

CONCEPT PLAN APPLICATION



TOWN OF CHAPEL HILL
Planning Department
405 Martin Luther King Jr. Blvd
phone (919) 968-2728 fax (919) 969-2014
www.townofchapelhill.org

Parcel Identifier Number (PIN): 9778933103 & 9778934008

Date: 28 Feb 2017

Section A: Project Information

Project Name: Merritt Mill East

Property Address: 742 S Merritt Mill Rd, Chapel Hill, NC Zip Code: 27516

Existing Zoning District: R-3 & CD-4

Project Description: Affordable Housing, Multifamily Apartments

Section B: Applicant, Owner and/or Contract Purchaser Information

Applicant Information (to whom correspondence will be mailed)

Name: Ashton R. Smith - Ballentine Associates PA

Address: 221 Providence Rd

City: Chapel Hill State: NC Zip Code: 27514

Phone: (919) 489-4789 Email: ashtons@bapa.eng.pro

The undersigned applicant hereby certifies that, to the best of his knowledge and belief, all information supplied with this application is true and accurate.

Signature:  Date: 28 FEB 17

Owner/Contract Purchaser Information:

Owner Contract Purchaser

Name: CASA - Jess Brandes

Address: 624 W Jones Street

City: Raleigh State: NC Zip Code: 27603

Phone: (919) 307-3429 Email: jbrandes@casanc.org

The undersigned applicant hereby certifies that, to the best of his knowledge and belief, all information supplied with this application is true and accurate.

Signature:  Date: 2-28-2017



Section C: Project Information

Project Size (acres)	1.10 AC	Square feet	48,006 SF
Floor Area (permitted)		Proposal	16,720 SF
Proposed number of dwelling units	24	Units per Acre	21.8
Existing Impervious Surface	0.00 SF	Proposed Impervious Surface	20,839 SF

Please indicate which organization should receive this application for review

- Community Design Commission
 Historic District Commission
 Town Council

Section D: Submittal Requirements

The following must accompany your application. Failure to do so will result in your application being considered incomplete. For assistance with this application, please contact the Chapel Hill Planning Department (Planning) at (919)968-2728 or at planning@townofchapelhill.org. For detailed information, please refer to the Description of Detailed Information handout.

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|-------------------------------------|--|--|
| <input checked="" type="checkbox"/> | Application fee (refer to fee schedule) | Amount Paid \$ \$0.00 |
| <input checked="" type="checkbox"/> | Pre-Application meeting – with appropriate staff | |
| <input checked="" type="checkbox"/> | Digital Files - provide digital files of all plans and documents | |
| <input checked="" type="checkbox"/> | Mailing list of owners of property within 1,000 feet perimeter of subject property (see GIS notification tool) | |
| <input checked="" type="checkbox"/> | Mailing fee for above mailing list | Amount Paid \$ \$0.00 |
| <input checked="" type="checkbox"/> | Application Cover Sheet (2 copies) (on top of application) | |
| <input checked="" type="checkbox"/> | Statement of Compliance with Design Guidelines (2 copies) | |
| <input checked="" type="checkbox"/> | Statement of Compliance with Comprehensive Plan (2 copies) | |
| <input checked="" type="checkbox"/> | Digital Photographs of site and surrounding properties (2 copies) | |
| <input checked="" type="checkbox"/> | Developer’s Program: | |
| | A brief written statement of the development program, including developer’s goals and objectives. The development program should be based on the constraints of the site as identified by the site analysis and include marketing objective of the developer. This preliminary development program will help evaluate the conceptual plan for the site, while also determining traffic impact and demand on community facilities and infrastructure. | |
| <input checked="" type="checkbox"/> | Reduced Site Plan Set (reduced to 8.5"x11") | |



Plan Sets (2 copies to be submitted no larger than 24"x36")

Plans should be legible and clearly drawn. All plan sets sheets should include the following:

- Project Name
- Legend
- Labels
- North Arrow (North oriented toward top of page)
- Property Boundaries with bearing and distances
- Scale (engineering), denoted graphically and numerically
- Setbacks
- Streams, RCD Boundary, Jordan Riparian Buffer Boundary, Floodplain, and Wetland Boundaries, where applicable

Area Map

- a) Project name, applicant, contact information, location, PIN, & legend
- b) Dedicated open space, parks, and greenways
- c) Overlay Districts, if applicable
- d) Property lines, zoning district boundaries, land uses, project names of site and surrounding properties, significant buildings, corporate limit lines
- e) Existing roads (public & private), rights-of-way, sidewalks, driveways, vehicle parking areas, bicycle parking, handicapped parking, street names
- f) 1,000 foot notification boundary

Existing Conditions Plan

- a) Slopes, soils, environmental constraints, existing vegetation, and any existing land features
- b) Location of all existing structures and uses
- c) Existing property line and right-of-way lines
- d) Existing utilities & easements including location & sizes of water, sewer, electrical, & drainage lines
- e) Existing topography at minimum 2-foot intervals and finished grade
- f) Natural drainage features & water bodies, floodways, floodplain, RCD, Jordan Buffers & Watershed

Proposed Plan

- a) General location of proposed structures
- b) Parking areas
- c) Open spaces and landscaped areas
- d) Conceptual recreation areas
- e) Conceptual building masses
- f) Conceptual utility locations (optional)
- g) Conceptual grading plan (optional)