



DRP Proposed Development Checklist

Please complete and include the Project Checklist as part of the Proposed Development Application. If any of the information below changes between the original submission and the scheduled DRP meeting, please inform the Hill CDC as soon as possible and re-submit the appropriate documents.

Project Executive Summary

Cover Page

Additional Information Page

Self-Evaluation Form

A. General Information

Include any approvals you will be seeking from the City in your presentation that:

Require a Public Hearing at the Art Commission, Historic Review Commission, Planning Commission or the Zoning Board of Adjustment,

AND

meet one of the following project thresholds:

- 2,400 sq. ft. of new or expanded structure -PROJECT (BRIDGE) FOOTPRINT IS BELOW 2,400 SF.
- 4+ new residential units -PROJECT HAS NO RESIDENTIAL UNITS
- New or enlarged parking area with 10+ stalls -PROJECT HAS NO PARKING
- Use Variances -PROJECT HAS NO KNOWN REQUIRED VARIANCES
- Zoning Map Amendments -PROJECT DOES NOT REQUIRE ZONING MAP AMENDMENTS
- Project Development Plans -PROJECT IS A RENOVATION OF AN EXISTING STRUCTURE; NOT A DEVELOPMENT PLAN
- Planned Developments - PDP -SEE ABOVE
- Planned Developments - FLDP -SEE ABOVE
- Master Development Plans -SEE ABOVE
- Institutional Master Plans -SEE ABOVE
- An application to Historic Review Commission -NA
- An application to Art Commission -APPLICATION REQUIRED THROUGH PLI

B. Development Principles -PROJECT IS A RENOVATION OF AN EXISTING STRUCTURE; NOT A DEVELOPMENT PLAN

C. Non-Displacement Strategies -PROJECT IS A RENOVATION OF AN EXISTING STRUCTURE; NOT A DEVELOPMENT PLAN

D. Strategies for Reclaiming the Lower Hill **(ONLY IF APPLICABLE)** -NA

- Project Narrative (no more than two pages)
- Project Team Information (bios, resumes, experience)
- Project Illustrations or Schematics (architectural plans and renderings)
- Financial Sources/Use of funds

***Please bring 10 copies of each of the previously listed materials to the Development Review Panel meeting.**

- Project Presentation Materials
- If using a PowerPoint, send an electronic version to policy@hilldistrict.org beforehand 48 hours prior to meeting.