



## **Preliminary Plat Checklist**

Per Section 14.13.8 of the Davidson Planning Ordinance (DPO), the Site Construction Documents constitute the complete submittal requirements for preliminary plats. The Site Construction Documents shall be submitted at a scale no smaller than 1 inch equals 50 feet for preliminary plats. The following certifications are required on preliminary plats:

- Certificate of Survey and Accuracy
- County approval
- Town of Davidson approval

Preliminary plats must be drawn to the following specifications and must contain or be accompanied by the applicable information listed below. No review of a Site Construction Documents will proceed without all of the following information:

- Survey:** The boundary, as determined by survey, of the area to be developed with all bearings and distances shown and the location within the area, or contiguous to it, of any existing streets, railroad lines, water courses, easements, or other significant features of the tract.
- Scale:** Denote the scale both graphically and numerically with north arrow and declination.
- Vicinity Map:** Include a vicinity map at a scale no smaller than 1 inch equals 1,200 feet showing the location of the development with respect to adjacent streets and properties.
- Site Calculations:** Site calculations shall include total acreage of the tract, acreage in parks, public and private open space and other non-residential uses, total number and acreage of parcels, and total number of housing units, including the amount that will be affordable. All necessary pervious/impervious calculations required for compliance with the watershed overlay must be included.
- Site Details:** Provide street names, the owner's name and address, the name of the surveyor, the names and uses of adjoining property owners, the name of the county and state in which the development is located, the date of plan preparation, and the zoning classification of the tract to be developed and adjoining properties.
- Site Design:** Depict the location of proposed buildings, parking and loading areas, streets, alleys, greenway connections, easements, lots, parks or other open spaces, reservations (i.e. transit shelter), property lines and building setback lines with street dimensions, proposed lot dimensions, and the location of any building restriction area as described in the Environmental Inventory. Publicly accessible open space must show access points, trail locations, and any improvements proposed.
- Topography:** Existing topography and finish grading with contours drawn at two-foot intervals. At the Planning Director's discretion, the use of County topographic data in five-foot intervals on

a site-specific basis may be permitted. This requirement may be waived for developments smaller than one acre where the Planning Director determines that there is insufficient topographic change to warrant such information.

- **Water and Sewer:** A statement from Charlotte-Mecklenburg Utility Department (CMUD) regarding the availability of adequate water and sewer capacity for the proposed development.
- **Utility Design:** The plans for utility layouts, including sanitary sewer system, storm sewer system, water lines and hydrants, illustrating connections to existing systems. All water supply systems and sewer collection systems noted on construction documents shall conform to current Charlotte-Mecklenburg Land Development Standards. All storm drain systems shall conform to the Charlotte-Mecklenburg Land Development Standards and the Town of Davidson Post Construction Ordinance.
- **Utility Location:** The location and size of all utility lines, easements, and rights-of-way including water, sewer, storm sewer, natural gas, and electric.
- **Easements:** Easements shall be shown as follows: (1) Utility Easements; (2) Drainage Easements; (3) Landscape Easements; (4) Public Access Easements; (5) Existing Conservation Easements.
- **Landscape Schematic Design:** Per DPO Section 14.13.5.
- **Parking:** The location and dimensions of off-street parking and loading spaces, and walkways indicating the type of surfacing, size, angle of stalls, width of aisles, and a specific schedule showing the number of parking spaces provided.
- **Signage:** The location, size, height, and orientation of proposed signs.
- **Open Space:** The location of proposed recreation areas, active and passive open space, and required amenities and improvements, including the calculated area of all required open space dedication in accordance with DPO Sections 2 and 7.
- **Streetscape Improvements:** The location and dimensions of any sidewalks, curb and gutters to be installed along public street frontages, and other required street improvements detailed in Section 6, on the Davidson Comprehensive Plan Map, or on the Charlotte-Regional Transportation Planning Organization (CRPTO) Thoroughfare Map. Required right-of-way shall be shown on any official plan at the width specified in this ordinance.
- **Street Cross-Sections:** Typical cross-sections of proposed streets showing rights-of-way, pavements widths, grade, and design engineering data for all corners and curves. Where a proposed street is an extension of an existing street, a cross-section of the existing street will be required. Where a proposed street abuts a tract of land that adjoins the development and may be expected to extend into the adjoining tract of land, the profile shall be extended to include 300 feet of the adjoining tract.
- **Landfills:** The location of any existing or proposed demolition landfills on the site. Such locations shall not be used for building.
- **Erosion Control:** A copy of full soil erosion and sedimentation permit application including forms, plans, and calculations to be submitted to Mecklenburg County Land Use and Environmental Services Agency (LUESA), and a copy of the approval letter prior to site plan or preliminary plat approval.
- **Building Elevations:** Final proposed elevations of all non-single family residential buildings proposed for construction as part of this site plan approval. Subsequent buildings within the development may be handled as separate site plans. Elevations shall include all façades visible from public streets.

In addition to the required information listed on the previous page, the following information may be required by the Planning Director on discretionary, site-specific bases if necessary:

- **Non-Public Water and Sewer Systems:** Where a proposed water and sewer system does not incorporate the use of facilities owned and operated by Charlotte-Mecklenburg Utility Department (CMUD), the proposed facility plans as approved by the appropriate agency shall be submitted with the construction documents. Where public or community water supply and/or sewerage systems are not available or to be provided, a written statement from Mecklenburg County Health Department shall be submitted with the construction documents indicating that each unit has adequate land area and soil conditions available that are suitable to accommodate the proposed methods of water supply and sewage disposal.
- **Watershed Protection Permit Application:** Permit application and supporting calculations and plans in accordance with Section 17, Watershed Protection.
- **Floodplain Permit Application:** Development permit and certification application with supporting documentation as required by the floodplain overlay.
- **Water-Related Structures:** All proposed common access water-related structures (i.e. boat launches and community piers) shall be forwarded to the Lake Norman Marine Commission and Duke Energy for written comments prior to administrative approval.
- **Utility Easements:** Written permission from any utility provider relating to development within a utility easement.