

**APPLICATION PROCEDURES  
FOR  
THE CONCEPT PLAN  
[FOR PROPERTY SUBDIVISION]**

I. PURPOSE

The purpose of the concept plan is to provide for a review of the significant physical features of a property proposed for subdivision so that an early general agreement on the comprehensive development of the entire property, particularly transportation (vehicular, bicycle, pedestrian) and open space networks and their connections with adjoining properties and the immediate area, can be secured and the final design can take into consideration and capitalize on those features identified.

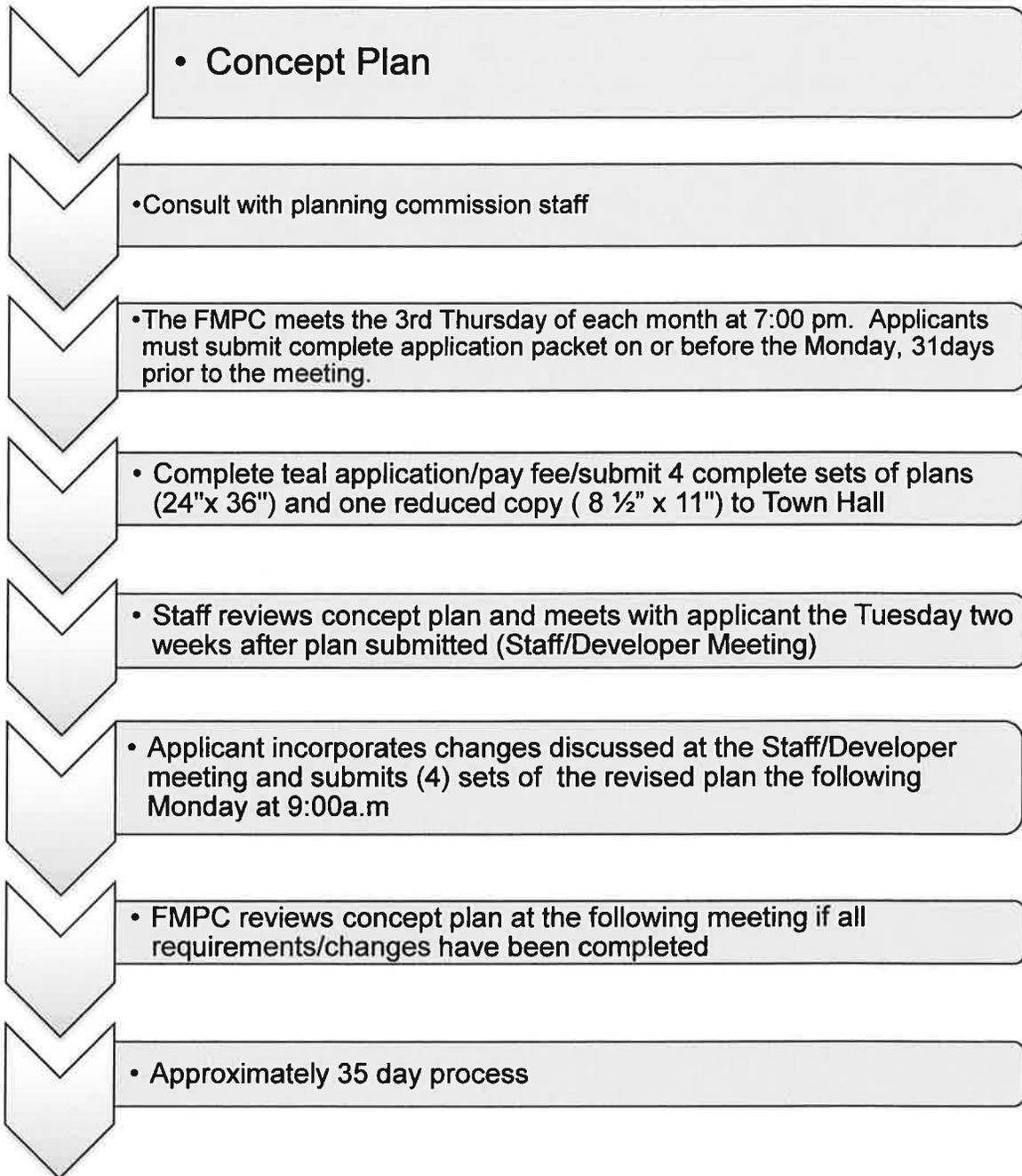
II APPLICATION AND APPROVAL PROCESS

The concept plan application must be submitted at least thirty one (31) days prior to the planning commission meeting at which it is to be considered. The applicant must submit four (4) complete set of plans (24" x 36"), one reduced set of plans (8 ½" x 11"), a completed application form, and an application fee. The plan should be prepared by a professional team that includes a Tennessee licensed engineer, a Tennessee registered land surveyor, a Tennessee licensed landscape architect, and/or a physical planner with a comparable background and experience. At a minimum, the plan shall require the seal of at least one (1) of the above listed professionals.

The filing of the concept plan with the staff shall not constitute "submission" of the concept plan for consideration by the planning commission. When the planning commission itself determines that it has sufficient information upon which to base its decision with respect to a particular matter, the matter will at that time be deemed "submitted" to the planning commission.

This summary and outline presented here is intended as a general guide and does not represent an inclusive set of details or requirements. Applicants should consult early and informally with the planning commission staff for advice and assistance. This will enable the applicant to become thoroughly familiar with the Farragut Subdivision Regulations and all other applicable regulations and requirements.

# APPLICATION PROCEDURES FOR THE CONCEPT PLAN



# CERTIFICATION

I hereby certify that the submitted concept plan includes and addresses all items identified in the application checklist.

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Name and address of plan

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Name of plan preparer (please print)

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Signature of plan preparer

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Date

**APPLICATION FOR CONSIDERATION OF SUBDIVISION  
CONCEPT PLAN  
TOWN OF FARRAGUT, TENNESSEE**

FOR OFFICE USE ONLY Fee Paid: _____
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APPLICANT NAME: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

PROPOSED NAME OF SUBDIVISION: \_\_\_\_\_  
Lot(s)/Parcel(s) No.: \_\_\_\_\_ Tax Map No.: \_\_\_\_\_  
Number Of Acres: \_\_\_\_\_ Number Of Lots: \_\_\_\_\_

ALL OWNERS OF PROPERTY INVOLVED MUST SIGN OR NAMES MUST BE LISTED

<u>NAME</u>	<u>ADDRESS (Street/City/Zip)</u>	<u>PROPERTY OWNED</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

NAME OF PROFESSIONAL PREPARER: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
E-Mail \_\_\_\_\_

NAME OF PROFESSIONAL PREPARER: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
E-Mail \_\_\_\_\_

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS ACCURATE AND COMPLETE AND I AM THE APPLICANT OR THE LEGAL REPRESENTATIVE OF ALL OWNERS AND DEVELOPERS INVOLVED IN THIS REQUEST.

\_\_\_\_\_  
NAME (SIGNATURE) \_\_\_\_\_  
DATE

**Town of Farragut  
Checklist For Applicants  
Concept Plan**

Project: \_\_\_\_\_

	Applicant Yes-No-N/A	Town Staff Comments
1. Submit four (4) complete sets of 24" x 36" plans and one (1) 8 . x 11 reduced copy		
2. A title block which specifically indicates that this plan contains "conceptual information which is not intended for construction purposes"		
3. An address and a tax map and parcel reference associated with the property		
4. The acreage of the property		
5. The name, address and telephone number of the owner(s) of record and developer(s). Where a subdivision involves multiple parcels, the owner(s) of record for each parcel shall be indicated		
6. The name, address, and telephone number of all professionals involved and, at a minimum, the professional seal of the principal individual responsible for preparing the plan		
7. Preparation and revision dates, approximate north point, location map, verbal and graphic scales, and legend		

Project: \_\_\_\_\_

	Applicant Yes-No-N/A	Town Staff Comments
8. A boundary survey, including existing Rights-of-ways and easements		
9. Location of existing improvements		
10. The present zoning classification on the land to be subdivided and on the adjoining land		
11. The location and an identification of all significant physical features of the property, such as wetlands, floodplains, springs, streams, wet weather conveyances, steep slopes, unstable soils, sink holes, natural drainage ways, and historic, archeological, or cultural sites		
12. Show and label the extent of any aquatic buffer [required adjacent to all streams, wetlands, and springs]		
13. If an aquatic buffer, add the following note: “There shall be no clearing, grading, construction, or disturbance of soil and/or native vegetation within the aquatic buffer except as permitted by the Town of Farragut		
14. The general location and approximate square footage and acreage of all tree covered areas		
15. The approximate density, predominant species, general distribution of predominant species, and predominant level of maturity of trees within all tree covered areas (young stands, intermediate stands, mature stands)		

Project : \_\_\_\_\_

	Applicant Yes-No-N/A	Town Staff Comments
16. Mean sea level contours based on readily available information – vertical intervals of not more than two feet		
17. The proposed location and approximate grade of streets, sidewalks, and walking and bike paths and how these will connect internally and to adjacent properties		
18. Show existing streets, sidewalks, walking trails, bike paths, etc. that abut or stub into the property		
19. The distance from the proposed subdivision entrance to existing access points on the same street and which are located within the immediate vicinity of the proposed subdivision entrance		
20. The location of existing utilities and an indication of those utilities which are readily available and are expected to serve the site		
21. The location and an identification of any areas to be designated as open space. Show existing open spaces which abut the property		
22. The proposed lot lines		
23. A preliminary engineering certification verifying that the conceptual layout can be designed to comply with the town's applicable ordinances		

Project: \_\_\_\_\_

Additional comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_