

- Fees** \$500.00 per acre
- Submittal** Applications for Planned Area Developments shall include the following documents.
- Requirements** Please note: The application may not be accepted if any of the documents below are not included in your submittal package.
- a. Complete the application form online via OPS
  - b. Attach the following documents:
    - a. Master Plan
    - b. Development Plan Statement
    - c. Land Register and Registry Map Extract, both less than 60 days old.
    - d. a High Water Mark Survey for any waterfront developments (must be less than 6 months old). The HWM survey must be authenticated by the Department of Lands & Survey;

**Site Plan Requirements** The site plan shall show at a minimum, the following information.

- a. North Arrow & Scale (e.g., 1"=20', 1'= 1/4").
- b. Parcel boundary with dimensions. The boundary line shall be the most prominent line on the site plan;
- c. Existing and proposed easements;
- d. Show the building footprints of any adjacent, existing developments. Label the current use of all adjacent properties;
- e. The full extent of the adjacent road. Dimension the road width and label the street name;
- f. Location of any existing utility infrastructure (water, electricity, etc.)
- g. Show location of any existing water bodies, beach ridges, rock walls or other significant natural features.

**Development Statement** The Central Planning Authority requires the submission of a Development Statement for a planned area development. The purpose of the statement is to set out the development parameters of the planned area development, including appropriate plans and data in sufficient detail to adequately explain the proposed development.

- Requirements** The Development Statement shall include the following:
- a. Proposed land uses, including –
    - i. Mix of land use types;
    - ii. Proposed densities of development;
    - iii. A statement addressing compatibility and impact of proposed uses with surrounding properties
  - b. Site Planning, including -
    - i. Setbacks and site coverage,
    - ii. Provision of parking and service areas;
    - iii. Provision for open spaces, both public and private; and
    - iv. An internal zoning or land use map, which indicates proposed mix of land uses within the master planned area
  - c. Design, including –
    - i. Building design – scale, mass, height, form and proportion;

- ii. Allowance for natural light and ventilation;
  - iii. Sign placement and design;
  - iv. Street furniture and lighting; and
  - v. Provision for extensive landscaping
- d. Infrastructure, including –
- i. Internal road network;
  - ii. Water supply, either public or private;
  - iii. Sewage disposal system;
  - iv. A comprehensive stormwater management plan; and
  - v. Provision for electrical, liquefied petroleum gas and telecommunication facilities
- e. Phasing, including –
- i. Timeframe for construction and installation of infrastructure works; and
  - ii. Timeframe for construction of buildings within the master planned area, which depicts each stage of development and applicable estimated timeframe for commencement and completion.

## Sheet Requirements

All plan sheets shall have the following:

A title block in the lower right corner that includes the following information:

- a. Sheet Name (i.e., Site Plan, Infrastructure Plan, etc.)
- b. Block & Parcel;
- c. Applicant Name/Project name;
- d. Agent name & contact information;
- e. Full Name of person who prepared the drawings;
- f. Date of drawing; and,
- f. The number of sheets (Sheet \_\_\_\_ of \_\_\_\_).

## Additional Planning Documents

Planning Department staff may require additional information from the applicant as deemed necessary to conduct a complete review.

## Plan Revisions

Once the plans have been approved by the Central Planning Authority, any subsequent revisions to the plan may require a new application.