



Site Plan Pre-Application Review

Date Received: _____ File No.: PA-____-____

Proposed project: _____

Applicant: _____ Phone: _____ Email: _____

Planning

1. Property Address: _____ Parcel ID/PIN: _____
2. Is the property within the Historic District? _____
3. Zoning district: _____ Required setbacks: _____ Acreage: _____
4. Is the property within a watershed? _____ If yes, is it within a High Quality Watershed? _____
5. Is the property located within any of the following Overlay Districts?

____ Highway Corridor Overlay – Urban Village	Required buffers: _____
____ Highway Corridor Overlay – Urban Transition	Required buffers: _____
____ Downtown Transition Overlay	Required buffers: _____
____ West Southern Pines Overlay	Required buffers: _____
____ Rural Residential Overlay	Required buffers: _____
____ Historic District Overlay	Required buffers: _____
____ Morganton Road Overlay	Required buffers: _____
____ Airport Hazard Overlay	Required buffers: _____
____ Watershed Protection Overlay	Required buffers: _____
6. Proposed building square footage: _____
7. Proposed number of dwelling units: _____
8. Proposed type of mixed uses: _____
9. Current existing impervious surface: _____% Proposed impervious surface of the project: _____%
10. Parking included? _____ # of spaces added: _____ Required buffers: _____
11. Does the proposed project include landscaping? _____ Required buffers: _____
12. Proposed buffer between the project and adjacent properties: _____
13. Does the proposed project include a sidewalk and/or greenway system? _____
14. Does the project require an Architectural Compliance Permit? _____
15. Does the proposed project require any of the following: _____ Rezoning _____ Ordinance Amendment
____ Special Use Permit _____ Variance _____ Other: _____

Fire

1. Is the property located within the primary or secondary fire district? _____
2. Does occupancy or site plan meet current requirements listed in the NC Fire Code and the Town of Southern Pines Code of Ordinances for the proposed use of the property? _____
3. What type of building construction is proposed – Type I, II, III, IV or V? _____
4. Will the property be annexed into Town and if not, will the property be served by fire hydrants? _____
5. Is the proposed project intended for commercial, residential or mixed-use development? _____

Roads shall meet the minimum requirements of the Town of Southern Pines Fire Department.

Engineering

1. Current owner(s): _____
2. Scope of the project: _____
3. Projected start date: _____
4. Number of acres that will be disturbed: _____
5. How will stormwater be controlled to meet the Town’s pre/post requirements? _____

6. Is a water extension required? _____
7. Is a sewer extension required? _____
8. Projected traffic that will be generated by the project: _____
9. Planned typical road cross section? _____
10. Will infrastructure be public or private? Roads _____ Water _____ Sewer _____
11. Has NCDOT been contacted? _____
12. Are there any wetlands on the site? _____
13. Is the area within a red-cockaded woodpecker zone? _____

Date: _____

Applicant

A meeting will be scheduled with the Technical Review Committee upon receipt of this application and the following materials:

1. Draft site plan(s) drawn to scale.
2. Architectural elevations and/or renderings, if applicable.
3. Any other materials, i.e. photos, plats, deeds, etc. that will assist the TRC in providing you with feedback on your project.

COMMUNITY DEVELOPMENT DEPARTMENT
TOWN OF SOUTHERN PINES
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