

**Purpose**

The purpose for this section is to establish a procedure for consideration of a Concept Plan by the Planning Director prior to preparation of a Site Plan, Subdivision Preliminary Plat, or consideration of an application for a Conditional Zoning District Classification or Conditional Use Permit by the Planning Board. The intent of the Concept Plan procedure is to allow the Town to consider the general design and configuration of a development proposal and any applicant-sponsored conditions for general compliance with the requirements of this Ordinance and any other applicable Town requirements prior to consideration of a Conditional Use Permit request by the Planning Board, or the development of highly technical and detailed engineered drawings required for a Site Plan or Subdivision Preliminary Plat approval.

**Applicability**

Review of a Concept Plan shall be required prior to approval of a Conditional Zoning District Classification (Section 2.3.2), Conditional Use Permit (Section 2.3.3), Site Plan (Section 2.3.9), or Subdivision Preliminary Plat (Section 2.3.10(4)).

**Exemptions**

Development that is exempted from the requirement to obtain a Sketch Plan (see Section 2.3.7, Sketch Plan) shall also be exempt from the requirements of this section.

**Distinction**

Distinction between Concept Plans Associated with a Site Plan or Subdivision Application and a Conditional Zoning District Classification or Conditional Use Permit

**Application**

- Concept Plans associated with an application for a Site Plan or Subdivision Preliminary Plat shall be reviewed by the Planning Director, who shall provide written review comments on the Concept Plan to the applicant. The applicant may proceed to preparation of a Site Plan or Subdivision Preliminary Plat following receipt of a recommendation on the Concept Plan.

**Review by the Planning Board**

In cases where the Concept Plan is reviewed as part of an application for a Conditional Zoning District Application or Conditional Use Permit, the Concept Plan is forwarded to the Planning Board for consideration following preparation of a Staff Report. The Planning Board shall review the Concept Plan in accordance with the conditions or standards in Section 2.3.2(3), Conditional Zoning District Classification or Section 2.3.3(4), Conditional Use Permit Standards, and the standards in Section 2.3.8(6), Concept Plan Standards, using the procedure described in Section 2.3.3(3)(C), Review and Recommendation by the Planning Board.

**Review and Decision by the Town Board of Commissioners**

In cases where the Concept Plan is reviewed as part of an application for a Conditional Zoning District Classification or Conditional Use Permit, the Concept Plan is forwarded to the Town Board of Commissioners for consideration following review by the Planning Board. Decisions on a Concept Plan associated with a Conditional Zoning District Classification or Conditional Use Permit made by the Town Board of Commissioners shall be in accordance with the procedure described in Section 2.3.3(3)(D), Action by Board of Commissioners, and shall be based on the conditions or standards in Section 2.3.2(3), Conditional Zoning District Classification, or Section 2.3.3(4), Conditional Use Permit Standards, and the standards in Section 2.3.8(6), Concept Plan Standards. Reconsideration of revisions to a Concept Plan or associated conditions of approval by the Planning Director shall not be required when such changes are made at the request of the Town Board of Commissioners during their review.

**Concept Plan Standards**

A Concept Plan shall be reviewed for compliance with the applicable standards in this Ordinance, the Concept Plan standards in the Town of Mooresville Land Development Process Manual, and any other applicable Town requirements. They include the following standards:

- Setbacks and lot coverage;
- Building envelope for single-family residential development;
- Building location and orientation for multi-family and nonresidential development;
- Building massing and roof form;
- Street layout (based upon the Transportation Impact

- Public utility location and sizing;
- Life safety-related issues (including but not limited to fire-hydrant location);
- Landscaping, buffering, and tree protection;
- Parking and loading;
- Open space configuration;
- Fencing, walls, and screening;
- Stormwater management;
- Exterior lighting location;
- Signage location and Uniform Sign Plan (if applicable);
- Private waste collection aspects (if applicable);
- The standards of Section 2.3.2, Conditional Zoning District Classification (if applicable); and
- The standards of Section 2.3.3, Conditional Use Permit (if applicable).

**Effect**

Following receipt of a written recommendation by the Planning Director on a Concept Plan, an applicant may: Proceed with preparation of a Site Plan or Subdivision Preliminary Plat in cases where Concept Plan review is required as part of an application for Site Plan or Preliminary Plat for Subdivision approval; or Proceed with consideration of the Concept Plan, Staff Report, and conditions of approval by the Planning Board in cases where the Concept Plan is part of an application for a Conditional Use Permit or Conditional Zoning District Classification.

**Amendment**

A Concept Plan shall be amended, extended, or modified only in accordance with the procedures and standards for its original approval.

# Concept Plan Submittal



## Application (cont.)

- Concept Plans associated with an application for a Conditional Zoning District Classification or Conditional Use Permit shall be considered as an applicant-sponsored condition of approval, and shall also be reviewed by the Planning Director, but a recommendation on the Concept Plan shall be provided to the Planning Board, who shall consider it in making its own recommendation on the Conditional Zoning District Classification or Conditional Use Permit to the Town Board of Commissioners. The Town Board of Commissioners shall review and approve, approve with conditions, or deny a Concept Plan associated with a Conditional Zoning District Classification or Conditional Use Permit.

## Procedure

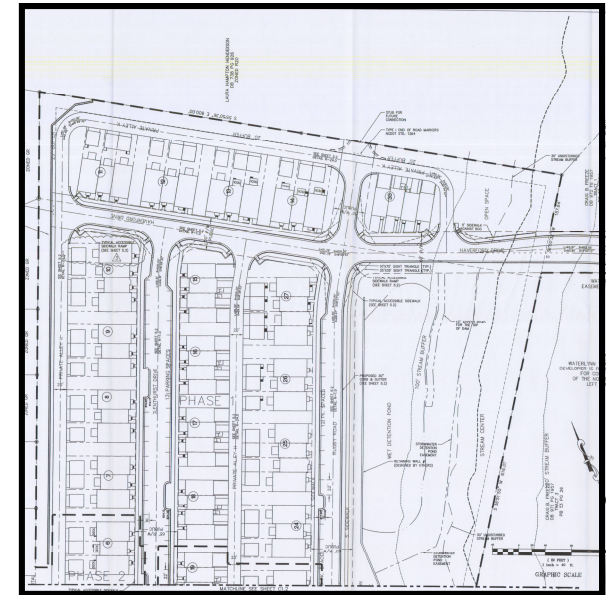
### Preliminary Procedures

The preliminary procedures and requirements for submission and review of a Concept Plan are established in Section 2.2, Common Review Procedures.

### Review by the Planning Director

Following a Determination of Application Completeness by the Planning Department (Section 2.2.8, Determination of Application Completeness), the Planning Director shall consider the Concept Plan, the Transportation Impact Analysis (if required), and any applicant-sponsored conditions associated with an application for a Conditional Zoning District Classification or Conditional Use Permit (if applicable) at its next regularly scheduled meeting. The Planning Director shall formulate a recommendation on the Concept Plan based its compliance with standards in Section 2.3.8(6), Concept Plan Standards. Following review, the Planning Director shall provide a written recommendation on the Concept Plan to the applicant. In cases where Concept Plan review is required as part of an application for a Conditional Zoning District Classification or Conditional Use Permit, the Director's recommendations shall also consider any applicant-sponsored conditions of approval. This recommendation shall be included within the Staff Report (see Section 2.2.11, Preparation of Staff Report) prepared for the Conditional Zoning District Classification or Conditional Use Permit application.

Town of Mooresville  
 Planning & Zoning Dept.  
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