



# Site Plan Pre-Application Review

Date Received: \_\_\_\_\_ File No.: - \_\_\_\_ - \_\_\_\_

**Please submit the following information regarding the subject property to Planning staff in advance of your scheduled pre-application meeting:**

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  
 \_\_\_\_\_ Conditional 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