

# Rio29 Form-Based Code (FBC) Initial Site Plan Addenda Checklist



**Project Name:** \_\_\_\_\_

**Firm:** \_\_\_\_\_

***This checklist must be completed, signed, and submitted with the initial site plan application. These requirements are in addition to the requirements of the initial site plan checklist. The criteria contained in this checklist reflect the contents of Section 20C of Chapter 18 of the Code of the County of Albemarle as of January 30, 2023. The applicant is responsible for ensuring that no revisions to the Ordinance have occurred since preparation of this document.***

***Plans which lack the information required by this checklist shall be deemed to be incomplete and shall be denied by the agent within ten (10) calendar days after the applicable submittal deadline [Section 32.4.2].***

**A Rio29 FBC Initial Site Plan shall contain the following:**

- Rio29 Form Based Code Overlay District Information.
  - In the zoning notes:
    - [20C.2] State that the proposal is opting into the Rio29 Form-Based Code (FBC) overlay district.
    - [20C.5] Note the Character Areas that apply to the subject property.
  - [20C.2.D] If only a portion of a parcel, as it existed on September 1, 2021, will be developed, submit a special exception pursuant to Sec. 20C.2.B.3 and Sec. 20C.2.C.3.
  - [20C.5] Locate Character Area boundaries based on the adopted Regulating Plan.

Additional Guidance	<ol style="list-style-type: none"> <li>1. See the Rio29 Small Area Plan (SAP) Future Connectivity Plan for street types and the approximate locations of new streets.</li> <li>2. See the Regulating Plan for locations of required civic spaces.</li> </ol>
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- [32.5.2 a] General information.
  - [20C.8.A] In the setback notes, list the required and provided build-to ranges and block lengths.
- [32.5.2 b] Information, including written schedules or data as necessary to demonstrate the site can accommodate:
  - [20C.6.B] Use provisions. If applicable, provide supplemental information to confirm consistency with Sec. 20C.6.B.

Additional Guidance	<ol style="list-style-type: none"> <li>1. See Sec. 20C.8, Rio29 SAP, Sec. 4.14, and Sec. 20C.9.</li> <li>2. Temporary uses are exempt from sections Sec. 20C.7, 20C.8, 20C.10, 20C.11, and 20C.12.</li> </ol>
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- [20C.7] Street standards. List all proposed streets by name and street type.
- [20C.8] Building height. Identify permitted minimums, maximums, and proposed building height(s).
- [20C.9.A] Motor vehicle parking schedule
  - [20C.9.A.1] List the proposed motor vehicle parking types (ex. on-street/off-street, surface/structured) consistent with assigned character areas. (See Table 6)
  - [20C.9.A.2] Identify the number of parking spaces required by the proposed use(s).

Additional Guidance	<ol style="list-style-type: none"> <li>1. Parking types must be consistent with the character area (see Sec. 20C.9.A.1).</li> <li>2. Parking types must be consistent with the frontage street type (see Sec. 20C.7).</li> <li>3. See Sec. 20C.9.A.3 for parking setbacks.</li> <li>4. See Sec. 20C.9.A.8 for minimum design requirements for structured motor vehicle parking areas.</li> <li>5. Sec. 4.12 applies to the Rio29 FBC overlay district, except for Sec. 4.12.4(a), 4.12.5, 4.12.6, 4.12.7, 4.12.13(a), 4.12.13(c), 4.12.13(e) (See Sec. 20C.9.A).</li> <li>6. For modifications see Sec. 20C.9.A.6.</li> </ol>
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- [20C.9.B] Bicycle parking. Provide a schedule for short- and long-term bicycle parking. (Note: For modifications see Sec. 20C.9.B.5)
- [20C.11.A] Civic space. Identify proposed civic space types, sizes, and minimum civic space requirements by character area. (Note: See the Regulating Plan for locations of required civic spaces.)
- [32.5.2 c] Phasing
  - [20C.2.B.5, 20C.2.C.3, 20C.3] If a new use or redevelopment is proposed that will retain and/or reuse existing buildings, either temporarily or permanently, or if a phased development is proposed that will not bring the full property in compliance during the first phase of the development, a conceptual plan must be submitted as a special exception with the initial site plan. The conceptual plan must include the following:
    - The location of all new development on the site;
    - The location, condition, and any renovation of existing buildings to be retained;
    - Any existing site improvements (such as parking areas, landscaping, and open space) to be retained;
    - The location of existing streets to be retained, future streets, and future connections to streets on adjoining parcels;
    - The location of existing and proposed civic spaces;
    - The proposed uses on the site;
    - A phasing plan showing phase lines and the proposed sequence of development; and
    - A summary of any modifications requested.

- [32.5.2 i] Streets, easements and travelways.
  - [20C.7] Show the location and details (ex: dimensions and cross-sections) for proposed streets consistent with Sec. 20C.7(A-C).

Additional Guidance	<ol style="list-style-type: none"> <li>1. See Rio29 SAP Future Connectivity Plan for the approximate locations and types of new streets.</li> <li>2. See Sec. 20C.8 for minimum and maximum block length/depth.</li> <li>3. See Sec. 20C.11.D for trail and shared use path standards.</li> <li>4. For modifications see Sec. 20C.7.D.</li> </ol>
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- [20C.9.B] Show general locations for short- and long-term bicycle parking (Note: For modifications see Sec. 20C.9.B.5)

- [32.5.2 n, 32.5.2 k] Existing and proposed improvements, including:
  - [20C.7.F] Street elements. Provide a general “bubble plan” to demonstrate that sufficient area is provided to accommodate the minimum requirements of Sec. 20C.7.F, consistent with Sec. 20C.7.H.
    - Street trees
    - Street furniture
    - Trash and recycling receptacles
    - Street signage
    - Pedestrian accommodations
    - Enhanced transit stop(s)
    - Green infrastructure/stormwater control measures.

Additional Guidance	<ol style="list-style-type: none"> <li>1. See Sec. 20C.10.D and Sec. 4.15.</li> <li>2. For modifications see Sec. 20C.7.G.</li> </ol>
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- [20C.8.A] Provide block lengths and build-to ranges consistent with Sec. 20C.8.A and 20C.8.B

Additional Guidance	<ol style="list-style-type: none"> <li>1. See Sec. 20C.12.D and Sec. 3.1.</li> <li>2. For modifications see Sec. 20C.8.C.</li> </ol>
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- [20C.9.A.5] Locate and provide dimensions for pick-up or drop-off zones for uses requiring 20 or more parking spaces.
- [20C.9.C] Locate and provide dimensions for loading facilities if necessary to support proposed uses. Where provided, loading facilities must be located to the rear and/or alley side of buildings, and consistent with Sec. 20C.10.F.
- [20C.11] Locate and provide dimensions for civic space(s). See guidance provided above under Sec. 32.5.2(p).

- [32.5.2 p] Generalized landscape plan. Provide a general “bubble plan” to demonstrate that sufficient area is provided to accommodate minimum frontage planting, screening, and civic space requirements. Include sizes and dimensions to show that proposed civic spaces meet or exceed the standards of Table 12 in Sec. 20C.11.C.

Additional Guidance	<ol style="list-style-type: none"> <li>1. See Sec. 20C.7.H.4 for street trees.</li> <li>2. See Sec. 20C.9.A.7 for minimum landscaping requirements for parking areas.</li> <li>3. See Sec. 20C.10.D for minimum planting requirements.</li> <li>4. See Sec. 20C.10.F for screening of certain elements (if screening is vegetative).</li> <li>5. See Sec. 20C.11 for civic space requirements.</li> </ol>
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**Be advised, the following requirements may impact uses, form, and layout:**

- [20C.10.B] Transparency requirements
- [20C.10.F] Screening of certain elements
- [20C.12] Affordable housing requirement for developments containing five or more dwelling units

## Read and Sign

In representing the above referenced firm submitting this plan for initial approval, I hereby sate that, to the best of my knowledge, the attached site plan contains all information required by this checklist.

\_\_\_\_\_  
Signature of Owner, Contract Purchaser, Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Daytime phone number of Signatory