



**Pre-Development Facilities Fee (PDFF)
Cover Sheet**

Please drop off and pick up all Pre-Development Facilities Fee agreements at APS Capital Master Plan office. The office is located in Suite 9, 2nd Floor of the Lincoln Building at 915 Locust St SE. A map to our offices is located at: <http://apsfacilities.org/capital/map.php>

Project # (if already assigned by DRB) _____

Please check one:

Preliminary PDFF
(Preliminary PDFF are required for preliminary plat submittals.)

Final PDFF
(Final PDFF are required for final plat submittals and **must be recorded** prior to DRB hearing)

Waiver/Deferral
(Must provide reason for Waiver/deferral)

Project Information

Subdivision Name _____

Legal Description _____

Location of Project (address or major cross streets) _____

Proposed Number of Units ____ Single-Family ____ Multi-Family ____ Total Units

Waiver Information

Property Owner: _____ Legal Description: _____ Zoning: _____

Reason for Waiver/Deferral: _____

Contact Information

Name: _____

Company: _____

Phone: _____

E-Mail: _____

Please include with your submittal:

- Zone Atlas map with the entire property (ies) precisely and clearly outlined
- Copy of a plat or plan for the proposed project
- List of new legal description (e.g. lot, block) and street address for each lot (**for final plat only**)
- Please include project number on the top right corner of all documents