



TOWN OF CORNELIUS

Planning Department

PO Box 399 | Cornelius, NC 28031 | Phone: 704-896-2461 | Fax: 704-896-2462

Staff Only:

Date Rec'd: _____

Rec'd by: _____

Case #: _____

LAND DEVELOPMENT APPLICATION FORM

1. Application Type	✓	Fee	✓	Fee
• Sketch Plan/Plat (Major Sub):	<input type="checkbox"/>	_____	• Conditional Zoning (CZ)	<input checked="" type="checkbox"/> \$1250
• Preliminary Plat (Major Sub):	<input type="checkbox"/>	_____	• Special Use Permit (SUP)	<input type="checkbox"/> _____
• Final Plat (Major Sub):	<input type="checkbox"/>	_____	• Major Architectural Variation	<input type="checkbox"/> _____
• Construction Documents:	<input type="checkbox"/>	_____	• Minor Architectural Variation	<input type="checkbox"/> _____
• General Rezoning	<input type="checkbox"/>	_____	• Other: _____	<input type="checkbox"/> _____
Fee Total:				\$1250

2. Project Information

Date of Application: 3/23/21 Name of Project: The Reserve at Smith Circle

Location: 19438 Smith Circle Property Size (acres): 3.911 # of Units/Lots: 12

Current Zoning: NR Proposed Zoning: Conditional Zoning

Current Land Use: Single Family Residential Proposed Land Use: Single Family Residential

Tax Parcel Number(s): 005-20-134

3. Contact Information

Valerie Biele (owner), Steve Terpak (applicant)
 Owner, Applicant, or Developer
19438 Smith Circle
 Address
Cornelius, NC 28031
 City, State Zip
980-322-8775
 Telephone
 Signature: [Signature] Print Name: Stephen Terpak Date: 4/21/21
 Email - 1steveterpak@gmail.com

Riley Burgess, P.E.
 Agent(s) (Engineer, Architect, Etc.)
20816 N. main St., Ste 204
 Address
Cornelius, NC 28031
 City, State Zip
704-892-5479
 Telephone
 Signature: [Signature] Print Name: RILEY D. BURGESS Date: 4/23/21
 Email - rburgess@woodbinedesign.com

4. The following items may also be required to be considered part of a complete application, please check all that apply on this list:

- Signed "Original" application**
- Project Fee(s)** – See Fee Schedule
- Written Summary/Description of Request** can be on company letterhead. Shall include requested use or uses, sq. feet of non-residential space, or density and number of units/lots for residential, or any other applicable information. For CZ's, must also describe any variations proposed from the Land Development Code
- Property Survey** (at least one copy), including existing buildings, topography, wetlands, streams, vegetation (trees over 18" in diameter), and other natural features.
- Site/sketch plan** (at least one copy), may contain multiple pages and must be drawn to scale by an engineer or landscape architect. Shall include locations of buildings and/or lots, streets, parking, proposed grading, landscaping/screening, open space, watershed/storm water information, associated storm water measures, and proposed utilities and lighting. Shall also include general information from adjoining lots
- Illustrative (color) site/sketch plan** for presentation purposes with same layers as described above
- Architectural elevations, Perspective Renderings, and Architectural Review Board Checklist** may include multiple pages and must be drawn to scale by an architect. Include all primary and accessory buildings (all building sides), an illustrative color package, and black and white w/dimensions. Other architectural elements/features of the site such as gazebos, trellis's, garden walls, retaining walls, or other items over 4-feet in height must also be included (NOT REQUIRED, BUT OPTIONAL FOR SINGLE-FAMILY RESIDENTIAL DEVELOPMENTS).
- Charlotte Water Capacity Assurance Review Application** Provide copy with application, and send original to CW.
- Illustrative (color) elevations** for presentation purposes for all items described above, as well as perspective (3D) renderings and photograph examples
- Digital Files** of all items listed above