



**A PRE-APPLICATION CONFERENCE WITH THE ZONING ADMINISTRATOR  
IS RECOMMENDED PRIOR TO SUBMISSION OF THIS APPLICATION.**

**A. Property Information**

**PIN(s):** \_\_\_\_\_

**Address(es):** \_\_\_\_\_

**Project Name:** \_\_\_\_\_

**Acreage:** \_\_\_\_\_

**B. Application for a Community Oriented Development**

Application is hereby made for the proposed Community Oriented Development (*please provide a brief description of the development*):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total number of dwelling units: \_\_\_\_\_

**C. Applicant Contact Information**

**D. Owner Contact Information (If different)**

\_\_\_\_\_  
**Company/Corporate Name (if applicable)**

\_\_\_\_\_  
**Applicant's Name**

\_\_\_\_\_  
**Mailing Address**

\_\_\_\_\_  
**City, State, and Zip Code**

(\_\_\_\_) \_\_\_\_\_

**Telephone**

\_\_\_\_\_  
**Email**

\_\_\_\_\_  
**Owner's Name**

\_\_\_\_\_  
**Mailing Address**

\_\_\_\_\_  
**City, State, and Zip Code**

(\_\_\_\_) \_\_\_\_\_

**Telephone**

\_\_\_\_\_  
**Email**

**OFFICE USE ONLY:**

Date received: \_\_\_\_\_ Case number: \_\_\_\_\_

Notes: \_\_\_\_\_

## E. COMMUNITY ORIENTED DEVELOPMENT APPLICATION CHECKLIST

**I, the petitioner, submit a site-specific development plan containing the following information** (Please mark 'NA' by any requirement that is not applicable and provide a brief statement as to why it is not applicable:

**Development Plans:**

- One full sized copy of the development plan to scale and dated.
- A digital version of the development plan in pdf format.
- A statement of present and proposed ownership.
- Statement of the applicant's intentions regarding future sales and/or leasing of all or portions of the development.
- Quantitative data for the following: proposed total number and type of residential dwelling units, parcel size, gross residential densities, and the total amount of open space.
- Plan for maintenance of common areas, recreation areas, open spaces, streets and utilities.
- Proposed location and use of all existing and proposed structures, location and maximum height of any proposed retaining walls, location of the affordable/workforce units, location of commercial structures, planned community infrastructure, and recreational buildings and areas, etc.
- Architectural renderings of the development, to scale, including affordable, workforce, and market rate units.
- Development schedule indicating approximate beginning and completion dates of the development, including the schedule for the market rate and affordable/workforce units and any proposed phases.
- Any easement areas to be conserved, connected with greenways, or used as provision for safe routes to schools.
- Any easement areas required to indicate the preservation of active farmland through active farming or community garden space.
- Any areas to be permanently dedicated as community facilities (playgrounds, clubhouses, pools, etc.), including the square footage, type of facility, and design.
- The buffering/landscaping plan.
- Proposed mechanism to guarantee affordable/workforce rates and length of time that rates will remain in place.

**Site Conditions:**

- Delineation of floodplain areas to remain undeveloped.
- Delineation of steep slope areas (areas of 25 percent slope or greater) through a slope analysis generated using field-verified topographic data.
- Existing site conditions including the following if applicable: contours, watercourses, identified flood hazard areas, and any unique natural or manmade features.
- Boundary lines of the proposed development, lot lines, and plot design.
- Location and size of all areas to be conveyed, dedicated, or reserved as common open space, parks, recreational areas, school sites, and similar public and semipublic uses.
- Locations and/or notation of existing and proposed easements and rights-of-way.
- Zoning district in which the project is located.

**Infrastructure & Site Conditions:**

- Approximate location of proposed utility systems, including documentation of water and sewer availability.
- Existing and proposed street system, including road material of the public right-of-way intersecting development entrance, length/width in linear feet of all sidewalks internal and external to development, location and number of off-street parking spaces, service areas, loading areas, and major points of access to the public right-of-way.
- Access to transportation, including distance in drivable feet from identified transportation corridor, and distance in walkable or drivable feet from development entrance to a designated ART or Mountain Mobility route.
- Notation of the proposed ownership of the street system (*public or private*).
- Documentation from the Buncombe County Fire Marshal indicating the adequacy of the development's facilities for emergency medical and fire services.

**Perimeter and Adjacent Uses:**

- Information on adjacent lands: Land use, zoning classifications, public facilities, and any unique natural features.

## F. COMMUNITY ORIENTED DEVELOPMENT DENSITY TABLE

Complete the **POINTS** and **ELEMENTS PROVIDED** columns in the table below for the proposed development. **To obtain a density bonus**, points must be obtained from at least two of the three principal sections contained within the table (i.e. Community, Environment/Transit, Economy) and additional points may be obtained through the provision of “added amenities” categories. For example, an application that earns 159 points will result in a density bonus multiplier of 1.59 and an application that earns 250 points will result in the maximum density bonus multiplier of 2.5 of that allowed in Sec. 78-642. In the case of a fractional unit, a fraction of one-half or more will be considered a whole unit and a fraction of less than one-half will be disregarded. **All features used to earn density bonus points must be indicated on the site plan and described in a narrative submitted as part of this application.**

CATEGORY	PERFORMANCE METRIC	POINTS ALLOWED	MAX. POINTS	POINTS	ELEMENTS PROVIDED <i>(Ex: How does the development meet the performance metrics?)</i>
<b>Community</b>					
<b>Affordable Housing</b> <i>(15 years minimum)</i>	Under guidelines of the Affordable Housing Services Program (AHSP) (sold/rented to family up to 80% of Area Median Income (AMI) adjusted for family size, cost/rent of the home meets criteria, sold/rented as primary residence, minimum of 15 years affordability, conditions recorded in document accompanying the Deed of Trust)	2 points for each % of affordable <i>(10% min.)</i>	<b>140</b>		
<b>Workforce Housing</b> <i>(15 years minimum)</i>	Under guidelines of the Workforce Housing Services Program (sold/rented to family from greater than 80% to 120% of AMI adjusted for family size, cost/rent of the home meets criteria, sold/rented as primary residence, minimum of 15 years affordability, conditions recorded in document accompanying the Deed of Trust)	1.5 points for each % workforce <i>(20% min.)</i>	<b>105</b>		
<b>Period of Affordability</b>	Secured under guidelines of the AHSP	2 points for each year beyond 15	<b>30</b>		

CATEGORY	PERFORMANCE METRIC	POINTS ALLOWED	MAX. POINTS	POINTS	ELEMENTS PROVIDED
<b>Accessibility</b>	Multi-Family: Required features: Accessible showers and toilets, grab bars, and lowered counter tops.	Multi-Family: 20 points for elevator	<b>30</b>		
	Single-Family: Features: 1. Accessible showers, toilets, and grab bars; 2. lowered counter tops; 3. Accessible switches, outlets and environmental controls; 4. Ramp; 5. Doorways at least 32" wide and passageways 36" wide	Multi-Family: 1 point for each % units with accessibility features			
		Single-Family: 1 point for each % unit with at least 3 listed accessibility features			
<b>Safe Routes to Schools (SRTS)</b>	NCDOT funded SRTS program – or – Letter from regional SRTS coordinator documenting that the application meets the SRTS criteria. For the regional coordinator, email: <i>activekidswnc@gmail.com</i>	25 points for a funded SRTS program through NCDOT	<b>25</b>		
		15 points for regional SRTS approval			
<b>Environment / Transit</b>					
<b>Conserve riparian buffers &amp; wetlands</b>	Development incorporates the retention of intact or restored riparian buffers (30 feet in width as measured from top of bank), delineated wetlands (inclusive of a 50 foot buffer surrounding the wetland area). These areas are to be preserved in perpetuity. In all cases, wetlands must be preserved to obtain points. Stormwater devices and pervious, at grade, passive recreation permitted within the buffer areas.	15 points - permanent preservation of at least 50% of riparian buffers and at least 50 linear feet of stream and identified/mapped wetlands on site; or	<b>25</b>		
		20 points - permanent preservation of at least 75% of riparian buffers and at least 75 linear feet of stream and identified/mapped wetlands on site; or			
		25 points - permanent preservation of all riparian buffers and at least 100 linear feet of stream and identified/mapped wetlands on site			

CATEGORY	PERFORMANCE METRIC	POINTS ALLOWED	MAX. POINTS	POINTS	ELEMENTS PROVIDED
<b>Conserve open space</b>	Preservation of open space to be dedicated in perpetuity. For the purpose of this table, open space does not include acreage otherwise preserved to obtain points in other categories, such as riparian buffers, wetlands, steep slope areas, special flood hazard areas, community gardens, or passive recreation areas.	5 points per acre of preserved open space	<b>25</b>		
<b>Low Impact Development (LID) - utilizing Best Mgmt. Practices (BMPs)</b>	Must meet minimum criteria as described in NCDENR BMP Manual <a href="http://portal.ncdenr.org/web/lr/bmp-manual">http://portal.ncdenr.org/web/lr/bmp-manual</a> , other BMP's employing proprietary technology (not described within manual) must be approved by County Stormwater Management Engineer	5 points for each BMP device utilized after base stormwater requirements are met	<b>25</b>		
<b>Exclusion of development in special flood hazard areas (SFHA) &amp; steep slopes</b>	All development, except stormwater devices and pervious, at grade, passive recreation, to be clustered on least environmentally sensitive areas of site (i.e. outside of SFHA's and steep slopes) and SFHAs and steep slope areas are to be protected in perpetuity.	50 points for fully clustering outside of SFHA and steep slope areas.	<b>50</b>		

CATEGORY	PERFORMANCE METRIC	POINTS ALLOWED	MAX. POINTS	POINTS	ELEMENTS PROVIDED
<b>Participation in Energy Star program</b>	Dwelling units must receive Energy star certification	25 points for certification of all proposed units	<b>25</b>		
<b>Alternative energy sources</b>	Development incorporates non-commercial solar, geothermal, or wind energy	10 points for 10% energy production from alternative sources	<b>10</b>		
<b>Rainwater/ greywater collection</b>	Development incorporates the installation of either rainwater or greywater collection systems through the use of cistern reservoirs subject to review and approval of the County Stormwater Management Engineer	5 points for water collection systems	<b>5</b>		

CATEGORY	PERFORMANCE METRIC	POINTS ALLOWED	MAX. POINTS	POINTS	ELEMENTS PROVIDED
<b>Proximity to public transit routes</b>	Access to public transit is defined as a project that is located within 2,640 feet of a designated ART or Mountain Mobility (Trailblazer) route. The 2,640 feet is measured from the entrance of the development and the entirety of the measured distance must be on greenways, sidewalks, or along roadways.	50 points for projects that are within 2,640 feet of a public transit route.	<b>50</b>		
<b>Construction of public road(s) built to NCDOT standards and to be dedicated to NCDOT</b>	Roads must be designed to NCDOT standards pursuant to the NCDOT Subdivision Roads - Minimum Construction Standards Manual. Subdivision plat must include dedication language. A coordinating letter from NCDOT is required.	25 points for NCDOT maintenance of roads	<b>25</b>		
<b>Economy</b>					
<b>Mixed use: Mix in housing sizes and types</b>	Smaller in size and scope: 2 BDR single family, 1 or 2 BDR apartments; Mix of multifamily and single-family: at least 30% of the units comprise each type	10 points where 15% of the homes are smaller in size/scope	<b>20</b>		
10 points for mix of multi- and single- family structures					

CATEGORY	PERFORMANCE METRIC	POINTS ALLOWED	MAX. POINTS	POINTS	ELEMENTS PROVIDED
<b>Mixed use: Non-residential and residential</b>	Mixed use inclusive of commercial structures, developed at a neighborhood scale. Commercial must be less than 50,000 SF per building, and comprise no less than 10% and no more than 35% of total heated square footage of the development.	30 points	<b>30</b>		
<b>Preserve active farmland</b>	Community garden plots must be no less than 100SF/unit and in production. Preservation of active farmland must consist of a min. of 2 acres set aside for horticultural/ agricultural practices. "Farming use" includes only horticulture, agriculture, and poultry or small mammals for dairy production (slaughtering operations are not allowed). Areas must be dedicated in perpetuity.	10 points for active community garden plots  5 points for every two acres placed in farming use, with a maximum of 15 points for preservation of active farmland through farming of property	<b>25</b>		
<b>Community building</b>	Recorded site plan must indicate the building(s) and buildings must be financially guaranteed and completed in 5 years of approval of the site plan or CUP. Deed restrictions indicating use (public or private) must be recorded. Structures must provide community meeting space (not a pool building, etc.).	10 points if available only to members of the community  25 points if available to members of the public	<b>25</b>		



CATEGORY	PERFORMANCE METRIC	POINTS ALLOWED	MAX. POINTS	POINTS	ELEMENTS PROVIDED
<b>Added Amenities</b>					
<b>Provision of community facilities</b>	Site specific development plan showing location, square footage, and design of amenities. <i>Examples of facilities: Playgrounds, clubhouses, pools, etc.</i>	5 points for every 1,000 SF of additional community facilities	25		
<b>Non-motorized passive recreation</b>	Site specific development plan showing location, square footage, and design of the amenities. <i>Example of amenities: running, walking, biking trails, primitive camping areas, and similar low impact outdoor activities.</i>	2 points for every 1,320 linear feet of trail; or	10		
		2 points for every 1,000 SF of a passive recreation area			
<b>Street trees</b>	1 tree per every 50 linear feet of road at least 2 inch in caliper. Areas to receive trees first are the main entrance and commercial corridors.	1 point per 8 trees	10		

CATEGORY	PERFORMANCE METRIC	POINTS ALLOWED	MAX. POINTS	POINTS	ELEMENTS PROVIDED
<b>Sidewalks</b>	5 foot wide sidewalk with a 5 foot wide utility strip/setback from the street or curb edge	1 point for every 500 linear feet of sidewalk internal to the development	10		
		2 points for every 500 linear feet external to the development			
<b>Connects with greenways</b>	Project incorporates continuous greenway throughout development and/or a connection/dedicated easement to an existing greenway system. Greenways and connections must be dedicated as such in perpetuity.	10 points for new greenway construction	10		
		5 points for connection to existing system			

**Please use the space below to provide additional information about the development or to expand on answers provided in the table above. Use an additional sheet of paper if necessary.**

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**G. CERTIFICATION**

➤ I hereby certify that I am the owner, contractor, or authorized agent of the owner, and the above information is correct to the best of my knowledge and hereby make application for a community oriented development. Any information given that is incorrect will cause this application to become null and void.

\_\_\_\_\_  
Signature of Petitioner

\_\_\_\_\_  
Month Day