

WASTEWATER ALLOCATION CALL FOR NON-RESIDENTIAL INFILL PROJECTS

Overview

This document serves as a Call for Projects for non-residential infill projects. Proposals are due by 5:00 p.m. Friday, October 16, 2026. The City of Kannapolis amended the Kannapolis Wastewater Allocation Policy on December 9, 2024, to continue to manage the limited amount of sewer capacity allocated to the City through at least 2027. The policy states that the City will have a Strategic Reserve of wastewater allocation that City Council can choose to provide for infill development projects. The allocation may occur approximately once every six months. Kannapolis City Council authorized this issuance of a Call for Projects at its regular meeting on August 24, 2026. Projects need to be **non-residential** in order to be considered.

Please be advised that there may be more demand than capacity set aside for infill development. Upon the close of the call period, the City's Planning Department shall be responsible for evaluating and ranking the submitted projects using a scoring matrix.

Project Criteria

The owner or developer of any proposed project responding to this Call for Projects and requiring an Allocation Permit from the City shall submit their application request in Accela for an allocation reservation. The request shall include detailed information on the amount of capacity necessary to serve the project, the nature of the project, project schedule and phasing in relation to demand of utility capacity, and other supporting information demonstrating how the project serves the needs and interests of the City. A response to this Call for Projects and the accompanying Allocation Permit application shall include a completed scoring matrix (attached) and a concept site plan. Architectural renderings are encouraged. The information submitted with the application shall support the points tabulated on the scoring matrix.

The City is open to receiving non-residential infill development projects that meet the following criteria:

- Quality site plan and design, including adequate parking, community amenities, masonry elements, enhanced landscaping, tree preservation, and usable greenspace. A concept site plan shall be submitted with the application.
- Projects that require variances, amendments to the 2030 Comprehensive Plan, pump station improvements, or additional City infrastructure investments are NOT likely to be recommended.
- Ability to meet timeframe required by the Kannapolis Wastewater Allocation Policy.
 - Projects must secure preliminary site plan or preliminary plat approval within 120 days of allocation award.
 - Final construction drawings must be submitted within 180 days of preliminary site plan or plat approval.
 - Projects must commence off-site and/or on-site water and sewer line installation or water and sewer connections within 180 days of final construction drawing approval.
 - If no utility extensions are necessary, projects must obtain construction permits and construct building foundations within 180 days of construction drawing approval.

Note: Project criteria may change for future Requests for Proposals.

Submittal Requirements

Applications shall be submitted through Accela. Instructions on how to submit are attached. Please include the following information in your submittal:

- General project information
 - Project name, location, acreage.
 - Description of type of use and size of building(s).
 - Description of building materials and architectural features, community amenities, infrastructure needs, and estimated total construction cost.
 - Do you own the property or have site control? Please explain, with timeframes as appropriate.
 - Proposed layout of site including number of lots, lot sizes and elevations.
- Project timeline, including key milestones and an indication of where you are on this timeline.
- Wastewater Treatment Capacity Allocation Scoring Matrix

Evaluation Process

City staff will review proposals to ensure completeness. Proposed projects can gain bonus points for positive community impacts by the applicant offering to commit to items listed on the matrix as part of a development proposal. The matrix also includes a subtraction of points for negative community impacts. It shall be the responsibility of the applicant to provide evidence of all points claimed in the matrix. This evidence may be included as part of the project's concept site plan with supplemental information.

The City's Planning Department will review the submitted matrix. The scoring matrix shall be the primary factor in ranking projects and determining the priority order of projects meeting the submission deadline for this round of Call for Projects. Please be advised that there may be more demand than capacity set aside for infill development. The Planning Department will notify applicants of their sewer allocation award and timing. This allotment of sewer capacity is expected to be approved and awarded by November 2026.

Monitoring

Projects that are awarded sewer allocation may be required to enter into a development agreement with the City in order to proceed with the project.

For questions about this RFP, contact Assistant Planning Director Elizabeth McCarty at emccarty@kannapolisnc.gov or Senior Planner Mia Alvarez at malvarez@kannapolisnc.gov.



To submit for Sewer Allocation, please go to Accela Citizen Access:

<https://accela1.cabarruscounty.us/CitizenAccess/>

Follow these steps:

1. Create an Account
2. Log in to your account and select Plan Review
3. Start Plan Review Process
4. Read and accept the General Disclaimer – click **Continue Application**
5. Enter the address for the project location
 - Street Number – only enter the physical number in the FROM box, leave the TO box empty(blank)
 - Street Name – enter the basic street name ex: N. Main Street should be entered as Main
6. Select the correct address for the project location – this locks the address for the remainder of the application

Home **Plan Review** Permits County Enforcement Concord Planning Harrisburg Kannapolis

Q Search

 Start Plan Review Process

Please search and select one work location to see available services.

*****If your project is for Residential Building Permit such as a repair, renovation, addition or accessory structure (pool, shed, detached garage, gazebo, etc), please visit the Cabarrus County Construction Standards Department 65 Church Street S., Suite 280, Concord, NC 28025*****

***For all Rowan County Requests without an address, please contact the Kannapolis Planning Department at 704-920-4375**

***For all Cabarrus County Requests outside of city limits without an address, please contact the Cabarrus County Addressing Department at 704-920-2426**

Enter Work Location

For best results:

* Enter number in one box ("From" or "To") only

* Do not include Street Direction or Street Type (i.e. St, Rd, Dr, etc.)

Hide Map

Use map to select work location

* Street



No.:

401 - To

* Street Name:



LAUREATE

Search

Clear

Select one address(1 items):

Showing 1-1 of 1

Address	Description	City	State	Zip	Parcel	Owner	Action
401 LAUREATE WAY, 192150.00000000, KANNAPOLIS CABARRUS NC 28081	192150.00000000	KANNAPOLIS	NC	28081	56145145560000	CITY OF KANNAPOLIS A NORTH	Select

KANNAPOLIS PLANNING DEPARTMENT / 401 LAUREATE WAY, KANNAPOLIS, NC 28081
(704) 920-4350 / WWW.KANNAPOLISNC.GOV

7. Click Kannapolis Planning
 - Kannapolis Sewer Allocation

- ▼ **Kannapolis Planning**
 - ☐ Kannapolis Appeal
 - ☐ Kannapolis As-Built
 - ☐ Kannapolis Certificate of Nonconformity Adjustment
 - ☐ Kannapolis Conditional Rezoning
 - ☐ Kannapolis Contiguous Annexation
 - ☐ Kannapolis Downtown Architectural Review
 - ☐ Kannapolis Exempt Plat
 - ☐ Kannapolis Final Subdivision Plat
 - ☐ Kannapolis KDO Text Amendment
 - ☐ Kannapolis Minor Plat
 - ☐ Kannapolis Non-contiguous Annexation
 - ☐ Kannapolis Preliminary Plat
 - ☐ Kannapolis Rezoning
 - ☐ Kannapolis Right of Way Closure
 - ☒ **Kannapolis Sewer Allocation**

8. Click **Continue Application**
9. Review the next page and then click **Continue Application**
10. In the Applicant section, click Select from Account and select your information as Applicant
11. Click **Continue Application**
12. In the Detail Information section, you must provide Application Name, General Description, and Detailed Description
13. In the Custom Fields section, you must select the Development Type and fill out the required fields.
14. Click **Continue Application**
15. In the Attachment section, please upload a sketch plan and if applicable, a non-residential scoring matrix. Please refer to the Request for Proposals announcement to see what other information is required for a complete application.
16. Click **Continue Application**
17. Review the next page and then click **Continue Application**
18. Your record number will be issued as **KN-SA-20XX-####** - this record will be available to you for review anytime you log in to your Citizen Access account and go to **My Records**.