



Chatham County Planning Department
80-A East Street
P.O. Box 54, Pittsboro, NC 27312-0054
Phone: 919-542-8204

First Plat Review Fee: \$250.00 + \$50.00 per Lot

MAJOR SUBDIVISION – FIRST PLAT REVIEW APPLICATION

Proposed Subdivision Name: Jordan Retreat

Property Owner/Applicant: _____ **Representative (Surveyor, Engineer, Etc.):** _____

Name: Oak Crest Commercial, LLC

Name: Landon M. Lovelace PE

Address: 1135 Kildaire Farm Road

Company Name: Underfoot Engineering Inc.

Cary, NC 27511

Address: 1149 Executive Circle, Ste C-1

Phone: (W) _____

Cary, NC 27511

(H) _____

Phone: (W) 919-576-9733

(C) _____

(C) _____

Fax: _____

Fax: _____

Email: NATE@KOSCARY.COM

Email: LLOVELACE@UNDERFOOTENGINEERING.COM

Who should staff contact (circle one)? **Property Owner/Applicant** **Consultant**

PROPOSAL

Parcel # (AKPAR): 0011433 P.I.N. # 9678-00-68-0000 Zoning District: R-1

Flood Map # _____ Zone: _____ Watershed District: WS-IV-PA

Existing Access Road (S. R. # and name): Jordan Dam Road (SR 1970)

Total Acreage 52.17 Total # of Lots 33 Min. Lot Size (Acres) 0.16

Max. Lot Size 0.29 Avg. Lot Size 8826 SF # Exempt Lots (over 10 ac.) N/A

Phased Development/Development Schedule? YES NO How Many Phases? 1

*If Subdivision will be Phased or Developed under a Development Schedule, Please attached a **DETAILED** Phasing Schedule or Development Schedule (for subdivisions consisting of 50 Lots or More).*

Mixed-Use YES NO Multi-Family (Townhomes, Apts., etc.) YES NO

Proposed Number of Lots: Residential 33 Commercial _____ Other _____

If Other, Specify (i.e. recreation) Lot created for existing cabin to remain unaltered (possible historic structure)

Wastewater Disposal: Individual Septic Community Septic Public System

Water System: Individual Well Community Well(s) Public System

Public Water System Name: Chatham County

Public Wastewater System Name (ex. Aqua NC): N/A

Will New Road(s) be constructed? YES NO Internal External/Access

Type of Road: Private Length (mi.): N/A Public Length (mi.): 0.43

Road Surface: Paved Gravel Width of Road Surface (feet) 20

Will this be a Conservation Subdivision (See Section 7.7 of Subdivision Ordinance) YES NO

Type and Acreage of Other Facilities (ex. Recreation, Mixed-Use, Commercial, etc.):

0.16 AC. ----Wastewater Treatment Facility

Date of Community Meeting: October 4, 2022 Location: The Sprott Youth Center - Moncure, NC

Once the Planning Department has determined sufficiency, the applicant shall provide time(s) during at least two (2) separate days for site visits by county staff, advisory board, and elected officials.

DATE

TIME(S)

TBD - Please call to coordinate

Please See Attached for Submittal Requirements

DocuSigned by:

Nathan Byelick

2023-May-24 | 08:26 PDT

Signature of Property Owner/Applicant

Date

For Staff Use Only

PL _____

Date Received _____ By _____

Date Fee Paid _____ Received By _____

Date Review Completed _____ Date Applicant Contacted _____



First Plat Submission Checklist

Subdivision Name: Jordan Retreat

Submit the following with this application:

- X 1 digital copy of all documents conforming to Digital Document Submission Guideline
- X 1 Reduced copy of plat (8.5" x 11")
- X List (1 copy) of all property owners names and mailing addresses **within 400 feet** of property boundaries. A Microsoft Excel spreadsheet listing the names and addresses shall be submitted with the digital submission. If more than 10 property owners, provide mailing labels.
- NA Completed Flood Plain Determination Application.

Submit two (2) paper copies and one (1) digital copy of the following:

- X Utility Plan (proposed layouts for sewer and water where applicable, showing feasible connections to the existing utility system, or any proposed utility system).

Submit 4 packets of the following information: The remaining 16 packets shall be submitted within one week after Staff Sufficiency review.

- X **Folded** Plat showing proposed subdivision (minimum size 18" x 24") See Section 6.1 of Subdivision Regulation for information required to be on Plat
- X Completed First Plat Review Application (2 Pages)
- X Location Map (with Aerial Photo) from County GIS System (8.5" x 11")
- X Topographic Map (contours at vertical intervals of not more than five [5] feet, at the same scale as the First Plat), if required by staff.
- NA Comments from Chatham County Historical Association from Concept Review (If any)
- NA Comments from Chatham County Schools from Concept Review (If any)
- NA Copy of General Environmental Documentation & approval letter from Watershed Protection or Environmental Impact Assessment-(50 lots or more).
- X Community Meeting Report Form
- NA Recommendation(s) from Technical Review Committee Meeting at Concept (If any)
- X Detailed Soil Scientist Report, Soils Map, and e-mail correspondence from Environmental Health
- TBD Road name submittal form from Chatham County Emergency Operations office
- X Copy of Riparian Buffer Review
- TBD Army Corps of Engineers Permit, if required
- TBD NC Division of Water Quality Permit, if required

If submitting a Conservation Subdivision, must also submit the following documentation along with 2 paper copies and 1 digital copy: The remaining 13 packets shall be submitted within one week after Staff Sufficiency review.

- TBD Documentation (i.e. deed, easement document) of Ownership of Conservation Space
- TBD Conservation Space Management Plan (See Section 7.7 [G])
- TBD Legal Instrument for Permanent Protection (See Section 7.7 [H])
- X Fragmentation Map and On-Site Inventory Map
- X Confirmation letter from Watershed Protection Department

Revised 7/21/2021



CHATHAM COUNTY

PLANNING DEPARTMENT

DIGITAL DOCUMENT SUBMISSION GUIDELINES

Chatham County, in the interest of record automation, requires that all subdivision and re-zoning applications and supporting documents, including plats/maps, be submitted to the Planning Department in digital and hardcopy formats. The primary function of this document is to provide digital submission standards, procedures, and requirements. Failure to comply with these requirements will delay the processing of your application.

ELECTRONIC PLAN AND APPLICATION SUBMITTAL

- ALL DIGITAL FILES MUST BE PC COMPATIBLE. All digital documents must be submitted in Portable Document Format (.pdf). A digital copy of all hardcopy documents must be provided with the application submittal.
- All related digital files should be located in a single directory or folder in the media and named accordingly. Acceptable media includes CD-ROM's. Discs and disc sleeves/cases should be labeled with the contact name, phone number, project name and phase. Revisions to previous submittals should be labeled as such. Digital files may be transmitted via email if approved by the Planning Division.
- Multiple pages of a document shall be combined into a single document when document size permits. Ideally, files should not be larger than 5 megabytes (MB) in size. Files should not be submitted in a compressed format (i.e. WinZip or PkZip).
- PDF documents produced by scanning paper documents should be scanned at resolutions that will ensure pages are legible both on the computer screen and when printed. Therefore, we recommend scanning documents at 300 dots per inch (dpi) to balance legibility and file size. All documents should be properly oriented to the top of the page.
- When submitting numerous digital documents you must provide an ASCII text file named "Submittal.txt" that contains a listing of the documents in the order of the packet submission.

Note: Staff may request digital files compatible with ESRI ArcView GIS software (i.e. AutoCAD .dwg or .dxf files) depending on the size and scope of the project.

If you have any questions regarding the submission of digital documents please contact Jason Sullivan with the Planning Department at 919/542-8233 or jason.sullivan@chathamcountync.gov.

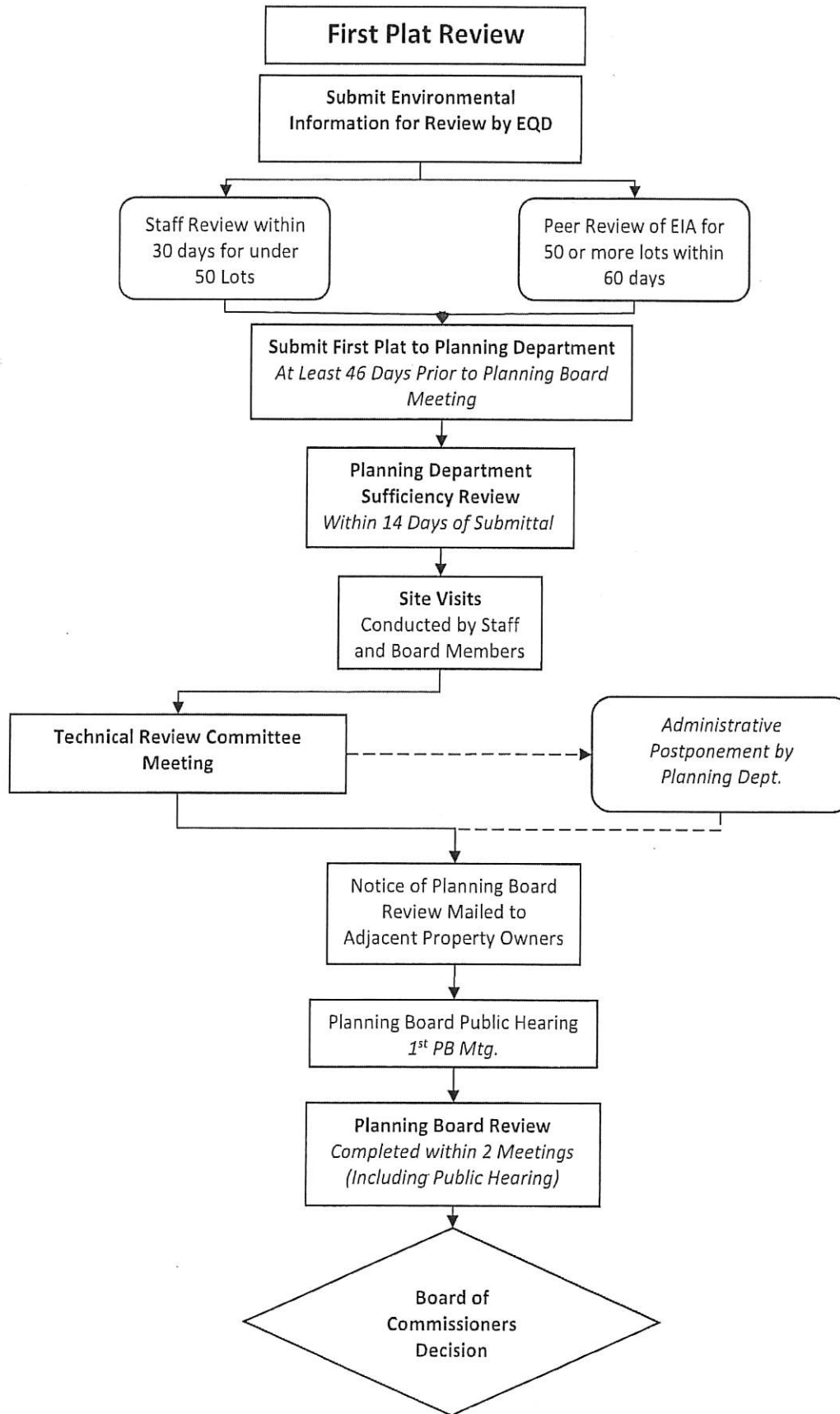


Figure 2. First Plat Review Process Diagram