

2.4.6 - Special Plat Approval

The following types of development shall be subject to special plat approval by the Board of Commissioners, regardless of whether they involve a formal subdivision of land.

(1) **Group Housing and Other Special Developments**

(A) **Generally**

This section 2.4.6 shall apply to group housing and special developments shall include apartments, condominiums, townhouses, and planned unit developments.

(B) **Application Requirements**

The application for preliminary approval and the preliminary plat as shall contain the following information on one (1) or more sheets, and shall comply with the following requirements:

(i) **General information:**

- (a) Name of development;
- (b) Name of owner and developer;
- (c) Name of land planner, architect, engineer or surveyor;
- (d) Scale of map which shall be fifty (50) feet to an inch;
- (e) Date of preliminary plan.

(ii) A vicinity map showing all roads in the general area of the proposed group housing development, and also showing the relationship of the group housing project site to major roads in the area.

(iii) The dimensions and bearings of all exterior property lines shall be shown on the preliminary plat.

(iv) Land contours with vertical intervals of not more than two (2) feet shall be provided for all projects and shall be shown either on the preliminary plat or on a topographic survey which accompanies the preliminary plat. In the event a topographic survey is submitted with the preliminary plat, it shall be drawn to the same scale as the preliminary plat and shall show land contours with vertical intervals of not more than two (2) feet. Final grades around the perimeter and at significant locations inside the lot(s) shall be shown on the drawings.

(v) The preliminary plat shall show all roads within the group housing project area to include access roads and adjacent roads to the project area.

(vi) The preliminary plat shall include a drawing showing storm water drainage supported by design computations. The design shall conform to the standards set forth in Chapter 6 of this Unified Development Ordinance for Stormwater Management.

(vii) The preliminary plat shall show and specifically locate all structures and buildings within the project site to include both present and proposed structures and buildings. The dimensions of the buildings and structures shall be shown in detail.

(viii) All recreational and open spaces both existing and proposed shall be indicated in detail, and all structures, uses and buildings both existing and proposed within the recreation and open spaces shall be indicated in detail.

(ix) The preliminary plat shall be accompanied by detailed plans of the developer concerning the method of surfacing roads and parking areas.

- (x) The preliminary plat shall indicate in detail the location and intensity of area lights in the general plan of the electrical system for the proposed area.
- (xi) The preliminary plat shall indicate the source of water and the distribution system for the source of water. In the event the water system requires approval by state and/or federal agencies, then plans and specifications approved by the state and federal agencies having jurisdiction over the system must be approved. If the water distribution system requires approval from the county health department, then the approval of the county health department must accompany the preliminary plats.
- (xii) Sanitary sewage system. If a sewage collection disposal system is used, plans and specifications approved by state and/or federal agencies must be submitted. If the public sewage system is not required and such system comes under the jurisdiction of the county health department, then their approval must accompany the preliminary plats.
- (xiii)** The preliminary plats shall indicate bodies of water, marshes, wooded areas, rivers, creeks, and other natural conditions which may affect development within the project site.
- (xiv)** The preliminary plat shall indicate all adjoining property owners.
- (xv) The north arrow and graphic scale shall be shown.
- (xvi)** The preliminary plat shall indicate in detail the site data as follows:
 - (a) Total acreage in the project, and natural area and method of calculation;
 - (b) Type of group housing project units to be approved;
 - (c) Number of one-bedroom, two-bedroom, three-bedroom and four-bedroom group housing project units;
 - (d) Maximum project area covered by all structures and improvements;
 - (e) Minimum front, rear and side yards for each unit within the group housing project;
 - (f) Minimum distance between principal buildings;
 - (g) Height of each building;
 - (h) Parking area and parking spaces for the project;
 - (i) If the group housing project proposes townhouses, row houses or other attached single-family dwellings, other than condominiums, the size of each lot shall be indicated. The minimum lot width and side, rear, and front yards of each unit shall be indicated in detail;
- (xvii)** The preliminary plat shall also indicate the height above sea level for the project site, and shall indicate whether or not any of the project area is within the area of environmental concern as defined under the Coastal Area Management Act.
- (xviii)** All utilities, including street construction, shall conform to the construction standards of the town. The width and rights-of-way of streets shall meet the minimum standards for streets within the town as contained in Chapter 6 of this Unified Development Ordinance. The dedication of streets to the public use shall not be required, but the streets shall be designed and constructed meeting the minimum standards of the town in the event of future dedication of such streets to the town or the state department of transportation.
- (xix) The declaration of unit ownership, bylaws, restrictions or covenants shall contain information as to whom shall be responsible for payment of premiums for liability insurance, local taxes, maintenance of recreational facilities, parking lots, streets and

drives, and other common areas, assessments, maintenance and repair expenses, and similar costs.

- (xx) All natural areas, as defined in Chapter 10 of the UDO, shall be clearly delineated with dimensions shown, in order to verify the calculations of the reserved areas. All requirements of the "Dunes and Vegetation Protection Ordinance" are applicable.

(C) Procedure for Approval

Both preliminary and final plats and other documents required by this Ordinance shall be submitted for approval to the Planning Board and the Board of Commissioners in the same manner as preliminary and final subdivision plats. The application for preliminary and final approval of the group development shall contain the information and documents as required in section 2.4.3, in addition to the information required on preliminary and final subdivision plats, except as varied in this section. The same procedure for preliminary and final approval of subdivision plats as set forth in sections 2.4.5(2), 2.4.5(3) and applicable provisions of this Unified Development Ordinance shall be applicable to preliminary and final approval of group housing plats, except as varied herein. Once final approval has been given by the Board of Commissioners, all final plats shall be recorded in the office of the Carteret County Register of Deeds.

(2) Commercial and Business Condominiums

Condominiums and townhouses designed, developed and constructed primarily for business and/or commercial use shall be subject to the procedure for preliminary and final approval by the Planning Board and the Board of Commissioners as detailed in section 4.2.1 in addition to any other terms and conditions set forth in this Ordinance.

The preliminary application and preliminary plats shall meet the requirements of for Group Housing and Other Special Developments above, as applicable, and in addition thereto the following additional information and documents shall be submitted to the Planning Board and Board of Commissioners prior to final approval for approval by the Planning Board and Board of Commissioners, and such information and documents shall be submitted simultaneously with the final plats:

- (i) Documents creating the condominium owners' association. The documents creating the association shall provide for control by the property owners other than the developer at such time as over fifty (50) percent of the condominium units within the project have been sold.
- (ii) Proposed annual budget for the association including monthly assessments. The proposed monthly assessments shall be in such amounts as to ensure success of the association.
- (iii) A proposed ten-year income and expense budget reflecting the establishment of a sinking fund for capital replacement.
- (iv) A copy of the proposed declaration of unit ownership and proposed bylaws meeting the requirements of G.S. ch. 47A.
- (v) If the project is to consist of townhouses or other structures other than condominiums, a copy of the proposed restrictions, covenants and assessments shall also be provided.
- (vi) Once final approval has been given by the Board of Commissioners, all final plats shall be recorded in the office of the county Register of Deeds.