



FRANCIS CITY CONCEPT PLAN APPLICATION

NOTE: A concept plan application does not vest any rights for development. The scale or complexity of the project, City Planner workload, and schedule of the Planning Commission and City Council will dictate the processing period.

Planning Commission:

Date: _____ Decision of Commission: _____

City Council (Commercial Only):

Date: _____ Decision of Council: _____

Non-Refundable Fee Paid: \$ _____

Received By: _____

Check concept plan type: Residential (\$25 per lot or unit) Commercial (\$250)

Subdivision or Development Name: _____

Property Tax ID No: _____

Name of Owner(s): _____

Address: _____

Mailing Address (if different): _____

Phone: _____ Email: _____

Name of Applicant or Authorized Agent(s): _____

Mailing Address: _____

Phone: _____ Email: _____

Applicant Signature: _____ **Date:** _____

Owner's Authorization to file application:

I authorize _____ to act as my representative in all matters relating to this application.

Owner's Signature: _____ **Date:** _____

Property zoning: _____ Is a zone change required for this project? YES ____ NO ____

If yes, attach a zone map amendment application. Requested zoning: _____

Is a CUP required for this project? YES ____ NO ____ If yes, attach a CUP application.

General description of project (may attach additional pages):

List all approvals being sought from the City in conjunction with this application:

Attach all required information as per the following review process checklist. Incomplete information may be cause for denial of the application. These requirements are the minimum; other information may be required by the Code, Staff, Planning Commission, or City Council. For residential subdivisions, review sections 17.15, 17.20, and 17.25 of Francis City Code before submittal of this application. For commercial developments, review sections 18.45 and 18.115 of Francis City Code before submittal of this application.

Initial by City Planner if completed, cross out and sign by City Planner if waived or not applicable to application:

- _____ 1. Graphic representation of concept plan in pdf format, emailed to City Planner.
- _____ 2. Legal description of the property and all contiguous holdings of the owner with an indication of the portion which is proposed to be developed. Include an indication of the proposed future use of any contiguous areas not included in the development.
- _____ 3. Affidavit of ownership, which shall include the dates the respective holdings of land were acquired, together with the book and page of each conveyance to the present owner as recorded in the County Recorder's office.
- _____ 4. For commercial developments, include a graphic representation or presentation of the proposed materials and design theme of the project.
- _____ 5. Review fee in accordance with the adopted fee schedule.

APPLICANT CERTIFICATION:

I certify under penalty of perjury that this application and all information submitted as a part of this application is true, complete and accurate to the best of my knowledge. I also acknowledge that I have reviewed the City Code(s) and that items and checklists contained in this application are minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses. I agree also to comply with any and all applicable City Codes in effect at this time. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that Francis City may rescind any approval, or take any other legal or appropriate action. I also agree to allow the Staff, Planning Commission, City Council or appointed agents(s) of the City to enter subject property to make any necessary inspections thereof.

Signature

Date

Printed Name

Title