

Robins International Industrial Association  
 Architectural Review Board  
 The Joint Development Authority of Peach County and the City of Warner Robins  
 425 James E Khoury Drive – Unit B  
 PO Box 935  
 Fort Valley, GA 31030

PRELIMINARY PLAN / DESIGN SUBMISSION FORM

**CONCEPT PLAN SUBMITTAL CHECKLIST & MATERIALS**

REQUIRED ITEMS/ACTIONS	NUMBER OF COPIES (IF APPLICABLE), MEETING DATES, ETC.	CHECK
Preliminary Plan Submittal Meeting Date		
Concept Plan(s)	X3 (three) sets of preliminary architectural and site plans to scale on 24" x 36" paper	
Topographic survey of the parcel prepared by a licensed surveyor or professional engineer		
Property boundaries, including relationships to adjacent lanes and access roads		
Topography, shown at one-foot contour intervals		
Locations of any existing utilities, easements or other improvements on the site		
Description of general site drainage characteristics and conformity with the drainage master plan		
Location and description of any noteworthy natural features		
Description of existing site vegetation characteristics to include identification of every tree with a diameter of six inches or more at a height of three feet above grade		
Location of wetlands, buffer areas setbacks, development areas, and floodplains		

Dimensioned building plans, sections and elevations, with representations of exterior materials, textures, colors and other detailing necessary to clearly depict the finished building and its site		
Samples or description of proposed exterior materials		
Site plans showing grading, storm drainage, berms, layout of all roads, walls and paved areas		
Detailed methodology for protecting any existing trees or environmentally sensitive areas during the construction process		
Location of Preservation on the site plan and plan indicating what actions will be taken to assure that any enhancements areas which are impacted during construction be restored to their natural state		
Planting plan, including size, placement and species of proposed new plant materials and integration with existing planting. Use of plants which are indigenous to the property, which exist elsewhere on the property, or which previously existed on the property, is strongly encouraged		
Location of limit construction, erosion control fencing, and description and location of any other fencing proposed		
Site lighting fixture description with heights and locations		
Location for all site or building signage, to include dimensions of the signage		

The ARB will review and either approve or reject and provide comment upon the submitted plans and will return one set with its comments as soon as possible, but no longer than fifteen (15) days from the date of the submittal.

APPLICANT NAME	
COMPANY NAME	
DATE OF APPLICATION	
SIGNATURE OF APPLICANT	



INTERNAL USE ONLY  
 REVIEWED BY ARB:


COMMENTS:

Authorized Signature: \_\_\_\_\_  
 Printed Name: \_\_\_\_\_  
 Date: \_\_\_\_\_

INTERNAL USE ONLY  
 REVIEWED BY JDAPCWR:


COMMENTS:

Authorized Signature: \_\_\_\_\_  
 Printed Name: \_\_\_\_\_  
 Date: \_\_\_\_\_