TOWN OF CHAPEL HILL
Planning Department

405 Martin Luther King Jr. Blvd.
Chapel Hill, NC 27514-5705

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www.townofchapelhill.org

Community Design Commission
Final Plan Application

This application should be used to submit Final Plan applications to the Community Design Commission including building elevations, site lighting, and alternative buffers. For assistance with this application, please contact the Chapel Hill Planning Department at (919) 969-5066 or at planning@townofchapelhill.org.

Section A: Property Information

Property Address:	409 W Franklin Street
Zoning:	TC-2 (Town Center 2)

Type of Application

☒ Building Elevation ☒ Alternative Buffers

Section B: Applicant Information (for contact purposes)

Name:	Dylan Diefenbach				
Address:	326 Tryon Road				
City:	Raleigh	State:	NC	Zip Code:	27603
Phone Number:	(919)703-4164	Email:	djdiefenbach@tepgropup.net		

The undersigned applicant hereby certifies that: a) the property owner authorizes the filing of this application; b) authorizes on-site review by authorized staff; and c) to the best of their knowledge and belief, all information supplied with this application is true and accurate.

Signature: _____ Date: 4/29/21

Parcel Identifier Number (PIN): 9788168237

The Community Design Commission meets regularly on the fourth Tuesday of each month. For confirmation of a meeting date and the placement of your request on the agenda, please contact the Planning Department at (919) 969-5066.

Final Plan Application

Please submit 2 sets of all materials, no later than the fourth Tuesday of the month prior to the meeting by 4 p.m. Materials must be collated and folded to fit into a 12" x 15" envelope. The Application Fee shall be submitted with this Application Form.

DETAILED SUMMARY OF REQUIRED INFORMATION

☐ **1. Application fee** (refer to fee schedule) Amount Paid $ ☐

☐ **2. Digital files** – provide digital files of all plans and documents

☐ **3. Approved Site Plan**

The site plan for the development, as approved by the Town Council, or when applicable, the Planning Board, clearly indicating all building footprints, parking areas, sidewalks, and buffers. In particular, the site plan shall clearly indicate the specific buildings that are included in the application for building elevations approval. Finished first floor elevation (height above sea level) information shall also be provided for each building, including any applicable cross section elevation changes.

☐ **4. Detailed Exterior Building Elevations** – The detailed exterior elevations shall include the following:

a) Detailed Building Elevations

- A detailed list including all materials, textures, and colors for each building. If all buildings are the same, a combined list of materials, texture, and colors is acceptable. All windows, doors, light fixtures, and other appurtenant features must indicate type, style, and color.
- A straight-on, one-dimensional view of each building façade including front, side, and rear elevations.
- Color renderings, sketches, or perspective drawings.

The applicant should bring samples of all colors and materials to the Design Commission Meeting.

b) Cross-Sections

- Provide simple, typical cross-section(s) indicating how the buildings are placed on the site in relationship to topography, public access, existing vegetation, or other significant site features.

c) Floor Plans

- Show the general interior layout of the building (this aids in understanding window locations, etc.) and the relationship of pedestrian circulation and entryways.

d) Other

- Indicate the location of all HVAC, chiller, and/or ventilation units. Show how these units will be screened from the view of any relevant public rights-of-way.

All detailed building elevation plans must be the final versions. Any subsequent elevation modifications or changes in materials, color, etc., must be resubmitted for approval. If the Design Commission makes decisions based on any renderings, sketches, or artists' drawings presented at the meeting, these graphics will become the property of the Town and will need to be submitted for the formal record

☐ **5. Lighting Plans**

a) Site Lighting Plan: A detailed lighting plan for all proposed lighting fixtures on the site (including parking areas, pedestrian paths, building facades, landscape uplighting, etc.). The lighting plan should clearly indicate the locations of all light fixtures. The lighting plan shall also provide isographs with foot-candle and uniform ratios, candlepower of lamps, and types of illumination for all proposed lighting fixtures. The isographs shall be provided for the full extent of the site lighting (to the point where the lighting reaches 0.0 foot-candles), even if this includes off-site areas. The isograph shall be calculated with 100% lighting, and also identify and incorporate a site's topography.

b) Cut Sheets: A detailed drawing and description shall be provided for each type of light fixture proposed on the site. The number, height, colors, and materials for each type of fixture shall be clearly indicated.

Please note that in accordance with Section 5.11 (Lighting Standards) of the Town's Land Use Management Ordinance, lighting sources shall be shielded or arrange so as not to produce, within any public right-of-way, glare that interferes with the safe use of such right-of-way or constitutes a nuisance to the occupants of adjacent properties.

For information on illuminating canopies, please refer to the Community Design Commission's "Design Standards for Canopies," which is available from the Chapel Hill Planning Department.

☐ **6. Alternative Buffer**

a) Landscaping Plan: A detailed planting plan, including a plant materials table that indicates the number, size, and spacing for each plant type.

b) Other: If a fence or wall is proposed as part of the alternative buffer, a scaled drawing or rendering shall be submitted, along with a list including all materials, textures, and colors. The applicant should bring samples of such materials to the Design Commission meeting.