



# TOWN OF LILLINGTON SUBDIVISION CONSTRUCTION PLAN APPLICATION

Planning & Inspections Department  
102 East Front Street, PO Box 296 Lillington NC 27546  
• phone 910-893-0311 • fax 910-893-3693  
lillingtonnc.org

## PROCESS INFORMATION:

**Submission Requirement:** A construction plan is intended to provide a full and complete set of engineered drawings necessary for final permitting and construction. Applicants are encouraged to call or visit the Planning Department to determine what information is required for an application for Subdivision Construction Plan review.

**Review:** Per Section 7.06.3 of the Lillington Unified Development Ordinance (UDO), the Technical Review Committee (TRC) is charged with reviewing all subdivision construction plans for their compliance and consistency with an approved Subdivision Preliminary Plat (if applicable) and the intent of the UDO and other adopted plans and policies. Comments are typically given to the applicant within 30 days of submittal.

**Validity:** Approval of a Subdivision Construction Plan shall be valid for 2 years from the date of approval.

## GENERAL INFORMATION:

- \_\_\_\_\_ A petitioner must complete this application in full. This application will not be processed unless all information requested is provided.
- \_\_\_\_\_ Three (3) paper copies of the plans at a scale not less than 1 inch = 50 feet (digital copies of the plan sheets should be emailed after submission of paper copies)
- \_\_\_\_\_ Administrative fees. \* *Town of Lillington fees and charges are subject to change without notice.*
- \_\_\_\_\_ Vicinity map & north arrow on all sheets.
- \_\_\_\_\_ Layout standards, certificates & details from all appropriate governmental agencies.
- \_\_\_\_\_ Proposed name of subdivision which shall not have the same spelling as or be pronounced similar to the name of any other subdivision located within the Town's jurisdiction.
- \_\_\_\_\_ The application must be signed by the owner or by an authorized agent of the property.

## APPLICANT INFORMATION:

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Plan Preparer: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**PROJECT INFORMATION:**

Submittal Date: \_\_\_\_\_

Land Use Type (General):        \_\_\_\_\_ Residential                                \_\_\_\_\_ Lodging/Accommodations  
   \_\_\_\_\_ Office/Service                                \_\_\_\_\_ Commercial/Entertainment  
   \_\_\_\_\_ Agricultural/Forestry                                \_\_\_\_\_ Educational/Institutional  
   \_\_\_\_\_ Communications                                \_\_\_\_\_ Transportation/Infrastructure  
   \_\_\_\_\_ Manufacturing/Industrial/Wholesale Trade  
   \_\_\_\_\_ Other

Proposed Land Use (Specific): \_\_\_\_\_

Project Name: \_\_\_\_\_

Address / Location: \_\_\_\_\_

Building(s) Size (square feet): \_\_\_\_\_ Number of lots/units: \_\_\_\_\_

Size of Property (in acres): \_\_\_\_\_ Harnett Co. Tax PIN #: \_\_\_\_\_

Zoning District: \_\_\_\_\_

Special Flood Hazard Area: \_\_\_\_\_ Yes    \_\_\_\_\_ No    *(if Yes, a Floodplain Development Permit may be required)*

Watershed Information: \_\_\_\_\_ Cape Fear – Critical    \_\_\_\_\_ Cape Fear – Protected

Project Impervious Surface Area (sf): \_\_\_\_\_ Town Jurisdiction: \_\_\_\_\_ In-Town Limits    \_\_\_\_\_ ETJ

*\*See Article 3 if the Lillington UDO for applicable supplemental standards.*

**SIGNATURE:**

I / we do hereby certify that all information given above is true, complete and accurate to the best of my / our knowledge. I also authorize the Town of Lillington or a contractor on behalf of the Town to conduct a site inspection to insure compliance to this application.

\_\_\_\_\_  
Applicant Print Name

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**EXISTING CONDITIONS INFORMATION:**

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- \_\_\_\_\_ Rights of way
- \_\_\_\_\_ Existing structures
- \_\_\_\_\_ Cemeteries
- \_\_\_\_\_ Bridges or culverts
- \_\_\_\_\_ Utilities
- \_\_\_\_\_ Driveways & curb cuts
- \_\_\_\_\_ Sidewalks, surface parking & loading areas
- \_\_\_\_\_ Streets with pavement width
- \_\_\_\_\_ Existing easements
- \_\_\_\_\_ Natural features such as large stands of trees, water features, special flood hazard area
- \_\_\_\_\_ Soils Type
- \_\_\_\_\_ Existing topography

**SITE INFORMATION:**

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- \_\_\_\_\_ Site data information (i.e. zoning, land use, tax pin number, setbacks, acreage).
- \_\_\_\_\_ Development calculations & illustrations of density, lot lines, sizes & dimensions, & impervious surface area calculations.
- \_\_\_\_\_ Location of sidewalks and pedestrian ways;
- \_\_\_\_\_ Proposed plan & illustration of useable and natural open space areas per Article 4 of UDO & means of ownership & maintenance.
- \_\_\_\_\_ Location, description and height of all retaining walls & fences;
- \_\_\_\_\_ Property lines & setback lines;
- \_\_\_\_\_ Watercourse, land use & screening buffer areas;
- \_\_\_\_\_ Landscaping & Street Tree plan
- \_\_\_\_\_ Location & dimensions of all easements on & abutting the property;
- \_\_\_\_\_ Location of all Special Flood Hazard Areas (if applicable);

**STREET & TRAFFIC INFORMATION:**

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- \_\_\_\_\_ Street and/or right-of-way locations with street sections & names;
- \_\_\_\_\_ Provisions & designs of all on & off site roadway improvements;
- \_\_\_\_\_ All traffic control signage
- \_\_\_\_\_ Plan-profile drawings at a scale of 1 inch = 50 feet showing street grades & cross sections.
- \_\_\_\_\_ All other infrastructure system details per the Town of Lillington Specifications, Harnett County or NCDOT.

**UTILITY & GRADING INFORMATION:**

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- \_\_\_\_\_ Linear footage of all storm drainage facilities;
- \_\_\_\_\_ Detailed storm water, grading & erosion control information;
- \_\_\_\_\_ Detailed water & sewer information;
- \_\_\_\_\_ Tree Save Areas & protection measures.
- \_\_\_\_\_ All other infrastructure system details per the Town of Lillington Specifications, Harnett County or NCDOT or utility provider.

**APPROVAL & SIGNATURE BLOCK INFORMATION:**

1. Cover sheet should include the following details:

THESE PLANS HAVE BEEN APPROVED FOR CONSTRUCTION BY THE TOWN OF LILLINGTON.	
_____	_____
PLANNING	DATE
_____	_____
PUBLIC WORKS	DATE
_____	_____
DRAINAGE & EROSION CONTROL	DATE
_____	_____
UTILITIES	DATE

2. ALL PUBLIC FACILITIES, INCLUDING UTILITIES, SIDEWALKS, AND HANDICAP RAMPS ARE TO BE CONSTRUCTED ON ALL STREETS AS SPECIFIED BY TOWN OR NCDOT STANDARDS. THESE FACILITIES HAVE BEEN APPROVED BY THE TOWN OF LILLINGTON AND SHALL BE SO INSTALLED UNLESS A CHANGE IS APPROVED BY THE TOWN OF LILLINGTON.
3. OWNER HEREBY CERTIFIES AND AGREES TO TAKE SUCH ACTION AS MAY BE REQUIRED BY THE TOWN OF LILLINGTON TO CORRECT ANY ERRORS, OMISSIONS OR NON-COMPLIANCE WITH TOWN STANDARDS AND/OR CONDITIONS DESCRIBED IN THIS CONSTRUCTION PLAN, INCLUDING RE-SUBMISSION OR RE-EXECUTION OF THIS CONSTRUCTION PLAN WITH THE APPROPRIATE CORRECTIONS AND/OR REVISIONS.

<b>FOR TOWN OF LILLINGTON USE ONLY</b>	
Approval _____ Denial _____	Permit Number: _____
Administrator's Signature: _____	Date: _____
Reason for Denial: _____	