

Major Site Plan Application

OFFICIAL USE ONLY:	N/A
Case Number:	_____
Date Filed:	9/26/2024
Gate Keeper:	Cheri Grego
Amount Paid:	\$1,083.00
	\$7,500.00 SW Fee

Contact Information

APPLICANT:	PROPERTY OWNER:
Name: _____	Name: _____
Address: _____	Address: _____
_____	_____
Telephone: _____	Telephone: _____
E-Mail Address: _____	E-Mail Address: _____

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: _____

Property Information

Physical Street Address: _____

Location: _____

Parcel Identification Number(s): _____

Total Parcel(s) Acreage: _____

Existing Land Use of Property: _____

Request

Project Name: _____

Proposed Use of the Property: _____

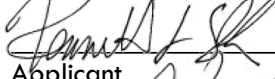
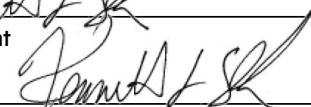
Deed Book/Page Number and/or Plat Cabinet/Slide Number: _____

Total square footage of land disturbance activity: 60.5 acres

Total lot coverage: 856,210 sf *within campground designated area only Total vehicular use area: 591,605 sf

Existing gross floor area: 2,640 sf Proposed gross floor area: 7,220 sf

I hereby authorize county officials to enter my property for the purpose of determining zoning compliance. All information submitted and required as part of this process shall become public record.

 Applicant	_____	_____	Date
 Property Owner(s)	_____	_____	Date

***NOTE:** Form must be signed by the owner(s) of record, contract purchaser(s), or other person(s) having a recognized property interest. If there are multiple property owners/applicants a signature is required for each.

Major Site Plan Submittal Checklist

Staff will use the following checklist to determine the completeness of your application within ten business days of submittal. Please make sure all of the listed items are included. Staff shall not process an application for further review until it is determined to be complete.

Major Site Plan Submittal Checklist

Date Received: 9/26/2024

TRC Date: 10/9/2024

Project Name: _____

Applicant/Property Owner: _____

Major Site Plan Submittal Checklist – Documents provided on USB flash drive or CD		
1	Complete Major Site Plan application	X
2	Site plan	X
3	Landscape plan	X
4	Exterior Lighting plan	X
5	Stormwater Review Fee Deposit (see fee schedule) and Major Stormwater Management plan and Form SW-002 ACKNOWLEDGED. TO BE PROVIDED UPON RECEIPT OF INVOICE	
6	Architectural elevations, if applicable	X
7	ARHS site evaluation(s) OR if connecting to existing wastewater system, a letter of commitment from owner of centralized sewer provider and letter from DWQ indicating the existing plant has sufficient capacity to serve the development at the time of site plan approval.	X
8	NCDEQ stormwater permit application (if 10,000 sf or more of built upon area). DRAFT	X
9	NCDEQ Erosion and Sedimentation Control permit application (if one acre or more of land disturbance). DRAFT PROVIDED	X
10	NCDOT Street and Driveway Access Permit Application and Encroachment Agreement	N/A
11	Application fee (\$.15 per square foot of gross floor area or \$500 minimum)	X

For Staff Only

Pre-application Conference

Pre-application Conference was held on September 24, 2024 and the following people were present:

Jennie Turner, Bill Newns, Rick Godsey, Millicent Ott, Jason Litteral, Jovita Hood, Cathleen Saunders, Mike Strader, Warren Eadus

Comments

Major Site Plan Design Standards Checklist

The table below depicts the design standards of the major site plan application. Please make sure to include all applicable listed items to ensure all appropriate standards are reviewed.

Major Site Plan Design Standards Checklist

Date Received: _____

TRC Date: _____

Project Name: H2OBX RV Park

Applicant/Property Owner: H2OBX, LLC

Site Plan Design Standards Checklist		
General		
1	Property owner name, address, phone number, and e-mail address.	<input checked="" type="checkbox"/>
2	Site address and parcel identification number.	<input checked="" type="checkbox"/>
3	North arrow and scale to be 1" = 100' or larger.	<input checked="" type="checkbox"/>
4	Vicinity map showing property's general location in relation to streets, railroads, and waterways.	<input checked="" type="checkbox"/>
5	Existing zoning classification and zoning setback lines of the property.	<input checked="" type="checkbox"/>
6	Scaled drawing showing existing and proposed site features : Property lines, acreage, adjacent use types, streets (right-of-ways), easements, buildings and accessory structures (including square feet and use), parking layout, vehicular use areas, driveways (including opposing driveways), loading spaces, refuse collection facilities (dumpsters), outdoor storage areas, ground based utility equipment, fences and walls, and sidewalks and pedestrian circulation. And location and size of existing and proposed infrastructure : Water mains (including and water taps), water meter details, backflow prevention details, wells, sewer mains or on-site septic systems (including repair area), electrical service, fire hydrants, detail of fire apparatus access to buildings, and any other public utility within all adjacent public right-of-ways and easements.	<input checked="" type="checkbox"/>
7	Approximate location of all designated Areas of Environmental Concern or other such areas which are environmentally sensitive on the property, such as Maritime Forest, CAMA, 404, or 401 wetlands as defined by the appropriate agency.	<input checked="" type="checkbox"/>
8	Sight distance triangles.	<input type="checkbox"/> N/A
9	Proposed common areas, open space set-asides, and required buffers.	<input checked="" type="checkbox"/>
Landscape Plan		
10	All existing and proposed planting areas and vegetation that will be used to comply with the landscaping requirements, including the species, caliper, and spacing of all vegetation.	<input checked="" type="checkbox"/>
11	Existing and proposed physical barriers to be used to comply with the bufferyard and screening requirements.	<input checked="" type="checkbox"/>
12	Heritage tree inventory and proposed tree protection zones.	<input checked="" type="checkbox"/>
13	Adjoining property lines, zoning, and names and address of adjoining property owners.	<input checked="" type="checkbox"/>
Exterior Lighting Plan		
14	Location, height, and type of all proposed exterior lighting including but not limited to site, street, building, and security lighting.	<input checked="" type="checkbox"/>
15	Footcandle measurements of the entire site including lot lines, or light fixture documentation when minimal lighting is proposed.	<input checked="" type="checkbox"/>
Major Stormwater Management Plan		
16	Major Stormwater Plan and Form SW-002	<input checked="" type="checkbox"/>

Architectural Elevations		
17	Architectural drawings and/or sketches illustrating the design, character, height, and materials of the proposed buildings.	<input checked="" type="checkbox"/>
Flood Damage Prevention, if Applicable		
18	Proposed elevation of all structures and utilities.	<input checked="" type="checkbox"/>
19	Location, dimensions, and use of: Development and disturbance, existing and proposed structures and utility systems grading and pavement areas, fill materials, storage areas, drainage facilities, and other development.	<input checked="" type="checkbox"/>
20	Boundary of Special Flood Hazard Area (SFHA), floodway, Coastal Barrier Resource System (CBRS) Area, water course relocation, or a statement that the entire lot is within a specific SFHA.	N/A
21	Flood zone designation as determined on the County's Flood Insurance Rate Maps (FIRM).	<input checked="" type="checkbox"/>
22	Design Flood Elevation (Base Flood Elevation plus two-foot freeboard).	<input checked="" type="checkbox"/>
23	Plans and/or details for the protection of public facilities and utilities (sewer, gas, electrical, and water systems) from inundation of flood waters up to Design Flood Elevation.	<input checked="" type="checkbox"/>
24	Water course alteration or relocation: Description of alteration or relocation, report on effects of proposed project on the flood carrying capacity of the water course, and effects to properties located up and downstream.	N/A
25	Fill – plans for non-structural fill (if being utilized in VE zone).	N/A