

Planned Development (PD)

Application and Checklist

Fee: \$1,000 (Brunswick County Jurisdiction)
 \$968 (City of Northwest Jurisdiction)

Brunswick County Planning Dept. 910-253-2025

For Office Use Only

File # _____ Invoice # _____

Date Received: _____

Northwest Jurisdiction YES NO

This application is a request to construct a Planned Development consistent with a submitted master site plan that identifies permitted land uses, densities, building setbacks, heights, lot layout, buffers, off-street parking and street widths. This application should only be used if the proposed development is requesting flexibility in zoning requirements in order to achieve a development as an alternative to a conventional zoning design standards. Please reference Section 4.3.1. of the Unified Development Ordinance (UDO) for requirements regarding Planned Developments (PD's).

Please fill out form completely, supplying all necessary information and documentation to support your request.

Property Owner	Name	Phone
	Address	Fax
	City, St, Zip	Email

Applicant or Representative	Name	Phone
	Address	Fax
	City, St, Zip	Email

Property Information	Address
	Tax Parcel(s)
	Acreage
	Current Zoning
	Public Utilities Available? Water Sewer

Project Information	Project Name		
	Modification or Expansion Of Existing PD?	Yes	No
	Single Family Acres	Lots	
	Multi-Family Acres	Units	
	Commercial Acres		

Authorization	Property Owner Signature _____	Date _____
	Applicant/Representative Signature _____	Date _____

Please submit three folded copies and one electronic copy of the site plan with application.

Planned Development Checklist

NOTE: All items below must be shown on the provided Site Plan

Existing Site Data	Zoning of Subject Property	Project Acreage
	Zoning and Land Use of Adj. Property	Wetland Areas
	Tax Parcel Numbers of Adj. Property	Tax Parcel Number(s) of Subject Property
	Owner Information of Adj. Properties	Heritage Tree Survey (<i>UDO Section 6.1.3.</i>)

Project Breakdown	Single Family Acreage	Single Family Lots
	Multi-Family Acreage	Multi-Family Units
	Commercial Acreage	Project Density (Dwelling Units Per Acre)
	Required Open Space (<i>UDO Section 6.4.4</i>)	Workforce Housing Density Bonus (<i>Optional</i>) (UDO Section 4.3.2.)
	Recreation Space (<i>UDO Section 6.4.4.</i>)	
	Total Open Space (<i>UDO Section 6.4.4.</i>)	Wetland Acreage

Project Site Data	Total Number of Lots	Housing Types Labeled
	Lot Numbers	Impervious Area
	Average Lot Size	Setbacks
	Smallest Lot Size	Periphery Buffer (<i>UDO Section 4.3.1.F.</i>)
	Lot Widths	Street Buffers (<i>UDO Section 4.3.1.F.</i>)
	Parking Calculations (<i>UDO Sect. 6.12</i>)	Screening (<i>UDO Section 6.4.</i>)

Roads	Indicate Roads to be Public or Private	Street Names
	Right of Way Widths	Traffic Impact Study (<i>UDO Section 6.16.</i>)
	Street Detail	Link Node Ratio (<i>UDO Section 6.11.3.B.</i>)
	Cul de Sac Radius	External Access (<i>UDO Section 6.11.3.C.</i>)

Utilities	Utility Plan	Utility Provider Approval Documentation <i>(If other than Brunswick County)</i>
	Water/Sewer Provider	Topography
	Lighting Plan <i>(UDO Section 6.9)</i>	Stormwater Plan
	Location of Utility Lines	10' Utility Easement on Interior Roads

Miscellaneous	Owner Contact Information	Vicinity Map
	Engineer Contact Information	Graphic Scale
	Phase Lines	Date
	Neighborhood Meeting Notes	North Arrow

Exceptional Design	Incorporating Exceptional Design into the proposed plan may allow flexibility from the conventional UDO development standards (See UDO Section 6.1.). Some elements of Exceptional Design Include:	
	LID (Low Impact Development)	Green Building (LEED or Energy Star)
	Increased Open/Recreation Space	Tree Resource Management
	Superior Landscaping	Natural Resource Conservation

General Notes to be Included on Site Plan:

- “Project to be built to County or City specifications for water and sewer. A utility plan must be submitted and approved by Engineering and the Fire Marshal.”
- “County and/or State Stormwater Permits must be obtained prior to any construction. No natural drainage areas will be cut off or disturbed before obtaining the permits.”
- “There shall be a note on the final plats, master covenants, and deeds showing the location of wetlands and noting that those areas may not be filled, disturbed, or altered in any way unless properly permitted by the NC Department of Environment and Natural Resources and/or the U.S. Army Corp of Engineers.”
- “A home owners association will be formed prior to the sale of lots and membership will be automatic upon purchase within the development. The homeowners association will comply with the standards set forth in Section 6.11.2.I. of the Unified Development Ordinance.”
- “All roads will be built to NCDOT minimum paving standards for subdivision roads.”