

# The Development Review Process

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## Presentation to the GSSC IAC

# Regulatory Processes in the Planning Department

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- Natural Resource Inventory/Forest Stand Delineation
- Zoning (Development Plan)
- Special Exception
- Pre-Preliminary Plan
- Preliminary Plan
- Forest Conservation Plan
- Project Plan
- Sketch Plan
- Site Plan

# Regulatory Process Timeline

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- Two- step Application Process
- Agency Review and Development Review Committee (DRC) Meeting
- Plan Revisions and Coordination (applicant responses and agency review)
- Staff Report
- Planning Board Hearing
- Resolutions
- Review and Approval of Certified Plans
- Record Plat
- Post-approval Inspection and Enforcement

# Plan Types

## Pre-Preliminary

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### **Definition:**

- A pre-preliminary plan is a concept plan for a proposed subdivision or re-subdivision, submitted by an applicant prior to preparation of a preliminary plan of subdivision [Chapter 50-Subdivision Regulations].

### **Purpose:**

- A pre-preliminary plan provides an opportunity for applicants to seek advice from and confer with planning staff, the Development Review Committee, and in some instances, the Planning Board regarding a subdivision proposal prior to submitting the more detailed preliminary plan.

### **Aspects included in a pre-preliminary plan:**

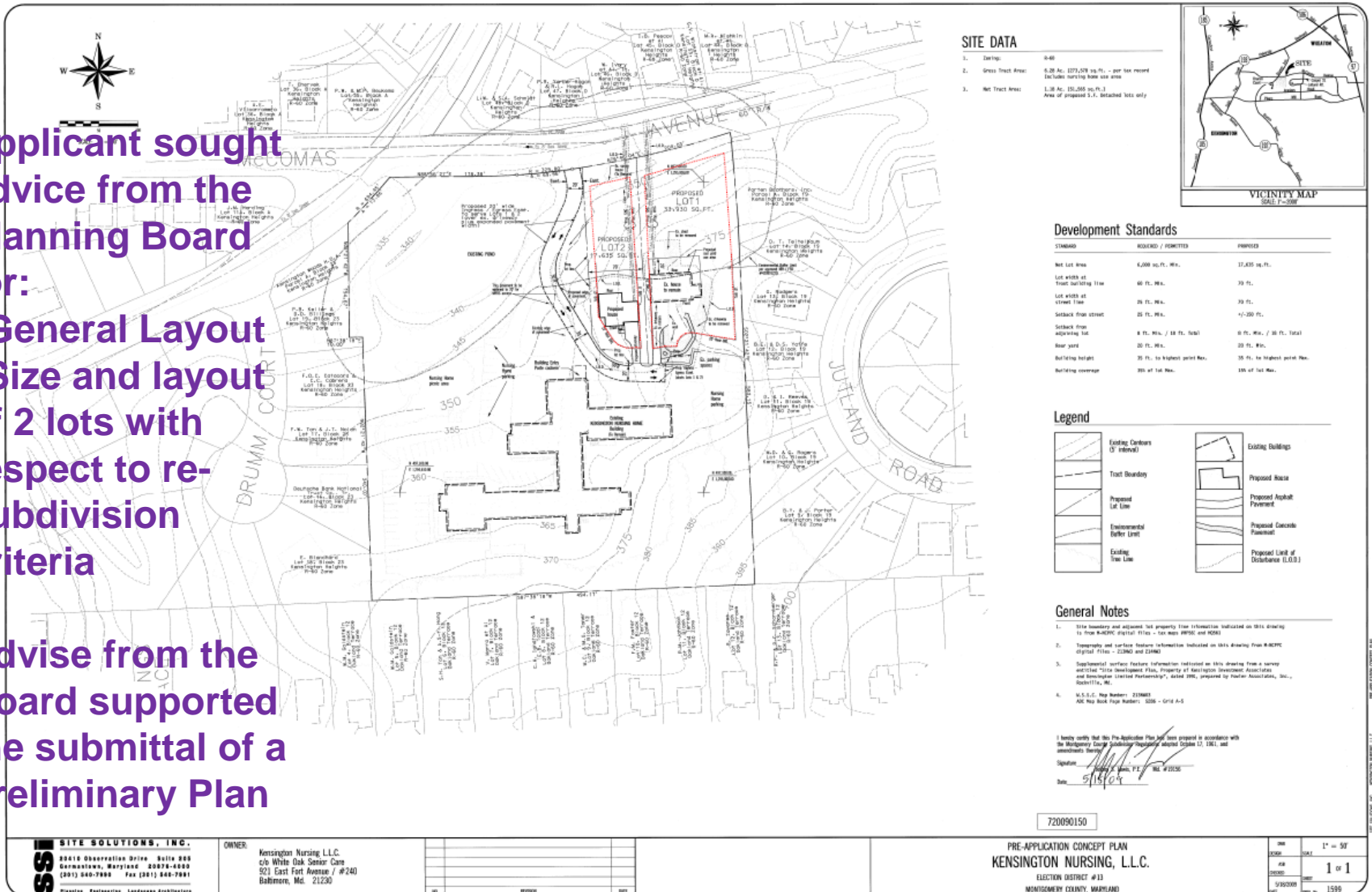
- Location Map
- Concept Plan, including proposed lots and access
- Other information, as necessary to address specific issues
- Narrative of the items on which the applicant is seeking advice

# Pre-Preliminary Plan

Applicant sought advice from the Planning Board for:

- General Layout
- Size and layout of 2 lots with respect to re-subdivision criteria

Advise from the Board supported the submittal of a Preliminary Plan



# Plan Types

## Project Plan

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### Definition:

- A project plan is a [concept] plan submitted as part of an application for the use of the **optional method of development** in any of the **central business district and residential-mixed use development zones**. [Div. 59-D-2-Zoning Ordinance]

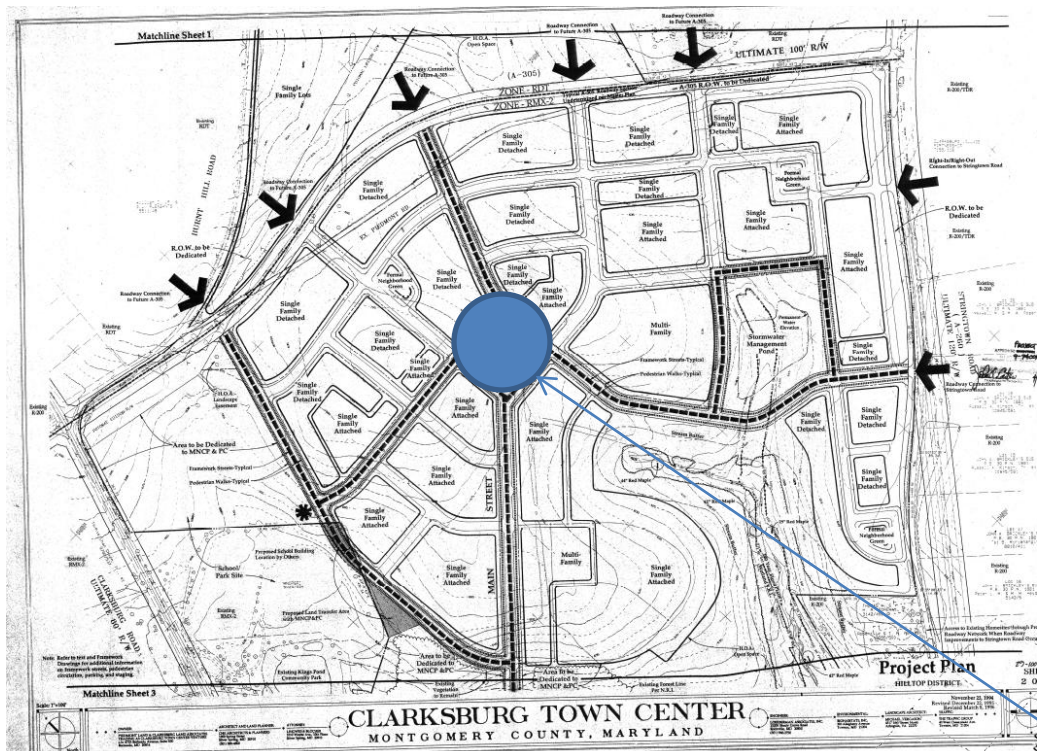
### Purpose:

- The purpose of a project plan is to ensure that the development will include the public facilities, amenities and other features that will create an environment capable of supporting the greater densities and intensities permitted by the optional method of development.
- Limited to CBD, RMX, TMX and TOMX zones (optional method)**

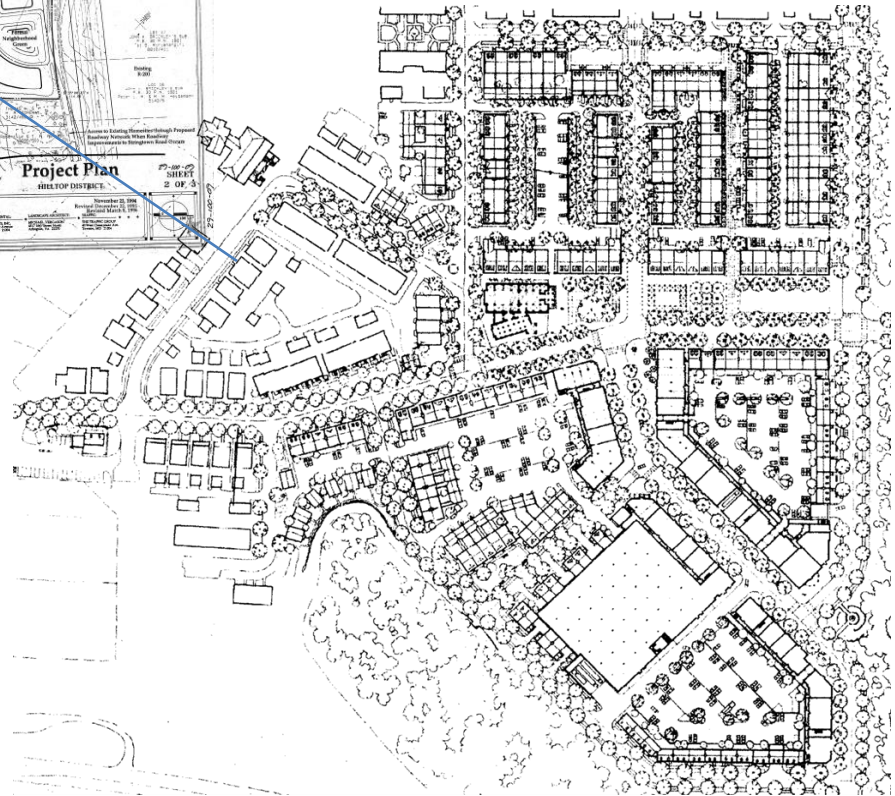
### Aspects included in a project plan:

- Existing natural features (approved Natural Resources Inventory/Forest Stand Delineation)
- Surrounding sites and land uses (vicinity map)
- Proposed land use plan (including location and size of buildings, dwelling unit type and number, vehicular and pedestrian circulation systems, parking areas and spaces, public use and public amenity spaces, preliminary forest conservation plan, and stormwater management/water quality plan)
- Compliance with intents and requirements of the zone
- Conformance to sector plan
- Manner in which the development would result in more efficient and desirable development than the standard method
- Compatibility with adjacent development
- Adequacy of existing public services (development program/staging schedule and traffic mitigation agreement)

# Project Plan



- Plan is conceptual “in nature”
- Amenities described
- Land Use Areas and densities shown in bubble format
- Primary access points indicated





## Project Plan

- Property consolidation
- Land uses shown in building footprints
- Pedestrian and vehicular access points
- Public amenities and benefits





# Overview of a Sketch Plan

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## Definition:

- A sketch plan is a plan submitted as part of an application for the use of the **optional method of development** in any of the **CR zones**. [Div. 59-C-15.42-Zoning Ordinance]

## Purpose:





- The purpose of a sketch plan is to ensure that the development will include the public benefits, maximum densities and other features that will create a more efficient development capable of supporting the greater densities and intensities permitted by the optional method of development.

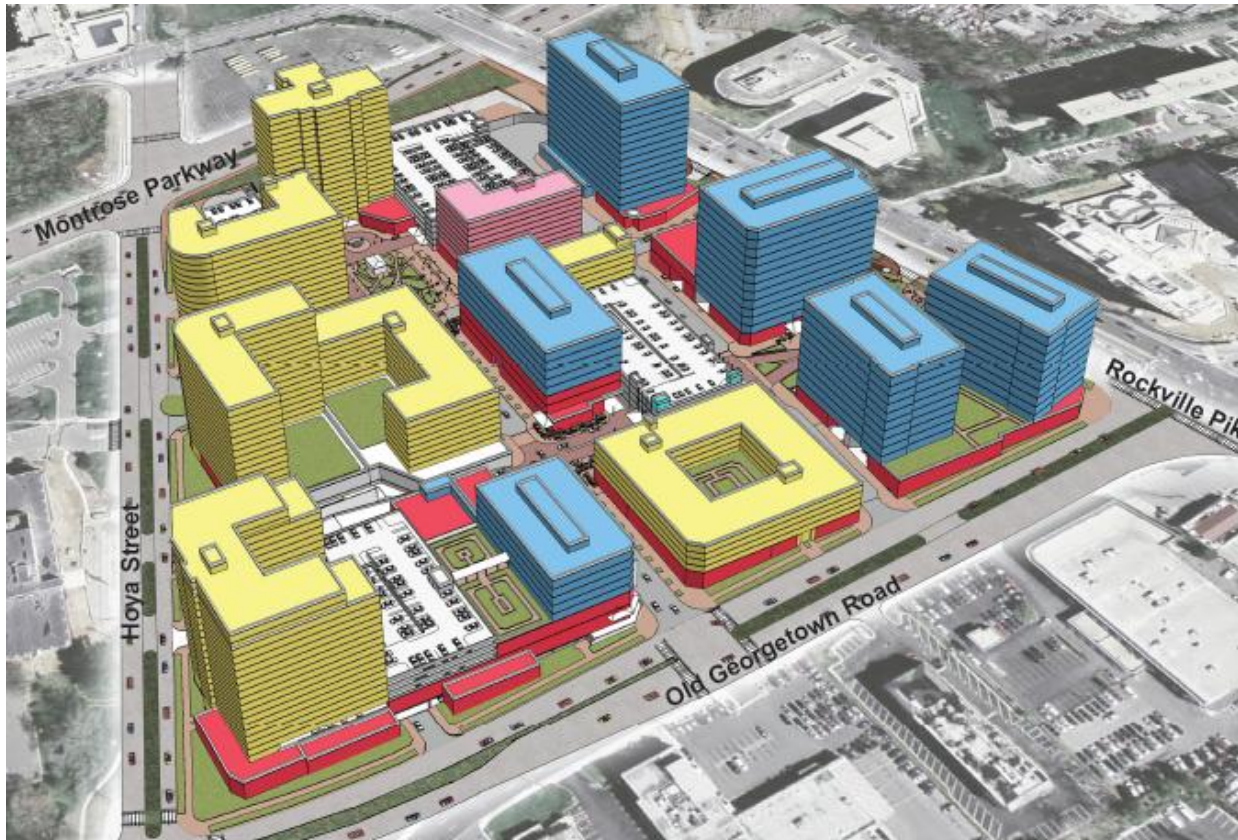
## Aspects included in a sketch plan:

- Existing natural features (approved Natural Resources Inventory/Forest Stand Delineation)
- Surrounding sites and land uses (vicinity map)
- Proposed land use plan (including maximum heights, location size and massing of buildings, general vehicular and pedestrian circulation systems, parking and loading areas, public use and open spaces, public benefits and associated requested incentive density, and phasing)
- Compliance with intents and requirements of the zone
- Conformance to master or sector plan
- Manner in which the development would result in more efficient and desirable development than the standard method
- Compatibility with adjacent development

# Sketch Plan

## LEGEND

	Office		Retail
	Residential		Hotel



## Density:

- +/- 1,726,642sf res
- +/- 1,716,246sf com
- Max FAR requested
- 50% max com

## Height:

- Ranges from 45 to 200 feet

## Uses:

- Office
- Retail
- Residential
- Hotel

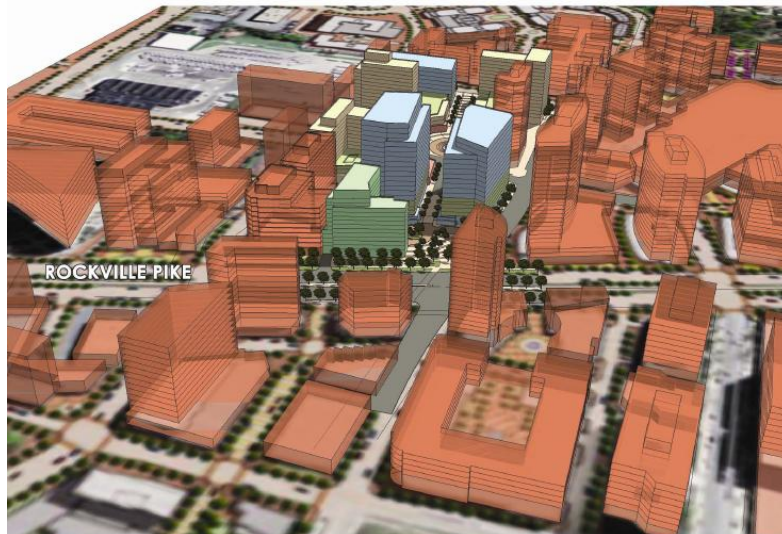
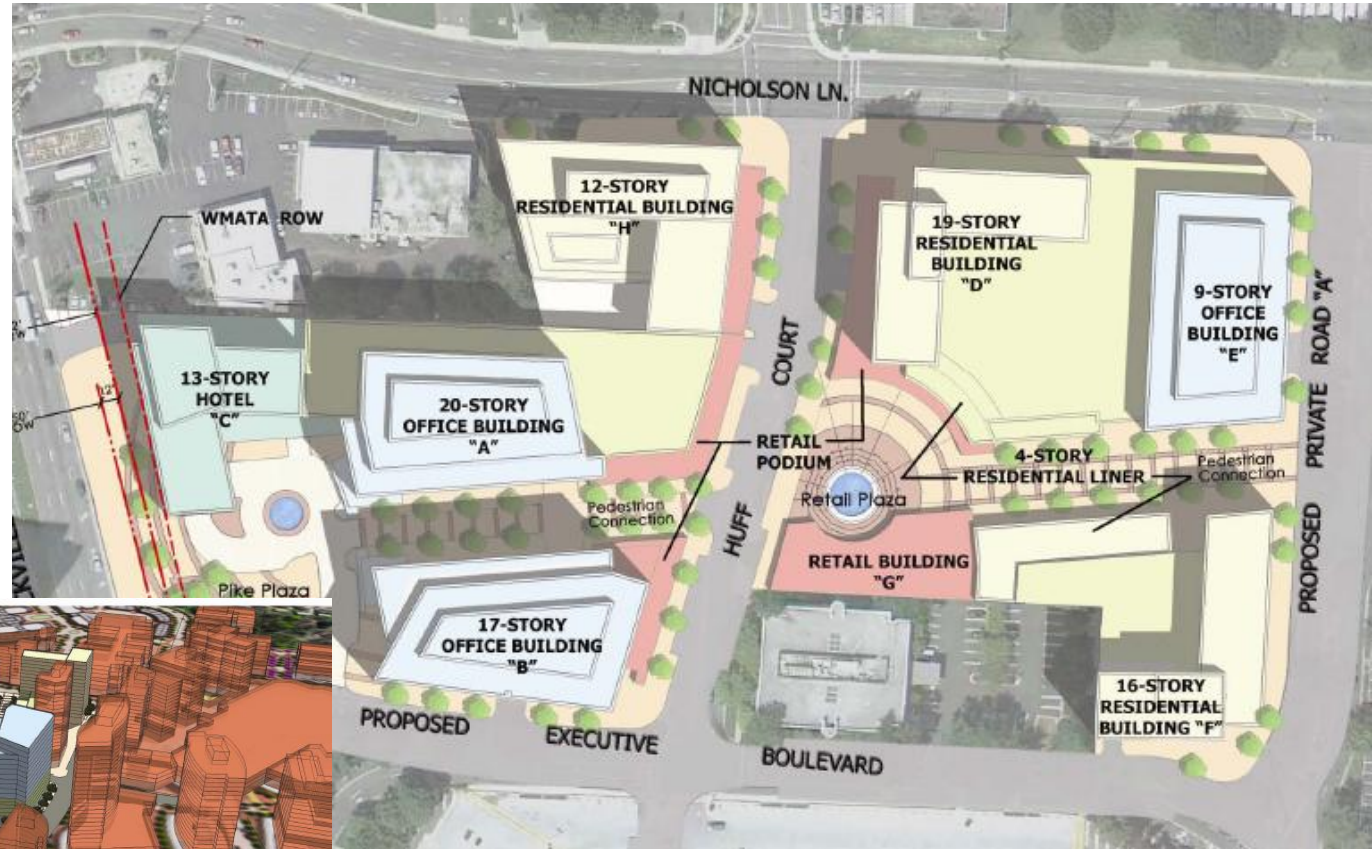
# Sketch Plan

## Uses:

- Office
- Retail
- Residential
- Hotel

CR3: C1.5, R2.5, H200'

CR4: C3.5, R2.0, H250'



## Density:

1,034,131 SF non-residential

666,110 SF residential

Max FAR requested = 3.54

## Height:

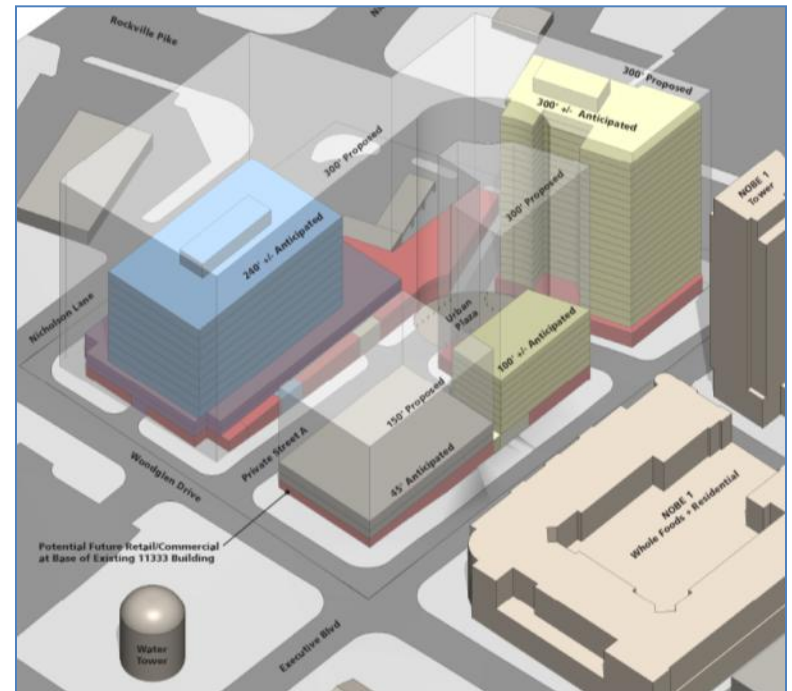
Ranges from 25' to 250'  
(1-20 stories)



# Sketch Plan



- 740,528 sf. total
  - 372, 528 sf. residential, max.
  - 368,000 commercial, max.
- building height, max.
  - CR-4: 300'
  - CR-3: 150
- new private street
- central urban plaza



# Overview of a Preliminary Plan

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## **Definition:**

- A preliminary plan is a proposed plan for subdivision or resubdivision of a tract of land, submitted for Planning Board approval prior to submission of a subdivision record plat. [Chapter 50-Subdivision Regulations]

## **Purpose:**

- The preliminary plan graphically depicts all facts needed for the Planning Board and other public agencies to determine whether the proposed layout of the land in question meets applicable regulations, ordinances and laws, and is satisfactory from the standpoint of public health, safety and welfare.

## **Aspects included in a preliminary plan:**

- Existing natural features (Approved Natural Resources Inventory/Forest Stand Delineation)
- Lot and block layout (including, identification of sites for other than one-family residential dwellings)
- Adequacy of existing and proposed roads and site access (including review of traffic study for certain developments)
- Required public improvements (storm drainage, water and sewer facilities, pedestrian circulation and crosswalks, etc.)
- Public sites and adequate open spaces (including determination of dedication vs. reservation)
- Fire and rescue access
- Stormwater management/water quality plan
- Protection of environmentally sensitive areas
- Approval of Preliminary Forest Conservation plans
- Density calculations, including moderately priced dwelling units and transfer development rights, if applicable
- Development standards per zoning ordinance
- Adequate public facilities review (roads and other transportation facilities, schools, fire stations, police stations, water/sewer, etc.), including staging schedules for phased projects





**Definition:**

- A site plan is a detailed land use plan showing all elements of a proposed development that is required in **certain zones** for the issuance of building permits. [Div. 59-D-3-Zoning Ordinance]

**Purpose:**

- The purpose of a site plan is to determine whether proposed structures and uses are compatible with existing and proposed development in the surrounding community, and that forest conservation and stormwater management requirements are met. The site plan identifies the exact location and function of buildings, open spaces, vehicular and pedestrian circulation, recreation, landscape, and lighting.

**Aspects included in a site plan:**

- Consistency with previously approved development and project plans
- Safety, adequacy, and efficiency of building and structure locations, open spaces, landscaping, recreation facilities, and pedestrian and vehicular circulation systems
- Requirements of the zone
- Compatibility of structures and uses with other uses and other site plans, and with existing and proposed adjacent development
- Compliance with forest conservation requirements
- Compliance with stormwater management requirements, including final water quality plan approval in special protection areas
- Development program identifying the phases of construction

# Site Plan



## REVIEW AND APPROVAL PROCESSES

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- Pre-submission meeting
  - Required with citizens (except pre-application plans)
  - Optional with staff for any plan type
- Application, including sign posting and notice to citizens of application filed
  - Posting not required for pre-application plans
- Development Review Committee Review
- Meetings with Applicant and/or Citizens
  - optional for pre-application plans
- Preparation of staff report with agency recommendations /approvals
  - Applicant must request a hearing for pre-application plans
- Art Review Panel Review (project plans only; optional for sketch plans)
- Planning Board Hearing, including notice to citizens of hearing scheduled
  - Optional for pre-application plans
- Planning Board Resolution
- Plan Certification
- Record Plat, as applicable