

Contact Information

Town of Huntersville Phone: 704-875-7000
Planning Department Physical Address: 105 Gilead Road, Third Floor, Huntersville, NC 28078
PO Box 664 Website: <https://www.huntersville.org/planning>
Huntersville, NC 28070

Paired-Parcel Averaged-Density Development

The transfer of impervious development rights between two (2) parcels not within the boundaries of the same subdivision by way of designated undisturbed natural areas.
(Articles 3.3.2-A, 3.3.2-B, and 3.3.3-A)

Articles 3.3.2-A, 3.3.2-B, and 3.3.3-A of the Town of Huntersville Zoning Ordinance details requirements for a Density Averaging Certificate.

DISCLAIMER: THE DENSITY AVERAGING CERTIFICATE PROCESS IS A QUASI-JUDICIAL PROCEDURE. CONTACT WITH THE BOARD OF ADJUSTMENT SHALL ONLY OCCUR UNDER SWORN TESTIMONY.

Step 1 Feasibility Meeting

A project feasibility meeting is a meeting to discuss potential projects and land development requirements. There are no minimum requirements or plans required to schedule a meeting of this type. However, the more information submitted prior to meeting allows Staff to best provide feedback for the proposed development. Multiple project feasibility meetings may be held for a project.

Step 2 Pre-Submittal Meeting

Staff advises the applicant schedule a pre-submittal meeting with Town Staff to discuss the submittal process, application requirements, review fees, public notification requirement, evidentiary hearing process, etc.

Step 3 Initial Submittal Requirements

- Town of Huntersville Application
- Review Fee
- Revised plat for both properties
- Approved Storm Water Mitigation Plan approved by Mecklenburg County Storm Water Services, Water Quality Program for the parcel receiving additional impervious rights:
 - Low density option: Vegetative Conveyances
 - High density option
 - The effected BMP has been designed to handle the additional impervious area
 - The two lots involved in the same drainage basin
 - Verification of approved as-built information of the existing BMP
 - Sealed engineer calculations to prove compliance of the water quality requirements are still being met

See Density Averaging Certificate Checklist for required documents, plans, and fees.

Step 4 Board of Adjustment Hearing

Once all the submittal requirements are received by the Town of Huntersville Planning Department, Staff will request the item to be added to the Board of Adjustment meeting agenda.

The Board of Adjustment acting as the Watershed Review Board at a regularly scheduled Board of Adjustment meeting shall hear the Density Averaging Certificate application.



Density Averaging Certificate Review Process

The Watershed Review Board shall make written findings that the paired parcel averaged-density development plan conforms to intent and requirements of Article 3.3.2 (Mountain Island Lake Watershed Overlay District or Article 3.3.3 (Lake Norman Watershed Overlay District) and that potential owners have record of how the watershed regulations were applied to the parcel pair.

Step 5 Review of Revised Plats

If the Density Averaging Certificate is approved the revised plat(s) shall be submitted through EPM.

The Town of Huntersville uses EPM to route and review plans. Please go to <https://epm.mecklenburgcountync.gov> to upload all documents. EPM Submittal requires a Mecklenburg County LD Application. Select "Record Plat" as the review type.

Once the submittal has been uploaded to EPM, the Town must accept Intake. The Town has 48 hours to review the materials for completeness. Once Intake has been accepted, the review "time clock" begins, and plans are routed to applicable reviewers. Effective March 1, 2020, Town Staff has 15 business days to complete reviews.. Results may be posted by Town Staff at any time during the review timeline. **Other agencies may exceed this timeframe.**

Step 8 Resubmittal(s)

Once the applicant has addressed redline comments from the previous review, revised plans shall be uploaded to EPM. **It is not necessary to resubmit redlines; however, applicants are required to submit a Comment Response Memo detailing how redline comments have been addressed after each review. If a Pre-Resubmittal meeting is required by Town Staff, the project may not be resubmitted to EPM until the meeting takes place.** Please go to <https://epm.mecklenburgcountync.gov> to upload all documents, including the following:

- Revised plat(s)
- Any other revised or required documents that are necessary for review (PDFs)

Intake procedures outlined in Step 5 apply.

Step 9 Approval and Recordation

Once the revised plat(s) is approved in EPM, the mylar shall be submitted to Town Planning Department Staff for signature. Signatures should be obtained from the owner(s), and any other agencies prior to submission to Huntersville for Review Officer and Town Planner signatures.

The following shall be recorded at the Mecklenburg County Register of Deeds Office:

- Revised plat(s)
- Home Owner Covenants
- Revised Deeds

Submit PDFs of the following documents to the Town of Huntersville Planning Department:

- Recorded copies of revised plat(s)
- Home Owner Covenants
- Property Deeds
- Approved Storm Water Mitigation Plan

Staff will forward a copy of the Density Averaging Certificate to NCDEMLR (North Carolina Division of Energy, Mineral, and Land Resources).

Resources

- **Electronic Plan Management**
 - <https://epm.mecklenburgcountync.gov>
- **Mecklenburg County Land Use and Environmental Services Agency**
 - <https://www.mecknc.gov/luesa>
- **POLARIS – Property Ownership and Land Record Information System**
 - <http://polaris3g.mecklenburgcountync.gov/>
- **Charlotte Water**
 - <https://charlottenc.gov/water>
- **NC Department of Environment and Natural Resources**
 - <https://www.nc.gov/agencies/environment-natural-resources>
- **NC Department of Transportation**
 - <https://www.ncdot.gov>
- **Huntersville Water Quality Ordinance**
 - <https://www.huntersville.org/544/Ordinances-Manuals>
- **Subdivision Ordinance**
 - <https://www.huntersville.org/544/Ordinances-Manuals/228>
- **Zoning Ordinance**
 - <https://www.huntersville.org/544/Ordinances-Manuals/228>
- **Town Engineering Standards Manual**
 - <https://www.huntersville.org/544/Ordinances-Manuals/228>



Density Averaging Certificate Review Process

Lake Norman Watershed	
Lot Receiving Impervious Area	Lot Giving Impervious Area
CA – Low Density	Only From Another CA-Low Density Lot
CA – High Density*	Only From Another CA-High Density Lot
Mountain Island Lake Watershed	
Lot Receiving Impervious Area	Lot Giving Impervious Area
CA1	CA1
CA2	CA1, CA2, CA3
CA3	CA1, CA2, CA3
CA4	CA1, CA2, CA3, and CA4
PA 1 & PA 2 Low Density, With Curb & Gutter	All CAs and PA-Low Density (With Curb & Gutter)
PA 1 & PA 2 Low Density, Without Curb & Gutter	All CAs and PA-Low Density (With or Without Curb & Gutter)
PA 1 & PA 2 High Density*	All CAs and PAs

*High Density lots receiving BUA will require engineering review or approval prior to Density Averaging Certificate approval.

Approval is not guaranteed if lots are in the appropriate Watersheds.

A property in a more restricted Watershed shall not acquire impervious area rights from a property in a less restricted Watershed.

It should be a priority of the requesting party to acquire impervious within the same subdivision and from a lot that drains to the exact same location within a reasonable distance as the receiving lot.

Impervious cannot be acquired for a low-density lot if it will cause the subdivision (or drainage area) to become high density.

Impervious cannot be acquired for a high-density lot (or other impervious-limited lot) if it will cause the receiving development or subdivision as a whole to go over the maximum impervious coverage for the watershed. Engineering calculations must show that there is no downstream impact.

A property that does not drain to a stormwater control measure shall not acquire impervious area rights from a property that drains to a stormwater control measure.

Engineering calculations and review may be required to demonstrate compliance of the impervious area transfer.