Lower Cape Fear Stewardship Development Program
APPLICATION FORM

Name of Project: _____ **Location:** _____

Developer/Owner: _____

Contact Person: _____**Relation to Project:** _____

Address: _____

Phone: _____ **E-mail address:** _____

Approx. Beginning Date of Construction: _____ **Approx. Construction Completion Date:** _____

PLEASE CHECK THE BOX(ES) THAT BEST DESCRIBE THE TYPE OF PROJECT/DEVELOPMENT:

☐ **Commercial/Industrial**
☐ **Public (parks, schools, government facilities, etc.)**
☐ **Residential Subdivision (not individual single-family sites)**

**Please submit one (1) digital copy of your complete application and any supporting materials (maps, site plans, photos). A PDF file is suitable as long as the PDF file is of a small enough size that it is suitable for e-mail.*

Application Checklist: Please submit:

☐ **$25 APPLICATION FEE**
☐ **PROJECT DESCRIPTION:** One-page written description of project.
☐ **NARRATIVE (*page 2*):** Response to Criteria 1 through 10, addressing each Criteria that is applicable to the project.
☐ **SITE PLAN:** One detailed site plan and/or other plans that show Criteria where applicable.

COMPLETE APPLICATION SUBMITTAL: *Sign below indicating agreement to allow access to the site, to submit to periodic spot checks without notice to validate the project continues to meet the terms of the award, and to return any award and forfeit all benefits if it is found by the Stewardship Development Governing Council that the subject property failed to maintain the level, nature, and quality development represented in the application. Typing your name in the blank is acceptable as a digital signature.*

_____

Applicant Signature **Date**

Application Deadline - SEPTEMBER 5

On-site Judging – October

Awards Recognition – TBD

Please Send Applications To:

Lower Cape Fear Stewardship Development Program
c/o Brigit Flora, Brunswick County Engineering
75 Courthouse Drive, Building I
PO Box 249, Bolivia, NC 28422
Phone: 910-253-2405
You may also send applications to whom you have been corresponding with from the LCFSDC

Project Narrative

The project criteria narrative will be utilized by the judges
during the site tour and is the basis for award recommendation.

The 10 criteria below are general guidelines, and your project may not include all criteria. If your project includes any of the following, **please check the box** and explain the relevance if applicable.

1) Project Criteria: Site Inventory and Development Plan

a) Site Inventory

☐ Identified soil classes for water runoff infiltration

☐ Evaluated presence of wetlands (include on site plan if present)

☐ Investigated the presence of floodplains, stream beds and riparian zones to design surface water management systems

☐ Delineated topography and current surface drainage patterns and features

☐ Evaluated any ground water systems

☐ Conducted a wildlife survey, unique habitat inventory, native vegetation, and tree species inventory

☐ Identified cultural/historical resources on site plan, if present

☐ Identified public infrastructure, such as public transit, road, and street stubs from existing/proposed adjacent development, schools, etc.

b) Development Plan

Please provide a description to demonstrate that:

☐ the site inventory was used in the development plan

☐ the project was designed in careful consideration of natural features and constraints

☐ efforts were made to respond to the need for connectivity and multi-modal transportation by providing bus stops, connected bicycle/walking trails and pedestrian/bike access between neighborhoods, shopping facilities and schools

☐ Note any extraordinary efforts made to maintain the natural character of the site

Next criteria on the next page…

2) Project Criteria: Water Quality Protection

a) Construction Impacts / Erosion Control and Sediment Reduction

☐ Limited initial site grading to driveways and streets

☐ Maintained natural drainage patterns and incorporate into stormwater plan to the extent feasible

☐ Minimized the amount of impervious roadway and parking surface

☐ Prepared and follow site and grading plans to minimize filling, cutting and areas of soil compaction

☐ Reserved HSG Type A & B soils in-situ on the site, and utilize those soils for infiltration of runoff

b) Stormwater Management

For Streets:

☐ Installed minimum required street width (as the maximum)

☐ Minimized cul-de-sac radii, use “doughnut” cul-de-sacs, or other alternatives, such as “T’s”

☐ Used shared driveways with grassy strip design

☐ Utilized pervious paving materials for low flow traffic areas, driveways, and walkways

For Sidewalks:

☐ Installed sidewalks on one side of street only where safety permits.

☐ Installed sidewalks of minimum allowed width

☐ If possible, utilized pervious paving materials or other BMPs to reduce runoff from sidewalks and paths for buildings:

☐ Utilized multiple story design for houses and buildings

☐ Provided parking areas under buildings

Water Quality continued on the next page…

For Stormwater Drainage Systems:

☐ Avoided use of curb and gutter where permitted

☐ Promoted on-site infiltration, percolation and/or reuse of runoff by installing storm water Best Management Practices (BMPs) such as:

- ☐ cisterns and/or rain barrels
- ☐ vegetated open swales with a permeable soil base
- ☐ rain garden/bio retention areas
- ☐ dry wells
- ☐ vegetated buffers
- ☐ infiltration trenches
- ☐ vegetated roof systems
- ☐ tree box filters
- ☐ constructed wetlands
- ☐ filter strips
- ☐ pervious pavement
- ☐ Promote diffuse flow or runoff over the landscape in lieu of concentrated flow
- ☐ Direct flow from gutter downspouts to vegetated, stable areas
- ☐ Utilize detention practices such as check dams in conveyance channels

3) Project Criteria: Green Building

a) Construction Materials and Site Design

☐ Construction site waste was minimized

☐ Trees and other features were protected from construction damage

☐ Sustainable building materials (certified forest products) were utilized

☐ Energy efficient building use and minimal land disturbance was utilized

☐ Employment of LEED design

Green Building criteria continued on the next page…

b) Water Efficiency

☐ Use of rainwater for landscape irrigation purposes

☐ Emphasized native plant species and xeriscaping utilized to minimize need for irrigation water

☐ Installation of gray water system for flushing toilets or irrigation

☐ Installation of low flow fixtures, faucets and shower heads

☐ Installation of timer and moisture sensors on irrigation system

c) Energy Efficiency

☐ Employment of passive solar design or integrated other renewable energy sources

☐ Construction of buildings that are Energy Star rated

☐ Use high efficiency heating and air conditioning systems

☐ Use highest "R" rated insulation packages (thermal windows/attic/floor insulation) or substitute building materials

☐ Arrangement of building for optimal solar orientation and prevailing breezes

☐ Installation of solar panels for water heating, space heating and electricity generation

☐ Integration of green roofs/roof gardens into project

d) Indoor Environmental Quality

☐ Use low toxicity building and interior design materials

☐ Ensured proper ventilation and employ "small area" thermal controls

☐ Maximized use of natural light and provide views

Next criteria on the next page…

4) Project Criteria: Wetland Riparian Preservation/Restoration

☐ Preserved existing topography and natural features

☐ Maintained or enhance riparian buffers by adding woody vegetation to the buffer

☐ Planted absorptive ground cover under the woody canopy

☐ Utilized the natural floodplain to spread surface flow from the developed area

☐ Maintained or enhanced the pre-developed stream or wetland character and function (i.e. natural stream meanders)

☐ Protected or enhanced existing wetlands and vegetated buffers zones

5) Project Criteria: Habitat Criteria - Protection/Improvement

☐ Integrated the natural landscape into the lot design consistent with onsite patterns

☐ Developed a management plan to preserve unique habitats identified in the **s**ite inventory

☐ Enhanced the vegetated buffers around aquatic resources with native vegetation

☐ Maintained contiguous woodland to provide the best bird habitat and to benefit wildlife

☐ Created interconnecting greenways/wildlife corridors and connections

☐ Used alternatives to road crossings and fencing that will not impede wildlife access

☐ Constructed a guided nature trail with bird feeding stations and nest boxes

☐ Promoted a backyard habitat program

6) Project Criteria: Vegetation Protection/Enhancement

☐ Protected native vegetation and used native vegetation in landscaping plan

☐ Eradicated invasive exotic plant species

☐ Developed and implemented a forestry management plan and a tree preservation plan to minimize tree loss and damage

☐ Preserved site's existing trees and vegetation (i.e. minimize clearing of native vegetation, forests, wetlands, etc.)

☐ Created vegetative buffers that enhance view without removing large woody species

Next criteria on the next page…

7) Project Criteria: Natural Project Amenities

☐ Protected portions of the site with outstanding landscape views

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☐ Created communal opportunities for all residents to enjoy view and/or access to water

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☐ Built the amenities and finishes to be consistent with the landscape character

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☐ Minimized visual impact of driveways, off street parking, garage and carports

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☐ Preserved views and privacy of others, and include in open space plan

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☐ Included passive recreation opportunities that emphasize natural amenities

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☐ Protected the historical and cultural resources identified on the site inventory

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8) Project Criteria: Long-term Management and Maintenance

☐ Formally recorded conservation easements for the preserved areas, such as wetlands, riparian buffers and flood plains and areas with unique biological communities

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☐ Inserted a habitat management plan into the homeowners' association (HOA) by-laws

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☐ Provided buffers near areas of human activity to protect/enhance wildlife areas

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☐ Included in the by-laws and/or rules the ability of the managing agency to:

- ☐ Provide measures to prevent attracting nuisance animals (geese, raccoons, etc.)
- ☐ Prevent domestic pets from roaming freely while providing designated areas where people can exercise their pets with a workable pet waste management policy
- ☐ Provided assurance that the HOA, or other entity charged with the management of the natural and cultural features of the development, has the funding to implement the management plan for resource protection and the maintenance of the areas
- ☐ Constructed the HOA by-laws to ensure access by the general public to nature trails, historical, archaeological, and cultural sites

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Next criteria on the next page…

9) Project Criteria: Community Outreach/Education

a) Pre-construction Options ~ *Developer Responsibilities*

☐ Created an environmental stewardship mission statement for the development

☐ Involved neighboring landowners in the site inventory and project design

☐ Explained the benefits of low impact development on the surrounding owners

☐ Involved cooperative opportunities to resolve community problems, such as traffic, drainage, wildlife, and water quality

☐ Provided interpretive signage or information for historical and cultural resources

b) Construction ~ *Developer Responsibilities*

☐ Posted mission statement at the main entrance to the development

☐ Publicized the environmental benefits of this stewardship project (e.g., protection of natural space, wildlife and habitat protection, water quality)

☐ Incorporated environmental benefits in marketing literature

☐ Actively participated with builders in siting and landscaping on individual lots

☐ Installed pet waste stations and educational signage regarding pets

☐ Provided educational signage for residents and visitors regarding the BMPs on site

☐ Developed an informational program for purchasers/residents to encourage development and maintenance of site amenities with information on:

- ☐ Stormwater BMPs;
- ☐ Wildlife conservation and the use of native plants that have value for wildlife;
- ☐ Volunteer opportunities and cost share programs that provide financial and technical assistance

Community Outreach/Education criteria continued on the next page…

c) Active sales period ~ *Developer/Marketing Agent Responsibilities*

☐ Distributed specific environmental information to potential buyers and builders by publicizing the financial and community benefits of low impact development, such as:

- ☐ Visual attractiveness of the development;
- ☐ Quality of life benefits from active and passive open space, wildlife protection,
- ☐ surface water management, and maximum tree cover;
- ☐ Short-term cost savings to developer from low impact development;
- ☐ Benefits to homeowners from energy and water operating efficiencies; or
- ☐ Reduced long-term costs to society from low impact development

☐ Emphasized the natural environment features in the "Parade of Homes" competition and/or neighborhood /community meetings or special events

10) Project Criteria: Re-Use/Revitalization of Existing Site

☐ Conducted an environmental assessment and design the development project to preserve, integrate and enhance:

- ☐ Outstanding specimen trees and native vegetation;
- ☐ Existing storm water management features and drainage patterns; and
- ☐ Role of the site in the natural and physical systems of the surrounding properties

☐ Evaluate the following elements in the site design:

- ☐ Service needs and blending effectiveness with existing community and developments (such as small, first order shops to minimize need for automobile travel by creating /enhancing public transit opportunities);
- ☐ Strategies to re-establish or augment the functioning of natural systems, such as covered swales and streambeds or restoring filled wetlands;
- ☐ Compatibility of the new architecture with the surrounding built environment,
- ☐ Mitigation of known environmental problems, e.g. subsurface storage tanks; Re-use of existing materials to minimize waste or recycle construction site channels