



CONCEPTUAL PLAN APPLICATION PROCEDURES

The following information is a general outline of those regulations set forth in Title 16 of the City Code as related to the conceptual plan process.

A conceptual plan is a plan prepared by a developer for any portions of undeveloped land within the city limits, which will be platted in phases. A conceptual plan shall be required prior to the review and approval of a zone change request or a preliminary plat when the tract proposed for development is more than forty acres. Any type of uses allowed under the city's zoning ordinance, or any combination thereof, are allowed in a conceptual plan provided they are arranged in a compatible and orderly manner.

The conceptual plan is first submitted to the Development Review Committee (DRC) for their review and comments. When the applicant and DRC have resolved any concerns, the plan is forwarded to the Planning and Zoning Commission for review and recommendations. Their recommendation is then sent to the City Council for action. Once the conceptual plan is approved by the City Council, the subdivider may seek zone change or preliminary plat approval.

The conceptual plan submittal must be received by the Development Services Department a minimum of sixty days prior to the Planning and Zoning Commission hearing at which you wish to appear. ***Further, a request for approval on the submittal will not be routed to the Commission until all required items have been successfully addressed.***

PRE-APPLICATION CONFERENCE

- The developer is encouraged to meet with the planning staff to obtain information concerning adjacent developments, proper zoning, city policies and ordinances, and existing and future street alignments.

APPLICATION REQUIREMENTS

- APPLICATION - print or type the information requested.
- FILING FEE – Please see the Planning and Zoning Department Fee Schedule. Fees are non-refundable and must be paid when the application is submitted.
- CONCEPTUAL PLAN –THREE 24" x 36" FOLDED COPIES. Additional copies will be requested once the plan has been approved by staff.
- DRAINAGE, SOIL, AND TRAFFIC REPORTS - TWO COPIES - of each report.

MATERIALS REQUIRED FOR CONCEPTUAL PLANS

- LAND USE** - existing and proposed land uses by parcel, including recommended zoning, density and number of units for each. Density is computed for each separate land use by parcel within a conceptual plan according to the total acreage available within that particular parcel whether developable or not, and the density established in the city's zoning ordinance.
- CIRCULATION** - the circulation system shall be described in the required traffic report. The traffic impact analysis shall be prepared by a professional registrant in accordance with the regulations set forth in the Bullhead City Procedures Manual.
- DRAINAGE AND FLOOD CONTROL FACILITIES NECESSARY** - based on the submittal of a hydrology report and plans explaining the proposed design, and function of the storm water collection system and retention system, including preliminary drainage calculations and storm drainage systems, their compatibility with existing systems, and the timing and/or phasing of installation.
- IDENTIFICATION** - of the proposed phases of development.
- GENERAL LOCATION** - and size of any school sites, parks, open space, or other public areas.
- INFRASTRUCTURE** - the location of and standards for all other necessary infrastructure to support the proposed project.
- OTHER INFORMATION** - as required by the Development Services department, development review committee, planning and zoning commission, and the city council as necessary to determine the appropriateness of the proposal.
- If after approval of a conceptual plan by the City Council, the potential subdivider decides to pursue development of a subdivision he shall do so in the manner set forth below:
 - ✓ Request a zoning map change to reflect the land use designations and densities identified in the approved conceptual plan. Zoning shall be assigned for all of the acreage with the conceptual plan as a complete unit, and not portions thereof, however zoning shall not vest until the final plat or plats are recorded with the Mohave County Recorder's office;
 - ✓ Prepare a preliminary plat in accordance with Sections 16.12.060 through 16.12.170 of this title for all of the acreage within the conceptual plan as a complete unit, and not portions thereof;
 - ✓ Prepare a final plat or plats in accordance with this title for one or more phases of the conceptual plan.

PUBLIC HEARING

Once all required items have been successfully addressed, the request will be scheduled for a public hearing before the Planning and Zoning Commission. A staff member will contact you regarding the date and time of the public hearing. A copy of the staff recommendations will be mailed to you about one week prior to the public hearing.

At the public hearing the staff will make a brief explanation, with their recommendations, of your request to the Planning and Zoning Commission. ***After the staff report, you or your representative will have the opportunity to present your request and attendance is mandatory. The request may be postponed or denied if someone is not present.*** During the public hearing, anyone wishing to speak for or against your request will be given the opportunity to be heard.