

Town of Zebulon

Planning Department

1003 N. Arendell Avenue, Zebulon, NC 27597 Phone: (919) 823-1810 Fax: (919) 887-2824 www.townofzebulon.org

PLANNED DEVELOPMENT APPLICATION

GENERAL INFORMATION:

A Planned Development in accordance with Section 2.2.15 and 3.5.5 of the UDO is intended to provide flexibility by establishing site specific regulations including permitted uses, dimensional standards, phasing schedules and additional details to allow for a development that is better than what would otherwise be permitted under the strict interpretation of the UDO. All site-specific standards and conditions must be consistent with the objectives of these regulations, the adopted Comprehensive Land Use Plan, Transportation Plan, and Vision 2030 Strategic Plan. The review process established in this part provides for the accommodation of such uses by a reclassification of property into a Planned Development, subject to site-specific standards and conditions.

INSTRUCTIONS:

PRE-APPLICATION MEETING: A pre-application meeting with staff in accordance with Section 2.3.2 of the UDO to verify the application requirements, processes, and procedures regarding a proposed request. To schedule a meeting, applicants must e-mail a pdf map, drawing, model, site or sketch plan to the Planning Department (<u>Planning@townofzebulon.org</u>) no later than five (5) working days prior to the desired meeting day.

NEIGHBORHOOD MEETING: Neighborhood meetings are required in accordance with Section 2.3.4 of the UDO prior to application submission. The applicant is required to notify property owners and any neighborhood association that represents citizens within that area within 750 feet of the subject property via first class mail a minimum of 10 days in advance of the neighborhood meeting. The applicant shall use their own return address on the envelopes as the meeting is a private meeting between the developer and the neighbors. The applicant shall submit the "Certified List of Property Owners" and "Neighborhood Meeting Packet" forms included in this application packet with their initial submittal.

ANNEXATION REQUIREMENTS: If a property or portion thereof subject to this rezoning is outside the corporate limits and ETJ, an annexation petition is **required** to be submitted on the same day as this application in accordance with section 2.2.2 of the UDO.



APPLICATION PROCEDURE – The applicant requesting a Planned Development must submit an application through the Town of Zebulon GeoCivix Web Portal. As noted below some materials must be brought in person to the Zebulon Planning Department to complete the application process. Access to GeoCivix can be found on the Town of Zebulon Website or through this link (https://townofzebulon.geocivix.com/secure/)

- Materials to Submit through the Town of Zebulon GeoCivix Web Portal:
 - Completed Application Form
 - o PDF Plan Set (See site plan checklist
 - Comprehensive Planned Development Document
 - One (1) Legal Description (metes and bounds) of subject property
 - Registered survey of subject property
 - Certified List of Property Owners within 750 feet of subject property
 - Owner's Consent Form
 - o Neighborhood Meeting Packet
 - Utility Allocation Checklist

Materials to Submit in Person with the Town of Zebulon Planning Department:

 Stamped envelopes addressed to Certified List of Property Owners all the homeowners associations of those properties within 750 feet of the outer boundary subject property or properties.
 Affixed with the following return address:

> Town of Zebulon Planning Department 1003 N. Arendell Ave Zebulon, NC 27597

 Petition Fee (Please See Fee Schedule)
 (Can be paid online but applicants must let Planning Staff know prior to paying)

PUBLIC HEARING PROCEDURE – Upon submittal of a complete application, the Planning Department will schedule the application for a joint public hearing before the Planning Board and the Board of Commissioners. APPLICANTS ARE STRONGLY ENCOURAGED TO CONTACT PLANNING STAFF AS SOON AS POSSIBLE TO ADDRESS ANY QUESTIONS ABOUT THE PUBLIC HEARING. Notices of the public hearing will be mailed to all adjacent property owners of the property being considered for a Planned Development Amendment. At the public hearing, the applicant, proponents, and opponents will be given the opportunity to offer evidence in favor of or against the proposal. After completion of the public hearing, the Planning Board will deliberate and forward its recommendation to the Board of Commissioners for final consideration. Deadline dates and Joint Public Hearing dates can be found on the Town of Zebulon's website.



PART 1. DESCRIPTION OF REQUEST/PROPERTY						
Street Address of the Property:			Acreage:			
Parcel Identification Number (NC PIN):		Deed Book:	Deed Page(s):			
,						
Printing 7. wine of the December		December 1 7 anima of the December 1				
Existing Zoning of the Property:		Proposed Zoning of the Property:				
Existing Use of the Property:		Proposed Use of the Property:				
Reason for rezoning to a Planned Unit Development:	I					
PART 2. APPLICANT/AGENT INFORMA	ATIO	N				
Name of Applicant/Agent:						
Street Address of Applicant/Agent:						
Street Address of Applicant/Agent:						
City:		State:	Zip Code:			
Email of Applicant/Agent:		Telephone Number of Applicant/Agent:	Fax Number of Applic	ant/Agent:		
Are you the owner of the property? Are you the owner's agent?		Note: If you are not the owner of the	e property, you mu	ist obtain the		
\square Yes \square No \square Yes \square N	No	Owner's consent and signature givin	g you permission to	submit this		
application.						
PART 3. PROPERTY OWNER INFORMA	TIO	N				
Name of Property Owner:		11				
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Street Address of Property Owner:						
City:	State:		Zip Code:			
Email of Property Owner:	Teleph	none Number of Property Owner:	Fax Number of Proper	ty Owner:		
. ,			•	•		
I hereby state that the facts related in this application a	and ar	ny documents submitted here	with are comple	te. true.		
correct, and accurate to the best of my knowledge.				,,		
		Print Name:		Date:		
Signature of Applicant:		1 11111 1 Naiiic.		Date.		
Signature of Owner:		Print Name:		Date:		



LEGISLATIVE CONSIDERATIONS - PLANNED DEVELOPMENT

The applicant shall propose site-specific standards and conditions that take into account the following considerations, which are considerations that are relevant to the legislative determination of whether or not the proposed planned development is in the public interest. Therese considerations do not exclude the legislative consideration of any other factor that is relevant to the public interest. Failure to adequately address the findings below may result in denial of the application. Please provide responses to the following standards as outlined in Section 2.2.15 of the Unified Development Ordinance.

1.	Please provide details on how the proposed Planned Development advances the public health, safety, or welfare
2.	Please provide details on how the proposed Planned Development is appropriate for its proposed location, and is consistent with
	the purposes, goals, objectives, and policies of the Town's adopted policy guidance.
3.	Please provide details on how the proposed Planned Development is reasonable and in the public interest.
4.	Please provide details on how the proposed Planned Unit Development provides for innovative land planning and site design concepts that support a high quality of life and achieve a high quality of development, environmental sensitivity, energy
	efficiency, and other Town goals and objectives.
	enterency, and other rown godis and objectives.
5.	Please provide details on how the proposed planned unit development provides improved means of access, open space, and
٥.	design amenities;
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6.	Please provide details on how the proposed Planned Unit Development provides a well-integrated mix of residential and nonresidential land uses in the same development, including a mix of housing types, lot sizes, and densities;
	nomesidential failed uses in the same development, including a finz of nodsing types, lot sizes, and densities,
7.	Please provide details on how the proposed Planned Unit Development creates a system of incentives for redevelopment and infill in order to revitalize established areas;
8.	Please provide details on how the proposed Planned Unit Development promotes a vibrant public realm by placing increased emphasis on active ground floor uses, pedestrian-oriented building façade design, intensive use of sidewalks, and establishment
	of public gathering areas;
9.	Please provide details on how the proposed Planned Unit Development provides for efficient use of land resulting in smaller
	networks of utilities and streets and thereby lowering development and housing costs; and
10.	Please provide details on how the proposed Planned Unit Development provides quality design and environmentally sensitive development that respects surrounding established land use character and respects and takes advantage of a site's natural and man-made features, such as trees, estuaries, shorelines, special flood hazard area, and historic features.
11.	Other factors as the Board of Commissioners may determine to be relevant.



OWNER'S CONSENT FORM

OWNER'S AUTHORIZATION [I hereby give CONSENT to	
	d material and application(s)
hereby certify I have full knowledge the property I have an ownership interest in is the subject of the acknowledge and agree that, pursuant to Section 2.2.15. of the Town of Zebulon Unified Ordinance, that lands subject to a Planned Development shall be subject to all the standards, conditional approved as part of that application. These standards, plans, and approved conditions are perpetual the land as an amendment to this Ordinance and the Official Zoning Map and may only be changed with the procedures established in this Ordinance. Development located outside the Town of Zebulo imits shall comply with all Town policies related to annexation and the extension of utilities. I unall other applicable standards and regulations of the UDO will remain applicable to the subject specifically listed as conditions or deviations as part of this request. I understand that any false, incomplete information provided by me, or my agent will result in the denial, revocation or a withdrawal of this application, request, approval or permits. I acknowledge that additional information process this application. I further consent to the Town of Zebulon to publish, copy or recopyrighted document submitted as a part of this application for any third party. I further agree to conditions, which may be imposed as part of the approval of this application.	Developmentons, and plans ons, and plans of the cordance on's corporate of the corporate of the corporate of the corporate, or the corporate of the corporate, or the corporate of the corporation of the corporate of the corporat
Signature of Owner Print Name Date	
CERTIFICATION OF PROPERTY OWNER	wa and
hereby certify the statements or information made in any paper or plans submitted herewith are trecorrect to the best of my knowledge. I understand this application, related material and all attachmosficial records of the Planning Department of the Town of Zebulon, North Carolina, and will not be	ents become
Signature of Owner Print Name Date	

^{*}Owner of record as shown by the Wake County Revenue Department (www.wakegov.com). An option to purchase does not constitute ownership. If ownership has been recently transferred, a copy of the deed must accompany this form.



UDO.

APPLICATION FOR PLANNED DEVELOPMENT

CONCEPT PLAN REQUIREMENTS

Every applicant requesting Planned Development approval shall submit 8 copies and 1 pdf (e-**CHECK IF** mail or USB Drive) of a concept plan drawing with the application for a Planned Development. **SUBMITTED** The concept plan shall contain sufficient information to adequately determine the type of development being proposed. The concept plan drawing shall include, at a minimum, the following features unless otherwise specified by the Planning Department: **ITEM** Plot plan showing all existing and planned structures, building setback lines, perimeter 1. boundaries, and easements. Elevation drawings of all buildings indicating the proposed exterior finish materials. 2. Landscaping plan, lighting, fencing, screening, and walls, indicating all heights and 3. locations. 4. Location of all ingress and egress. Off-street parking and loading facilities, with calculations showing how the quantities 5. were obtained. All pedestrian walks and open areas for use by residents, tenants, or the public. 6. 7. Proposed land uses indicating areas in square feet. 8. The location and types of all signs, including lighting and heights, with elevation drawings. 9. Existing and/or proposed street names. Proposed potable or reuse water, wastewater connections, and storm sewer line; 10. proposed grading and drainage patterns; proposed water and sewer allocations. Such additional items and conditions, including design standards as the Planning Board 11. and Board of Commissioners deems necessary. 12. Trip generation data and TIA if applicable in accordance with Section 6.13 of the



PROPOSED USES

An	application	has	been	duly	filed	requesting	that	the	property	described	in tl	his	application	ı be	rezoned	l from
				1	to				It i	is understo	od and	d acl	knowledge	d that	t if the pi	operty
is r	ezoned as rec	queste	ed, the	prope	rty des	scribed in th	is rec	luest	will be per	rpetually be	ound 1	to th	e use(s) au	thori	zed and	subject
to s	such condition	ons a	s impo	osed, 1	unless	subsequent	ly ch	ange	d or amer	nded as pro	ovide	d for	r in the U	nifie	d Develo	pment
Orc	linance. It is	furth	er und	erstoo	d and	acknowledg	ged th	at fir	nal plans fo	or any spec	ific d	evel	opment to	be m	ade purs	uant to
any	such Planne	d De	velopr	nent s	hall be	submitted	for si	te or	subdivisio	n plan appi	roval.	Use	additiona	l page	es as nee	ded.

The Rezoned Lands may be used for, and only for, the uses listed immediately below. The permitted uses are subject to the limitations and regulations stated in the Use Table and any additional limitations or regulations stated below. For convenience, some relevant sections of the Unified Development Ordinance may be referenced; such references do not imply that other sections of the Unified Development Ordinance do not apply.

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PROPOSED DEVELOPMENT CONDITIONS

The applicant hereby requests that the Zebulon Board of Commissioners, pursuant to Section 3.3.5 of the Unified Development Ordinance, approve the Proposed Planned Development with above listed use(s), subject to the following condition(s), requested deviations, and proposed alternative means of compliance. (Attach additional pages as needed)



ADJACENT OWNERS

Provide a certified list of property owners subject to this application and all properties owners within 750-feet feet of the subject property, and any HOA Contacts for developments which fall within 750-feet of the subject property.

Parcel Address	Parcel ID Number	Owner's Name
	<u> </u>	1

HOA CONTACTS

Development Name	Contact Person	Address