



Administrative Approval Action

Case File / Name: ASR-0003-2019
Willow Creek North Ridge

City of Raleigh
Development Services Department
One Exchange Plaza
Raleigh, NC 27602
(919) 996-2492
currentplanning@raleighnc.gov
www.raleighnc.gov

LOCATION: The site, zoned PD, is located within the Willow Creek North Ridge Development (PIN # 1717111325), on the south side of Sandy Forks Road adjacent to Lake Hill Drive (within the development).

REQUEST: The development of a 4,235 square foot size amenity building with a leasing office and an outdoor recreation area including a swimming pool and parking areas within the Willow Creek North Ridge Community. (Reference MP-4-2016, The Lakes PD)

**DESIGN
ADJUSTMENT(S)/
ALTERNATES, ETC:** SPR-0129-2020: DSLC - Site Permitting Review/Major [Signature Set]

FINDINGS: City Administration finds that this request, with the below conditions of approval being met, conforms to the Unified Development Ordinance. This approval is based on a preliminary plan dated November 27, 2019 by Gay and Neel, Inc..

CONDITIONS OF APPROVAL and NEXT STEPS:

This document must be applied to the second sheet of all future submittals except for final plats. This is a preliminary plan and as such no permits have been issued with this approval. To obtain permits and/or completion of the project, the following steps are required:

☒ **SITE PERMITTING REVIEW** - For land disturbance of 12,000 square feet or greater, public or private infrastructure, shared stormwater devices, etc. Site Permitting Review may be submitted upon receipt of this signed approval document.

The following items are required prior to approval of Site Permitting Review plans:

Stormwater

1. A stormwater control plan with a stormwater operations and maintenance manual and budget shall be approved (UDO 9.2).
2. A nitrogen offset payment must be made to a qualifying mitigation bank (UDO 9.2.2.B).
3. A surety equal to of the cost of clearing, grubbing and reseeding a site, shall be paid to the City (UDO 9.4.4).

☒ **LEGAL DOCUMENTS** - Email to legaldocumentreview@raleighnc.gov. Legal documents must be approved, executed, and recorded prior to or in conjunction with the recorded plat on which the associated easements are shown. Copies of recorded documents must be returned to the City within one business day of recording to avoid withholding of further permit issuance.

<input checked="" type="checkbox"/>	Slope Easement Required
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☒ **RECORDED MAP(S)** - Submit plat to record new property lines, easements, tree conservation areas, etc.). Plats may be submitted for review when the Site Permitting Review plans, if required, have been deemed ready for mylar signature.



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The following items must be approved prior to recording the plat:

Engineering

1. A slope easement and associated deed of easement shall be approved by the City and the location of the easement shall be shown on the map approved for recordation. The deed of easement shall be recorded at Wake County Register of Deeds within one day of recordation of the recorded plat. A recorded copy of these documents must be provided to the Development Services Department within one day from authorization of lot recordation. If recorded copies of the documents are not provided, further recordings and building permit issuance will be withheld.

Stormwater

2. All stormwater control measures and means of transporting stormwater runoff to and from any nitrogen and stormwater runoff control measures shall be shown on all plats for recording as private drainage easements (UDO 9.2).

☒ **BUILDING PERMITS** - For buildings and structures shown on the approved plans. Commercial building permit plans must include the signed, approved Site Permitting Review plans attached, if applicable. Permit sets may be reviewed prior to the recordation of required plats, but cannot be approved.

The following items must be approved prior to the issuance of building permits:

Engineering

1. A fee-in-lieu for 6' sidewalks across the length of the site frontage shall be paid to the City of Raleigh (UDO 8.1.10).

Stormwater

2. A surety equal to 125% of the cost of the construction of a stormwater device shall be paid to the Engineering Services Department (UDO 9.2.2.D.1.d).
3. A payment equal to twenty-four percent (24%) of the estimated cost of constructing all stormwater control facilities shown on the development plans shall be paid by the developer to the City stormwater facility replacement fund (UDO 9.2.2.G.3).

Urban Forestry

4. A tree impact permit must be obtained for the approved streetscape tree installation in the right of way. This development proposes (8) street trees along Lake Hill Drive.
5. A tree conservation plat shall be recorded with metes and bounds showing the designated tree conservation areas (UDO 9.1).



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The following are required prior to issuance of building occupancy permit:

Stormwater

1. As-built drawings and associated forms for all Stormwater devices are accepted by the Engineering Services Department (UDO 9.2.2.D.3).

EXPIRATION DATES: The expiration provisions of UDO Section 10.2.8 E, including the ability to request extensions in the expiration date, apply to this site plan. If significant construction has not taken place on a project after administrative site review approval, that approval may expire and be declared void, requiring re-approval before permits may be issued. To avoid allowing this plan approval to expire the following must take place by the following dates:

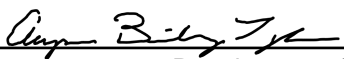
3-Year Expiration Date: May 21, 2023

Obtain a valid building permit for the total area of the project, or a phase of the project.

4-Year Completion Date:

Within four years after issuance of the first building permit for the site plan, the construction of the entire site plan must be completed unless an applicant has been granted vested rights. Failure to complete construction within this specified time frame shall automatically void the approved site plan for which no building permits have been issued.

I hereby certify this administrative decision.

Signed:  Date: 05/21/2020
Development Services Dir/Designee

Staff Coordinator: Michael Walters

Michael Walters

GAY AND NEEL, INC.
concrete & site material suppliers

1260 Radford Street
Christiansburg, Virginia 24073

Phone: (540) 381-6011
Fax: (540) 381-2773
Email: info@gayandneel.com
Web: www.gayandneel.com

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**WILLOW CREEK
NORTH RIDGE APARTMENT
LEASING AND FITNESS BUILDING**

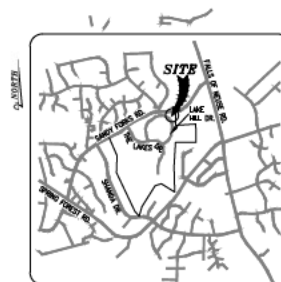
CITY OF RALEIGH NORTH CAROLINA

Development Services Customer Service Center • One Exchange Place, Suite 400 | Raleigh, NC 27601 | 919-996-2400

[illegible]

rdleighnc.gov

raleighnc.gov



VICINITY MAP:
SCALE: 1"=±1500'

PROPERTY LINE	Circle red	EXISTING TELEPHONE PERMITAL
---RDS---	○ ₂₄	EXISTING GAS VALVE
---(RDS)---	⊠ ₂₄	EXISTING GAS METER
---R.D.S.R---	⊠ ₂₄	EXISTING LIGHT POLE
---(R.D.S.R)---	○ ₂₄	EXISTING WELL
---(R.D.S.R)---	○ ₂₄	DRILL HOLE
---R.D.S.R---	◇	EXISTING FIRE HYDRANT
---(R.D.S.R)---	◇	PROPOSED FIRE HYDRANT
---R.D.S.R---	⊠ ₂₄	PROPOSED FIRE HYDRANT LABEL
---(R.D.S.R)---	⊠ ₂₄	EXISTING WATER VALVE
---R.D.S.R---	⊠ ₂₄	PROPOSED WATER VALVE AND REDUCER
---(R.D.S.R)---	⊠ ₂₄	EXISTING WATER METER
---R.D.S.R---	⊠ ₂₄	EXISTING WATER METER
---(R.D.S.R)---	○ ₂₄	EXISTING SEWER CLEANOUT
---R.D.S.R---	○ ₂₄	PROPOSED SEWER CLEANOUT
---(R.D.S.R)---	⊠ ₂₄	EXISTING SEWER MANHOLE
---R.D.S.R---	⊠ ₂₄	PROPOSED SAN. SEW. STRUCTURE LABEL
---(R.D.S.R)---	⊠ ₂₄	PROPOSED SAN. SEW. STRUCTURE LABEL
---R.D.S.R---	⊠ ₂₄	EXISTING SHAED
---(R.D.S.R)---	⊠ ₂₄	EXISTING TREE
---R.D.S.R---	⊠ ₂₄	PROPOSED TREE
---(R.D.S.R)---	⊠ ₂₄	EXISTING SIGN
---R.D.S.R---	⊠ ₂₄	PROPOSED SIGN
---(R.D.S.R)---	⊠ ₂₄	BOMB HOLE/TEST PIT
---R.D.S.R---	⊠ ₂₄	CONTROL POINT
---(R.D.S.R)---	⊠ ₂₄	IRON ROD FOUND
---R.D.S.R---	⊠ ₂₄	IRON ROD SET
---(R.D.S.R)---	⊠ ₂₄	PROPERTY CORNER

9	AT	FRANK
10	AN	LANDSCAPING AREA
11	AL	ARCH
12	AP	APPROPRIATE LOCATION
13	AM	ARCHITECT
14	ANL	ANALYSIS
15	AN	ARCHITECTURE
16	BT	SYSTEM OF CARS
17	BL	BLINDING
18	BL	BLINDING
19	BT	SYSTEM OF WALL
20	BL	BLINDING
21	CI	CABLE INLET
22	CI	CABLE INLET
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100	CI	CABLE INLET

[illegible]

PICT	JOHN T. NEED, PE
FRM	MATTHEW P. TOMLINSON, PE
DESIGN	MELAHN
ISSUE DATE	
11/27/2019	
GNI JOB NO.	
2898.0	
SHEET TITLE	
COVER SHEET	
SHEET NUMBER	
2898.0	

X:\Drawings\2018\20180303_NORTH RIDGE APARTMENTS\Drawings\2018.1_304_17_Architectural_Elevations.dwg
CITY BUILDING ELEVATIONS: 11/27/2019 1:07:42 AM User: GNO To: RFP sub. 13



PRELIMINARY FRONT ELEVATION

SCALE: 1/4" = 1'-0"



NORTH RIDGE APARTMENTS - LEASING OFFICE / FITNESS

RALEIGH NORTH CAROLINA

PRELIMINARY FRONT ELEVATION

DATE
6-14-19

PROJECT
1829

1



PRELIMINARY RIGHT SIDE ELEVATION

SCALE: 1/4" = 1'-0"



NORTH RIDGE APARTMENTS - LEASING OFFICE / FITNESS

RALEIGH NORTH CAROLINA

PRELIMINARY RIGHT SIDE ELEVATION

DATE
6-14-19

PROJECT
1829

2



1250 Radford Street
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WILLOW CREEK
NORTH RIDGE APARTMENT
LEASING AND FITNESS BUILDING

CITY OF RALEIGH, NORTH CAROLINA



REVISIONS		
NO.	COMMENTS	DATE

PROJECT TEAM	
DR	JOHN T. NEEL, PE
PR	MATTHEW P. TOMLINSON, PE
DESIGN	MELBY
ISSUE DATE	
11/27/2019	
GNI JOB NO.	
2898.0	
SHEET TITLE	
BUILDING ELEVATIONS	
SHEET NUMBER	
C7-01	

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PRELIMINARY LEFT ELEVATION

SCALE: 1/4" = 1'-0"



NORTH RIDGE APARTMENTS - LEASING OFFICE / FITNESS
RALEIGH NORTH CAROLINA

PRELIMINARY LEFT ELEVATION

DATE
6-14-19

PROJECT
1829

3



PRELIMINARY REAR ELEVATION

SCALE: 1/4" = 1'-0"



NORTH RIDGE APARTMENTS - LEASING OFFICE / FITNESS
RALEIGH NORTH CAROLINA

PRELIMINARY REAR ELEVATION

DATE
6-14-19

PROJECT
1829

4

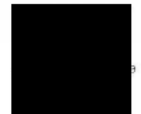


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REVISIONS		
NO.	COMMENTS	DATE

PROJECT TEAM	
DESIGNER	JOHN T. NEEL, PE
ARCHITECT	MATTHEW P. TOMLINSON, PE
PROJECT MANAGER	MELISSA
ISSUE DATE	
11/27/2019	
GNI JOB NO.	
2898.0	
SHEET TITLE	
BUILDING ELEVATIONS	
SHEET NUMBER	
C7-02	