

**CONCEPTUAL SITE PLANS AND SUBDIVISIONS
(INFORMAL REVIEW)**

§ 190-68. Conceptual site plans and subdivisions.

Applications for informal review of conceptual site plans and/or subdivisions shall be required to submit a plan of the proposed development. The procedures for completeness review of formal applications shall not apply to such plan, except as provided below; however, the Board Secretary shall refer the plan to the appropriate persons and agencies, who shall provide suggestions as to any additional information that may be helpful to the Board in reviewing the plan. The applicant may choose to proceed without providing such additional information, or may provide some or all of the suggested information. Once the applicant has finalized his plan submittal, the application shall be scheduled for the Board's agenda; provided that any application for informal review shall provide the following prior to referral or review by the Board:

I N A W C

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A. Twenty (20) copies of the appropriate application form(s), completed and signed. If any item on the form is not applicable to the applicant, it shall be indicated on the application form(s) by the words "not applicable" or "none".

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B. Twenty (20) copies of the concept plan.

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C. Written description of the application, including a description of the proposed use and improvements.

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D. Receipt indicating that applicable fees and initial escrow deposits are paid.

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E. Certificate from the Tax Collector indicating that all taxes and assessments for the subject property are paid up to and including the most recent collection period.