



PLANNING AND DEVELOPMENT SERVICES DEPARTMENT

Changes to Cary's Development Plan Review Process

December 21, 2018

The following changes will take effect on January 30, 2019:

Names and tiers for development plans

- All development plans will be classified in Tiers: 1, 2 or 3. (The former designations *Major*, *Minor* and *Minor Alteration* will no longer be used.)
- The plan tier will be based on the scope of work
 - Tier 1: subject to all required improvements and dedications
 - Tier 2: subject to dedication of ROW and easements only
 - Tier 3: exempt from all required improvements (stormwater rules still apply)
- Staff will assign the appropriate tier during the initial (first) review

Application and filing fees

- \$150 application fee will be required with initial submittal. (Application fee will NOT apply as credit toward filing fee.)
- Development plan filing fee will be determined by staff during the first review when the plan tier is assigned; the amount will be included with your first-round review comments and will be due prior to resubmittal for a second review
- You will now have the option to pay filing fees online

Takeaways

1. We've taken the guess work out of what to call a plan or how much to pay:
 - \$150 application fee is due at first review
 - You pay the development plan filing fee prior to the second review
2. New option to pay application fee, filing fee, and other plan-related fees online
3. We've also streamlined the online application, removing redundant site data questions

We believe these changes—many of which were suggested by you, our development partners—will result in a less complicated and more convenient application submittal experience.

If you have any questions, please contact us at (919) 469-4046 or DRC@townofcary.org.

Thank you

TOWN of CARY

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