



NEW HANOVER COUNTY PLANNING DEPARTMENT

HIGH DENSITY APPLICATION

230 Government Center Drive
Suite 150
Wilmington, NC 28403
910-798-7165 phone
910-798-7053 fax
www.nhcgov.com

Name of Petitioner	Staff Use Only: Application Number
Address	City, State, Zip
Email Address	Telephone Number of Petitioner
Name of Property Owner (if different than Petitioner)	Telephone Number of Owner (if different than Petitioner)
Address of Property Owner (if different than Petitioner)	City, State, Zip
Existing Zoning	Proposed Number of Units
Area of Property Square Feet/Acres	Parcel ID Number
Existing Use of Property	Land Classification (See Land Use Plan)

SUBMISSION REVIEW PROCEDURES

Applications must be reviewed by the planning department for completeness prior to acceptance. A fee of **\$300.00** per application will be charged. This fee is payable to New Hanover County and **MUST** accompany this application. **The application must also be accompanied by a site plan conforming to the requirements of Section 69.2, Section 69.4 of the Zoning Ordinance and a special use permit application.**

Applications for High Density Development are received and reviewed by the New Hanover County Planning Department and applicable to State, County, and Federal agencies.

You are encouraged to arrange an informal pre-application conference with the Planning Staff at least two weeks prior to the date upon which you intend to submit an application. By attending this conference, you will improve your chances of submitting a complete and acceptable application. You should bring a rough sketch of your proposal to the conference. Planning staff will proceed to:

1. Advise you of possible environmental concerns.
2. Generally describe the required improvements.
3. Point out significant design problems.
4. Advise you regarding the required approval letters.
5. Generally assist you in preparing an acceptable application.
6. Once completed High Density and Special Use Permit applications and **15 copies** of the site plan are submitted, the Planning Department will send a copy to each appropriate reviewing agency. Once written agency comments have been received along with water and sewer letters, the site plan will be placed on the agenda for the next regularly scheduled Technical Review Committee (TRC) meeting. Written agency comments must be received **three (3) weeks prior** to the TRC meeting. The special use permit along with the site plan will then be placed on the County Planning Board agenda and recommended to the Board of County Commissioners for approval or denial. A checklist is available to guide you through this process.

I certify that all information presented in this application is accurate to the best of my knowledge.

Signature of Petitioner or Property Owner

Print Name