



Technical Review Committee Application

*Clearance for Iredell County Inspections to accept building permit application

TYPE OF REVIEW REQUESTED: _____ Concept _____ Preliminary _____ Final

NAME OF DEVELOPMENT: _____

GENERAL INFORMATION:

TYPE OF DEVELOPMENT:

_____ Residential, _____ Commercial, _____ Industrial, _____ Renovation, _____ New,
_____ Addition, _____ Other(Specify) _____

Number of Employees to be employed: _____

PROPERTY OWNER:

Name: _____

Phone Number: _____ Individual _____ Partnership _____ Corporation

Address: _____

City: _____ State: _____ Zip Code: _____

Name of Contact Person: _____

ARCHITECT:

Business Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Name of Contact Person: _____

CONTRACTOR/BUILDER:

Business Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Name of Contact Person: _____

SITE SPECIFIC INFORMATION:

Tax Identification Number: _____ - _____ - _____ Currently Zoned: _____ Historic District: Y or N

Deed Reference: _____ DB _____ Page Flood Zone: _____

Est. Cost \$ _____ .00 Est. Construction Start (Date): _____ Est. Completion: _____

Total size of tract: _____ sq. ft. /Acres Total earth to be disturbed: _____ sq. ft. /Acres

Total size of structures(s): _____ sq. ft., _____ sq. ft., _____ sq. ft.

Total Floor Area of each building: _____ sq. ft., _____ sq. ft., _____ sq. ft.

Total Ground Coverage of each: _____ sq. ft., _____ sq. ft., _____ sq. ft.

Percentage (%) of lot covered: _____ total ground covered by building/total site size



SITE SPECIFIC REQUIREMENTS FOR THIS ZONE: _____ ZONE

	Shown on Plat	Actual Measurement	Minimum Code Requirement (as measured from the build lines)
Lot Size			
Lot Width			
Front Yard Setback			
Rear Yard Setback			
Right Side Setback			
Left Side Setback			
Minimum Sides Combined			
Dock (s)			
Number of Parking Spaces			
Handicapped Spaces			
Number of trees per 12 parking spaces			
Buffer Type			

UTILITIES & SERVICES:

Dumpster Services: _____ public _____ private
 _____ Public, curbside

Street Right of Way: _____ public, dedicated _____ private (-ly, maintained)

SANITARY SEWER:

_____ Public _____ Private _____ Domestic

Lift Station Required: _____ yes _____ no

Easement Required: _____ yes _____ no

Restaurant, grease trap _____ yes _____ no

Industrial: _____ yes _____ no

Pretreatment _____ yes _____ no

Water usage, GPD estimate _____ GPD

STORM DRAINAGE: _____ Public _____ Private

Retention/Detention Required: _____ yes _____ no

Easement(s) Required: _____ yes _____ no

WATER:

City _____ yes other: _____

Fire, Sprinklers size: _____ yes _____ no

Fire, Hydrant (distance from development): _____ L.F. requires move: _____ yes _____ no

Domestic _____ size: _____ yes _____ no

Flow required _____ size: _____ yes _____ no

Easement(s) Required: _____ yes _____ no



ELECTRICITY:

City _____ yes other: _____

PROBLEMS UNIQUE TO THIS SITE:

Existing easement(s) _____ yes _____ no

Property restrictions _____ yes _____ no

Drainage or Topography _____ yes _____ no

SIGNATURE OF APPLICANT: _____ **DATE:** _____

SIGNATURE OF STAFF: _____ **DATE:** _____

NOTE: APPLICANT OR REPRESENTATIVE MUST BE IN ATTENDANCE AT SCHEDULED TRC MEETING FOR PLANS TO BE APPROVED.



DESIGN REVIEW APPLICATION FORM

Statesville City Planning Department

Mailing Address: P.O. Box 1111, Statesville, NC 28677-1111

Office Address: 301 South Center Street, Statesville, NC 28677

PLAN TYPE:	REVIEW FEE:
Site Plans	\$300.00
Major Subdivisions	\$100.00 + \$1.00 per lot
Major Subdivision	\$300.00 + \$1.00 per lot
Major and Final Plat Review	\$100.00
Multifamily Development	\$300.00
Minor Revisions	\$50.00

Submit required copies of plans to the Planning Department for review.

PROJECT SUMMARY:

A. Project Name:

B. Type of Plan: _____ Site Plan / _____ Group Development Plan / _____ Preliminary Subdivision

C. Street Address and Property Description:

D. Owner / Applicant:

E. Report Comments to:

Telephone Number: _____ Fax Number: _____

E-Mail: _____

Report Comments to:

Telephone Number: _____ Fax Number: _____

E-Mail: _____

F. Tax Map / Block / Parcel # (s):

G. Total Tract Acreage:

H. Zoning District:

I. Flood Area & Flood Map Number:

J. Proposed Use:

K. Number of Lots:

L. Multifamily Developments: # of Units

Type: _____ Apartments _____ Townhomes _____ Condominiums

M. Non-Residential Developments: Existing GFA: _____ Proposed GFA: _____

PLAN SUBMISSION GUIDELINES

Plans submitted to the Planning Department that do not include the items on this list will not be reviewed, and will be returned to the contact person.

● Indicates information that must be provided.

⓪ Indicates information that must be provided, only if applicable.

PP is Preliminary Subdivision Plats

SIP is Site Plans and Group Development Plans

LSP is for Landscaping Plans

This list must be filled out and signed by the person designing the site to show that he/she has read and provided the required information to submit a plan to the Planning Department.

I have read, understood and completed the attached plan to the best of my knowledge and ability.

Name: _____ Phone: _____ Date: _____

PP	SIP	LSP	
TITLE BLOCK AND SITE DATA			
●	●	●	Indicate if it's a site plan, preliminary subdivision or group development
	●		Design Standards for non-residential buildings (3 sets color elevations)
●	●	●	Owner's name with address and daytime phone
●	●	●	Site location, including address, city
●	●	●	Dates map prepared or revised
●	●	●	Scale of drawing in feet per inch. Drawing shall be at a scale not less than 1" equal to 100' for all subdivisions and 1" equal to 40' for all site plans.
●	●	●	Bar scale
●	●	●	Name, address and telephone number of preparer of map (licensed surveyor, engineer, or architect)
●	●	●	Developer's name, address, and daytime phone number, if different from owner's
●	●	●	Zoning districts on the property and adjacent property; if property is zoned conditional use, list the conditions
●	●	●	Proposed land use within property and existing land use on adjacent properties
●	●		Plat book reference (or deed reference if no plat), tax map, block and parcel number(s)
●	●		Names of adjoining property owners (or subdivisions of record with plat book reference)
●	●	●	Vicinity map showing location of site relative to surrounding area (typically drawn in upper right hand corner), at a scale of 1"=2000'
●	●		Square footage of all proposed lots under an acre in size and acreage for all lots over an acre in size and the length of public street frontage
●	●	●	Acreage in total tract, proposed lots dimensions, & blocks dimensions
●	●	●	Total number of lots proposed
●	●	●	North arrow and orientation (north arrow shall NOT be oriented towards bottom of map)
●	●	●	Label all existing and proposed structures
●	●	●	Setbacks for all structures must be clearly indicated
PARKING			
⊕	●	●	Dimensions and location of all parking areas
⊕	●	●	Calculation of minimum required number of parking spaces based on the parking requirements from Table 30.3; and total spaces provided
⊕	●	●	Dimensions and location of all driveways, loading areas, off-street loading facilities and pedestrian walkways
⊕	●	●	Location of wheel stops/curbs in front of parking stalls
⊕	●	●	Within parking areas clearly number each parking space, angle of parking and typical size (including handicapped spaces and van accessible spaces.)
LANDSCAPING			
	●	●	Location of required street planting yard, planting yards and parking lot plantings
	●	●	Width and type of planting yards, walls, berms and height of proposed or existing fences
	●	●	Minimum sizes (caliper and height) and number of trees and shrubs in the required planting areas
	●	●	Approximate height, species and method of tree protection where existing vegetation is to be preserved(Tree Assessment Drawing)
	●	●	Location and screening of dumpster / compactors (show pad dimensions)

PP	SIP	LSP	
	●		Location and angle of exterior lighting when development is adjacent to residential development or where lighting might interfere with drivers' vision
STREET DATA			
●	●	●	Existing and proposed right-of-way lines within and adjacent to property/must check thoroughfare plan
●	●	●	Existing and proposed streets showing pavement or curb lines, width (face-to-face), existing and proposed street names, and cul-de-sac radii
●	●	●	Label centerline of road and length of Public street frontage for each lot
●	●	●	Existing and proposed sidewalk widths
●	●	●	Widths of internal circulation roadways
⊕	.	.	Driveways adjacent to the site and the distance between the site's drive and the existing drive. Also show drives on opposite side of street from site
●	●	.	Label all adjoining streets (Include State Route (S.R.) numbers, if applicable)
⊕	.	.	Dimension drive aprons and flares, and/or dimension curb return radii.
	●	.	Depict profile of the proposed driveway (Commercial drive entrances only) from the center of the street well into the site.
PLANIMETERIC			
●	●	●	City limits, and other jurisdiction lines, if any, on the tract
●	●	●	Boundaries of the tract to be developed distinctly and accurately represented and showing all distances
●	●	.	Boundaries of the tract to be developed tied to nearest street intersection (within 300') or U.S.G.S. (within 2000')
●	●	●	Existing property lines on tract to be subdivided. If existing property lines are to be changed, label as "old property lines" and show as dashed lines
●	●	●	Dimensions, location and use of all existing and proposed buildings; distances between buildings measured at the closest point; distance from buildings to closest property lines
⊕	⊕	.	Railroad lines and right-of-ways
⊕	⊕	.	Areas designated as common elements or open space under control of an Owners' Association
●	●	●	Existing and proposed topography of tract and 200' beyond property showing existing contour intervals of no greater than 5' (2' where available) and labeling at least two contours per map and all contours at 10' intervals from sea level
●	⊕	.	Proposed lot lines and dimensions
●	●	●	Location, dimension and type of each easement
WATER & SEWER			
●			Existing and proposed utility layout showing connection to existing system, proposed line sizes and direction of flow for sanitary sewer lines. Also depict proposed public outfalls and service to adjacent properties.
●			Existing and proposed utility layout showing connection to existing system and proposed sizes for water distribution lines. Also depict extensions to serve adjacent properties.

PP	SIP	LSP	
This information is not required at this time, but is recommended. It is to be included with the Utility Construction Plans.	●		Utility layout showing connections to existing systems, line sizes, material of lines, manholes, force mains, clean-outs, etc. for sanitary sewer lines, rim and invert elevations and direction of flow.
	●	●	Utility layout showing connections to existing systems, meter size and location, backflow preventer location and type, material of lines, location of fire hydrants and fire department connection, blow offs, valves, etc. for water distribution lines.
	●		All plans requiring extension of public and/or private mains for water and/or sewer will be required to be sealed by a North Carolina registered P.E.
Stream Buffer and Related Information			
●	●	●	Location of all streams and drainage ways that require buffers.
●	●	●	Buffers and where measure from (that is, top of bank, top of steep slopes adjacent to stream, or edge of wetlands).
●	●	●	Label the dimensions and restrictions within the buffer (that is, to remain undisturbed, 50% impervious, vegetated, etc.)
●	●	●	Location of jurisdictional waters and wetlands. (See Note 1)
●	●	●	Indicate proposed location of stream crossing(s) showing the proposed grading and overall stream impact (includes culvert and outlet protection length). (Alternative analysis may be required by the City to reduce and /or mitigate impacts).
FEMA Regulated Floodway/Floodplain Information			
●	●	●	FEMA-regulated floodway and floodway fringe on property and note the 100-year Base Flood Elevation (BFE), as applicable.
●	●		If the site is located within a FEMA Special Flood Hazard Area (SFHA): (1) note the finished floor/flood proofing elevations of all structures, and (2) note that no encroachment/development into FEMA-regulated floodway allowed (See Note 2), and (3) if a FEMA-designated floodway/floodway fringe does not exist on the property/parcel, note the nearest distance to a FEMA-designated floodway, if within 2000 feet.
SOIL EROSION CONTROL and GRADING PLAN			
All sites must meet Section 8.05: Storm Water Management. If submitting storm water control design for review and approval concurrently with the Preliminary Subdivision Plat, and the proposed land disturbing activity exceeds one (1) acre, provide the follow items:			Grading Plan or Approval Letter from NCDENR (if more than an acre)
			Grading/ Land clearing application (Landscaping Ordinance)
			Location of where the land clearing & inert debris will be buried or burned. (Copies of state permits or landfill receipts required if in city)
			Location of temporary and permanent erosion and sedimentation control measures
			Maintenance requirements of erosion control measures during construction
			Vegetation specifications for temporary and permanent stabilization

NOTES

Note 1: The U.S. Army Corps of Engineers and the N.C. Division of Water Quality regulate wetlands and waters of the United States through the 404 Corps Permit and 401 State Water Quality Certification process. The City encourages the protection and enhancement of wetlands and surface waters to promote improved water quality and water quantity management, as well as fish and wildlife biota and habitat preservation, and other benefits to local comprehensive watershed management. Site designers/developers are responsible for obtaining all applicable local, State, and Federal permits/certifications/approvals as necessary for proposed site development activities. CONTACTS: US Army Corp of Engineers, Raleigh Regulatory Field Office at 919-876-8441 and NC Division of Water Quality, Mooresville Regional Office at 704-663-1699.

Note 2: In general, encroachment into a FEMA-regulated floodway is not permitted unless the developer performs a FEMA No-Rise Certification and/or Conditional Letter of Map Revision Application and receives approval from the City (Local Floodplain Administrator) and FEMA Region 4 (Atlanta, GA) and National (Washington, DC) officials. Questions regarding development procedures within FEMA designated floodplains may be directed to the City's Planning Department.

Note 3; If proposing to use existing on-site or off-site controls, provide information to demonstrate that the controls have been approved by the City and can continue to meet quantity/quality control requirements.

Note 4: This may be done in lieu of submitting full construction design, details, and calculations for subdivision plans only. **(Note on plan: No grading permit will be issued for a lot, nor can recordation of any lot occur, until the all development plans have been approved for the storm water control(s) that handle runoff from that lot and tree assessments have been done.)** Site plans must include construction plans for review and approval.



**Statesville Fire Rescue
Fire & Life Safety Division**

227 S. Center St. Statesville, NC 28677
P.O. Box 1111 Statesville, NC 28687
Phone: 704-878-3401
Fax: 704-878-3465



TRC Submittal Requirements

Site Plan Submittal Requirements for TRC

Site plan documents for new construction shall be submitted for review and approval prior to site preparation work beginning. Design, construction and installation shall be in accordance with the appropriate City of Statesville Unified Development Code, North Carolina Fire Prevention Code requirements and NFPA Standards.

Site plan documents for construction projects shall include, but may not be limited to the following information:

1. Fire lane locations and pavement marking specifications.
2. Fire hydrant locations with associated water lines within 1000' of site.
3. Fire department connection locations and "FDC" sign specifications.
4. Turning radius drawings and pavement driving lane markings.
5. Landscaping details including overhanging trees and shrubbery.
6. Building overhangs and drive-through locations and height clearances.
7. Building entrance and exit locations.
8. The anticipated fire flow requirements for the building.
9. Gates and fences.
10. The intended use of the building including secondary uses.
11. The building construction classification.
12. Drawings shall be scaled.
13. Any other items requiring fire department consideration.

Fire Department Site Access

The purpose of fire protection access is to allow emergency vehicles to approach a building as close as practical in order to deploy hose, ladders and other fire suppression/rescue equipment necessary for

fire control, EMS and rescue operations.

The following requirements are derived from the City of Statesville Unified Development Code (UDC):

Emergency Vehicle Access

The purpose of this Section is to ensure that all premises shall be readily accessible for emergency service vehicles, particularly fire-fighting equipment.

Emergency Access Required

Access to buildings shall be designed in accordance with Section 503 of the North Carolina Fire Prevention Code.

503.1 Where required. Fire apparatus access roads shall be provided and maintained in accordance with Sections 503.1.1 through 503.1.3.

503.1.1 Buildings and facilities. Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this Section and shall extend to within 150 feet (45 720 mm) of all portions of the facility or all portions of the exterior wall of the first story of the building as measured by an approved route around the exterior of the building or facility.

Exception:

The fire code official is authorized to increase the dimension of 150 feet (45 720 mm) where:

1. The building is equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3.
2. Fire apparatus access roads cannot be installed due to location on property, topography, waterways, non-negotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.
3. There are not more than two Group R-3 or Group U occupancies.

503.1.2 Additional access. The fire code official is authorized to require more than one fire apparatus access road based on the potential for impairment of a single road by vehicle congestion, condition of terrain, climatic conditions or other factors that could limit access.

503.1.3 High-piled storage. Fire department vehicle access to buildings used for high-piled combustible storage shall comply with the applicable provisions of Chapter 23.

503.2 Specifications. Fire apparatus access roads shall be installed and arranged in accordance with Sections 503.2.1 through 503.2.8.

503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm).

503.2.2 Authority. The fire code official shall have the authority to require an increase in the minimum access widths where they are inadequate for fire or rescue operations.

503.2.3 Surface. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities.

503.2.4 Turning radius. The required turning radius of a fire apparatus access road shall be determined by the fire code official.

- *Turning radius shall be designed and installed on a 52-foot turning radius, as per Fire and Life Safety Division requirements.*

503.2.5 Dead ends. Dead-end fire apparatus access roads in excess of 150 feet (45 720 mm) in length shall be provided with an approved area for turning around fire apparatus.

- *Dead-End Fire Apparatus Access Road Turnarounds shall be installed as per North Carolina Fire Code Appendix D – Figure D103.1 and shall be approved by the fire code official.*

503.2.6 Bridges and elevated surfaces. Where a bridge or an elevated surface is part of a fire apparatus access road, the bridge shall be constructed and maintained in accordance with AASHTO Standard Specification for Highway Bridges - 17. Bridges and elevated surfaces shall be designed for a live load sufficient to carry the imposed loads of fire apparatus. Vehicle load limits shall be posted at both entrances to bridges when required by the fire code official. Where elevated surfaces designed for emergency vehicle use are adjacent to surfaces which are not designed for such use, approved barriers, approved signs or both shall be installed and maintained when required by the fire code official.

503.2.7 Grade. The grade of the fire apparatus access road shall be within the limits established by the fire code official based on the fire department's apparatus.

- *Fire access roads shall not exceed 6% in grade, as per Fire and Life Safety Division requirements.*

503.2.8 Angles of approach and departure. The angles of approach and departure for fire apparatus access roads shall be within the limits established by the fire code official based on the fire department's apparatus.

- *The maximum angle of approach is 8 degrees and 87.75 inches. The maximum angle of departure is 8 degrees and 130 inches, as per Fire and Life Safety Division requirements.*

503.6 Security Gates. The installation of security gates across a fire apparatus access road shall be approved by the fire chief. Where security gates are installed, they shall have an approved means of emergency operation. The security gates and the emergency operation shall be maintained operational at all times. Electric gate operators, where provided, shall be listed in accordance with UL 325. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F 2200.

FDC Requirements

1. Minimum size pipe shall be four inch diameter.
2. Fire department connection (FDC) shall be remotely located with location approved by the Fire & Life Safety Division.
3. All fire department connections shall be 4" Storz type with 30 degree turndown and protective caps.
4. All fire department connections shall be located not less than 24 inches, and not more than four feet above finished grade.

5. All exposed pipe shall be painted red.
6. An approved FDC sign shall be placed at the connection. Signs shall be white reflective background with red reflective letters. The sign shall be a minimum of 12" wide by 9" high with a minimum of 6" letters (FDC) and if required, the address shall be two lines with 2" letters. (See example.)
7. All fire department connections shall be provided a clear space of ten feet horizontally and vertically in all directions.
8. All fire department connections shall be readily visible and not more than 50 feet from a street, fire lane, or similar area providing access to fire department apparatus. The area between the connection and vehicular access shall be free of obstructions.
9. There shall be an approved pumper fire hydrant within 100 feet of the fire department connection measured along an approved path of travel for the fire apparatus. Fire hydrants shall not be closer than 25 feet to the fire department connection without prior approval of the Fire & Life Safety Division.

**REGULAR MEETING DATES AND
DEADLINE FOR SUBMITTAL OF REQUESTS**

**AIRPORT COMMISSION- FIRST THURSDAY OF THE MONTH
DEADLINE-15 DAYS PRIOR TO THE MEETING**

**BOARD OF ADJUSTMENT-FIRST TUESDAY OF THE MONTH
DEADLINE- 20 DAYS PRIOR TO THE MEETING**

**CITY COUNCIL- FIRST AND THIRD MONDAYS OF THE MONTH
DEADLINE- 10 DAYS PRIOR TO THE MEETING**

**DESIGN REVIEW BOARD – SECOND THURSDAY OF THE MONTH
DEADLINE – 10 DAYS PRIOR TO MEETING**

**HISTORIC PRESERVATION COMMISSION-FOURTH THURSDAY OF
THE MONTH
DEADLINE-14 DAYS PRIOR TO THE MEETING**

**PLANNING BOARD-FOURTH TUESDAY OF THE MONTH
DEADLINE-30 DAYS PRIOR TO THE MEETING**

**TRC-FIRST AND THIRD WEDNESDAYS OF THE MONTH
DEADLINE- 15 DAYS PRIOR TO THE MEETING**

***DATES ARE SUBJECT TO CHANGE, VERIFY WITH
PLANNING DEPARTMENT AT 704-878-3574.**