



UTILITY ALLOCATION REQUEST

On July 1, 2023 a new [Water Resources Management Policy \(WRMP\)](#) was adopted by the Town.

Submit this form via CityView with your first Sewer Study Submittal. All Preliminary plan reviews, which includes all Special Studies, must be submitted concurrently to be deemed a complete submittal. Staff will review for completeness and reach out to the applicant if more information is needed.

Refer to the Town's [Engineering Design & Construction Standards](#) as well as State Standards, when providing the following information.

Do not submit Utility Allocation Request until you have had your sewer scoping meeting or have been provided with direction from staff.

CONTACT INFORMATION	
Date:	Scoping Meeting Date:
Applicant Name:	
Company:	
Address:	
Phone:	E-Mail:
Engineering Firm Preparing Report:	
Professional Engineer Working on Project:	
PROJECT INFORMATION	
Project Name:	
PIN(s):	Address:
Provide a brief project description:	
Does this project require Annexation:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Proposed Land Use:	
Current Zoning:	Proposed Zoning:
Total number of Residential Units:	
Type:	<input type="checkbox"/> Townhome <input type="checkbox"/> Condo <input type="checkbox"/> Apartment
Type of Non-Residential:	Area of Non-Residential (SF) ((by type):
Anticipated Build Out Year:	
Is Project expected to be phased:	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, provide timeline:	
ESTIMATED SEWER FLOW (INCLUDE THE CALCULATIONS AND METHODOLOGY USED BASED ON STATE 15A NCAC 02T .0114 RULE AND ATTACH TO THIS FORM):	
Residential Sewer Flow (GPD):	Non-Residential Sewer Flow (GPD):
What is the site's access to existing public utility infrastructure?	
<input type="checkbox"/> Direct access via existing right-of-way or easements <input type="checkbox"/> Existing utility infrastructure is within 1000'	
<input type="checkbox"/> Existing utility infrastructure is further than 1000'	
Per the WRMP, what is the project anticipated Priority Level?	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3

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Per the WRMP, all projects must meet the criteria for Level 1 before being considered by Town Council.

- Priority Level 2 projects must commit to 2 Allocation Elements and Priority Level 3 projects must commit to 3 Allocation Elements to move up to Level 1 status.

Level 2 and Level 3 projects should complete the following table:

Allocation Elements			
Committed Element (check if provided)	Element Category	Elements Component Provided (check if provided)	Location of Committed Element (Plan Sheet Number, Design Guidelines, Zoning Conditions, etc.)
<input type="checkbox"/>	Public Infrastructure Improvements (Choose Option A, B, or C) <i>Please note that any improvements found to be required by a Sewer Study or Fire Flow Analysis can not also be used as a committed allocation element.</i>		
	Option A (both required)		
	Vegetated wetland in lieu of wet ponds	<input type="checkbox"/>	
	Include stormwater control devices within parking lot islands	<input type="checkbox"/>	
	Option B		
	Provide structured parking so as to minimize impervious surface area	<input type="checkbox"/>	
	Option C (choose 1)		
	Take pump station offline	<input type="checkbox"/>	
	Install oversize utilities	<input type="checkbox"/>	
	Install 1000' of basin wide water/sewer infrastructure	<input type="checkbox"/>	
<input type="checkbox"/>	Sustainable Design (Choose 1)		
	Earn LEED Certification	<input type="checkbox"/>	
	Earn National Green Building Standards Certifications, or equivalent as determined by Director	<input type="checkbox"/>	



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Allocation Elements

Committed Element (check if provided)	Element Category	Elements Component Provided (check if provided)	Location of Committed Element (Plan Sheet Number, Design Guidelines, Zoning Conditions, etc.)
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<input type="checkbox"/>	Work Force Housing (housing at 60-80% Area Median Income) (Choose 1)		
	5% of the units for detached or attached dwellings	<input type="checkbox"/>	
	10% of the units for apartment dwellings	<input type="checkbox"/>	
<input type="checkbox"/>	Open Space/Tree Preservation (Choose 1)		
	Increase of at least 25% Active Recreation Space	<input type="checkbox"/>	
	Increase of at least 100% for Urban Civic Space	<input type="checkbox"/>	
	Increase of at least 25% of required area for Tree Preservation Areas	<input type="checkbox"/>	
	Preservation of at least 10% of Specimen Trees on site.	<input type="checkbox"/>	
	Total Committed Elements		

North Carolina Professional Engineer Signature

Date

North Carolina Professional Engineer Seal