



# Buncombe County Planning & Development APPLICATION FOR A MASTER PLAN

Any person seeking to develop a subdivision must comply with the Buncombe Land Development and Subdivision Ordinance. Please read the ordinance and complete ALL required items prior to submitting this application and site plans.

## A. Property Information

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

Subdivision Name: \_\_\_\_\_

Phase # and/or Name of Phase (If part of a Phased Development Master Plan): \_\_\_\_\_

PIN(s) of Property to be Subdivided: \_\_\_\_\_

Address/Street Location of Property: \_\_\_\_\_

## B. Type of Plans & Requests Being Submitted (Select all that apply)

No. of lots: \_\_\_\_\_

No. of phases: \_\_\_\_\_

**Master plans shall only be accepted in concurrence with submittal of a phase of the subdivision.**

## C. Contact Information

Owner's Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone (\_\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

Surveyor/Engineer/or  
Landscape Architect's Name \_\_\_\_\_

Company \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone (\_\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

Primary Contact's Name for Submission \_\_\_\_\_

Company \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone (\_\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

## OFFICE USE ONLY:

Date received: \_\_\_\_\_ Case number: \_\_\_\_\_ Fee paid: \_\_\_\_\_

**MASTER PLAN SPECIFICATIONS FOR SUBMISSION FOR A PHASED DEVELOPMENT**

*(Section 70-41)*

*Mark in each check box below to indicate that the submitted master plan showing the entire proposed subdivision includes the following required information:*

- All phases of the subdivision, clearly marked;
- Proposed density;
- Proposed type and location of utilities; and
- Proposed timetable for all phases of development.

**Please Note:**

*No master plan shall be filed as part of a subdivision plan or preliminary plan unless it includes at least one phase of a multi-phase development intended for immediate development, or constitutes the master plan for the entire development intended to be developed immediately.*

*Approval of a master plan by planning department staff or by the Planning Board as part of the preliminary plan application process for a subdivision shall not constitute approval of the preliminary plan nor shall such approval of a master plan be considered as an acceptance of a preliminary plan, in whole or in part.*

*Each phase of a subdivision shall be preceded by submission and approval of a preliminary plat.*

*Approval of the master plan by the Planning Board need not be renewed unless significant design changes or density increases are proposed, however a master plan must be submitted with each phase submission.*

*Please refer to Section 70-43 of the Buncombe County Land Development and Subdivision Ordinance regarding amendments and modifications of master plans.*

**OFFICE USE ONLY:**

*Staff Review Comments:*

<p><i>Staff Review Comments:</i></p>
--------------------------------------