

## DEVELOPMENT PLAN REQUIREMENTS\*

Development Plans shall include the following information and documentation unless determined to be “not applicable” or specifically waived by the Subdivision Administrator. Any waived item(s) must be documented on a waiver form provided by the Subdivision Administrator.

**Plan Preparer (please circle one):**

Professional Engineer      Land Surveyor      Architect      Landscape Architect      Professional Planner

**Development Plan.**

Submit 4 full-sized and 1 reduced copy (per Section 42-310) of a plan containing the following:

**Legend**

- \_\_\_ Scale (written and graphic)
- \_\_\_ North arrow
- \_\_\_ Names and addresses of owner(s) and applicant(s)
- \_\_\_ Vicinity map
- \_\_\_ Phase map (if applicable)

Comments: \_\_\_\_\_

**Title Block**

- \_\_\_ Noted as: “Development Plan” or “Combined Master & Development Plan”
- \_\_\_ Noted as: “Conservation Subdivision” (if applicable)
- \_\_\_ Project name
- \_\_\_ Phase number (if applicable)
- \_\_\_ Name, address, and phone number of individual(s) or firm(s) preparing plan
- \_\_\_ Date prepared or revised

Comments: \_\_\_\_\_

**Project Summary**

- \_\_\_ Acreage of project
- \_\_\_ Acreage of phase (if applicable)
- \_\_\_ Acreage with slopes of 60% or greater (if applicable)
- \_\_\_ Distance to municipal water and sewer systems
- \_\_\_ Current zoning and required setbacks

**Proposed**

- \_\_\_ Lots
- \_\_\_ Units (by type)
- \_\_\_ Density (units/acre)
- \_\_\_ Minimum lot size in square feet (excluding road R-O-W in R-40 and WR districts)
- \_\_\_ Length public and/or private roads
- \_\_\_ Water system (please circle one): Individual    Community    Public    Municipal
- \_\_\_ Sewer system (please circle one): Individual    Community    Public    Municipal

Comments: \_\_\_\_\_

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**Plan Details**

Existing Site Conditions

- Contours (at no more than 5’ intervals)
- Project boundaries (with bearings and distances)
- Name of adjoining property owner(s)

Location of Existing:

- Areas with a 60% or greater slope
- Ponds, lakes or watercourses with direction of flow
- Floodway and floodplain (approximate)
- Water supply watershed
- Zoning district lines
- Fire district lines
- Municipal, county, or state boundaries
- Easements
- Utilities
- Structures

Location of Proposed:

- Lots (including lot lines (with approximate length) and labeled with size (to 0.1 acres))
- Ponds, lakes, and watercourse alterations (include pond/lake elevation)
- Open space or common area
- Recreation area(s), club house(s), mail delivery point(s) or other similar features
- Lots/parcels reserved for future development
- Lots/parcels reserved for other use with use specification (utility stations, public parks, schools, churches, etc.
- Sign(s) and sign easement(s)
- Entry gates (including design thereof)

Location of Required (if required):

- Setback (100 feet) from farmland preservation district (Section 42-81 O)
- Setback (30 feet) from perennial stream(s) (Section 42-81 S)
- Buffer (including type (Section 42-81 T))
- Street trees

**Road Details**

Location of Existing and Proposed:

- Roads (include right-of-way for existing roads)
- Bridges

Proposed road(s) details:

- Rights-of-way
- Labeled as public or private
- Approximate finished road grades
- Approximate centerline curve radii
- Site triangles
- Intersection angles
- Labeled with proposed road(s) names (approved by Property Addressing)
- Indication that roads with dead-ends, culs-de-sac or alternative turnarounds are: (1) no more than 2,500 feet in length, and (2) serve no more than 35 lots

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**Cross-Section Details (for each proposed road type, cul-de-sac or alternative turnaround):**

- \_\_\_ Paving/base to be met
- \_\_\_ Road width
- \_\_\_ Right-of-way width,
- \_\_\_ Shoulder width,
- \_\_\_ Cut and fill slope,
- \_\_\_ Ditch slope

**Drainage Improvement Details (designed according to NCDOT standards):**

Location of Existing and Proposed:

- \_\_\_ Drainage easements
- \_\_\_ Culvert(s)

Culvert(s) details:

- \_\_\_ Location
- \_\_\_ Length
- \_\_\_ Diameter (minimum 18 inches)
- \_\_\_ Type

**Water and Sewer System Details (location of proposed):**

- \_\_\_ Water system improvement (waterlines, wells, etc. (community well/public/municipal))
- \_\_\_ Sewer system improvement (sewer lines, pump stations, wastewater treatment plants, etc. (individual/community/public/municipal))
- \_\_\_ Wells (individual wells (only within the RAA))
- \_\_\_ Fire hydrants (if on public water supply system)
- \_\_\_ Dry hydrants (if not served by a public water system and if has access to an adequate permanent water supply)

**Conservation Subdivision Details:**

Identify

- \_\_\_ Primary conservation area
- \_\_\_ Secondary conservation areas
- \_\_\_ Bonafide agricultural operations on site
- \_\_\_ Open space uses

Location of Proposed:

- \_\_\_ Open space (including acreage to 0.1 acres)
- \_\_\_ Driveway easements

Driveway Easement details:

- \_\_\_ Right-of-way width
- \_\_\_ Driveway length

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**Additional Documentation Required:**

- \_\_\_ Application form (Filled-out and signed by property owner)
- \_\_\_ Agent form (Filled-out and signed by property owner)
- \_\_\_ Fee
- \_\_\_ Capacity letter (letter from the appropriate review authorities for the proposed public/community water and/or sewer system(s), indicating sufficient capacity for the proposed development)
- \_\_\_ Sufficient Water Supply Documentation (form provided by the Planning Department for developments proposing individual wells in the RAA, demonstrating sufficient water supply to support a minimum 60% of the proposed lots if using individual wells)
- \_\_\_ Traffic Impact Study (TIS) (Section 42-81 S(5))
- \_\_\_ Emergency Services Impact Report (ESIR) (Section 42-81 S(5))
- \_\_\_ Open Space Management Plan (Conservation Subdivisions only (Section 42-86 G))

The Development Plan may be conditionally approved subject to receipt the following information if not available at the time of review:

- \_\_\_ Final approval of plans for proposed water and sewer systems
- \_\_\_ Approval of intermediate water and sewer systems to be used
- \_\_\_ Erosion and sedimentation control plan approval (from Henderson County Erosion Control Division) OR Certification that no plan is required in accordance with Section 42-224
- \_\_\_ Other approvals as required by Federal, State, or Local agencies
- \_\_\_ Bridge design plans in accordance with Section 42-81 D
- \_\_\_ Affidavit of Understanding of Farmland Preservation District

Application completed and submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

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**County Use Only**

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

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