



Site Plan Review Application

So that we may efficiently review your project in a timely manner, it is important that all applicable documents and fees listed on the "Submittal Checklist" below are submitted with your application.

SUBMITTAL CHECKLIST

Address for property: _____

- For property requiring an address, contact Laura Coppola, GIS Specialist, at 704.920.4375 or lcoppola@kannapolisnc.gov
- For property requiring 1-5 addresses, the addresses will be viewable through Cabarrus County GIS within 5 working days
- For property requiring more than 5 addresses, the addresses will be viewable through Cabarrus County within 10 working days

Digital format of all documents submitted through Accela Citizen Access: <https://accela1.cabarruscounty.us/CitizenAccess/> Create a Plan Review, Site (PRS). All City of Kannapolis required documents must be uploaded and legible. For property in the extra-territorial jurisdiction (ETJ) in Rowan County, all required documents must be presented in person at the planning department.

City of Kannapolis required documents to be submitted with this application:

- Civil Drawings including Landscaping Plan
 - Stormwater Management Report, calculations, and associated drawings
 - Floodplain Development Permit Application (if applicable)
 - All increases in impervious surfaces requires site plan review
- *Plans will not be distributed to the Technical Review Committee (TRC) until all submittal requirements have been met.**

All applicable fees per the current City of Kannapolis fee schedule must be paid before issuance of permits

- Site Plan Review Fee - \$200 for first acre, \$100 for each additional acre

By signing below I acknowledge that I have reviewed the Submittal Checklist and have included the required submittal items and reviewed them for completeness and accuracy. I also acknowledge that my application will be rejected if it is deemed incomplete.

Applicant's Signature: _____ *Date:* _____

THE APPLICANT IS ALSO RESPONSIBLE FOR SUBMITTING PLANS TO THE DEPARTMENTS LISTED BELOW. PLEASE CALL THESE DEPARTMENTS DIRECTLY TO DETERMINE THEIR SPECIFIC SUBMITTAL REQUIREMENTS.

CABARRUS OR ROWAN COUNTY BUILDING INSPECTIONS

Plans must be submitted to the County in order to receiving a Building Permit.

Typically, **plans can be reviewed concurrently** by the City and the County.

Cabarrus - 65 Church Street South, Concord, NC 28025; (p) 704.920.2128

All development within the city limits of Kannapolis

(regardless of being located in Rowan County, except ETJ) is reviewed by Cabarrus County

Rowan - 402 North Main Street, Salisbury, NC 28144-4373; (p) 704.216.8619

All development within the Kannapolis Extra Territorial Jurisdiction (ETJ) is reviewed by Rowan County

NCDOT - 615 Concord Road, Albemarle, NC 28001; (p) 704.983.4360

Any development taking place on a state-maintained street must submit plans to NCDOT

NCRR - 2809 Highwoods Blvd., Suite 100, Raleigh, NC 27604; (p) 919.954.7601

Any development taking place along the railway corridor must submit plans to NCRR.

This includes any property within approximately 100' of the railroad.