

Proposed Subdivision modifications to accommodate new stormwater regulations

Allegany County Stormwater Design Workshop

21 April 2010

Subdivision Modifications

- Currently, Allegany County recognizes two classes of subdivision: “Major” and “Minor”.
- There is a separate review and approval process for each class.

Subdivision Modifications

- For the most part, review and approval of Minor Subdivision applications are handled administratively by County Development Review staff, under the existing Subdivision Code.
- This will continue to be the case under the proposed regulations.

Subdivision Modifications

- The existing Subdivision Code defines a Minor Subdivision as consisting of 5 lots or less in non-urban zoning districts ('A' or 'C').
- In urban zoning districts ('R', 'G-1', 'G-2', 'B-1', and 'B-2'), the number of lots is determined by the provisions of Article V (Design Standards).

Subdivision Modifications

- Under the proposed modifications, there would be two classes of Subdivisions: “Major” and “Minor”.
- In addition to having two classes of Subdivision, there will be three types of Minor Subdivision: Type ‘A’, Type ‘B’, and Type ‘C’.

Minor Subdivision Type 'A'

- **Consists of 5 lots or fewer, regardless of zoning district.**
- **Lot or lots to be created already have roadway access; therefore, no road construction is proposed.**

Minor Subdivision Type 'B'

- **Consists of 5 lots or fewer, regardless of zoning district.**
- **Lot or lots to be created do not have roadway access; therefore, the application will include plans for the proposed roadway that will access the lot or lots.**

Minor Subdivision Type 'C'

- **Consists of 10 lots or fewer, regardless of zoning district.**
- **The lots being created MUST be Clustered.**
- **Lots to be created do not have roadway access; therefore, the application will include plans for the proposed roadway that will access the lots.**

Major Subdivision

- Major Subdivision will be defined as any subdivision activity which does not conform to Minor Subdivision Types 'A', 'B', or 'C'.

Major Subdivision Process



Major Subdivision: Pre-Application Meeting

- Applicant and staff discuss proposed development project.
- Staff reviews requirements with applicant.
- Applicant leaves knowing all applicable regulations, required submittals, and typical timeframes for review.

Major Subdivision Process



Major Subdivision: Sketch Plan Phase

- **Applicant submits plans for review by LDS staff.**
- **Helps to identify problems or concerns that could jeopardize project approval or slow future review phases.**
- **Following Sketch Plan reviews, Staff will brief Planning & Zoning Commission.**

Major Subdivision Process



Major Subdivision: Concept Plan

- Submittal to include detailed plans as specified in the “Checklist”.
 - Submittal will be forwarded to all applicable County, state and regional staff contacts for comment.
 - Planning Commission Review and approval is required.
- Approval of this submittal should provide financial institutions with everything necessary to give the “green light” to the proposed project.

Major Subdivision Process



Major Subdivision: Site Development Phase

- Consists of a submittal that takes Concept Plan and refines it to a level sufficient to conform to the specifications identified in the “Checklist”.
- Submittal will be forwarded to all applicable County, state and regional staff contacts for comment.
 - Review and approval by staff.

Major Subdivision Process



Major Subdivision: Preliminary Plat Approval

- Submittal should conform to requirements of the “Checklist”.
 - Submittal must address all staff comments.
- Submittal will be forwarded to applicable County, state and regional staff for comment.
- Following thorough review by staff, a recommendation (Staff Report) will be forwarded to Planning Commission.
- Planning Commission review and approval is required.

Major Subdivision Process



Major Subdivision: Final Plan Approval

- Submittal consists of Final Construction Drawings.
 - Submittal will be forwarded to all applicable County, state and regional staff contacts for comment.
 - Review and approval by staff

Major Subdivision Process



Major Subdivision: Final Plat Approval

- Contingent upon construction and/or bonding of all improvements called for in the approved Final Plan.
 - Following a thorough review by staff, a recommendation (Staff Report) will be forwarded to Planning Commission.
 - Planning Commission review and approval is required.

Minor (Type 'A') Subdivision

Pre-Application Meeting



Preliminary Plat Approval



Final Plat Approval

Pre-Application Meeting (Type 'A')

- Applicant and staff discuss proposed development project.
- Staff reviews requirements with applicant.
- Applicant leaves knowing all applicable regulations, required submittals, and typical timeframes for review.

Minor (Type 'A') Subdivision

Pre-Application Meeting



Preliminary Plat Approval



Final Plat Approval

Preliminary Plat Approval (Type 'A')

- **Applicant submits required plans.**
 - **Staff reviews submittals.**
- **Staff approves Preliminary Plat or advises applicant of deficiencies.**
- **In the event that revised submittals are required, items #2 and #3 are repeated.**

Minor (Type 'A') Subdivision

Pre-Application Meeting



Preliminary Plat Approval



Final Plat Approval

Final Plat Approval (Type 'A')

- **Applicant files final submittals.**
 - **Staff reviews.**
 - **Staff grants Final Plat approval.**

Comments on Minor (Type 'A')

Process is Streamlined

- The Sketch Plan phase is eliminated.
- No Concept Plan, Site Development or Final Improvement Plans are required.
- The approval process by-passes the Planning & Zoning Commission.
 - Instead, all approvals are handled administratively at the staff level.

Minor (Type 'B') Subdivision



Pre-Application Meeting (Type 'B')

- Applicant and staff discuss proposed development project.
- Staff reviews requirements with applicant.
- Applicant leaves knowing all applicable regulations, required submittals, and typical timeframes for review.

Minor (Type 'B') Subdivision



Sketch Plan Phase - Minor (Type 'B')

- Applicant submits plans for review by LDS staff.
- Helps to identify problems or concerns that could jeopardize project approval or slow future review phases.
- Optional submittal – entirely at preference and discretion of applicant.

Minor (Type 'B') Subdivision



Concept Plan - Minor (Type 'B')

- Submittal to include detailed plans as specified in the “Checklist”.
- Submittal will be forwarded to all applicable County, state and regional staff contacts for comment.
 - Review and approval by staff.
 - Approval of this submittal should provide financial institutions with everything necessary to give the “green light” to the proposed project.

Minor (Type 'B') Subdivision



Site Development Phase - Minor (Type 'B')

- Consists of a submittal that takes Concept Plan and refines it to a level sufficient to conform to the specifications identified in the “Checklist”.
- Submittal will be forwarded to all applicable County, state and regional staff contacts for comment.
 - Review and approval by staff.

Minor (Type 'B') Subdivision



Preliminary Plat Approval - Minor (Type 'B')

- Submittal should conform to requirements of the “Checklist”.
- Submittal must satisfactorily address all comments received to date.
- Submittal will be forwarded to all applicable County, state and regional staff contacts for comment.
 - Review and approval by staff

Minor (Type 'B') Subdivision



Final Plan Approval - Minor (Type 'B')

- Submittal consists of Final Construction Drawings.
 - Submittal will be forwarded to all applicable County, state and regional staff contacts for comment.
 - Review and approval by staff

Minor (Type 'B') Subdivision



Final Plat Approval - Minor (Type 'B')

- Contingent upon construction and/or bonding of all improvements called for in the approved Final Plan.
 - Review and approval by staff

Comments on Minor (Type 'B')

Process is Streamlined

- The Sketch Plan phase is optional.
- Site Development Plan may not be required if ESD to MEP is sufficiently demonstrated in Concept Plan.
- The approval process by-passes the Planning & Zoning Commission.
- Instead, all approvals are handled administratively at the staff level.

Minor (Type 'C') Subdivision



Pre-Application Meeting (Type 'C')

- **Applicant and staff discuss proposed development project.**
- **Staff reviews requirements with applicant.**
- **Applicant leaves knowing all applicable regulations, required submittals, and typical timeframes for review.**

Minor (Type 'C') Subdivision



Sketch Plan Phase - Minor (Type 'C')

- Applicant submits plans for review by LDS staff.
- Helps to identify problems or concerns that could jeopardize project approval or slow future review phases.
- Optional submittal – entirely at preference and discretion of applicant.

Minor (Type 'C') Subdivision



Concept Plan - Minor (Type 'C')

- Submittal to include detailed plans as specified in the “Checklist”.
- Submittal will be forwarded to all applicable County, state and regional staff contacts for comment.
 - Review and approval by staff.
 - Approval of this submittal should provide financial institutions with everything necessary to give the “green light” to the proposed project.

Minor (Type 'C') Subdivision



Site Development Phase - Minor (Type 'C')

- Consists of a submittal that takes Concept Plan and refines it to a level sufficient to conform to the specifications identified in the “Checklist”.
- Submittal will be forwarded to all applicable County, state and regional staff contacts for comment.
 - Review and approval by staff.

Minor (Type 'C') Subdivision



Preliminary Plat Approval - Minor (Type 'C')

- Submittal should conform to requirements of the “Checklist”.
- Submittal must satisfactorily address all comments received to date.
- Submittal will be forwarded to all applicable County, state and regional staff contacts for comment.
 - Review and approval by staff

Minor (Type 'C') Subdivision



Final Plan Approval - Minor (Type 'C')

- Submittal consists of Final Construction Drawings.
 - Submittal will be forwarded to all applicable County, state and regional staff contacts for comment.
 - Review and approval by staff

Minor (Type 'C') Subdivision



Final Plat Approval - Minor (Type 'C')

- Contingent upon construction and/or bonding of all improvements called for in the approved Final Plan.
 - Review and approval by staff

Comments on Minor (Type 'C')

Process is Streamlined

- The Sketch Plan phase is optional.
- Site Development Plan may not be required if ESD to MEP is sufficiently demonstrated in Concept Plan.
- The approval process by-passes the Planning & Zoning Commission.
- Instead, all approvals are handled administratively at the staff level.

Thank You!

- Questions?