



# Preliminary Subdivision Plan Application

Development Services Customer Service Center • One Exchange Plaza, Suite 400 | Raleigh, NC 27601 | 919-996-2495

This form is used when submitting a Preliminary Subdivision (UDO Section 10.2.5.)  
Please check the appropriate review type and include the plan checklist document.

Please email your completed application to [DS.intake@raleighnc.gov](mailto:DS.intake@raleighnc.gov).

*Completed*

<b>Office Use Only:</b> Case #: <u>SUB-0061-2019</u>	Planner (print): <u>Mike Walters</u>
Pre-application Conference Date: <u>11-19-19</u>	Planner (signature): <u>[Signature]</u> <u>11/19/19</u>

**DEVELOPMENT TYPE (UDO Section 2.1.2)**

<input checked="" type="checkbox"/> Conventional Subdivision	<input type="checkbox"/> Compact Development	<input type="checkbox"/> Conservation Development	<input type="checkbox"/> Cottage Court
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NOTE: Subdivisions may require City Council approval if in a Metro Park Overlay or Historic Overlay District

**GENERAL INFORMATION**

Scoping/sketch plan case number(s):

Development name (subject to approval): Jade Corner Subdivision

Property Address(es): 881 Cranbrook Rd., Raleigh, NC

Recorded Deed PIN(s): 1706343671

What is your project type?	<input checked="" type="checkbox"/> Single family	<input type="checkbox"/> Townhouse	<input type="checkbox"/> Attached houses
	<input type="checkbox"/> Apartment	<input type="checkbox"/> Non-residential	<input type="checkbox"/> Other: _____

**CURRENT PROPERTY OWNER/DEVELOPER INFORMATION**

NOTE: Please attach purchase agreement when submitting this form

Company: Revolution Homes, LLC      Owner/Developer Name and Title: Children of Julie, LLC

Address: 5580 Centerview Dr., Suite 115, Raleigh, NC 27606

Phone #: 919 536-2781      Email: ryan@revolutionhomes.biz

**APPLICANT INFORMATION**

Company: Revolution Homes, LLC      Contact Name and Title: Alison Pockat

Address: 106 Steep Bank Dr., Cary, NC 27518

Phone #: 919 363-4415      Email: aapockat@earthlink.net

Continue to the next page>



# Preliminary Subdivision Plan Checklist

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Use this checklist as a guide for Preliminary Subdivision Review (UDO Section 10.2.5.) submittal requirements. This checklist must be submitted with your application.

MAILED NOTIFICATION REQUIREMENTS	
<p>Mailed notification must be submitted with all preliminary subdivision applications. Mailed notice submission requirements include the following:</p> <ul style="list-style-type: none"> <li>▪ Stamped, unsealed envelopes each containing a notification letter addressed to all property owners within 100' of subject parcel(s)</li> <li>▪ A copy of the completed notification letter</li> <li>▪ A copy of the list of all property owners within 100', with the address and PIN of each property</li> <li>▪ A copy of a map showing all properties to be notified</li> </ul> <p><b>NOTE:</b> <a href="#">Click here to download the letter template</a> and other helpful information.</p>	

GENERAL REQUIREMENTS Applicant to provide the following plan information:	APPLICANT		CITY STAFF		
	YES	N/A	YES	NO	N/A
1. <b>Pre-application Conference Form:</b> Per UDO Section 10.2.5.D.	✓		✓		
2. <b>Cover sheet and/or second sheet:</b> include project name and location; copy of applications, site data table ( <i>include Property Identification Numbers (PINs), Zoning, Overlay District(s)</i> , number of proposed lots, residential density and unit data; general notes; sheet index and legend defining symbols; contact information for owner, applicant, and all consultants; vicinity map no smaller than 1"=500" and no larger than 1"=1000'; and adopted zoning conditions (if any)	✓		✓		
3. <b>Existing conditions sheet:</b> including, but not limited to - graphic scale; site size with meets and bounds; setbacks/ build-to lines; existing structures; utilities and easements; topography, infrastructure ( <i>adjacent streets with names and r/w width, sidewalks, water, and sewer</i> ); built improvements ( <i>structures, driveways, alleys</i> ); and vegetation	✓		✓		
4. <b>Demolition plan:</b> Clearly indicate items to be removed <small>indicated on existing Cond</small>	✓		✓		
5. <b>Proposed subdivision plan:</b> including but not limited to – north arrow and graphic scale; show and distinguish between existing and proposed conditions ( <i>structures, streets, driveways, etc.</i> ); proposed property lines; setback/build-to lines; proposed streets, streetscape; sidewalks, walkways, trails; parking information ( <i>UDO Section 7.1.2</i> ); amenity area ( <i>UDO Section 1.5.3</i> ); open space and/or greenways ( <i>UDO Section 2.5</i> ); transition protective yard ( <i>UDO Section 7.2.4</i> ); Site Data ( <i>Zoning, Housing Type (UDO Section 2.1.2), # of Lots, Proposed use(s), Parking data, open space calculations</i> ); Building Type ( <i>UDO Section 1.4</i> ); Setback/Build-to; transitional protective yard type ( <i>UDO Section 7.2.4.A</i> ); street protective yard type ( <i>UDO Section 7.2.4.B</i> )	✓		✓		

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GENERAL REQUIREMENTS Applicant to provide the following plan information:	APPLICANT		CITY STAFF		
	YES	N/A	YES	NO	N/A
6. <b>Proposed grading plan:</b> including but not limited to - Limits of land disturbance; grading; stream buffers with labels; labeled impervious surfaces (and calculations); tree protection fencing information; retaining walls with top and bottom of wall; stormwater ponds, bioretention facilities, etc.		/		✓	
7. <b>Proposed stormwater information:</b> include preliminary stormwater quantity and quality summary and calculations information. If not required, provide notes indicating such and reference UDO section on front cover	/		✓		
8. <b>Proposed Utility Plan:</b> All utilities (shown underground); above ground utilities and equipment with required screening ( <i>UDO Section 7.2.5.D.</i> ); include Fire	/		✓		
9. <b>Lighting Plan:</b> Pole mounted fixture locations and details (with height labeled to top of fixture; building mounted fixture locations; graphics and notes conveying compliance with UDO Section 7.4 (if applicable).		/		✓	
10. <b>Proposed tree conservation plan:</b> for secondary tree conservation areas, include two copies of the tree cover report completed by a certified arborist, NC licensed landscape architect, or NC registered forester. If not required, provide notes indicating such and reference UDO section on front cover		/		✓	
11. <b>Proposed landscape plan:</b> ( <i>UDO Section 7.2</i> ) including but not limited to – existing vegetation to remain; proposed landscaping meeting minimum size and species mixing requirements; plant list; label yard types; show and label parking lot landscaping ( <i>UDO Section 7.1.7.</i> ) include existing and/or proposed parking lot light fixtures	/		✓		

**NOTE: Revisions to previously approved preliminary subdivisions must contain the following minimum information:**

REQUIREMENTS FOR REVISIONS TO EXISTING SUBDIVISIONS Applicant to provide the following plan information:	APPLICANT		CITY STAFF		
	YES	N/A	YES	NO	N/A
1. Provide documentation showing Development Services Staff have approved the proposed site plan changes as a revision					
2. Provide narrative of the proposed revisions on the cover page and modify the project name to include revision					
3. List date of previously approved subdivision plan.					
4. Cloud areas of proposed change on all applicable sheets, and provide a legend specifying the proposed changes on all applicable sheets					
5. Provide updated site data table including number of proposed lots, open space calculations, etc.					
6. Provide documented history of impervious surfaces with dates					