

REZONING

Transmittal Items

Primary Mandatory Items

1. Universal Application, including legal description
2. Application fee (*refer to fee schedule)
3. Written explanation of the project
4. Site Plan showing proposed development
5. Certificate of Taxes Paid
6. Proof of ownership (warranty deed or title policy)
7. Proof of water and sewer services
8. Proof of Utilities (e.g. electric, and gas)
9. Conceptual Review Meeting Letter and/or Waiver
10. Traffic Impact Fees Acknowledgement

Secondary Required Project Specific Items

1. Tri-County Health Department review fee*
2. Copy of certified boundary survey or Improvement Location Survey (ILS) for the subject property
3. Neighborhood Meeting Summary (required, unless waived)
4. Certificate of Notice to Mineral Estate Owners/and Lessees
5. Certificate of Surface Development