

In addition to the information required for each specific type of PBG listed in this section, all PBG plans shall contain the following:

	Information Required	Planned Building Group
1	Title Block Containing: –Property Designation –Name of Owner –Location (including township, county, and state) –Date or dates survey was conducted and plat prepared –A scale of drawing in feet per inch listed in words or figures –A bar graph –Name, address, e-mail, registration number, and seal of the registered professional involved in the project	x x x x x x x
2	The name of the developer	x
3	A sketch vicinity map showing the relationship between the proposed development and surrounding area Maximum Scale: 1" = 400'	x
4	Corporate limits, township boundaries, county lines if on the development tract	x
5	The names, addresses, and telephone numbers of all owners, mortgagees, registered land surveyors, land planners, architects, landscape architects, and professional engineers responsible for the development	x
6	The registration numbers and seals of the professional engineers	x
7	Date of plat preparation	x
8	North arrow and orientation	x
9	The exact boundary lines of the tract to be developed, fully dimensioned by lengths and bearings, and the location of existing boundary lines of adjoining lands	x
10	The names of owners of adjoining property	x

11	The names of any adjoining subdivisions of record or proposed and under review	x
12	Building line minimum	x
13	The zoning classifications of the tract to be developed and adjoining properties	x
14	Existing property lines on the tract to be subdivided and on adjoining properties	x
15	Existing buildings or other structures, water courses, railroads, bridges, culverts, storm drains, both on the land to be developed and land immediately adjoining	x
16	The lots numbered consecutively throughout the development	x
17	Wooded areas, marshes, swamps, rock outcrops, ponds or lakes, streams or streambeds, and any other natural features affecting the site	x
18	The exact location of the flood hazard, floodway, and floodway fringe areas from the Brunswick County Official Flood Insurance Map	x
19	The following data concerning streets:	
	- Street and lot arrangement	x
	- The approximate rights-of-way, rights-of-way designation (public or private), easements, and lot lines	x
	- Proposed public streets	x
	- Proposed private streets	x
	- Existing and platted streets on adjoining properties and in the proposed development	x
	- Rights-of-way, location, and dimensions	x
	- Pavement widths	x
	- Approximate grades	x
	- Design engineering data for all corners and curves	x
	- Typical street cross-sections	x
	- Street names as approved by Brunswick County	x
	- A street maintenance agreement for private streets.	x

	- Type of street dedication; all streets must be designated either “public” or “private.” The developer must submit all public or private street plans to the Administrator for approval prior to plan approval. Where public streets are involved which will not be dedicated to the City of Southport, the developer must submit the following documents to the NC Department of Transportation District Highway Office for review: a complete site layout, including any future expansion anticipated; horizontal alignment indicating general curve data on site layout plan; vertical alignment indicated by percent grade, PI station and vertical curve length on site plan layout; the District Engineer may require the plotting of the ground profile and grade line for roads where special conditions or problems exist; typical section indicating the pavement design and width and the slopes, widths, and details for either the curb and gutter or the shoulder and ditch proposed; drainage facilities and drainage areas	x
	- Where streets are dedicated to the public, but not accepted into the City of Southport system or the state system before lots are sold, a statement explaining the status of the street.	x
	- If any street is proposed to intersect with a state-maintained road, the developer shall apply for driveway approval as required by the North Carolina Department of Transportation, Division of Highways’ Manual on Driveway Regulations. Evidence that the developer has obtained such approval	x
20	The location and dimension of all of the following:	
	- Utility and other easements	x
	- Riding trails	x
	- Natural buffers	x
	- Pedestrian or bicycle paths	x
	- Parks and recreation areas with specific type indicated	x
	- Areas to be dedicated to or reserved for public use	x

	- Areas to be used for purposes other than residential with the zoning classification of each stated	X
	- The future ownership (dedication or reservation for public use to governmental body, for owners to duly constituted homeowners' association, or for tenants remaining in developer's ownership) of recreation and open space lands	X
21	Surface and subsurface drainage of the development	X
22	The final plans for utility layouts including: - Sanitary sewers - Storm sewers - Other drainage facilities, if any - Water distribution lines - Natural gas lines - Telephone lines - Electric lines illustrating connections to existing systems, showing line sizes, the location of fire hydrants, blowoffs, manholes, force mains, and gate valves	X X X X X X X
23	Plans for individual water supply and sewage disposal systems, if any	X
	- Profiles based upon Mean Sea Level datum for sanitary sewers and storm sewers	X
24	Site calculations including:	
	- Acreage in total tract to be developed; upland and wetland area	X
	- Acreage in parks and recreation and open space areas and other nonresidential areas	X
	- Sufficient engineering data to determine readily and reproduce on the ground every straight or curved line, street line, lot line, right-of-way line, easement line, and setback line, including dimensions, bearings, or deflection angles, radii, central angles, and tangent distance for the center line of curved property lines that are not the boundary line of curved streets. All dimensions shall be measured to the nearest one-tenth of a foot and all angles to the nearest minute	X
	- The accurate locations and descriptions of all monuments, markers, and control points	X

	- A copy of any proposed deed restrictions or similar covenants. Such restrictions are mandatory when private recreation areas or open space areas are established	x
	- Where land disturbing activity is an acre or more in size, a copy of the erosion control plan submitted to the appropriate office of the North Carolina Department of Environment and Natural Resources, which complies with NCGS 113A, Article 4 (Sedimentation Pollution Control Act of 1973). Evidence of approval must be provided prior to final plan approval	x
	- Topographic maps with contour intervals of no greater than two (2) feet at a scale of no less than one (1) inch equals four hundred (400) feet	x
	- 404 wetland areas as determined by the Wilmington District office of the U.S. Army Corps of Engineers	x
	- All certifications required by other agencies	x
25	Number of required parking and actual parking spaces provided	x
26	Impervious ratio and calculations	x
	- Any other information considered by either the developer, the Planning Board, or Board of Aldermen, to be pertinent to the review of the plat	x
	- All mapping shall comply with G.S. 47-30	x

NOTE: Developers are responsible for obtaining all permits. Following is a list of activities that require permitting approval by agencies outside of Southport city government. The list is provided only for reference and is not intended to be comprehensive. The developer must identify and obtain whatever non-city approvals may be required for a given project.

Permitting Agency

Permitted Activity

Brunswick County Health Department

Package WWTP with subsurface disposal
 Septic tanks
 Potable water wells
 Commercial swimming pools

NC Division of Water Quality

Package WWTP with land application
Sewer extensions
Stormwater management
Wetlands fill/encroachment

NC Division of Land Resources

Erosion control plan

NC Division of Environmental Health

Public water supply wells
Public water treatment facilities
Water storage and distribution facilities

NC Division of Coastal Management

Activity in area of environmental concern (AEC)

NC Department of Transportation

Driveway connections to DOT roadway
DOT right-of-way encroachment

US Corps of Engineers

Wetlands fill/encroachment
Construction in/over navigable waters

NC Division of Air Quality

Open burning

State Property Office

Construction in/over navigable waters