



**CITY OF HURST  
CONCEPT PLAN CHECK LIST**

- A. Submit a notarized letter giving the applicant permission from the owner(s) to request concept plan approval
- B. Submit eight (8) prints of the concept plan of the proposed development folded to 8 1/2" X 11" size on sheet size 24" X 36" or smaller.
- C. Submit one (1) 11" X 17" print of the concept plan.
- D. If the applicant is requesting a SPUD (site with less than 5 acres) he should refer to Section 15.3-2 SPUD Area Requirements of the Zoning Ordinance.
- E. The following items are required to be shown on the concept plan or are to be submitted with the concept plan for consideration. Please use the Column on the left to verify the completeness of information submitted.

**Indicate if Data Is:**

<b>On Concept</b>	<b>N/A</b>
<u>Plan</u>	

- |       |       |              |  |
|-------|-------|--------------|--|
| _____ | _____ | <b>I.</b>    | Detailed (metes & bounds) legal description of proposed site.  |
| _____ | _____ | <b>II.</b>   | A scaled drawing in which not less than one (1) inch is one hundred (100) feet, showing dimensioned boundaries of the property, the location and widths of streets and highways adjacent to and on the property, and any other easements thereon or adjacent |
| _____ | _____ | <b>III.</b>  | Elevation contours at least ten (10) feet intervals;   |
| _____ | _____ | <b>IV.</b>   | General location and description of existing utility services, including size of water and sewer mains;  |
| _____ | _____ | <b>V.</b>    | Existing improvements proposed to be retained when the property is developed;  |
| _____ | _____ | <b>VI.</b>   | Undimensioned location and approximate size of proposed buildings;   |
| _____ | _____ | <b>VII.</b>  | Undimensioned drawings showing proposed access points and general location and number of parking spaces;   |
| _____ | _____ | <b>VIII.</b> | All proposed uses and their location on the drawing;   |
| _____ | _____ | <b>IX.</b>   | Identifiable water courses and low areas;  |
| _____ | _____ | <b>X.</b>    | Proposed maximum height and number of stories of each building;  |
| _____ | _____ | <b>XI.</b>   | Proposed landscaped areas. (Proportion of site and square footage)   |
| _____ | _____ | <b>XII.</b>  | Elevation drawings of all buildings. (Submit 6 copies)   |

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_  
 (Owner of Developer)