



**NEW HANOVER COUNTY
PLANNING & INSPECTIONS DEPARTMENT**

230 GOVERNMENT CENTER DRIVE
WILMINGTON, NORTH CAROLINA 28403
TELEPHONE (910) 798-7165
FAX (910) 798-7053

Chris O'Keefe, AICP
Planning & Inspections
Director

Dennis Bordeaux
Inspections Manager

Jane Daughtridge, AICP
Planning & Zoning
Manager

*****IMPORTANT NOTICE*****

YOU CANNOT EMAIL THIS APPLICATION TO US!!!

**IT MUST BE SUBMITTED IN PERSON TO THE NHC PLANNING & ZONING
DIVISION!**

Please fill out this application "On Line" and PRINT IT. It must be signed, brought it in along with all applicable fees and all necessary supplemental application materials. Please print a copy for your records. You can reach us at **910-798-7165** if you have any questions about the submittal process. Thank you!



**NEW HANOVER COUNTY
 PLANNING & INSPECTIONS
 DEPARTMENT
 PERFORMANCE RESIDENTIAL
 DEVELOPMENT**

230 Government Center Drive
 Suite 110
 Wilmington, NC 28403
 910-798-7165 phone
 910-798-7053 fax
 www.nhcgov.com

Name of Applicant or Owner	Date of Application
Address	City, State, Zip
Email Address	Telephone Number of Owner
Name of Surveyor (if different than Owner)	Telephone Number of Surveyor (if different than Owner)
Address of Surveyor (if different than Owner)	City, State, Zip
Email Address (if different than Owner)	Parcel ID Number
Location of Property	Square Feet/Acres on Plat
Project Name	Land Classification

SUBMISSION REQUIREMENTS

The application will be regarded as incomplete until the following items are received by Planning & Zoning.

Your application must include a **\$300.00 fee** and **15 folded maps** of the proposed Performance Residential Development. This fee should be payable to New Hanover County and **must** accompany this application. Applications for Performance Residential Development are received and acted upon by the County's Technical Review Committee. Planning & Zoning staff will send a copy to each appropriate agency. **Written agency comments must be received three (3) weeks prior to the meeting before being placed on the TRC agenda.**

1. **Streets** - Written comments from the North Carolina Department of Transportation approving the design of all public streets or a letter from the County Engineer approving the design of all private streets.
2. **Water and Sewer**- A letter from the appropriate State or local health agency approving the design of such systems and commitment allocation to serve the project.
3. **Drainage**- The location of all marshes, watercourses, ditches, drainage channels, with proposed drainage and utility easements water and sewer for the proposed subdivision.
4. A letter from the Soil Conservation Service indicating any acreage from Class IV soils on the property.
5. A letter from County Fire Services approving fire hydrant location and street design.
6. **You are encouraged to arrange an informal conference with planning staff at least two (2) weeks prior to submitting 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 this conference. Planning & Zoning staff will proceed to advise you of environmental problems, point out significant design problems, describe the required improvements, and advise you regarding the required approval letters for water and sewer. A checklist outlining these requirements is available to help you through this process.

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

Signature of Property Owner and/or Developer

Print Name