



Town of Kingston Springs
 Building and Codes Department
 PO Box 256
 396 Spring Street
 Kingston Springs, TN 37082
 615-952-2110

KINGSTON SPRINGS PLANNING COMMISSION APPLICATION FOR REVIEW

Date of Application: _____

Property Address/Location: _____

Property Owner's Name: _____

Property Owner's Address: _____

Property Owner's Primary Phone #: _____ Secondary #: _____

Property Owner's Email: _____

Applicant's Name: _____

Applicant's Email: _____ Applicant's Phone #: _____

Signature of Applicant: _____ Signature of Owner: _____

SELECT ITEM BELOW TO BE REVIEWED BY PLANNING COMMISSION:

Residential:

- _____ Sketch Plan: **\$100** (34125)
- _____ Site Plan: **\$150** (34125)
- _____ Preliminary Plat (Minor Sub – 5 lots or less): **\$350** (34125)
- _____ Preliminary Plat (Major Sub – 6 lots or more): **\$500** (34125)
- _____ Final Plat (Minor Sub – 5 lots or less): **\$150** (34125)
- _____ Final Plat (Major Sub – 6 lots or more): **\$300** (34125)
- _____ Final Plat Revision (Minor Sub – less than 5 lots): **\$350** (34125)
- _____ Final Recorded Plat Revision (Minor Sub – less than 5 lots): **\$150** (34125)

Commercial:

- _____ Concept Site Plan: **\$100** (34125)
- _____ Preliminary Plat: **\$500** (34125)
- _____ Final Plat: **\$300** (34125)
- _____ Final Recorded Plat Revision: **\$150** (34125)
- _____ Construction Drawing Review: **\$500** (34125)
- _____ Plan Review: **\$350** (34125)

Other:

- _____ Rezone Request: **\$150** (34125)
- _____ Change of Use Request: **\$50** (34125)
- _____ Conditional Use Review: **\$100** (34125)
- _____ Final Plat Recording Fee: **\$50** (34125)

_____ **Design Review Committee Plan review (Commercial Construction):** Pass Thru fee from consultant. All new construction with the exception of single family and duplexes is subject to Design Review Pass Thru, including multi-family and major subdivisions.

See Reverse Side for FINAL PLAT Requirements

FINAL PLAT Requirements (Residential and Commercial)

For appearances before the Kingston Springs Regional Planning Commission requesting approval of Final Plats:

- Once on the meeting agenda, but prior to appearance before the Kingston Springs Regional Planning Commission, two (2) mylars and three (3) paper copies signed by all appropriate representatives (with the exception of the Planning Commission Secretary) must be delivered to Kingston Springs City Hall.
- If two (2) mylars signed by all appropriate representatives (with the exception of the Planning Commission Secretary) are not available prior to the start of the meeting the agenda item will be tabled to the following month.
- If the Final Plat is approved the Kingston Springs Regional Planning Commission Secretary will sign both mylars.
- Payment of the \$50.00 Final Plat Recording Fee will then be due.
- Once the \$50.00 Final Plat Recording Fee is received the Final Plat will be delivered to the Cheatham County Register of Deeds office to be recorded and the applicant will be notified.
- If the \$50.00 Final Plat Recording Fee is not submitted prior to the following month's Kingston Springs Regional Planning Commission meeting, the Final Plat will be revoked at that meeting.

OFFICE USE ONLY APPLICANT DO NOT WRITE BELOW THIS LINE

Date of Review: _____

Approved

Denied

Withdrawn

Planning Commission Review Fee: \$ _____

Recording Fee (if applicable): \$ _____

Pass Thru Fee (if applicable): \$ _____

TOTAL FEES DUE: \$ _____

Date Paid: _____

Amount Paid: \$ _____

Receipt Number: _____