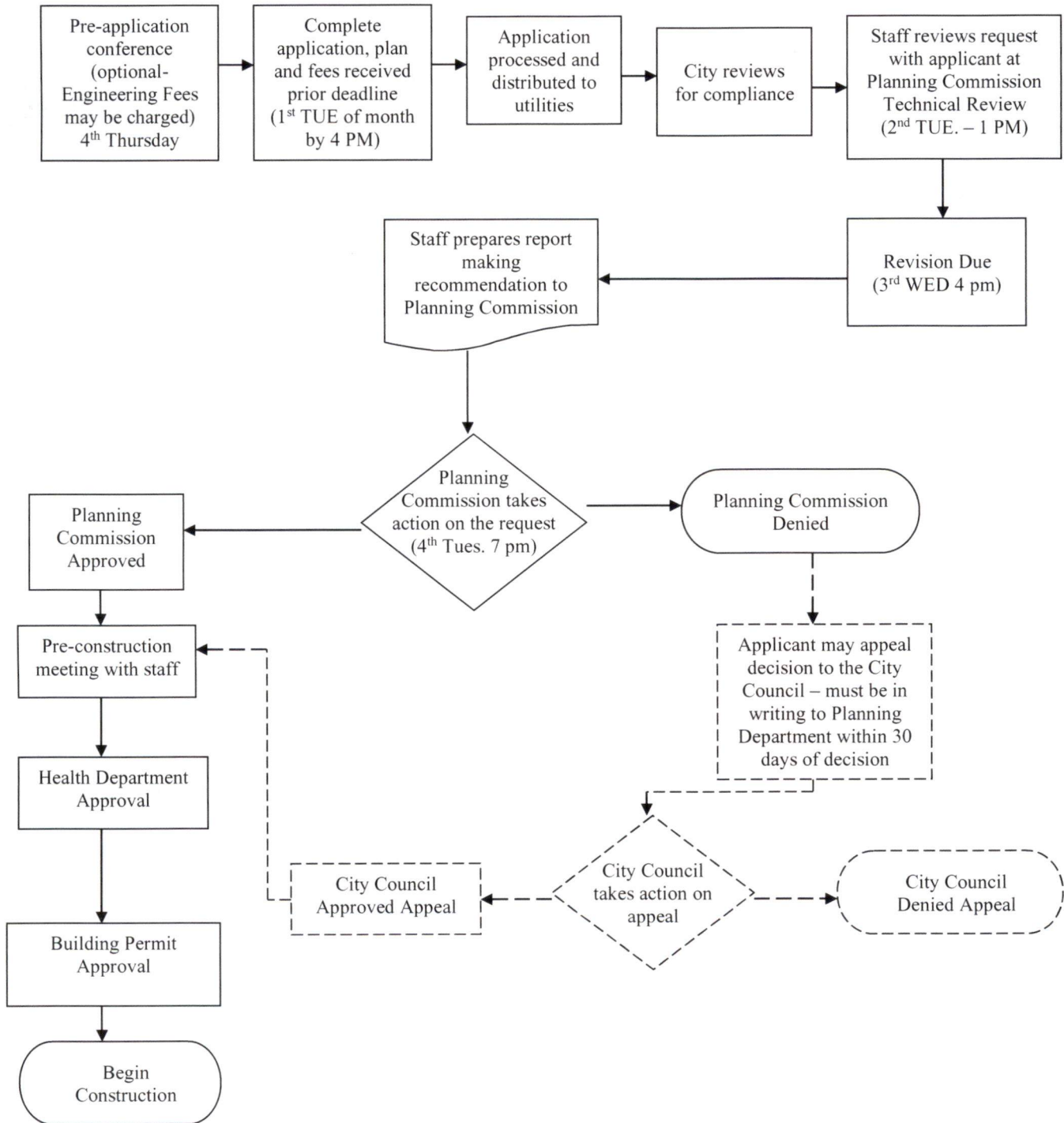


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### Planning Commission Process Flow





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### GIS Requirements per City Code Section 152.900, for "Large Scale Development/Preliminary Plat Application":

- An ACAD file shall be submitted that must contain at a minimum **all items** shown visibly on the submitted original signed and sealed documents (may exclude professional seals). This includes both the Submitted Plats/plans and all As-Built documents.
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- The Plan/Plat and As-Built Documents bearing and coordinate system shall be based on Arkansas State Plane Coordinates using as a basis of bearings the City of Tontitown GIS Monuments or Monuments of equal or higher order utilizing the same datums. (This is to include both the original signed and sealed documents as well as all electronic files submitted.
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- The Plan/Plat drawings shall label at least 2 exterior boundary corners with State Plane Coordinates (based on City of Tontitown GIS Monuments or Monuments of equal or higher order utilizing the same datums.)
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- The plan / plat drawings shall contain the following layer names along with associated autocad objects.
  - Existing Streets
  - Proposed Streets
  - Existing Water
  - Proposed Water
  - Existing Sewer
  - Proposed Sewer
  - Existing Stormwater
  - Proposed Stormwater
  - Proposed Building Footprint
  - Existing Utility Easements
  - Proposed Utility Easements
  - Temporary Construction Easements
  - Proposed Building Set Back
  - Proposed Lots with associated text
  - Existing Parking (in the final plat only)
  - Proposed Parking
- The layers may be contained within a single DWG file or submitted as separate files. The layers shall contain all associated text eg. Existing Streets should contain street names.
- Any new, on or off-site easement, Right-of-way, deed restriction, or covenant documents effecting the submittal shall be provided in a (\*.pdf) file format showing a copy of the original recorded document including Recorders stamp and all required signatures.