

**ORDINANCE NO. 01272025-1**

AN ORDINANCE AMENDING THE ZONING MAP OF THE TOWN OF MASON, TENNESSEE BY REZONING 0.496 ACRES OF LAND FROM THE R-2 (MEDIUM DENSITY RESIDENTIAL) DISTRICT TO THE B-1 (GENERAL BUSINESS) DISTRICT

WHEREAS, Section 13-7-201 through 13-7-211 as well as 13-4-310 of the Tennessee Code Annotated empowered the Town to enact the Mason Zoning and provide for its administration, enforcement; and,

WHEREAS, the Board of Mayor and Aldermen deems it necessary, for the purpose of promoting the health, safety, morals and general welfare of the Town to Mason said Ordinance; and,

WHEREAS, the Mason Planning Commission has reviewed said proposed amendment pursuant to Sections 13-7-203 and 13-7-204 of the Tennessee Code Annotated and recommends such amendment to the Mason Board of Mayor and Aldermen; and,

WHEREAS, the Board of Aldermen has given due public notice of a hearing on said amendment, and a Public Hearing is scheduled for January 27, 2025; and,

WHEREAS, all the requirements of Section 13-7-201 through 13-7-211 of the Tennessee Code Annotated, with regard to the amendment of a zoning ordinance and map by the Planning Commission and subsequent action of the Board of Mayor and Aldermen have been met.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Mason, Tennessee, that the Mason Zoning Map be amended as follows:

Section 1: The Official Zoning Map of the Town of Mason, Tennessee is hereby amended by rezoning the following described property from the R-2 (Medium Density Residential) district to the B-1 (General Business) district:

COMMENCING at a found MagNail & washer at the intersection of the East right-of-way of State Hwy 59 South (31.5 – feet East of & normal to the physical centerline) with the North right-of-way of State Hwy 70 (38.4 – feet North of & normal to the physical centerline), said nail being the Southeast corner of the Roy Kevin Ward et ux. property (1381/894);

THENCE in a Northwestward direction along the North right-of-way of State Hwy 59, also being the West line of Ward, N 50-53'-36"W 50.00 feet to a found MagNail & washer being the "True" Point of Beginning and the Southernmost corner of the John W.L. Poindexter property as being referenced in Deed Book 263 / Page 359 & Will Book "F" / Page 118, said nail also being the Northwest corner of the Ward property;

THENCE in a Northwestward direction along a West line of Poindexter, also being the East right-of-way of State Hwy 59, N 50-53'-36' W 94.00 feet to the Westernmost corner of the Poindexter property being located in the South line of the Linnie J. Davis property (1287/530), said corner being located N 44-21'-24' E 20.30 feet from a set MagNail & washer (being the Southwest corner of the Davis property);

THENCE in a Northeastward direction along a North line of Poindexter, also being the South line of Davis, N 44-21'-24" E 141.00 feet to a set capped iron rod & steel witness post being an interior corner of the Poindexter property and the Southeast corner of the Davis property;

THENCE in a Northwestward direction along a West line of Poindexter, also being the East line of Davis M 47-30'-36' W 50.41 feet to a found iron rod and set steel witness post, said rod being an exterior corner of the Poindexter property, the Northeast corner of the Davis property and located in the South line of the G.T. Stegall et ux property (293/215).

THENCE in a Southeastward direction along the East line of Poindexter, also being a West line of Rhea, S 43-53'05" E 135.33 feet to a set capped iron rod & steel witness post being the Southeast corner of the Poindexter property and being located in the North line of the Ward property;

THENCE in a Southwestward direction along the South line of Poindexter, also being the North line of Ward, S 41-23'-04" W 198.30 feet to the "True" Point of Beginning and containing 0.496 Acre by computation.

BEING the same tract or parcel of land vested in grantors herein, Travis Blankenship and wife, Elizabeth Blankenship, by Warranty Deed from John W. Poindexter, duly recorded in Record Book 1484, Pages 242-243, Register's Office, Tipton County, Tennessee.

Section 2: Exhibit of the property (0.496 Acres) rezoned by the execution of this Ordinance.



SECTION 3: Be it further ordained, that this Ordinance shall become effective upon final reading the public welfare so requiring it.

1<sup>st</sup> Reading: \_\_\_\_\_

2<sup>nd</sup> Reading: \_\_\_\_\_

Mayor: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Town Recorder

Planning Commission recommendation: November 25, 2024

## Exhibit A

### ARTICLE XVI

#### MIXED USE PLANNED DEVELOPMENT (MUPD) DISTRICT

- 17.1 Purpose** – The purpose of the Mixed-Use Planned Development (MUPD) District is to provide a mechanism to permit the implementation of the recommendations of the Town of Mason, Tennessee Land Use Plan as they pertain to the Land Use Plan’s *Mixed Use* designation. Specifically, the MUPD District applies to mixed-use or unique single-use (*residential*) projects where land use and design flexibility is desired, but not generally available through application of the standards of any of the Town’s existing conventional or overlay zone district.

Establishment of the MUPD District should only be permitted by the Town where it can be determined that long-term community benefits, which may be achieved through high quality planned development, will be derived. Accordingly, the Town’s Planning Commission and Board of Mayor and Aldermen shall determine whether substantial community benefits will be derived. Specific benefits that the Town may find that would support the establishment of the MUPD District include, but are not limited to:

- Promotion of a variety of housing types and mixes within a planned community.
- Innovative and creative development design.
- Improvements/additions to the Town’s infrastructure;
- Protection and/or preservation of natural resources, habitat areas and natural areas;
- A greater quality and quantity of public and/or private open space, equitably distributed;
- Appropriate and adequate compatibility buffers from adjacent development;
- Quality amenity offerings;

It should be noted, however, that zoning and development approval under this Article is discretionary, and not a right that can be claimed. Exceptions to the normal regulations are not granted automatically, but only upon finding that they will result in a superior development that promotes the public interests.

**17.2 Applicability** – The MUPD District may be established through a zoning map amendment as provided for under Article XIV of this Ordinance, provided, however, that an amendment to establish the MUPD District may only be initiated by an application of one or more owners or agents of property affected by the proposed amendment, and such application shall be accompanied by a Master Development Plan and supporting materials.

Unless specifically provided otherwise in these regulations, if the requirements pertaining to, and approved as part of the establishment of the MUPD District conflict with the requirements of any applicable provision of the Town of Mason Zoning Ordinance or Subdivision Regulations, the requirements of the MUPD District, as specifically provided for in an approved Master Development Plan, shall govern.

**17.3 General Requirements** – The establishment of the MUPD District, and design of all accompanying development proposals shall be governed by the following minimum standards:

- A.** An applicant for a Mixed Use Planned Development (MUPD) must provide a cover letter outlining the justification for the request to rezone property to a Mixed Use Planned Development. This letter should also summarize the project’s land uses, anticipated phasing, and timelines.
- B.** A tract of land proposed for development within the MUPD District shall be held in single ownership. For the purposes of this Article, single ownership shall be construed as an individual, partnership, corporation, association or any other legally bound entity entitled to own property in the State of Tennessee. In the event of a change in ownership between the time the application is filed and the time of the public hearing thereupon, such change shall be disclosed by affidavit no later than the time of the public hearing.
- C.** A Master Development Plan shall accompany any application to reclassify property to the MUPD District. The required Master Development Plan shall include, at a minimum, an Existing Conditions Map (i.e. Existing Resources/Site and Soils Analysis), a detailed Site Development Plan, and an Outline Plan (i.e. development standards in text form), which shall be approved concurrently with the request to reclassify property to the MUPD District.
- D.** As evidenced by the Existing Conditions Map and/or any other site data deemed necessary by the Town’s Development Staff, the tract on which development is proposed shall be suitable for supporting development in terms of environmental conditions, its size, its configuration, utility availability and other physical characteristics (i.e. soil suitability for sub-surface effluent disposal).
- E.** The proposed site design shall strictly minimize disturbance of environmentally sensitive areas, as shown on the Existing Conditions Map. Demonstration by the applicant that these features will be protected by the proposed application shall be a prerequisite to approval of both the Master Development Plan and subsequent Final Plans.

- F. Proposed modifications to the standards and/or specifications of the Subdivision Regulations shall be warranted by superior design in furtherance of the intent of this Article, but shall not, however, be inconsistent with the public interest.
- G. The use of “*compatibility buffers*” shall be required, when necessary, to mitigate development impacts to adjacent property.
- H. The use of certified and/or licensed design professionals for all site analysis, land planning, site civil engineering, architectural shall be mandatory, and evidenced by certification on all plan documents submitted to the Town of Mason.
- I. All development proposals shall promote the concepts of sustainable development, smart growth, and concurrency, with regard to the planned development’s relation to existing and/or proposed public infrastructure.
- J. Notwithstanding any other provision of this Article, minimum lot areas for lots not served by a public sewer system shall be approved as safe for septic systems by the Tipton County Health Department based on soil and groundwater conditions, and additional criteria established by the Town of Mason for alternative waste disposal systems.

**17.4 Development Standards -**

**A. Permitted Uses:**

1. At the time of reclassifying a parcel to the MUPD District, the Board of Mayor and Aldermen, upon recommendation from the Planning Commission, shall determine the permitted and accessory uses. Uses that may be permitted within a MUPD District include residential, commercial, and office, or combination thereof, as identified in the Town of Mason Zoning Ordinance’s Table of Permitted Uses.
2. Approved uses shall be subject to all applicable permit and approval processes (i.e. site plan approval, etc.) established in the Town of Mason Zoning Ordinance.
3. The zoning map amendment process as provided for under Article XIV of this Ordinance shall be used to modify the authorized use list for any established MUPD District.

**B. Prohibited Uses:**

1. Uses classified within the Industrial and Special Impact Districts may be prohibited unless specifically provided for within the Outline Plan Text. Additional provisions for site improvements and buffering may be required.

2. The Planning Commission and/or Board of Mayor and Aldermen may prohibit any use within a MUPD deemed inappropriate to the aesthetic design and character of the development.

**C. Minimum Development Area:**

1. A minimum area is not required for a MUPD District unless the Planning Commission recommends, and the Board of Mayor and Aldermen finds that a smaller site is inappropriate for the development or redevelopment as a MUPD. In approving a MUPD District containing less than twenty-five (25) acres, the Planning Commission and the Board of Mayor and Aldermen shall find that the proposed development:
  - (a) Is adequately buffered from adjacent residential property;
  - (b) Is consistent with the goals and policies of the Land Use Plan;
  - (c) Is able to utilize available capacity in an existing public sewer facility that is readily accessible.

**D. Residential Density:**

1. The maximum permitted residential density within a MUPD shall be determined by the type of residential use (single-family or multi-family) and shall be consistent with densities previously established.
2. Additionally, permitted densities shall be determined by the capacity of existing infrastructure (roads, water, sewer, etc.) within the development area.
3. The applicant shall provide whatever documentation the Town may require to ensure that infrastructure capacity is such that the development can be served.

**E. Non-Residential Intensity:**

1. Commercial/Retail -
  - (a) Landscape Surface Ratio (LSR) – 0.25 (%)
  - (b) Floor Area Ratio (FAR) – 0.19 (%)
  - (c) Mixed Use Buildings FAR – 0.50 (%)
2. Office -
  - (a) Landscape Surface Ratio (LSR) – 0.35 (%)
  - (b) Floor Area Ratio (FAR) – 0.30 (%)
  - (c) Mixed Use Buildings FAR – 0.50 (%)
3. The applicant shall provide whatever documentation the Town may require to ensure that infrastructure capacity is such that the development can be served.
4. Display of Merchandise



All business, manufacturing and process shall be conducted and all merchandise and materials shall be displayed and stored within a completely enclosed building or within an open area which is completely screened from the view of adjacent properties and public rights-of-way provided, however, that when an automobile service station or gasoline sales are permitted within a planned development, gasoline may be sold from pumps outside of a structure.

**F. Dimensional Requirements:**

1. Minimum Lot Area <sup>(1)</sup> -

(a) No minimum (*except that minimum lot areas for lots not served by a public sewer system shall be approved as safe for septic systems by the Tipton County Health Department based on soil and groundwater conditions, and additional criteria established by the Town of Mason for public decentralized sewer systems*).

2. Minimum Lot Width at the Building Line <sup>(1)</sup> -

(a) No minimum

3. Minimum Street Frontage <sup>(1)</sup> -

(a) No minimum

4. Yard Regulations <sup>(1)</sup> <sup>(2)</sup> <sup>(3)</sup> -

- (a) *Front Yard* – No minimum
- (b) *Rear Yard* – No minimum.
- (c) *Side Yard* – No minimum.

<sup>(1)</sup> *Within developments utilizing public decentralized sewer systems, system installation and operation criteria shall form the basis of establishing minimum bulk standards as determined by the Town's Development Staff.*

<sup>(2)</sup> *In no instance shall any principal and/or accessory structure be permitted to encroach within any proposed and/or required utility easement. All proposed dimensional requirements shall be identified and/or illustrated on the Master Development Plan.*

<sup>(3)</sup> *Reduced building setbacks shall be evaluated under the Uniform Fire Code and any other applicable life, health or safety codes, and approved by the Fire Department.*

5. Maximum Height Regulations -

As per the Town of Mason Zoning Ordinance for all applicable uses.

**G. Signage Requirements:**

As per the Town of Mason Zoning Ordinance for all applicable uses.

**H. Open Space Requirements:**

1. Open space is defined as any area that is not divided into building lots, streets, rights-of-way, parking, or easements established for purposes other than open space.
2. Designated open space areas shall be permanently restricted from future subdivision and development. Under no circumstances shall any development be permitted in the required open space at any time, except as provided herein.
3. Every attempt shall be made to distribute planned open space areas as equitably as possible throughout the planned development.
4. Common Open Space shall be maintained by a Homeowner's or Business Owner's Association.

**17.5 Procedures for MUPD District Approval -**

**A. Pre-Application Procedures:**

1. Prior to filing any application for the establishment of a MUPD District, the prospective applicant shall request a pre-application conference with the Planning Commission. In preparation of the pre-application conference, the applicant shall prepare and provide a general description of the nature, location, and extent of the proposed planned development; a sketch plan illustrating proposed uses and major site improvements; and a list of professional consultants advising the applicant with respect to the proposed planned development. The purpose of the pre-application conference is to provide the applicant with the opportunity to consult early and informally with the Town prior to the submission of the formal application to the Planning Commission, and preparation of the required Master Development Plan. The pre-application conference (unless waived by staff) shall be scheduled at least thirty (30) days prior to filling a formal application.

**B. The Formal Application:**

1. All applications for the establishment of the MUPD District shall be made in writing by the owner of the property, or the owner's duly authorized agent, upon forms provided by the Town of Mason. The application shall contain the following information:

- (a) A completed application form, together with all required ancillary information required for zoning amendments, as provided for under Article XVI of this Ordinance, and the payment of all applicable fees.
- (b) A Master Development Plan containing the following plan elements: *Existing Conditions Map*; *Outline Plan*; and a *Preliminary Site Plan*.
- (c) A Project Text describing the relationship of the proposed planned development to the current land use policies of the Town, and how the proposed planned development is to be designed, arranged, and operated. Furthermore, the Project Text shall include a description of the applicant's planning objectives, the approaches to be followed in achieving those objectives, and the rationale governing the applicant's choices of objectives and approaches.
- (d) Other information as may be deemed necessary by the Planning Commission to further clarify the various elements and/or impacts of the proposed MUPD District, provided at the applicant's expense.

**17.6 Rezoning and Master Development Plan Approval Process:**

- A.** A Master Development Plan is considered an integral element of the zoning map amendment application to establish a MUPD District. Accordingly, any approval of a zoning map amendment to establish a MUPD District shall also extend to the Master Development Plan, along with such modifications as may be approved by the Board of Mayor and Aldermen.
- B.** The formal application, Master Development Plan, and all other required materials, shall be submitted to the Town of Mason at least forty-five (45) business days prior to the applicable regularly scheduled session of the Planning Commission for which the application is to be heard. In instances where it is determined that the scope and magnitude of a planned development proposal is such that forty-five business days is an insufficient time period in which to conduct a thorough review and analysis, the Planning Commission reserves the right to extend the submittal period to sixty (60) business days. The applicant shall be notified of the Planning Commission's decision to extend the submittal period at the pre-application conference.
- C.** Upon receiving a completed application, Master Development Plan, and an accompanying staff report, the Planning Commission shall consider the potential impacts of the proposed planned development upon:
  - 1. Adjacent land use.
  - 2. Town Land Use Plan.
  - 3. Transportation infrastructure.
  - 4. Public utility facilities.
  - 5. Such other matters pertaining to the public health, safety, and welfare of the Town.

- D.** The Planning Commission shall then approve, approve subject to specified conditions, or deny the same, and a report of its action, together with a recommendation for final action, shall be made to the Board of Mayor and Aldermen.
- E.** Upon receiving the report from the Planning Commission concerning their recommendation on the application, the Board of Mayor and Aldermen shall hold a public hearing as prescribed by law. After considering the potential impacts of the proposed planned development employing the same criteria utilized by the Planning Commission, the Board shall approve, approve subject to specified conditions, or deny the same, and a report of its action shall be returned to the applicant.
- F.** *Reapplication and Effects of Denial:* Provisions regarding reapplication for an application that is denied, and the effects of the denial of an application shall be as provided for in Article XIV of this Ordinance.
- G.** *Approval of the Master Development Plan and Recording of the Outline Plan:* No development or redevelopment of the property encompassed within a proposed MUPD District shall take place until a Master Development Plan and accompanying plan elements, acceptable under the requirements of this Ordinance, have been reviewed and approved by the Board of Mayor and Aldermen as provided herein. Moreover, it shall be incumbent upon the applicant to present an Outline Plan, the requirements of which are defined herein, suitable for recording with the Tipton County Register's Office prior to the filing of any final plan for any phase and/or section of the planned development.
- H.** *Contractual Agreement:* The Master Development Plan and accompanying plan elements are intended to demonstrate to the Planning Commission and the Board of Mayor and Aldermen the character and objectives of the proposed planned development, so that the Planning Commission and ultimately the Board of Mayor and Aldermen, may evaluate the effect the proposed planned development could have on the community, and determine what provisions, if any, should be included as a part of the Master Development Plan, and be binding upon the future use and development of the subject property. The filing of a Master Development Plan and accompanying plan elements shall constitute an agreement by the owner and applicant, successors, heirs, and assigns, that if the Master Development Plan and accompanying plan elements are approved, development of the property and any permits issued for the improvement of such property, and activities subsequent thereto, shall be in conformance with the approved Master Development Plan and accompanying plan elements for the subject property, and any conditions attached thereto. The approved Master Development Plan and accompanying plan elements, and any conditions attached thereto shall have the full force and effect of this Ordinance.
- I.** *Period of Validity:* Approval of the establishment of the MUPD District and Master Development Plan by the Board of Mayor and Aldermen shall expire, and be of no effect within five (5) years after the date of the approval of the same by the Board, unless a final plan for either the entire planned development, or a phase of the planned development, has been submitted for approval within that time.
1. *Effect of Expiration:* At such time as the period of validity of a Master Development Plan lapse;

- (a) The Board of Mayor and Aldermen may determine if there has been sufficient change in circumstances to warrant rescission of the previously approved MUPD District and reversion of the zoning designation of the subject property to its prior zoning designation, or other zoning designation consistent with the Town's Land Use Plan. The procedure and notice requirements for this process shall be the same as for any rezoning, and shall be in accordance with Article 12 of this Ordinance.
- (b) *Extension of the Period of Validity:* The Board of Mayor and Aldermen may grant extensions of the Master Development Plan approval, not exceeding six (6) months each, upon written request by the authorized applicant of record.
- (c) *Amendment of the Approved Master Development Plan:* An approved Master Development Plan may be amended upon application, and under the same applicable procedures as required for the original approval of the initial Master Development Plan, as required by this Ordinance.
- (d) *Relationship Between Approval of the Master Development Plan and Subdivision Approval:* In those instances where subdivision is an integral part of the proposed planned development, approval of the Master Development Plan shall constitute the same action as approval of the preliminary plan for subdivision approval purposes. No preliminary plan as specified in the Town's Subdivision Regulations shall be required.

**17.7 Final Plan Approval Process:**

- A.** Following the initial rezoning procedure establishing the MUPD District, and the approval of the Master Development Plan by the Board of Mayor and Aldermen, and, where public decentralized sewer is proposed, approval of the sewer system by the Tennessee Department of Environment and Conservation, the final plans for either the entire planned development, or a phase of the planned development shall be reviewed by the Planning Commission in accordance with the site plan review requirements of this Ordinance, and by the Subdivision Regulations, as specifically modified by the Master Development Plan.
- B.** An application for approval of a final plan of the entire planned development if it is to be completed in one phase, or of a portion of the planned development if it consists of more than one phase, shall be submitted by the applicant at least thirty (30) days prior to the Planning Commission meeting at which it is to be heard. A final plan may be filed concurrently with the Master Development Plan for a single-phase planned development. In such instance, the final plan shall substitute for the Outline Plan and Preliminary Site Plan elements of the Master Development Plan.
- C.** The application for final plan approval shall be filed with the Planning Commission and shall include, but not be limited to the following:
  - 1. A plat suitable for recording with the Tipton County Register's Office.
  - 2. Proof referred to on the final plan and satisfactory to the Town Attorney as to the provision and maintenance of common open space.
  - 3. All certificates, seals and signatures required for the dedication of land and recordation of documents.

4. Site data for each area/phase including: site acreage; intensity measures – *floor area ratio, building volume ratio, landscaping surface ratio, building height*; finished floor elevations; bulk regulations; parking/loading space requirements.
5. Location, type and sizes of landscaping.
6. Location and dimensions of utility and drainage easements and facilities.
7. All conditions of approval of the approved Master Development Plan.
8. A copy of the final plat using the state plane coordinate system with NAD-83 datum on disk or CD in a generally accepted format (*i.e. AutoCAD release 14 or earlier*) at the time the final plat is presented for recording.
9. The final plan shall be platted in a manner consistent with all other site plan review and land subdivision requirements of the Town of Mason Zoning Ordinance and Subdivision Regulations.

D. The Planning Commission shall review the final plan and determine whether it substantially conforms or substantially deviates from the approved Master Development Plan in accordance with the following criteria:

1. A final plan shall be found to conform substantially to the approved Master Development Plan if it conforms to the all of the provisions of the approved Master Development Plan; however, such final plan shall also be found to conform if:
  - (a) It provides for less gross floor area than the approved Master Development Plan; or
  - (b) It modifies the orientation or location of building pads; parking areas; roads; open space areas etc., previously illustrated on the Preliminary Site Plan, so long as the modifications do not significantly alter or adversely affect the relationship of such elements, nor compromises the intent of the approved Master Development Plan.
2. A final plan with other minor changes from the approved Master Development Plan may be found to be in substantial conformity and approved for further processing and final action provided, however, that an increase in the development intensity (*i.e. floor area ratio*) of any use; a decrease in open space; and/or any deviation from the conditions of the approved Master Development Plan, shall be deemed to be a substantial deviation and require such final plan to be disapproved by the Planning Commission.
3. The Planning Commission shall render its decision on the final plan based upon the above criteria. If the Planning Commission disapproves the final plan, the applicant may file a revised final development plan that substantially conforms to the approved Master Development Plan, or the applicant may file for an amendment to the approved Master Development Plan. Should the applicant fail to file a final plan that substantially conforms to the approved Master Development Plan, the Planning Commission may petition the Board of Mayor and Aldermen to repeal the establishment of the MUPD District as provided for in this Article.

4. Following the Planning Commission's approval of the final plan, the Town of Mason shall cause the recording of said final plan with the Tipton County Register's Office, after the receipt of any required performance security; development fees; and, properly executed contracts in accordance with the Town of Mason's development policy and Subdivision Regulations.

**17.8 Zoning Administration – Building Permits:**

- A. The Town may issue building permits for the area of the planned development covered by the approved final plan for work in conformity with the approved final plan, and with all other applicable ordinances and regulations. However, the Town shall not issue an occupancy permit for any building or structure shown on the final plan of any phase of the planned development unless the open space areas and/or public facilities allocated to that phase of the planned development have been conveyed to the designated public agency or property owners association or an approved responsible party. The Town shall issue a certificate of occupancy for any completed building or structure located in an area covered by the approved final plan, if the completed building or structures conforms to the requirements of the approved final plan and all other applicable regulations and ordinances.
- B. **Post Completion Certificate -**
  1. Upon completion of a planned development in accordance with the approved Master Development Plan, the Town shall issue a certificate certifying its completion.

**17.9 Specifications for the Master Development Plan:**

- A. The Master Development Plan consists of three (3) plan elements: 1) *Existing Conditions Map*; 2) *Outline Plan*; and, 3) *Preliminary Site Plan*. Taken together, these three plan elements form the basis from which the development of the planned development shall be governed. Specifications for each plan element shall be as follows:
- B. **Existing Conditions Map -**
  1. An Existing Conditions Map shall be prepared to provide the developer and the Town with a comprehensive analysis of existing conditions of the proposed development site. The following information shall be included on this map:
    - (a) An aerial photograph enlarged to a scale not less than 1" = 400' with the development site boundaries clearly marked.
    - (b) Topography; contours at ten-foot intervals from USGS published maps.
    - (c) Slopes between 15 and 25 percent and those exceeding 25 percent shall be clearly indicated.
    - (d) Vegetative cover conditions on the property according to general cover type, including cultivated land, permanent grassland, meadow, pasture, woodland, and trees with a caliper in excess of eight (8) inches.

- (e) Soil series, types, and phases.
- (f) Proposed area(s) for decentralized sewer drain fields.
- (g) Ridgelines and watershed boundaries shall be identified.
- (h) The location and delineation of ponds, streams, ditches, drains, and natural drainage swales, as well as designated floodplain/floodways and wetlands.
- (i) All existing man-made features.
- (j) All easements and other encumbrances.
- (k) Total acreage of the development site.

**C. Outline Plan -**

1. The Outline Plan is the recordable document that formally recognizes the establishment of the MUPD District and the conditions of the Master Development Plan. The Outline Plan shall contain the following information:

- (a) A plot plan drawn to a scale not less than 1 inch equals 100’.
- (b) Dimensions and bearings of the subject property’s boundary, and a legal description describing same.
- (c) Specific development areas and/or phases within the subject property delineated by dashed lines that identify: *the acreage contained within the development area and/or phase, and the approved land use(s)*. Development areas and/or phases shall be labeled alphabetically – *Area “A”*; *Area “B”*, etc.
- (d) All proposed major roadways with rights-of-way and streetscape/boulevard treatment illustrated via section and plan view; rail lines; all easements (*proposed and existing*); existing public rights-of-way crossing and adjacent to the subject property.
- (e) Significant areas of public dedication and/or private common space
- (f) Any and all conditions imposed by the Planning Commission and Board of Mayor and Aldermen as part of the approval of the Master Development Plan.
- (g) All certificates, seals and signatures required for the recordation of documents.

**D. Preliminary Site Plan -**

1. The Preliminary Site Plan provides a moderately detailed graphic illustration of how the developer proposes to develop the subject property. It shall also provide the basis from which conditions identified on the Outline Plan are developed, and serves as a guide to the Planning Commission for its review of subsequent final plans. The Preliminary Site Plan shall provide the following information:



- (a) A statement setting forth in detail either, (1) the exceptions which are required from the Zoning Ordinance and Subdivision Regulations, otherwise applicable to the property to permit the development of the proposed planned development; or, (2) the bulk regulations under which the planned development is proposed.
- (b) A tabulation setting forth:
  - (i) Maximum total square feet of gross and net building floor area and intensity ratios (*floor area ratio; building volume ratio*) proposed for all areas/phases, by general type of use;
  - (ii) Impervious/pervious surface ratios;
  - (iii) Acres of proposed public and/or private open space;
  - (iv) Total parking and parking ratios by general type of use.
- (c) All proposed lot lines, areas/phases, bulk standards (*i.e. yard areas*), development phasing, and incorporating appropriate site features (*i.e. floodplain/floodways, wetlands, topography, natural features to be retained*) from the Existing Conditions Map, where applicable.
- (d) The location and floor area size (*see item b*) of all existing and proposed buildings, structures and other improvements, including maximum heights. Preliminary elevations and/or architectural renderings of typical structures and improvements to convey the architectural intent and theme of the proposed improvements are recommended, but not required.
- (e) The location and size in acres or square feet of all areas to be conveyed, dedicated or reserved as common open space, public parks, recreational areas, school sites and similar public and semi-public uses.
- (f) The existing and proposed circulation system of arterial, collector and local streets including off-street parking areas, service areas, loading areas and major points of access to public rights-of-way, (including major points of ingress and egress to the planned development). Notations of proposed ownership, public or private, should be included where appropriate. (Detailed engineering drawings of cross sections and street standards shall be provided at the final plan stage).
- (g) The existing and proposed pedestrian circulation system, including its interrelationships with the vehicular circulation system, indicating proposed treatments of points of conflict.
- (h) The existing and proposed utility systems including sanitary sewers, storm sewers, water lines and drainage. (Detailed drainage plans and calculations shall be provided at the final plan stage).
- (i) A general landscape plan for all improved areas within the planned development, which illustrates existing natural areas to be preserved, as well as proposed new planting areas. (Detailed landscape plans with specific planting locations, plant types, and plant sizes shall be provided at the final plan stage).
- (j) Sufficient information on land areas adjacent to the proposed planned development to indicate relationships between the proposed planned development and existing and proposed adjacent areas, including land

uses, zoning classifications, densities, circulation systems, public facilities and unique natural areas.

- (k) The proposed treatment of the perimeter of the planned development, including materials and techniques used such as landscape screens, fences, berms etc.
- (l) Comprehensive sign plan (if applicable).
- (m) Any additional information required by the Planning Commission to further evaluate the proposed planned development.

2. The Planning Commission may, in its discretion, modify or waive any of the informational requirements contained in this subsection items (a) through (m) in order to reasonably adopt these requirements to a particular planned development to facilitate an orderly application process. If any informational requirement is waived, however, provisions shall be made to supply such information in a form satisfactory to the Planning Commission prior to final plan approval.