Town of Laurel Park • 441 White Pine Drive • Laurel Park, NC 28739 • P. 828-693-4840 • F. 828-696-4948

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APPLICATION LAST UPDATED: 11.5.2021



#### 1. THINGS TO KNOW ABOUT THE PERFORMANCE GUARANTEE PROCEDURE

- 1. The performance guarantee provisions are established in Section 6.3.12 of the Laurel Park Unified Development Ordinance (UDO).
- 2. Performance guarantees are requests by an applicant, subdivider, or landowner to sell lots in a subdivision, obtain a building permit, or occupy a development prior to completion of all required public infrastructure or installation of all required private site features.
- 3. The applicant may select the form of performance quarantee provided (cash, bond, letter of credit, etc.).
- 4. There is no requirement that the Town accept or allow an applicant, subdivider, or landowner to provide a performance guarantee in lieu of completing public infrastructure or required private site features.
- 5. Performance guarantees associated with a stormwater control measure shall be submitted with a stormwater permit application.
- 6. There are several forms of infrastructure that are not eligible for performance guarantee, and must be completed prior to sale of lots or issuance of a building permit.
- 7. As-builts for all forms of public infrastructure and several types of private site improvements must be submitted to the Town and a final passing inspection must be conducted prior to release of a performance guarantee.
- 8. In the event an applicant, subdivider, or landowner fails to complete the public infrastructure or install required private site feature(s) with the maximum time allotted, the Town may use the performance guarantee to complete the infrastructure or install the site features.

# 2. GENERAL APPLICANT INFORMATION A. Parcel Information 1. Street Address: 2. Parcel Identification Number: 3. Base Zoning District: 4. Overlay Zoning District(s) (if applicable): **B. Primary Point of Contact Information** 1. Primary Point of Contact Name: Mailing Address: 3. Phone: 4. Email: C. Owner Contact Information If different from Primary Point of Contact) 1. Contact Name: 2. Firm Name: Mailing Address: 4. Phone: Email:

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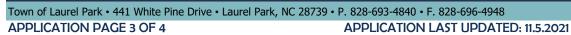
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## 3. DESCRIPTION OF REQUEST

(Please complete the following)				
1.		nt involved and identify all related development applications		
2.	Does this request for a performance guarantee  Yes No   If so, what is the date of the approval?	relate to development already approved by the Town?		
3.	Is this the initial request for a performance guarantee for the subject property? Yes $\Box$ No $\Box$			
	If no, please provide the project numbers for all property:	prior-approved performance guarantees associated with the		
4.	Does this request include a guarantee for compl If yes, please check all that apply:	letion of public infrastructure? Yes \(\Boxed{\text{No}}\) No \(\Boxed{\text{No}}\)		
	Sidewalks	Multi-use paths		
	Greenways $\square$	Final lift of asphalt on a street $\ \square$		
5.	Does this request include a guarantee for completion of private site features? Yes $\Box$ No $\Box$ If yes, please check all that apply:			
	Placement of vegetation	Stormwater control measure or erosion control $\Box$		
	Other (please identify below)	Streetlights		
6.	Does this request include a single consolidated of Single  Multiple  If multiple, please identify how guarantees are of ach additional sheets if necessary.	guarantee or multiple guarantees?  distinguished from one another and the purpose of each:		





7.	Please identify the desired maximum term for the performance guarantee(s):			
8.	Please identify the amount for the performance guarantee \$  If multiple guarantees are proposed, please list the value and proposed use for each:  \$			
9.	Please identify the preferred form of each guarantee proposed (if more than one guarantee is proposed, please identify the form and purpose for each in the space below):			
	Cash	Irrevocable letter of Credit		
	Cashiers Check	Certified Check		
	Surety Bond	Other (please identify)		
Please list form and purpose for each guarantee if more than one are submitted:				
10. Please provide any additional details justifying the request for posting a performance guarantee:				
Att	ach additional sheets if necessary.			
4. SUBMITTAL CHECKLIST				
(Please ensure your application includes 3 paper copies and 1 digital (pdf) copy of all of the following)				
1.	Performance guarantee application form			
2.	Application fee			
3.	The name and contact information of the financial er	ntity (ies) holding performance guarantees		
4.	Itemized list, by improvement type, for each aspect scosts of materials, labor, and project management	subject to a performance guarantee, including		
5.	Diagram of all areas and site aspects subject to a pe	rformance guarantee		
6.	Certification, by a North Carolina professional engine private site features subject to a performance guarar	•		
7.	Copies of all initial performance guarantee paperwork	k if this application is for a renewal		
8.	Any additional information determined to be necessa	ry by the Town		



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5. APPLICANT SIGNATURE
I certify that the information provided in these application materials is complete and accurate to the best of my knowledge. I hereby authorize Town officials to enter the subject property for the purposes of determining compliance.
If there are multiple land owners or applicants, a signature is required for each.
Land Owner or Authorized Signature:
Date:
Land Owner or Authorized Signature:
Date:
Land Owner or Authorized Signature:
Date:
OFFICE USE ONLY
Project #:
Associated Project #:
Received By:
Filing Date:
Accepted as Complete By:

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Pre-application Conference Date (if conducted):

Complete Date:

Notes/Comments:

Decision:

Decision By:

Decision Date: