

**Note: Application must be complete and Application fee must be paid at time of submittal**

OFFICE USE ONLY		
Application Number: _____	Date: _____	Receipt: _____
Related Projects: _____		

## **PLANNED DEVELOPMENT MASTER PLAN**

***A completed application must be submitted along with a and filing fee.***

Property Name: \_\_\_\_\_

Site Location: \_\_\_\_\_

*Please Note: If only a part of a parcel is requested to be rezoned, write "part" after the Wake County Parcel ID Number and Real ID Number.*

Wake County Parcel Identification Number(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Zoning:

Total Acreage:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

TOWN OF GARNER

[www.GarnerNC.gov](http://www.GarnerNC.gov)

# PLANNED DEVELOPMENT

Petitioner(s): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
 Interest in Property: \_\_\_\_\_  
 Owner, Agent, Lessee, Contract Purchaser, Other

Property Owner(s): \_\_\_\_\_

***If the Property Owner(s) is not the Petitioner(s), please attach a completed Owner's Authorization form.***

Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Ownership is evidenced by Deed recorded in Books of Deeds: \_\_\_\_\_  
 Page \_\_\_\_\_, Wake County Register of Deeds

Attorney: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Site Designer: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

## SIGNATURES (REQUIRED)

The undersigned states the above information is true and correct as (s)he is informed and believes.

\_\_\_\_\_  
Petitioner - Printed

\_\_\_\_\_  
Petitioner - Signature      Date

## NOTARY STATEMENT

Sworn to and subscribed before me the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. Notary Public in and for the State of North Carolina.

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public  
SEAL

\_\_\_\_\_  
Notary Public Printed      Date

**Town of Garner  
Planning Department**

**PLANNED DEVELOPMENT CHECKLIST**

Project Name: _____	Application #: _____
Location: _____	Total Acreage: _____
Applicant: _____	
Property Owner: _____	
Designer: _____	

***The following information and requirements must be provided in order for the Planned Development Application to be processed with the Town of Garner Planning Department.***

- \_\_\_\_\_ Pre-Application Conference Meeting held with Planning Department
- \_\_\_\_\_ Filing Fee
- \_\_\_\_\_ Completed Application Forms (Rezoning & Master Plan) signed by Owner
- \_\_\_\_\_ Six (6) of Master Plan Documents which may include illustrative site plans, written narrative, charts, and graphics necessary to explain the proposed Planned Development.
- \_\_\_\_\_ Traffic Impact Analysis (where applicable)

**All plans must be submitted on sheets no larger 24 inches by 36 inches and drawn to an engineering scale. Any size reduction must be authorized by the Planning Director prior to submission of the Planned Development Application. All text documents must be submitted on 8½ by 11 sized paper and properly bound in a binder format.**

## Planned Development Approval Process

Staff will review the rezoning and master concept plan and comments will be sent to the applicant for re-submission as necessary. At the point the Planning Director determines the rezoning and master concept plan submittal is complete to properly review the proposal, a public hearing schedule will be authorized.

### Site Information

Total Acres: _____	
Residential Ac. _____	% of total development _____ Total Units _____ Single-family _____ Multi-family _____
Institutional Ac. _____	% of total development _____ Total Bldg. Sq. Ft. _____
Office Ac. _____	% of total development _____ Total Bldg. Sq. Ft. _____
Commercial/Retail Ac. _____	% of total development _____ Total Bldg. Sq. Ft. _____
Mixed Use Ac. _____	% of total development _____ Total Bldg. Sq. Ft. _____
Industrial Ac. _____	% of total development _____ Total Bldg. Sq. Ft. _____
Recreation Ac. _____	% of total development _____
Open Space Ac. _____	private common ac. _____ active recreation ac. _____ passive/greenway ac. _____ other open space ac. _____

## Required Planned Development Information

### Master Concept Plan

1. The master plan (drawn to scale by a registered civil engineer, registered landscape architect, or registered architect) on sheet(s) no larger than 24 x 36 inches according to an engineering scale. Reductions are not allowed unless previously approved by Planning Director.
2. The exact dimensions of the parcel of land under consideration including total acreage and current zoning classifications. Vicinity sketch and true north arrow located at the top of the map. Maps should be oriented with the north arrow towards the top.
3. Zoning and current use classifications of adjacent properties and the identification of adjacent property owners.
4. A schematic representation of general types and locations of land uses including parcel boundaries with acreage. Existing and proposed easements must be indicated. Existing and proposed street right-of-ways must be indicated.
5. The general density and intensity of the proposed uses including maximum gross density of the entire planned development and maximum and net densities of individual parcels within the planned development.
6. All zoning conditions that apply to the master plan should be provided on the plan map.
7. Building setbacks for all parcels (both residential and nonresidential) and maximum building heights for each land use category proposed.
8. Proposed open space or park areas and common open spaces with acreage delineations.
9. Storm Drainage Plan showing comprehensive conceptual storm drainage system plan that addresses stormwater quality and quantity issues.
10. Utility Plan showing conceptual water and wastewater system plan.
11. Phasing Plan showing conceptual delineation of areas to be constructed in phases or sections and the sequential order that will be followed in the development.

12. Hydrology Plan showing streams, wetlands, floodplains, stream corridor buffers, proposed water bodies or impoundment areas and a slope analysis map.
13. Landscape Concept Plan (general approach regarding street trees, street and perimeter buffers, etc.).
14. Design Guidelines (graphics & text)
15. Vehicular and Pedestrian Circulation Plan
  - showing primary and secondary traffic circulation patterns with streets (widths & r/w), driveway locations
  - all proposed sidewalk or greenways planned for the development
  - Traffic Impact Analysis (see Section 3.5.L in Garner UDO for requirements)
16. Any other information required by the Planning Director during the pre-application conference.

### **Written Report**

A written report shall be submitted by the developer for review by the Planning Director and the Planning Commission, and approval by the Board of Aldermen. Such report shall explain in general the type, nature, intent, and characteristics of the proposed development, and shall specifically include, where applicable the following information.

1. A Purpose Statement explaining how the project complies with the purpose and intent of the selected development type.

#### **Planned Unit Development (PUD) Purpose and Intent**

The PUD District is intended to provide for a mix of uses, including commercial and residential uses. PUD provisions are intended to encourage creativity in the design and planning of parcels by allowing greater design flexibility than the underlying base districts to protect natural features and concentrate development in more suitable or less environmentally sensitive areas. The end result is creativity in design, additional open space and an appropriate mix of uses. PUD development is permissible on tracts of land of 5 acres or greater.

#### **Planned Residential Development (PRD) Purpose and Intent**

The PRD District is intended to provide for master-planned residential communities containing a mix of housing types, including associated amenities. This district is primarily intended for large-scale residential projects that require either additional flexibility not available in the base residential districts, or greater scrutiny by the Town due to their scale. PRD development is permissible on tracts of land of 15 acres or greater.

### **Traditional Neighborhood Development (TND) Purpose and Intent**

TND is a development option allowing new standards for development focused on mixed residential development with a pedestrian orientation, and a centralized commercial or mixed-use node serving as the focal point for the development. TND development must also incorporate a network of open space, a network of internal streets, and connections to the surrounding area. TND development is permissible on tracts of land of 40 acres or greater.

### **Mixed Use District (MXD) Purpose and Intent**

Mixed Use Districts are intended to produce higher levels of urban land use intensity at or near Community Focus Nodes or Regional Focus Nodes, consistent with the Town's long-range land use plan map. MXD zoning districts permit various combinations of usually separated uses, primarily promoting the development of business parks. It is not intended to be applied in a limited way to only inner city development or to mixed uses within one structure (high-rise), but rather, may be used to support either infill or new development on relatively large tracts. MXD development is permissible on tracts of land of 75 acres or greater.

**At minimum, information should be provided that offers factual data to support the requested type of Planned Development and a description of the relationship of the Planned Development to surrounding land uses and uses planned within the project.**

2. A general description of the proposal.
3. A detailed legal description of the location of the site.
4. A proposed development program, including number of residential units and proposed densities, square feet of other nonresidential uses and generalized intensities. A description of mechanisms for monitoring the construction of land uses shown on the master concept plan to ensure public facilities are completed to support land use requirements.
5. Statement regarding the general plan for the provision of utilities, including water, sewer, and drainage facilities. Provisions for police and fire services and impacts to public schools should be included.
6. Tables showing the total number of acres in the proposed development and the percentage designated for each proposed type of land use, including public facilities.
7. A statement of how the proposed development is consistent with the Town of Garner Comprehensive Plan and other applicable Town policies or plans.

8. Statement of consistency with the provisions of the Garner UDO. When exceptions or variations from the requirements of this UDO are requested a statement of justification must be provided.
9. Written design guidelines clearly illustrating unity of development themes for the overall project including, but not limited to:
  - architectural design treatments
  - building materials and colors
  - site landscaping
  - signage
  - site lighting
  - and other relevant elements deemed appropriate by the applicant or Planning Director.
10. Private Covenants if available. Entity responsible for the maintenance and ownership of common open space and schedule for establishment.
11. Any other relevant information requested by the Planning Director during the pre-application conference.