



CITY OF RINCON, GEORGIA
Planning and Development Department
Phone: (912) 826-5996 / Fax: (912) 826-2083
www.cityofrincon.com

PROJECT DEVELOPMENT APPLICATION

_____ Final Plat _____ Preliminary Site Plan _____ Final Site Plan _____ Revised Site Plan
(Check all that apply.)

LOCATION OF PROJECT:

Location Address: _____

Current Zoning: _____ Parcel#: _____

Total Area of Property (acres or square feet): _____

Project Summary/Scope of Work: _____

APPLICANT INFORMATION:

Name of Business: _____ Phone: _____

Contact Person: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

PROPERTY OWNERSHIP:

Name: _____ Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

CONTACT PERSON: (Only if different from Applicant.)

Name: _____ Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

CAMPAIGN CONTRIBUTIONS

Have you made campaign contributions to one or more City of Rincon Official(s), including any member(s) of the Planning and Zoning Board, during the past two years that when combined, total an amount greater than \$250.00?

- ☐ No. I have not made campaign contributions to any City of Rincon Official(s).
- ☐ Yes. I have made campaign contributions to one or more City of Rincon Official(s).

City official

Title

Dollar Value

Signature of Applicant

Date

SUBMITTAL REQUIREMENTS

Preliminary and Final Site Plans, Final Plat, and Revised Site Plans

- 1 complete set of plans
- 1 digital set of plans
- 1 – 11 X 17 set of plans
- Land Development Permit (Preliminary/Final Site Plans only)

Building Plans

- 1 full set
- 1 digital set
- 1 – 11 x 17 set

Project Development Application Fees:

Per development:

\$500.00, plus \$50.00 per acre (All projects that require engineering review.)

Includes initial engineering fees. Additional fees will be incurred if project is tabled and/or additional meetings are required.

For Office Use Only

Planning and Zoning Board:

_____ Approved _____ Denied

Date of Meeting _____

Remarks: _____

City Council

_____ Approved _____ Denied

Date of Meeting _____

Remarks: _____

Sec. 86-41. - Site plan for development or improvement.

- (a) A site plan for the development or improvement of any tract of land, 1.1 acres or more located in the city, shall be submitted to the city along with the application for a building permit. No building permit shall be issued until the site plan has been reviewed and approved, in writing, by the planning and appeals board and a permit has been issued. Such plans shall be reviewed and either approved or denied and a permit issued or denied within 30 days of submittal, or the plan will be automatically approved.
- (b) A site plan for development or improvement of any tract or parcel of land, 1.1 acres or more for single-family, multifamily residential development (as defined in the city zoning ordinance), commercial or industrial shall indicate the following items:
 - (1) All existing trees, that meet the definition of a tree in section 86-34.
 - (2) Which trees will be removed and which will be maintained.
 - (3) Plans for protection of existing trees during the construction.
 - (4) Plans for replacing the trees that are removed, based upon the approved list, designated type, size and completion date for seasonable and timely planting of trees.
 - (5) Developers of new construction sites shall be required to indicate at least one tree on public right-of-way for every 40 feet (or fraction thereof) of street frontage, and may request that the public works department of the city plant the appropriate trees along the right-of-way adjoining their property. This planting will be at the developer's expense.

(Ord. No. 96-007, § X, 4-22-96)

Sec. 90-338. - Site plan approval.

The site plan approval process is intended to provide the general public, Planning and Zoning Board and City Council with information pertinent to how a new development will affect the surrounding area and the city as a whole. Site plan approval does not constitute approval of any other zoning action or permit.

- (A) *Process.* Upon submittal of the site plan, the Building and Zoning Department will review the site plan for noticeable discrepancies and determine if there is a need to apply for other zoning actions. The site plan is then forwarded to the City Engineer. Once the engineer has submitted comments to the Building and Zoning Department, the site plan shall be placed on the agenda of the next Planning and Zoning Board meeting. Until the applicant addresses all of staff's comments and the site plan is satisfactory, the City Council will not approve the plan. However, once the first public meeting is held before the Planning and Zoning Board, site plan approval may commence at any scheduled meeting of the City Council.
- (B) *Zoning actions.* Once a site plan has met the application and process requirements the necessary zoning action process may begin.

(Ord. of 8-23-10)