

REZONING PRE-APPLICATION MEETINGS REQUEST FORM

Town of Apex, North Carolina



REZONING PRE-APPLICATION MEETINGS: Separate pre-application meetings with members of the Technical Review Committee (TRC) and the Environmental Advisory Board (EAB) are required to be scheduled prior to the submittal of a Rezoning Petition or Planned Unit Development Application.

TRC: Pre-application meetings with the TRC are typically scheduled during regular business hours on the 1st, 2nd, and 5th Thursdays of the month. To schedule a meeting, applicants must contact Planner Lauren Staudenmaier (lauren.staudenmaier@apexnc.org) no later than five (5) working days prior to the desired meeting day.

EAB: Pre-application meetings with the EAB are held at 6 p.m. on the 3rd Thursday of the month during the regularly scheduled EAB meeting. To request to be on the EAB agenda, applicants must contact Sustainability Coordinator Megan Pendell (megan.pendell@apexnc.org) no later than 1 week prior to the desired EAB meeting.

Electronic Submittal Requirements: [Submit via IDT](#)

Before a pre-application meeting with TRC or EAB can be scheduled, the applicant must:

- Upload a pdf map of the parcel(s) to be rezoned, a proposed site layout sheet for PUD-CZ, TND-CZ, or MEC-CZ applications, and this completed form via IDT.

Project Information

Project Name: _____

Address(es): _____

PIN(s): _____

_____ Acreage: _____

Current Zoning: _____ Proposed Zoning: _____

Current 2045 LUM Designation: _____

Proposed 2045 LUM Designation: _____

If any portion of the project is shown as mixed use (3 or more stripes on the 2045 Land Use Map) provide the following:

Area classified as mixed use: _____ Acreage: _____

Area proposed as non-residential development: _____ Acreage: _____

Percent of mixed use area proposed as non-residential: _____ Percent: _____

Applicant Information

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

Owner Information

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

APEX ENVIRONMENTAL ADVISORY BOARD

Suggested Environmental Zoning Conditions



ENVIRONMENTAL ADVISORY BOARD MEMBERS:

Katie Schaaf, Chair
Suzanne Mason, Vice Chair
Patrick Adams
John Garrison
Kim Pierson

Michael Rusher
Pranathi Sana
Marilee Szczerbala
Ted Williams

The Town of Apex Environmental Advisory Board offers this general list of suggested rezoning conditions for rezoning applicants to consider before filling a rezoning petition. The purpose of this list is to encourage and recommend implementation of exceptional environmental practices for future development that exceeds Town requirements. The Board will review each rezoning pre-application request and expand on suggested conditions by offering specific recommendations on a case-by-case basis. The decision to include any of the recommendations below is voluntary by the applicant and the Board does not expect applicants to add all of the suggested conditions. Planning staff will include all zoning conditions suggested by this Board and will note which conditions have been added by the applicant in the staff reports to the Planning Board and Town Council. Applicants should review this list before meeting with the Board.

I. Stormwater & Water Conservation

Water Quantity

- a. Increase design storm for retention basins in flood-prone areas.
 - i. *Option 1:* Increase design storm pre- and post-attenuation requirement to the 100-year storm.
 - ii. *Option 2:* Increase design storm pre- and post-attenuation requirement to the 25-year storm.

Water Quality

- a. Increase riparian buffer widths from surface waters in environmentally sensitive areas.
- b. Add a permit condition which does not allow for tree clearing, stormwater control measures (SCM), or infrastructure in either zone of the riparian buffer.
- c. Install signage near environmental sensitive areas in order to:
 - iii. Reduce pet waste near SCM drainage areas.
 - iv. Eliminate fertilizer near SCM drainage areas.
- d. Implement low impact development (LID) techniques as defined by the NC Department of Environmental Quality.
- e. Increase pervious surface.
 - v. *Option 1:* Install pervious pavements where practicable (e.g. when parking maximums are exceeded).
 - vi. *Option 2:* Modify curb and gutters to provide stormwater infiltration and evaporation, such as swale-only, reverse curbs, Silva cells, or curb cuts with rain gardens.
 - vii. *Option 3:* Utilize green street design.
- f. Stormwater re-use application.
 - viii. *Option 1:* Integrate irrigation from the SCM (wet pond) on site.

II. Planting and Landscaping

- a. Preserve tree canopy and prioritize medium to large, healthy, desirable species.
 - i. *Option 1*: Preserve existing trees (percentage-based).
 - ii. *Option 2*: Replace canopy (percentage- or DBH size-based) where there is sufficient space.
- b. Plant trees as designed for efficiency.
 - i. *Option 1*: Plant deciduous shade trees on southern side of buildings.
 - ii. *Option 2*: Plant evergreen trees as a windbreak on northern side of buildings.
- c. Increase biodiversity.
 - i. *Option 1*: Plant pollinator-friendly flora.
 - ii. *Option 2*: Plant native flora (Refer to the Apex [Design & Development Manual](#) for approved native species).
- d. Implement green infrastructure.
 - i. *Option 1*: Plant rain gardens.
 - ii. *Option 2*: Install vegetated rooftops.
 - iii. *Option 3*: Implement xeriscaping in design.
 - iv. *Option 4*: Provide diverse and abundant pollinator and bird food sources (e.g. nectar, pollen, and berries from blooming plants) that bloom in succession from spring to fall.
 - v. *Option 5*: Provide and allow for undisturbed spaces (e.g. leaf piles, unmown fields, fallen trees) for nesting and overwintering for native pollinators and wildlife.
- e. Install community gardens and native pollinator demonstration gardens.
- f. Include landscaping that requires less irrigation and chemical use.
 - i. *Option 1*: Plant warm season grasses for drought-resistance.
- g. Improve soil quality to be amenable for a variety of native and non-invasive plantings.
- h. Retain and protect old ponds if the dam is structurally sound.
- i. Increase the number of native hardwood tree species planted to 3, preferably 4.
- j. Increase perimeter buffer requirements, especially in transitional areas (nonresidential to residential areas).
- k. Add information signage or other marking at the boundary of lots when they are adjacent to a wooded or natural condition resource conservation area (RCA) indicating that the area beyond the sign is RCA and is not to be disturbed.

III. Sustainable Buildings

- a. Apply for green building certifications, such as LEED, Energy Star, BREEAM, Green Globes, NGBS Green, or GreenGuard.

IV. Waste Reduction

- a. Install pet waste stations in neighborhoods.

V. Clean Energy

- a. Install rooftop solar on buildings.
- b. Include solar conduit in building design.
- c. Install convenient electric vehicle charging stations.

VI. Lighting Efficiency

- a. Include energy efficient lighting in building design.
 - i. *Option 1*: Lower maximum foot-candles outside of buildings.
- b. Install timers or light sensors or smart lighting technology.
- c. Incorporate natural lighting techniques into building design.

- d. Include International Dark Sky Association compliance standards.
 - i. Outdoor lighting shall be shielded in a way that focuses lighting to the ground.
 - ii. Lighting that minimizes the emission of blue light to reduce glare shall be used.
 - iii. Lighting with a color temperature of 3000K or less shall be used for outside installations.