

Unity of Development Application Guidelines for Multi-Establishment Projects



**DEVELOPMENT
SERVICES
DEPARTMENT**

Development Services Customer Service Center | 1 Exchange Plaza, Suite 400 | Raleigh, NC 27601 | 919-996-2495 | efax 919-996-1831

Section A. SUBMITTAL REQUIREMENTS

PLEASE INCLUDE ALL OF THE FOLLOWING (CHECK OFF). If any information is missing from the application package, you will be asked to complete the application and re-submit, so please check the list below carefully:

- THIS APPLICATION FORM** completed (Section B) in full and signed by the **property owner** (agent cannot sign for owner).
- ARCHITECTURAL ELEVATION OF A TYPICAL BUILDING**, illustrating and keying by notes all specification noted below in this application

Section B. INSTRUCTIONS – SUMMARY INFORMATION

Unity of development plans are required for the following developments: any retail area with more than one principal building, office parks, shopping centers, unit ownership (condominium) developments, shopping areas or any non-retail use included in such a development (City Code Section 10-2132.2(d)(5)j.)

Plans are reviewed by the Planning Department and approved by the Planning Director. The guidelines specified and approved in this plan will be binding on all future buildings on any parcel noted below as being part of this unity of development plan. SEE NOTES ON THE LAST PAGE OF THIS APPLICATION.

DEVELOPMENT NAME: _____

LOCATION: _____

SUBDIVISION OR SITE PLAN CASE NUMBER: _____

WAKE COUNTY PROPERTY IDENTIFICATION NUMBER(S) FOR EACH PARCEL TO WHICH THESE GUIDELINES WILL APPLY:

_____	_____
_____	_____
_____	_____

PREPARER OF PLAN: _____

CONTACT PERSON: _____

ADDRESS: _____

TELEPHONE: _____ **FAX:** _____ **E-MAIL:** _____

E-MAIL ADDRESS: _____

OWNER / DEVELOPER: _____

ADDRESS: _____

TELEPHONE: _____ FAX: _____ E-MAIL: _____

OWNER'S SIGNATURE:

In filing this plan either by myself as the property owner(s) or through my duly authorized agents, I/we do hereby agree and firmly bind ourselves, my/our heirs, executors, administrators, successors and assigns jointly and severally to abide by these guidelines as approved in all future construction on the properties listed herein.

I/we hereby designate _____ to serve as agent regarding this application, to receive and respond to administrative comments, to resubmit plans on my behalf and to represent me in any discussion regarding this application. Furthermore, I (we) acknowledge that notation shall be placed on all plats that record property within the boundaries of this unified development stating that future development is subject to applicable unity of development guidelines on file with the City of Raleigh Planning Department.

Date: _____ Signed: _____

Section C.

PRIMARY UNIFYING ELEMENTS (SPECIFY AT LEAST TWO)

At least two of the following primary unifying elements must be selected. These two elements must be present in each building of the development. A third primary element may be specified. If it is specified, it will become part of the guidelines and also must be present in each building of the development.

(1) BUILDING MATERIALS – If selected, the dominant building material or combination of building materials shall be specified. The means by which a building material or combination of building materials is dominant must be clearly stated. If a building material is selected as a unifying element, the color of that building material shall also be specified, but the combination of the building material and its color shall only be credited as one unifying element.

Description of dominant material or combination of materials:

Statement of how selected building material or combination of materials will be dominant:

(2) BUILDING COLORS – If selected, the dominant building color or pattern of colors shall be specified below. The means by which a color or pattern of color is dominant and how that building color(s) is (are) to be used on the building façade must be clearly stated. A maximum of three (3) building colors may be designated as a primary unifying element. Colored renderings are encouraged, but are not a substitute for specifications. Provide actual manufacturers paint samples to identify colors.

Description of dominant color or pattern of colors:

Statement of how selected color or pattern of colors will be dominant:

(3) ARCHITECTURAL FEATURES – If selected, the dominant architectural feature or combination of features shall be specified below. The means by which an architectural feature or combination of features dominant must be clearly stated. Architectural features include, but are not limited to: Roof treatment, including style, material, and color of roof; façade treatments, including fenestration pattern and ornamentation; and building form, including overhangs, canopies, protected exterior walkways and entrance treatments.

Description of dominant architectural features or combination of features:

Statement of how selected architectural features or combination of features will be dominant:

Section D.
SECONDARY UNIFYING ELEMENTS (OPTIONAL)

In addition to the primary unifying elements noted above, secondary unifying elements may be specified. If it is specified, these secondary elements will become part of the guidelines and must be present in each building of the development. Secondary unifying elements may include landscaping, architectural compatibility between a permitted ground sign and buildings, setbacks, additional building colors, height, lighting or any other element that may be relevant to a specific development. Attach additional pages, if needed:

SECONDARY UNIFYING ELEMENT 1: Describe the secondary unifying element in sufficient detail to allow these guidelines to be administered through the plan review and building permit process:

SECONDARY UNIFYING ELEMENT 2: Describe the secondary unifying element in sufficient detail to allow these guidelines to be administered through the plan review and building permit process:

SECONDARY UNIFYING ELEMENT 3: Describe the secondary unifying element in sufficient detail to allow these guidelines to be administered through the plan review and building permit process:

Section E.
ADDITIONAL NOTES:

(1) REVISIONS TO APPROVED UNITY OF DEVELOPMENT GUIDELINES

Any subsequent revisions or amendments to approved Unity of Development guidelines must be signed by the property owner. Within shopping centers or retail areas, where properties may be separately owned, the owner that controls the primary uses and structures of the unified development shall sign all guidelines and amendments thereto.

(2) NOTATION ON RECORDED PLATS

A notation shall be placed on all plats for recording within a unified development stating that all future development is subject to the guidelines as contained in the approved unity of development plan.

(3) ARCHITECTURAL COMPATIBILITY BETWEEN GROUND SIGN AND BUILDING

If specified as a secondary unifying element (page 3 of this application), architectural compatibility between a ground sign and the building may be approved. In this case, the base and supporting structure of the ground sign shall not be subject to the three sign color limitation as stated in Section 10-2083.1(b).

Section F.
APPROVAL INFORMATION:

I hereby certify that this document has been reviewed and meets the requirement of Section 10-2090 of the Raleigh City Code.

Date

Signature