



Forsyth County Department of Planning and Development



REZONING APPLICATION—MPD SUPPLEMENT

For Staff Use Only:

ZA# \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_

DATE/TIMESTAMP:

The intent of the Master Planned District (MPD) designation is to allow flexibility in the design and construction of a mixed use product that does not comply with the strict guidelines of traditional zoning codes. Due to the variables of this innovative land use a greater amount of project information is required during the rezoning review stage. It is beneficial to both the applicant and the County review staff to provide that information in both narrative and graphic form to ensure that the intent of the Unified Development Code (UDC) and all other county ordinances and regulations are met. This checklist has been developed as a guide to help applicants navigate this process.

APPLICATION CHECKLIST

A. Pre-application Meeting:

- Date of Pre-Application Meeting: \_\_\_\_\_
Name(s) of County Staff Person who met with you: \_\_\_\_\_

B. Breakdown of Commercial, Residential, and Open Space Land Use: (20B-2.2) Please indicate how these calculations were determined (e.g. gross floor area for vertical mixture of uses vs. total project area for a horizontal mixture of uses). Staff will review the calculations before classifying project as residential or commercial.

- Commercial: \_\_\_\_\_
Residential: \_\_\_\_\_
Open Space: \_\_\_\_\_

### C. Master Development Plan:

To enable a thorough analysis of this MPD application, the application requirements **EXCEED** those of other zoning districts. In addition to the standard requirements, all MPD applications must include a Master Development Plan. The criteria for the Master Development Plan include **all** of the following: (Please see UDC Ch. 20B 4.2 A-D for more detailed information). **Please check (√) the boxes indicating that these minimum REQUIRED items have been addressed in the submittal.**

**Uniform Plan** (Required, 10 full-size copies, and one 8.5 x 11")

The plan should distinguish this mixed use project from a traditional residential and/or commercial rezoning, by clearly delineating the different areas of land use (i.e. residential, commercial, and open space) and how these areas are linked through internal and external connectivity. **(Please see under Additional Requirements):**

**Land Use Standards** (Note: Any Land Use Standards not specified will be automatically regulated by the other chapters of the Unified Development Code. Include at a minimum for each zone specified in the Uniform Plan):

- Permitted uses
- Minimum lot size
- Minimum lot width
- Minimum setbacks
- Minimum building separation
- Buffers and impervious setbacks
- Maximum height
- Maximum building coverage
- Parking and loading requirements

**Additional Requirements:**

**1) Provide supplemental materials in a format that best demonstrates that you have met the requirements (e.g. graphic, narrative, table, or chart):**

- Construction phasing schedule
- Method of water and sewer service, verify capacity
- A plan for ownership and maintenance of streets and open space
- A plan identifying existing tree canopy (utilize this as a tool to influence site planning and work toward the preservation of mature tree canopy and compliance with the Forsyth County Government Tree Ordinance – aerial photography available from GIS)
- Demonstrate true internal and external connectivity

**2) Demonstrate in site plan:**

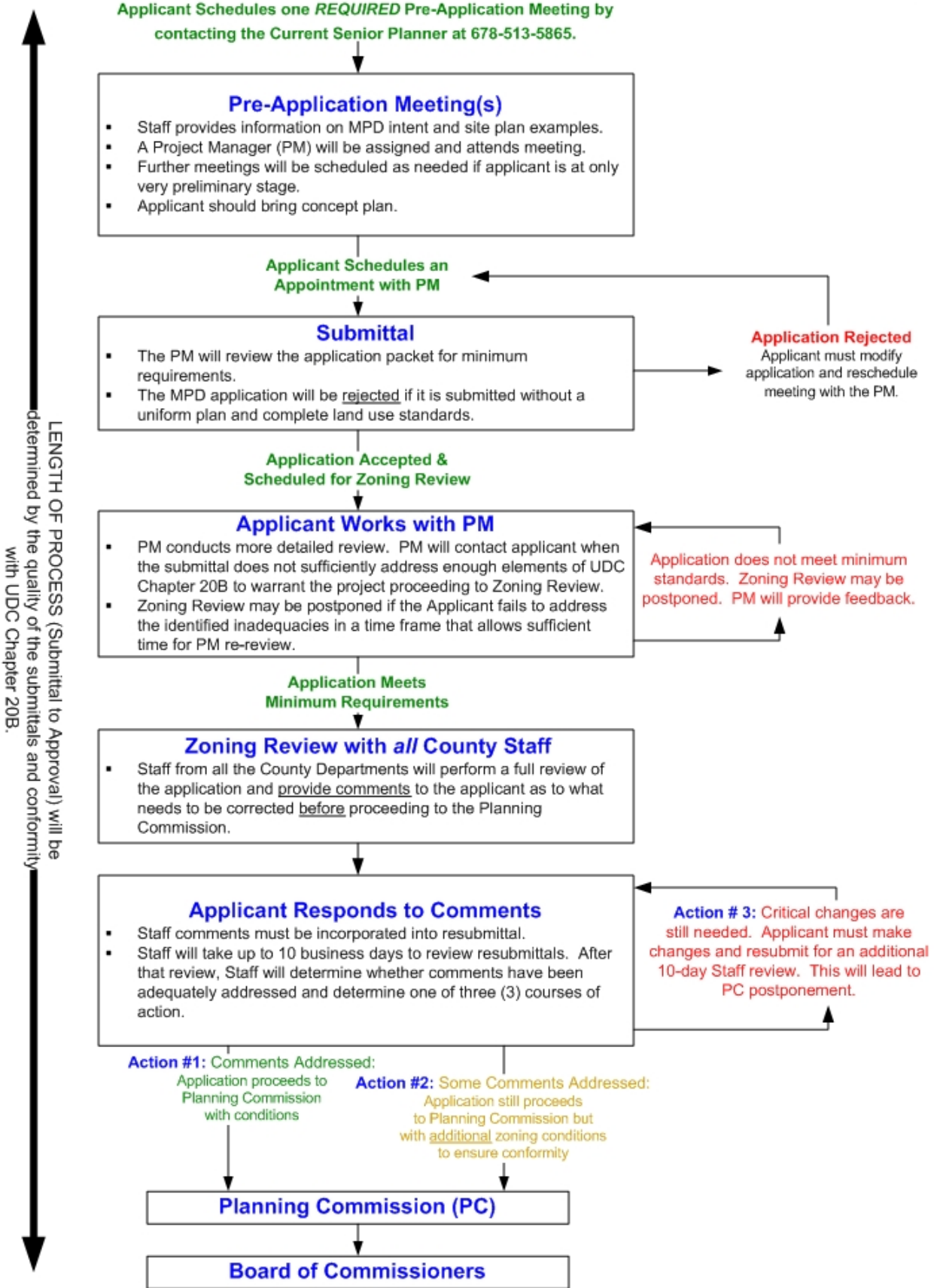
- Amount and location of open space
- A description of proposed residential dwellings, and specifications (provide typical unit examples for each residential component)
- Proposed maximum gross floor area (total non-residential)
- A typical landscape features regarding streets, parking areas, sidewalks, utilities, and building footprints
- Identify all state waters, wetlands, floodplains
- Existing topography with 4' intervals

Pursuant to UDC Chapter 20B, a written document of Community Standards (enforceable by a Board) must be submitted prior to the issuance of a building permit. The County will review and approve this written document prior to issuing the final approval which allows the applicant to apply for a building permit. Depending on the project this could occur during the final plat or the site development stage.

Although the complete written Community Standards document is not required during the rezoning stage, County staff must still ensure that the project meets the intent of chapter 20B which includes being able to address these issues in some capacity. Please see pages 5 and 6 of this document for guidance in addressing these issues in your rezoning plat. **Please check (√) the boxes indicating which of these items have been addressed in this submittal.**

- Community Standards** (at minimum address):
  - A plan for establishing a board to enforce community standards
  - Lighting (including pedestrian scale)
  - Signage (including pedestrian scale)
  - Fences
  - Landscaping and street furniture
  - Building materials
  - Building colors
  - Architectural features and themes (**at a minimum** provide conceptual materials with the rezoning application packet to demonstrate that the project is consistent with the intent of the ordinance, and expand upon these elements at the land disturbance permitting phase)
  - Aesthetic qualities – Refer to MPD Design Criteria attached (**at a minimum** provide conceptual materials with the rezoning application packet to demonstrate that the project is consistent with the intent of the ordinance, and expand upon these elements at the land disturbance permitting phase)
  - Community elements, unique features (incorporate into site plan and uniform plan where possible to demonstrate elements of connectivity and pedestrian mobility)

# FLOWCHART OF MPD PROCESS



LENGTH OF PROCESS (Submittal to Approval) will be determined by the quality of the submittals and conformity with UDC Chapter 20B.

## MPD DESIGN CRITERIA

Use the checklist below as a tool in designing a plan to meet the intent of the MPD zoning code. MPD projects are intended to create **mixed-use developments “of the highest architectural and aesthetic quality” that provide for multiple means of mobility** (walking, biking or other)(UDC 20B-1.1). An MPD proposal will be expected to incorporate the design elements below to achieve that intent and will be evaluated according to them (UDC 20B-5.2).

The code does not require that the Master Plan incorporate *all* elements, but these elements are what demonstrate conformity with the UDC. If an MPD Site Plan fails to demonstrate a significant set of the options below, per 20B-5.2, recommended zoning conditions will include those appropriate to the proposed project to ensure the zoning code intent is being met. **Please check (√) the boxes indicating which items have been addressed in the submittal.**

### General Site Design

- Minimum size not less than 20 acres
- Functional town center, community green, park, or other focal point
- Perimeter setbacks and buffers appropriate to adjacent uses (existing and anticipated)
- Incorporation of multi-modal transportation (e.g. car pooling lots, pathways, public transit stops, etc.)
- Grid street system
- Block length conducive to pedestrian traffic
- Interconnections to adjoining property, developed and undeveloped

### Aesthetic Quality

- Streets terminate at a focal point (e.g. civic building, principal use, church, bell tower, gazebo, etc)
- Standards of location and/or width of residential garage doors do not dominate the streetscape
- Attached housing design avoid monolithic products
- Fences, walls, and berms in consideration with surrounding land uses
- Retaining walls constructed of architectural masonry; faced with rock, brick, and/or; per surrounding character
- Detention and retentions structures achieve aesthetic purposes (no fenced enclosure) or out of view
- Stormwater management design contributes additional open space
- Minimize visibility of service and loading zones from public streets and neighboring properties

### Site Development

- Transitions at property edges blend with surrounding terrain
- Cut and fill slopes rounded where they meet natural grade

### **Parking**

- Decorative fences or walls, plantings, berms or other similar features used to screen surface parking lots
- Minimize visibility of the location and design of parking structures from the street or other public areas
- Orient parking lots behind or to the side of a building. Surface lots should not be on street corners.

### **Pedestrian Scale**

- Shops, offices, or other commercial space located along the ground level of street frontage
- Vertical focal points to visually anchor street corners
- Street furniture (e.g. benches, drinking fountains, trash receptacles, information kiosks, and/or directories)
- Nonresidential building entrances visible from the street, well-lit, and easily accessible
- Canopies and roof forms identify entrances to nonresidential buildings
- Transparent windows along first floor walls of nonresidential buildings
- Minimum of one entrance facing every abutting street for nonresidential buildings
- Clear pedestrian paths, for example via:
  - covered arcades and/or walkways
  - courtyards or landscape patterns
  - consistent paving materials
  - minimal interruption of pedestrian paths, etc.
- Sidewalks in all residential areas
- Sidewalks along both sides of all streets for nonresidential areas

### **Landscape**

- Preservation and/or planting of trees between buildings and the street
- Existing topography, significant tree cover, state waters and other natural features

### **Built Environment**

- Building height - compatible internally and with existing buildings in area
- Exterior signage thematic compatibility with proposed and surrounding development (see also Sign Ordinance)