

CONCEPT REVIEW INFORMATION FOR TYPE III APPLICATIONS

FEE: Type III - \$150 (*Cash/card/check – make check payable to ACC*)

Quick Checklist for Planning Commission Applications

- Completed pre-application conference
- Application form with original signatures and one copy
- 20 copies of application report
- 20 copies of concept plan (6 to scale no larger than 2' x 3'; 14 reductions of 11" x 17"), collated and folded
- 1 tree management plan (TMP) to scale, if required; 21 copies if requesting a tree management variance or waiver (follow site plan requirements for copies and size)
- 20 copies of exterior architectural elevations or photographs (can be included in application report)
- Digital (PDF) versions of signed application, report, plans and elevations
- Application fee

PRE-APPLICATION CONFERENCE

All applicants shall have completed a pre-application conference for the project within a two-week to six-month time period preceding the application date.