



# City of Hampton

## Conceptual Plan Review Checklist

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DEVLIN CLEVELAND  
MARY ANN MITCHAM  
WILLIE TURNER

**CITY MANAGER**  
ALEX S. COHILAS

CASE NO. \_\_\_\_\_

Received: \_\_\_\_\_

Initial: \_\_\_\_\_

Review Completed: \_\_\_\_\_

Initial: \_\_\_\_\_

PROJECT: \_\_\_\_\_

APPLICANT: \_\_\_\_\_

DESIGN PROFESSIONAL: \_\_\_\_\_

PROJECT ADDRESS (OR NEAREST INTERSECTION):  
\_\_\_\_\_

ZONING: \_\_\_\_\_

### 1) REQUIRED INFORMATION:

Y	N	N/A	Standard	Code Reference
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Conceptual Plan Application and Review Fee (credited towards Construction Plan Review Fee; as applicable)	\$200 fee
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pre-Application Conference	Article 3. Sec. 3-2
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Conceptual Plan (i/c Scale and North Arrow, Plan Date, 24x36 sheet size preferred)	Article 3. Sec. 3-2.B.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The plan shall be a general design of the proposed development i/c topographic contours, layout of lots, proposed tree save areas, detention, and streets (i/c public streets adjacent to the subdivision) size and dimensions of the property and proposed lots (i/c lot summary table), delineation of creeks, streams, and all other bodies of water, open space, amenities, and other planned improvements, and such other information as may be deemed necessary by the community development department.	Article 3. Sec. 3-2.B
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Evidence of applicant ownership or authorization from property owner	Article 3. Sec. 3-2
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Conceptual Plan follows the proposed Zoning development standards	Article 3. Sec. 3-2
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recommendations for improvement of request with current ordinances and policies	Article 3. Sec. 3-2
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Compliance with the City's Comprehensive Plan	Article 3. Sec. 3-2
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recommendations or comments from other city departments, county health and fire department	Article 3. Sec. 3-2
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recommendations for improvements to the proposed development, its design, layout, zoning adjustments, etc.	Article 3. Sec. 3-2
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Add this note shall to Concept Plan: Concept Plan approval denotes compliance with the City Zoning Ordinance. This approval addresses compliance with zoning ordinances and the City's Comprehensive Plan only and does not include all items required and contained in Appendix B. and Appendix C. that are required for issuance of Land Disturbance Permit. [City of Hampton Code. Appendix B. Article 3. Sec. 3-2(B.2.i)]	Article 3. Sec. 3-2

### 2) GENERAL COMMENTS: