

DEVELOPMENT REVIEW APPLICATION FORM



Town of Elon Development Services

P.O. Box 595

104 S. Williamson Avenue

Elon, NC 27244

(336) 584-2859

PLAN TYPE:

Development Plan or Subdivision - Minor

- Major

Preliminary Subdivision Plan Review

Site Plan Review

Special Use Permit (includes Dev. Plan approval)

Final Plat (Major)

Final Plat (Minor)

Technical Review Committee (TRC) Review

Traffic Impact Analysis Review

Construction Plan Submittal

REVIEW FEE:

\$250.00

\$450.00 + cost of mailed notices (calculated based on # of adjoining properties)

\$500.00 + \$10 per lot

Multifamily = \$1,000; Non-Residential = \$500 + \$50 per 1,000 SF of Gross Floor Area

\$500.00

\$200.00

\$100.00 (Exempt s/d, recombination, or easement plats = \$50.00)

\$600.00 (includes two resubmittals); \$150.00 (per each submittal over two)

\$300.00

To be determined upon plan review.

Minor Subdivision = less than 5 SF lots; **Major Subdivision** = 5 or more SF lots or any number of non-residential lots.

Minor Development Plan = Minor subdivision or development of up to 2 individual building or building additions associated with single-family residential uses on existing lots, not requiring the dedication of new streets or rights-of-way.

Major Development Plan = Major subdivision or any of the following: multi-family uses, Mixed-use, Non-residential development, where more than 2 individual buildings or building additions are proposed for single-family residential property, where the development requires dedication of new streets or rights-of-way, or development plans associated with special use permits.

Submit three (3) printed copies and an electronic set of plans to the Planning Office for review.

PROJECT SUMMARY:

A. Project Name:

B. Type of Plan: ☐ Minor Dev. Plan ☐ Major Dev. Plan ☐ Special Use ☐ Construction Plans

☐ Final Plat ☐ TRC Review ☐ Traffic Impact Analysis ☐ Schematic Design (Pre-application review)

☐ Other

C. Property Street Address: _____

Property Description: _____

D. Owner/Applicant:

E. Report Comments to:

Telephone Number:

Fax Number:

E-Mail:

Report Comments to (additional contact):

Telephone Number:

Fax Number:

E-Mail:

F. Tax Map / Block / Parcel # (s):

G. Total Tract Acreage:

H. Zoning District:

I. Flood Plain: ☐ yes ☐ no (A Floodplain Development Permit may also be required if property is in the Floodplain)

J. Proposed Use:

K. Number of Lots:

L. Multifamily Developments: # of Units

Type: ☐ Apartments ☐ Townhomes ☐ Condominiums

M. Non-Residential Developments: Existing Gross Floor Area (GFA): _____ Proposed GFA: _____

N. Amount of Existing Built-upon Area (BUA): _____ Amount of Proposed BUA: _____

PLAN SUBMISSION GUIDELINES *Please see the updated online meeting schedule*

Plans submitted for Major Development Plan Review must be submitted in accordance with the online meeting schedule prior to the desired Planning Board meeting in order to be included on the agenda. Final Decision by the Town Council shall be provided at their next available meeting. Submittals must be complete in order to be scheduled for review.

I have read, understood, and completed the attached plan to the best of my knowledge and ability.

Applicant Signature: _____ Phone: _____ Date: _____