



# Administrative Site Review Application

Planning and Development Customer Service Center • One Exchange Plaza, Suite 400 | Raleigh, NC 27601 | 919-996-2500

This form is required when submitting site plans as referenced in Unified Development Ordinance (UDO) Section 10.2.8. Please check the appropriate building types and include the plan checklist document when submitting.

**Office Use Only:** Case #: \_\_\_\_\_ Planner (print): \_\_\_\_\_

Please review UDO Section 10.2.8. to determine the site plan tier. If assistance determining a Site Plan Tier is needed a Site Plan Tier Verification request can be submitted online via the [Permit and Development Portal](#). (Note: There is a fee for this verification service.)

**Site Plan Tier:** Tier Two Site Plan  Tier Three Site Plan

Building and Development Type (Check all that apply)		Site Transaction History
<input checked="" type="checkbox"/> Detached <input type="checkbox"/> Attached <input type="checkbox"/> Townhouse <input type="checkbox"/> Apartment <input type="checkbox"/> Tiny house <input type="checkbox"/> Open lot	<input checked="" type="checkbox"/> General <input type="checkbox"/> Mixed use <input type="checkbox"/> Civic <input type="checkbox"/> Cottage Court <input type="checkbox"/> Frequent Transit Development Option	Subdivision case #: _____ Scoping/sketch plan case #: _____ Certificate of Appropriateness #: _____ Board of Adjustment #: _____ Zoning Case #: _____ Design Alternate #: _____

### GENERAL INFORMATION

Development name: **Atlantic Spas and Billiards**

Inside City limits? Yes  No

Property address(es): 8721 Glenwood Avenue, Raleigh NC 27617

Site P.I.N.(s): 0777573604

Please describe the scope of work. Include any additions, expansions, and uses (UDO 6.1.4).  
This application is to add an accessory storage building at an existing commercial business. There are 2 existing buildings with 25,000 square feet. The new/proposed building is a warehouse building with 6175 square feet. It will be 24.7% of the existing building square footage. The zoning is IX-3 and located in the MPOD overlay district. The maximum allowed impervious area is 45% in MPOD. The existing impervious area is 46% and the proposed impervious area after the addition will be 46%. The new building will take the place of existing gravel loading area. Stormwater requirement for this property is exempt because of section 9.2.2.A.1 and 9.2.2.A.3.

**Current Property Owner(s):** William Douglas Mitchell Family Trust and William D Mitchell, Jr.

Company: c/o Warren Mitchell Title: Trustee

Address: 104 Amber Wood Run, Chapel Hill, NC 27516

Phone #: 919-593-1916 Email: warrendmitchellpe@gmail.com

**Applicant Name (if different from owner. See "who can apply" in instructions):**

Relationship to owner:  Lessee or contract purchaser  Owner's authorized agent  Easement holder

Company: c/o Warren Mitchell Address: same

Phone #:	Email:
<b>NOTE: please attach purchase agreement or contract, lease or easement when submitting this form.</b>	
<b>Developer Contact:</b> Warren Mitchell (same as owner)	
Company: same	Title: owner / contractor
Address: 104 Amber Wood Run	
Phone #: 919-593-1916	Email: Warrendmitchellpe@gmail.com
Applicant Name:	
Company:	Address:
Phone #: 919-593-1916	Email:

**DEVELOPMENT TYPE + SITE DATE TABLE**  
(Applicable to all developments)

SITE DATA	BUILDING DATA
Zoning district(s) (please provide the acreage of each): IX-3	Existing gross floor area (not to be demolished): 25,000 sf
Gross site acreage: 3.389 acres	Existing gross floor area to be demolished: zero
# of parking spaces proposed: 35	New gross floor area: 6175 sf
Max # parking permitted (7.1.2.C): 155	Total sf gross (to remain and new): 31,175
Overlay District (if applicable): MPOD	Proposed # of buildings: 2ex + 1new = 3
Existing use (UDO 6.1.4): retail sales	Proposed # of stories for each: 1
Proposed use (UDO 6.1.4): retail sales	Proposed # of basement levels (UDO 1.5.7.A.6) zero

**STORMWATER INFORMATION**

Imperious Area on Parcel(s):  Existing (sf) <u>67,922</u> Proposed total (sf) <u>66,824</u>	Impervious Area for Compliance (includes ROW):  Existing (sf) _____ Proposed total (sf) _____
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**RESIDENTIAL & OVERNIGHT LODGING DEVELOPMENTS**

Total # of dwelling units:	Total # of hotel bedrooms:
# of bedroom units: 1br _____ 2br _____ 3br _____ 4br or more _____	
# of lots:	Is your project a cottage court? <input type="radio"/> Yes <input type="radio"/> No
	A frequent transit development? <input type="radio"/> Yes <input type="radio"/> No

Continue to Applicant Signature Block on Page Three.

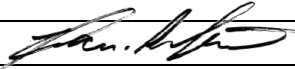
**APPLICANT SIGNATURE BLOCK**

Pursuant to state law (N.C. Gen. Stat. § 160D-403(a)), applications for development approvals may be made by the landowner, a lessee or person holding an option or contract to purchase or lease land, or an authorized agent of the landowner. An easement holder may also apply for development approval for such development as is authorized by the easement.

By submitting this application, the undersigned applicant acknowledges that they are either the property owner or one of the persons authorized by state law (N.C.G.S. 160D-403(a)) to make this application, as specified in the application. The undersigned also acknowledges that the information and statements made in the application are correct and the undersigned understands that developments approvals are subject to revocation for false statements or misrepresentations made in securing the development approval, pursuant to N.C. Gen. Stat. § 160D-403(f).

The undersigned indicates that the property owner(s) is aware of this application and that the proposed project described in this application will be maintained in all respects in accordance with the plans and specifications submitted herewith, and in accordance with the provisions and regulations of the City of Raleigh Unified Development Ordinance.

The undersigned hereby acknowledges that, pursuant to state law (N.C.G.S. 143-755(b1)), if this permit application is placed on hold at the request of the applicant for a period of six consecutive months or more, or if the applicant fails to respond to comments or provide additional information requested by the City for a period of six consecutive months or more, then the application review is discontinued and a new application is required to proceed and the development regulations in effect at the time permit processing is resumed shall apply to the new application.

Signature: 	Date: January 30, 2024
Printed Name: Warren D. Mitchell	

4. Table of Applicable Standards

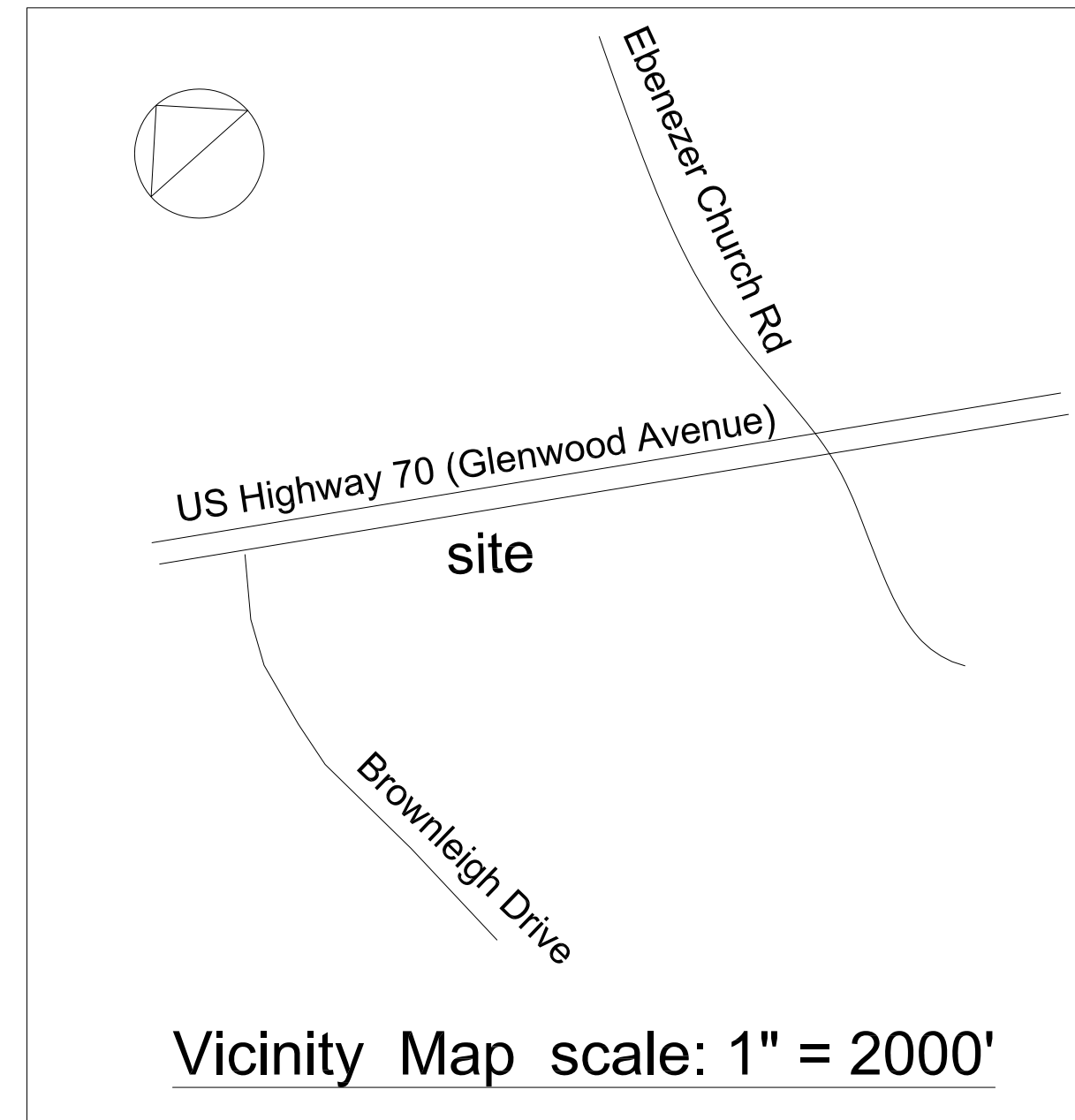
Standard	UDO Sections	Tier 1	Tier 2	Tier 3
Amenity	Sec. 1.5.3; 7.2.6	--	e	•
Setbacks	Chapters 2, 3	a, d	a, d	•
Build-To	Chapters 1, 2, 3	a, d	a, d	•
Height	Chapters 1, 2, 3, 4, 5, 6, 7, 11	a, d	a, d	•
Pedestrian Access	Chapters, 1, 2, 3, 4, 7, 8, 10	a, d	a, d	•
Transparency	Chapters 1, 3, 7	a, d	a, d	•
Blank Wall	1.1.11.; 1.5.10; Chapter 3	a, d	a, d	•
Ground Floor Elevation	Chapters 1, 2, 3	a, d	a, d	•
Parking Setbacks	Chapters 1, 2, 3, 4, 5, 6	a	a	•
Transition	Chapters 2, 3, 4, 5, 6	--	a, c	•
Landscaping	Chapters 5, 6, 7	g	•	•
Protective Yard	Chapters 2, 3, 4, 5, 6, 7, 8	•	•	•
Parking	Chapters 3, 4, 5, 6, 7	•	•	•
Parking Structure Design and Screening	Chapters 3 and 7	a, d	a, d	•
Lighting	Chapters 3, 4, 5, 6, 7, 10	a, d	a, d	•
Site Access	Chapter 8	a, d	a, d	•
Driveway	Chapters 1, 2, 3, 5, 6, 7, 8, 9	a, d	a, d	•
Signage	Chapters 6, 7, 10	a	a	a
Tree Conservation/Preservation	Article 9.1	--	•	•
Forestation	9.1.9	c	c	•
Stormwater	9.2	•	•	•
Public Improvements				
Right of way dedication	Chapter 8	--	--	•
Road widening/construction/utilities	Chapter 8	f	f	•
Curb and gutter	Chapter 8	--	--	•
Sidewalk	Chapter 8	b	b	•
Tree lawn/Street trees	Chapter 8	b	b	•
Transit infrastructure	Article 8.11	--	c	•
Bus Shelter	Article 8.11	--	c	•

Key: -- = Not Applicable • = Applicable

**Footnotes:**

- a - Not applicable to the existing improvements on the site at the time of site plan review.
- b - Required only when the site is located in the DX district or subject to an urban frontage.
- c - Not applicable to a change in use of an existing building[s].
- d - Applicable if demolition and reconstruction of an entire structure is proposed.
- e - Applicable to establishing a civic use on vacant property and any Tier One or Two Site Plan involving the total demolition of all buildings on site, excluding like-for-like reconstruction.
- f - Art. 8.7 Utilities is applicable if the development is voluntarily connecting to city water or city sewer for the first time.
- g - Screening requirements as described in Sec. 7.2.5 and Sec. 7.2.6 are applicable.

# Atlantic Spas and Billiards Building Addition



## Property Information

PARCEL ID: 0087348  
 PIN 0777-57-3604  
 8721 Glenwood Avenue  
 DB 16320 PG 2735  
 3.39 Acres (147,529 SF)

## SITE DATA:

PROJECT NAME: ATLANTIC SPAS AND BILLIARDS  
 PROJECT ADDRESS: 8721 GLENWOOD AVENUE  
 RALEIGH, NC 27617-7421  
 SITE ACREAGE: 3.389 Acres (147,529 sf)  
 ZONING: IX-3  
 EXISTING USE: Retail + Associated warehouse/storage  
 EXISTING BUILDING: 15,000sf(retail) + 10,000sf(whse) = 25,000sf  
 PROPOSED BUILDING: 6,175sf(whse) (24.7%)  
 MAX. HEIGHT ALLOWED: 26 feet  
 PROPOSED HEIGHT: 24 feet  
 PARKING REQ'D (MAX): 1 per 200sf gross floor area of retail  
 (15,000sf / 200sf = 75 spaces)  
 PARKING PROVIDED: 30 existing (0 new spaces)

## SITE DATA

- MPOD - Metro Park Overlay District (section 5.2.2)
  - Natural Resource Buffer Yards (section 9.2.3.A.3) Primary tree conservation area must be minimum of 50 feet wide along each side of any watercourse draining 25 or more acres.
- Tree Conservation / Preservation: Conservation Area required is 10% (9.1.3.A.1)
 

Primary Tree Conservation Area:

  - MPOD protective yards 5.2.2: 10,500sf
  - Zone 2 of Neuse River Riparian Buffers: 4,819sf

TOTAL Tree Conservation Area: 10,500sf+4,819sf=15,319sf  
 Mimimum required Tree Conservation: 147,529sf (3.39ac) x0.10 = 14,753sf
- Impervious Surface Coverage:
 

Maximum Allowed imperviuos area in MPOD is 45% (5.2.2.E.2)

Existing Impervious area summary:

Parcel Size:	3.389 acres (147,529 SF)
EXISTING BUA	1.55 acres (67,922 SF) = 46.0%
EXISTING BUA to be removed	7,328 SF
PROPOSED (NEW) BUA	6,230 SF
TOTAL PROPOSED BUA	1.54 acres (66,824 SF) 45.29%
- Stormwater Requirement:
 

Stormwater management is exempt - section 9.2.2.A.1.a

## Owner / Applicant

William Douglas Mitchell Family Trust  
 ( c/o Warren Mitchell, tte )  
 104 Amber Wood Run  
 Chapel Hill, NC 27516  
 919-593-1916

## Surveyor

Stephen M. Puckett, PLS  
 PO Box 2351  
 Oxford, NC 27565  
 919-528-8900

## Engineer

Warren D Mitchell, PE  
 104 Amber Wood Run  
 Chapel Hill, NC 27516  
 919-593-1916

## Drawing Index

- C1 Existing Conditions
- C2 Erosion Control + Demo Plan
- C3 Tree Save Plan
- C4 Site and Utility Plan
- C5 Grading and Drainage
- C6 Details

Warren D. Mitchell, PE  
 Civil Engineering  
 104 Amber Wood Run  
 CHAPEL HILL, NORTH CAROLINA 27516  
 warrenmitchellpe@gmail.com  
 P (919) 593-1916

REVISIONS

Atlantic Spas and Billiards  
 Raleigh, North Carolina

February 5, 2024

Cover Sheet

REVISIONS


Atlantic Spas and Billiards  
 Raleigh, North Carolina

February 5, 2024

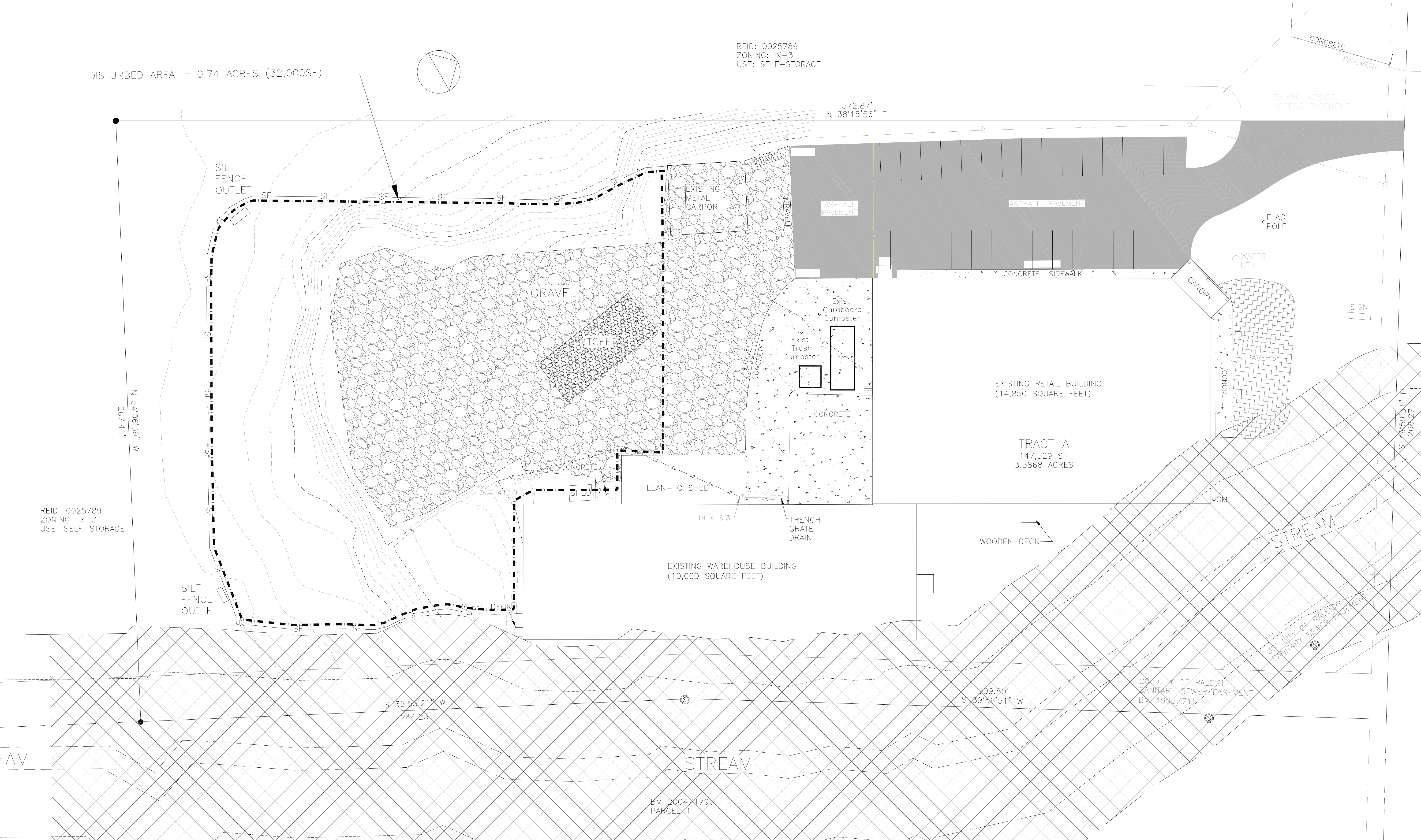
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Erosion  
 Control and  
 Demo Plan

C2

DISTURBED AREA = 0.74 ACRES (32,000SF)

REID: 0025789  
 ZONING: IX-3  
 USE: SELF-STORAGE



REVISIONS

# Atlantic Spas and Billiards

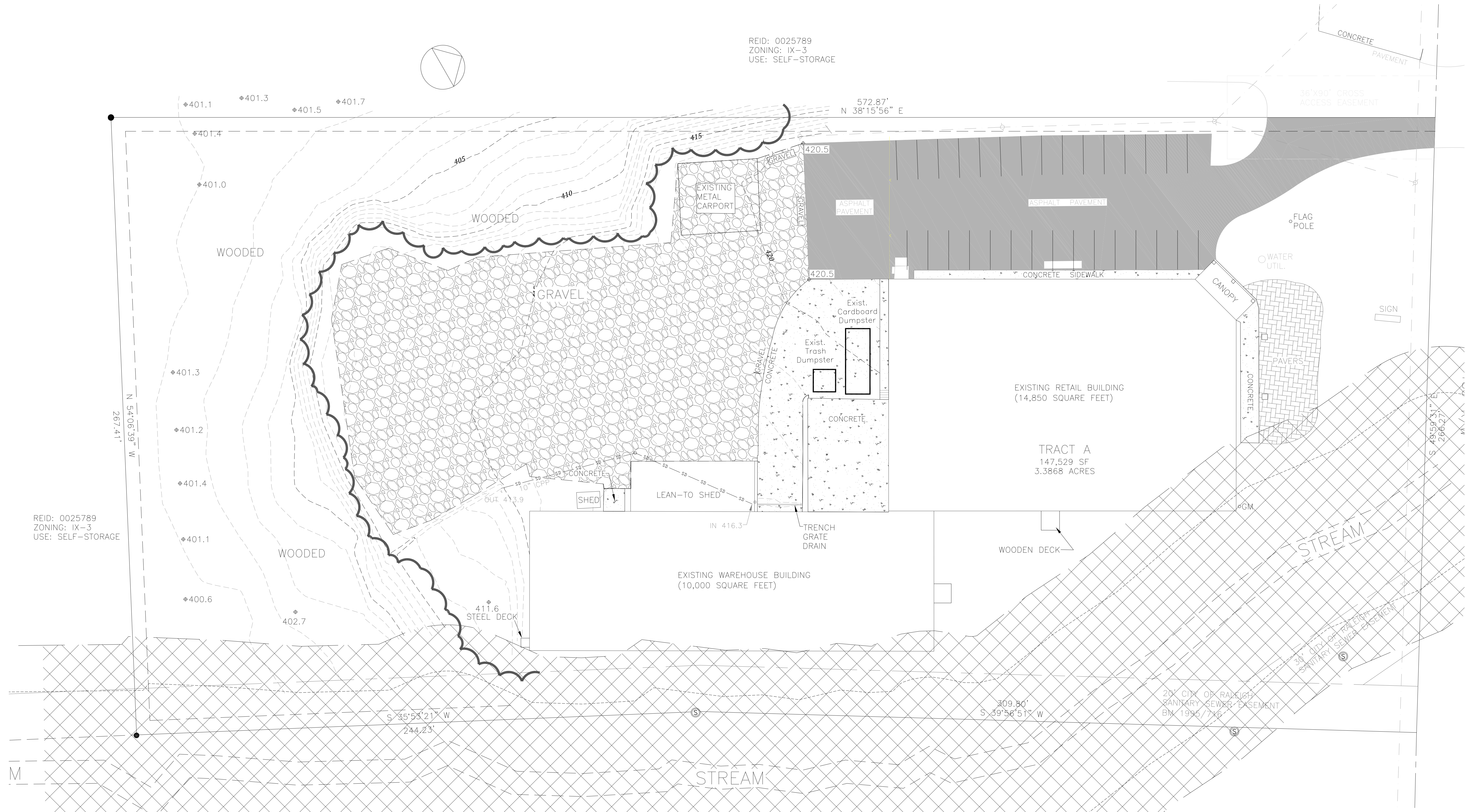
Raleigh, North Carolina

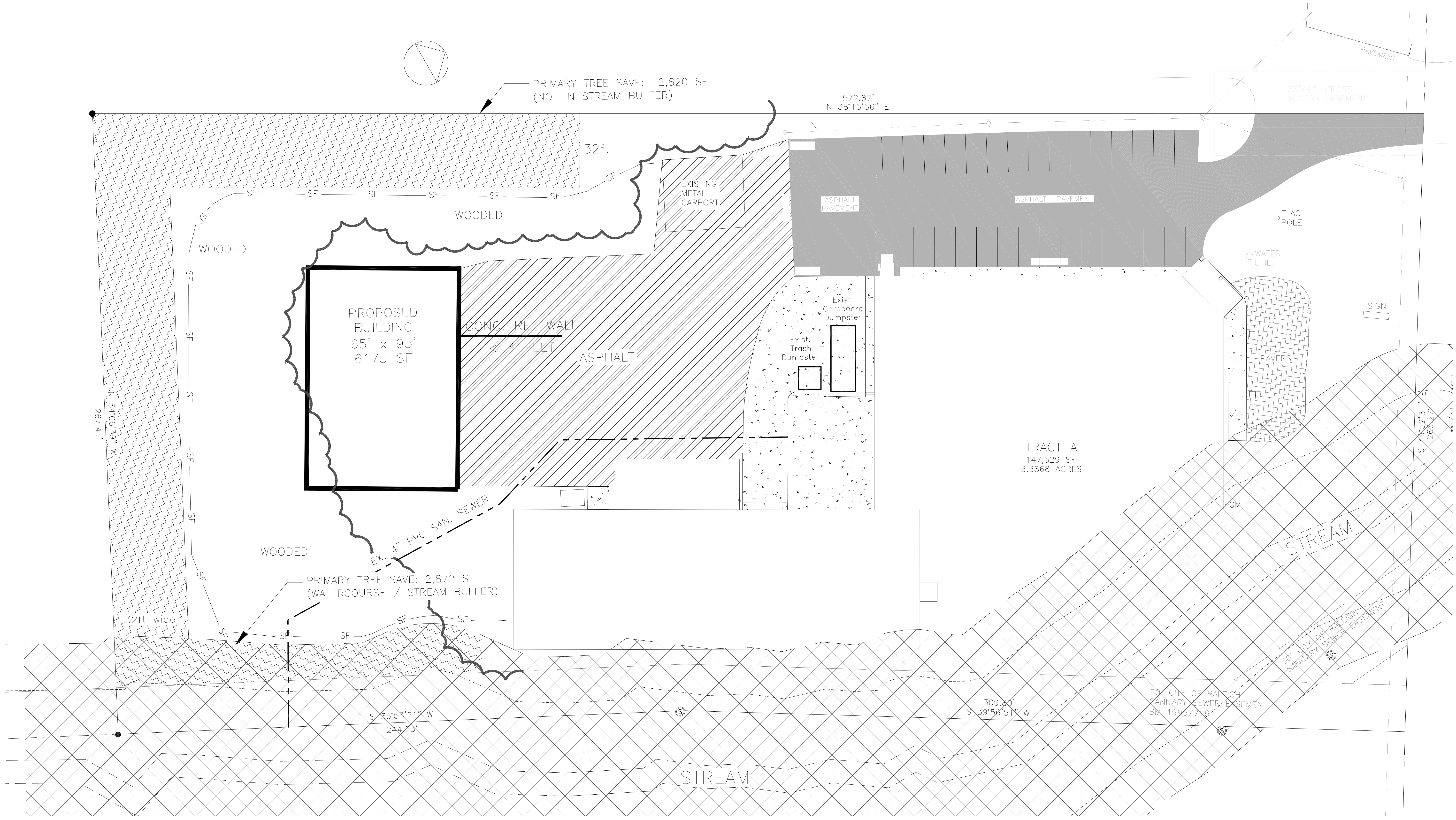
February 5, 2024

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Existing Conditions

# C1





Warren D. Mitchell, PE  
 Civil Engineering  
 104 Amberwood Run  
 CHAPEL HILL, NORTH CAROLINA 27516  
 warren@mitchellpe.com  
 P (919) 992-1916



NO.	DESCRIPTION	DATE

# Atlantic Spas and Billiards

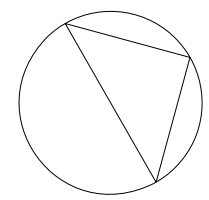
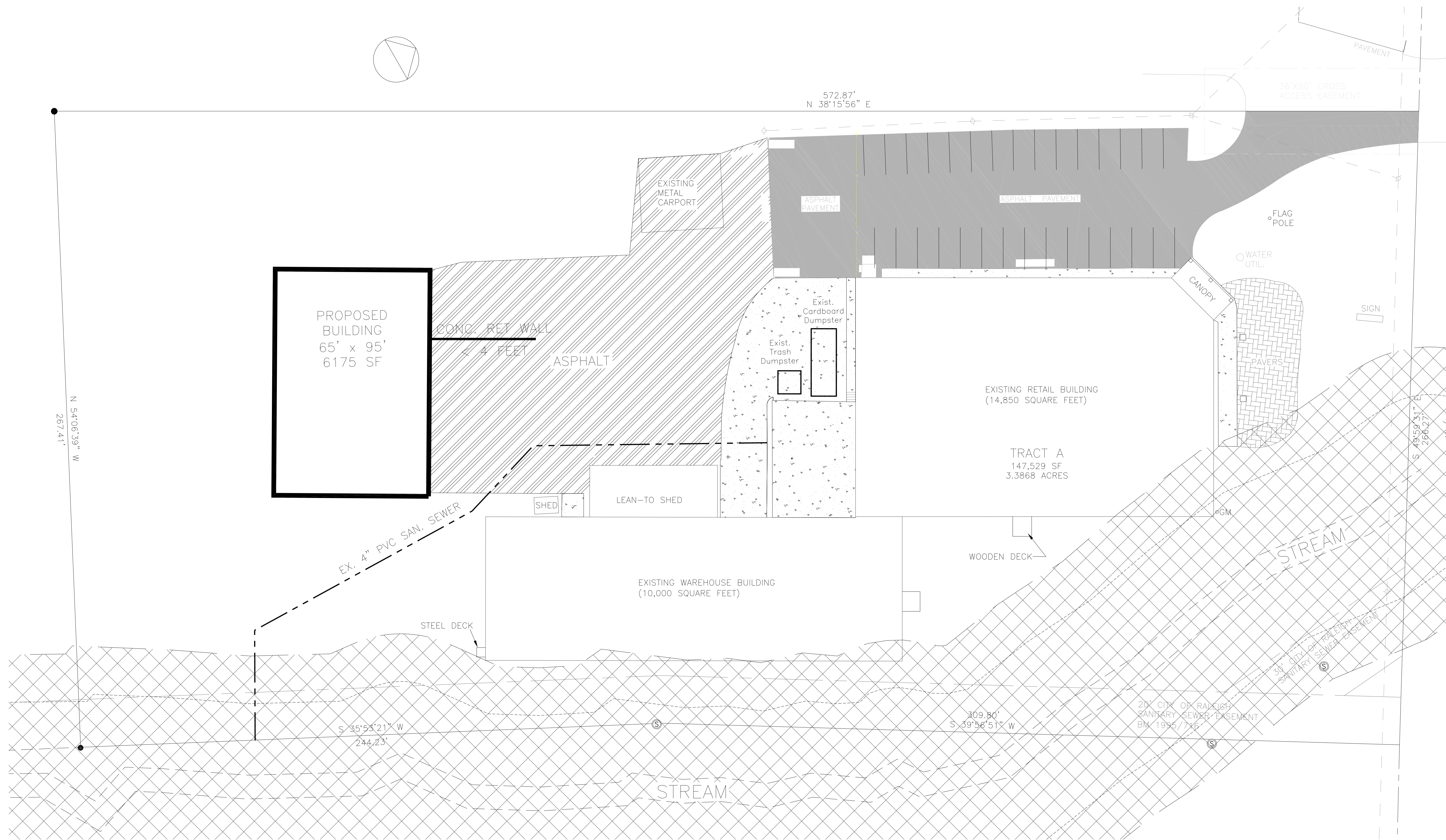
Raleigh, North Carolina

April 5, 2023  
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Tree Save Plan

**C3**





Warren D. Mitchell, PE  
Civil Engineering  
104 Amber Wood Run  
CHAPEL HILL, NORTH CAROLINA 27516  
warren@mitchellpe.com  
P (919) 992-1916

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# Atlantic Spas and Billiards

Raleigh, North Carolina

February 5, 2024

Scale: 1"=20'

Site and Utility Plan

C4

REVISIONS

Atlantic Spas and Billiards

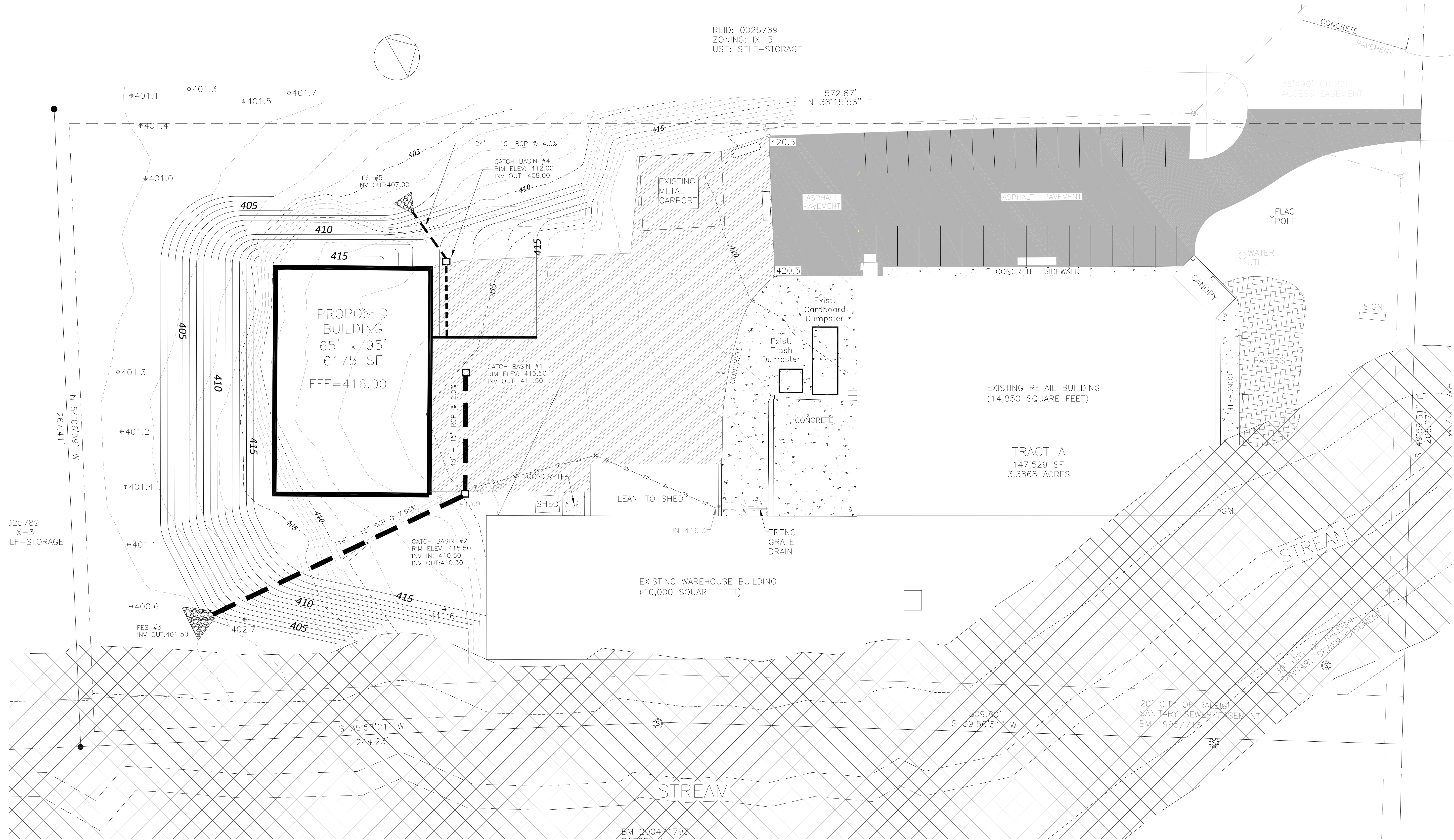
Raleigh, North Carolina

February 5, 2024

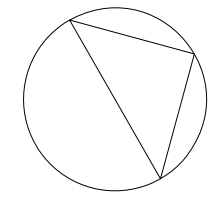
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Grading and  
 Drainage  
 Plan

C5



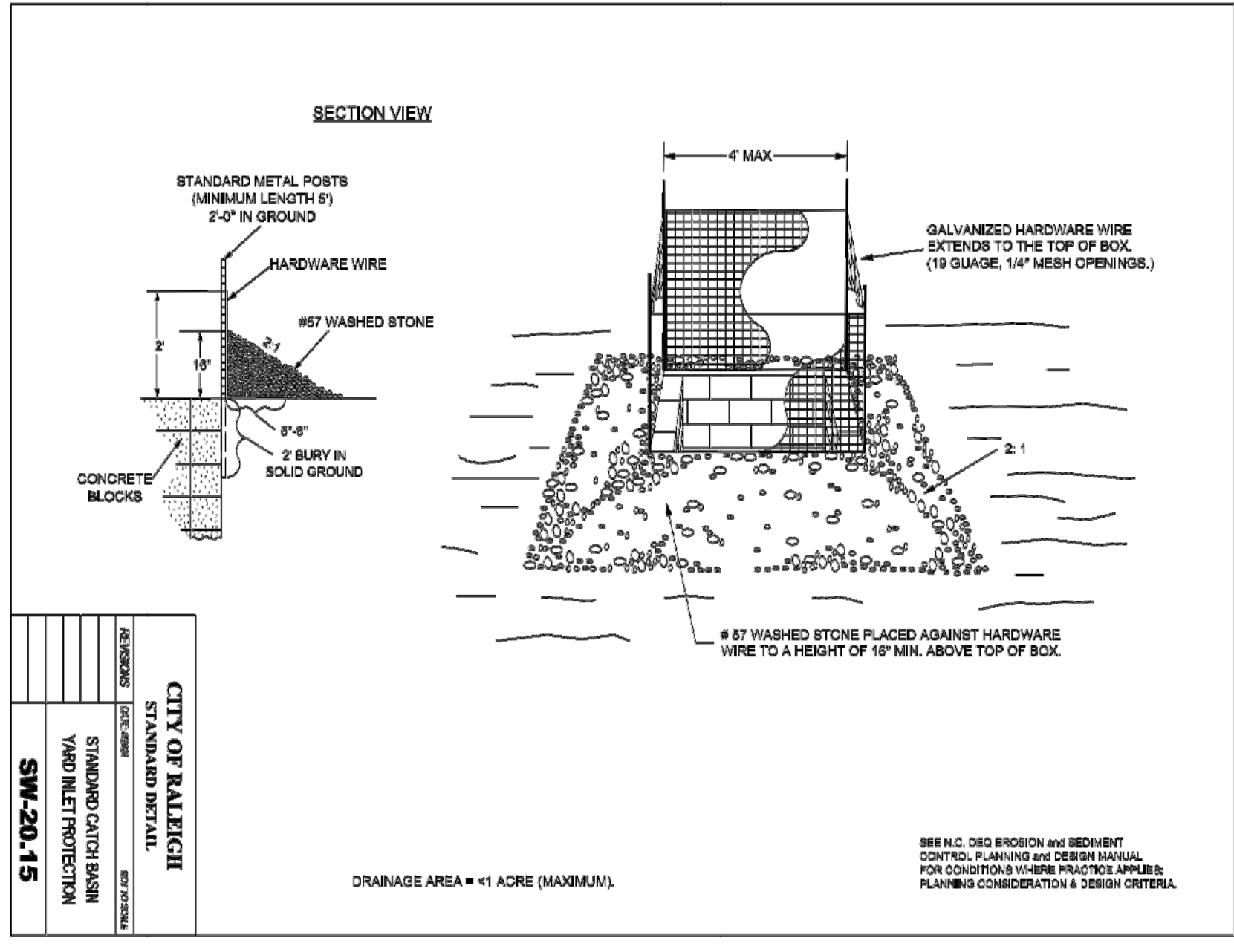
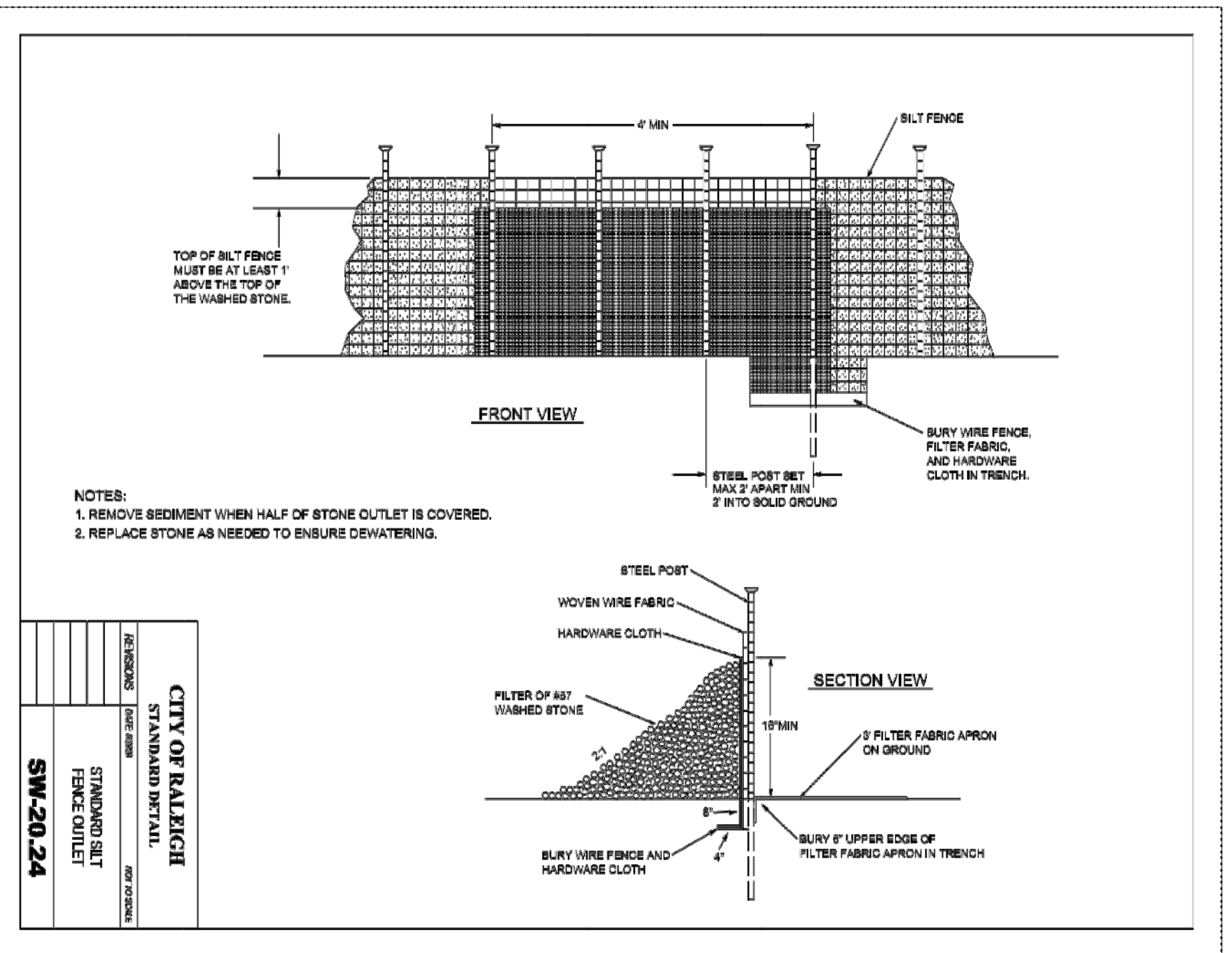
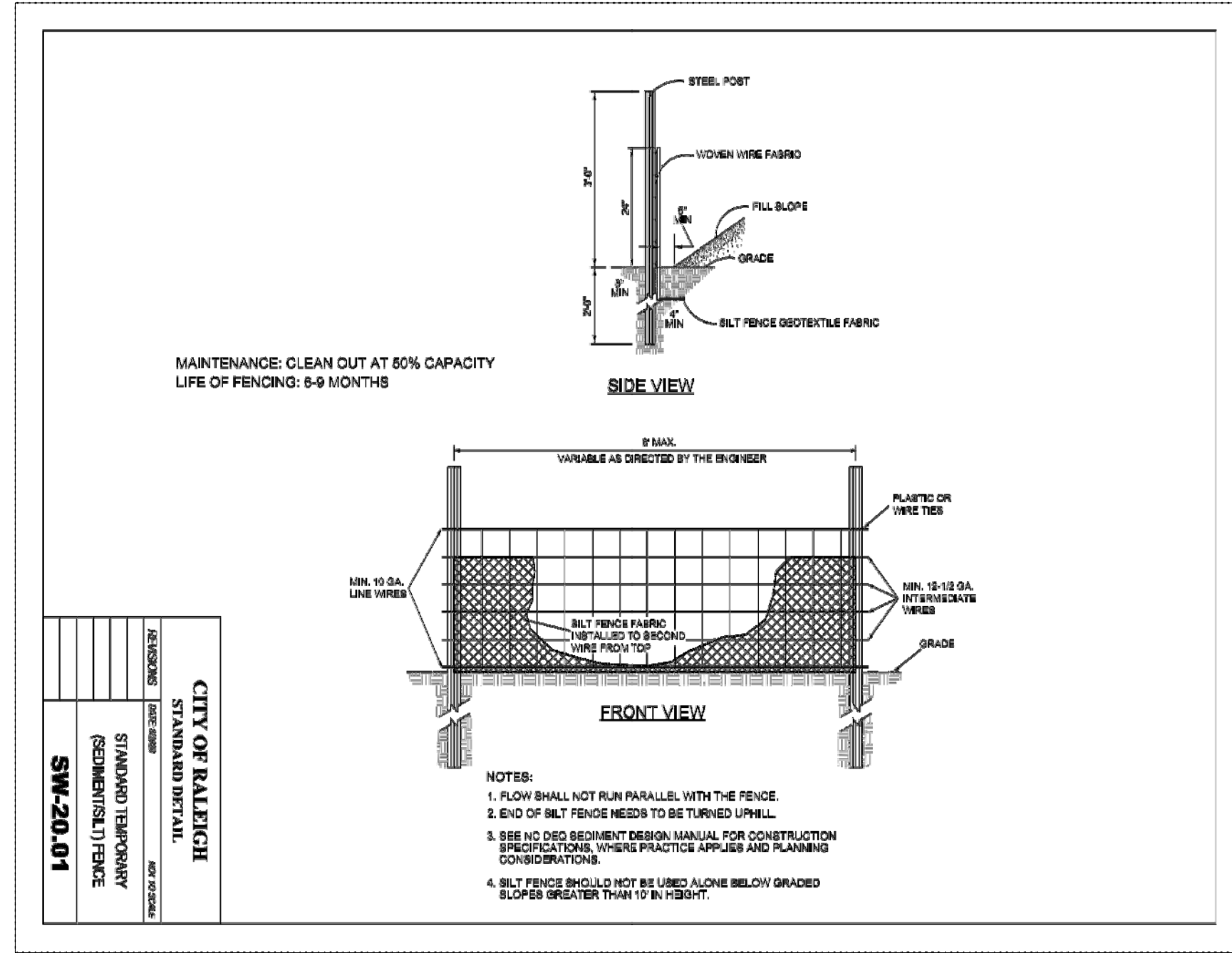
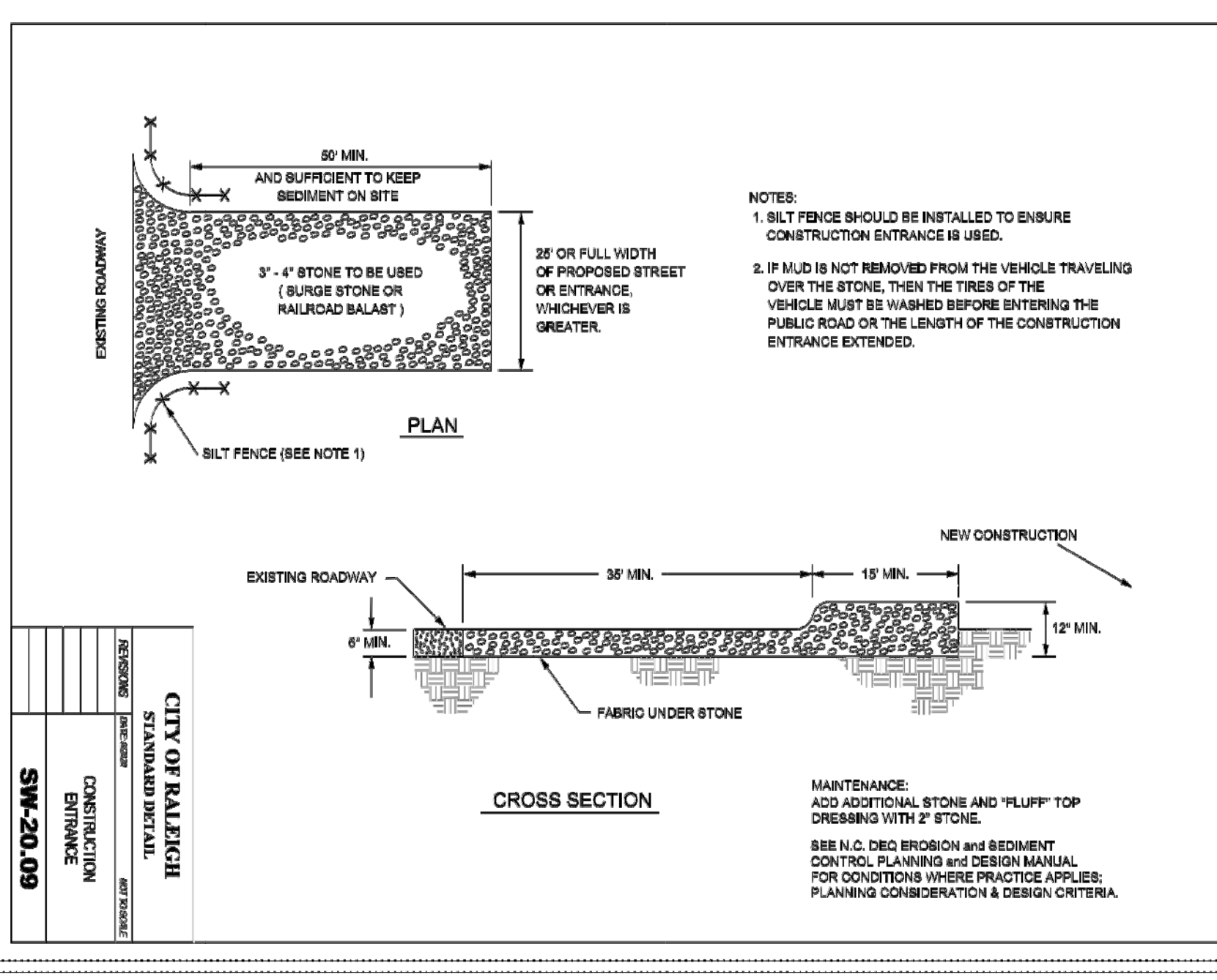
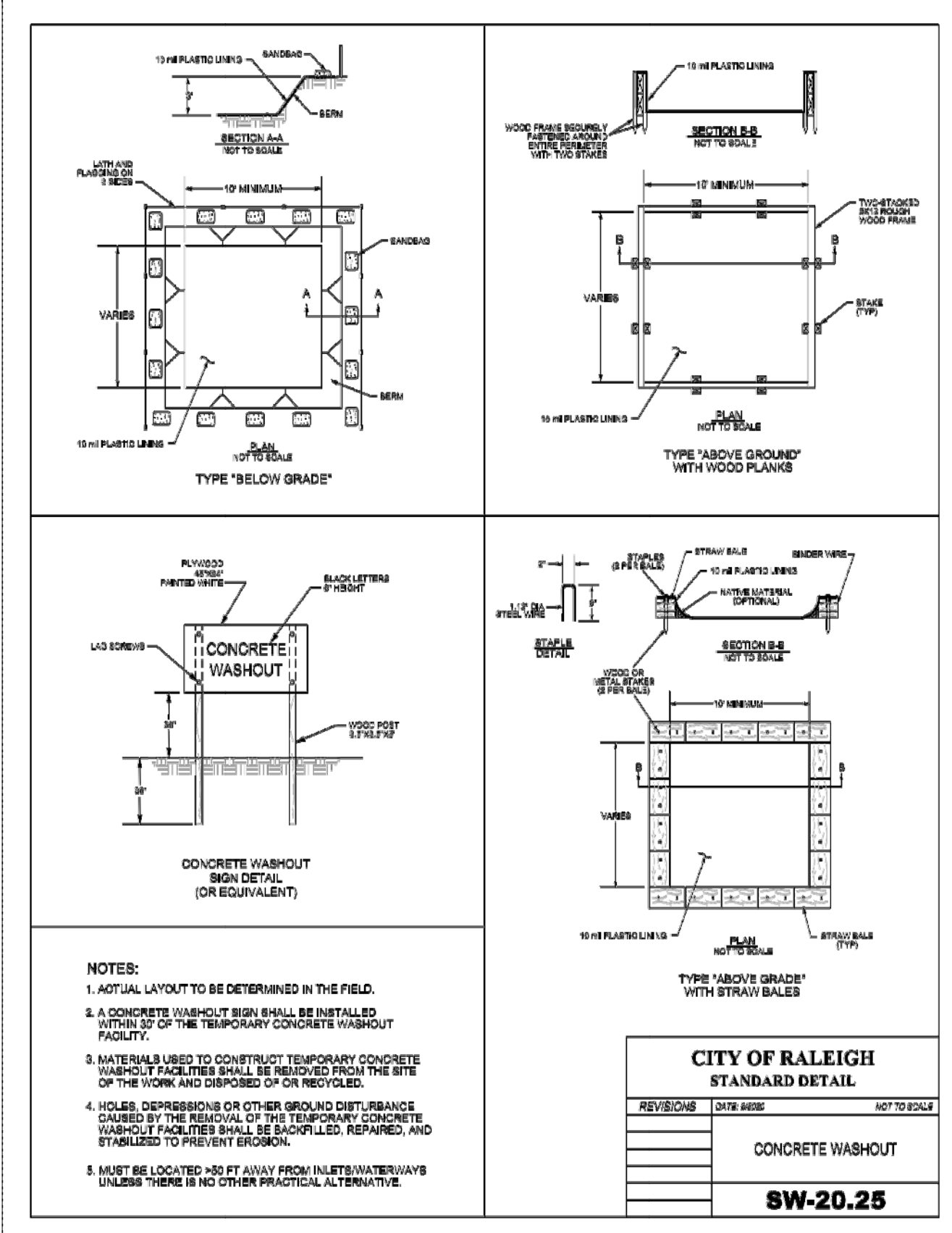
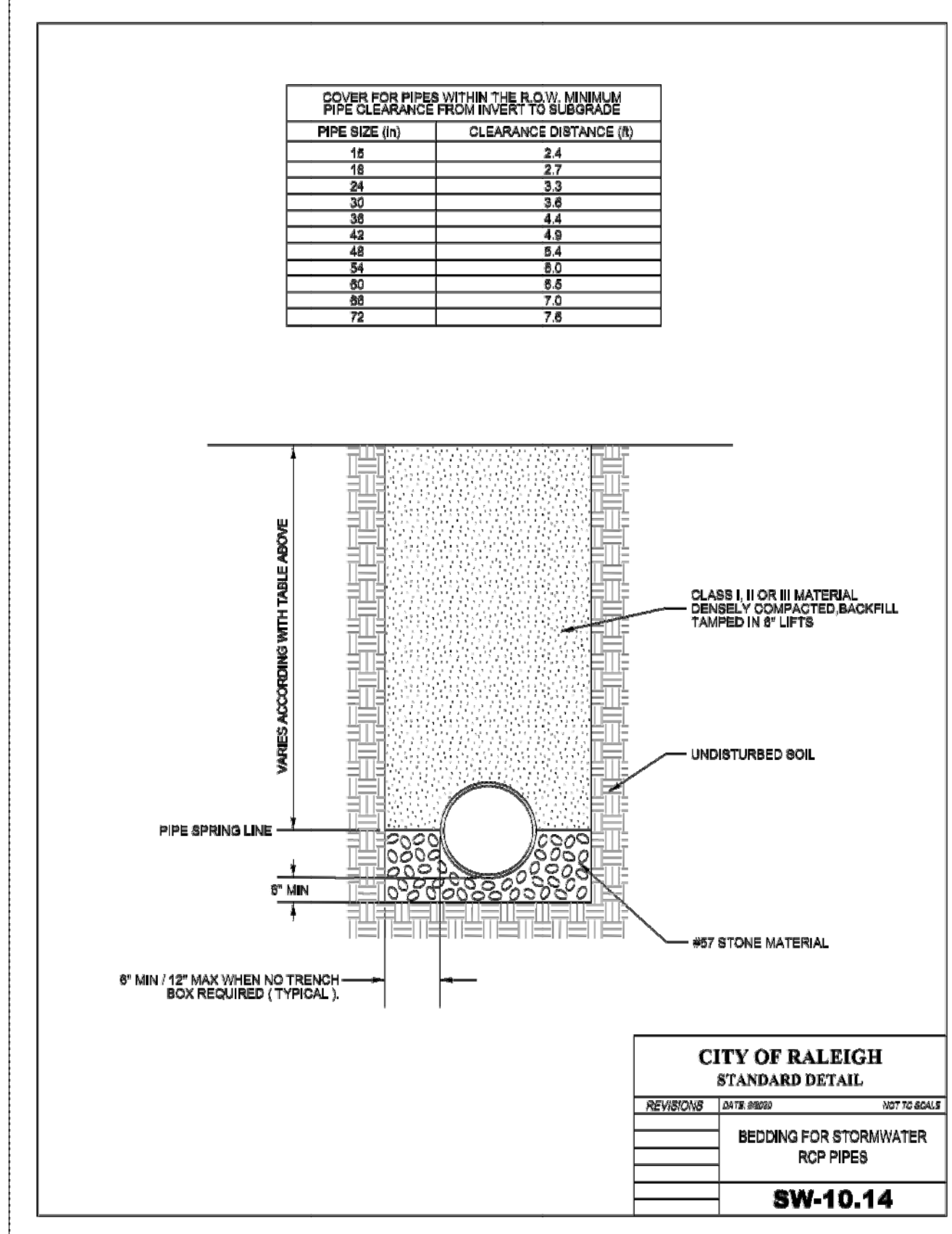
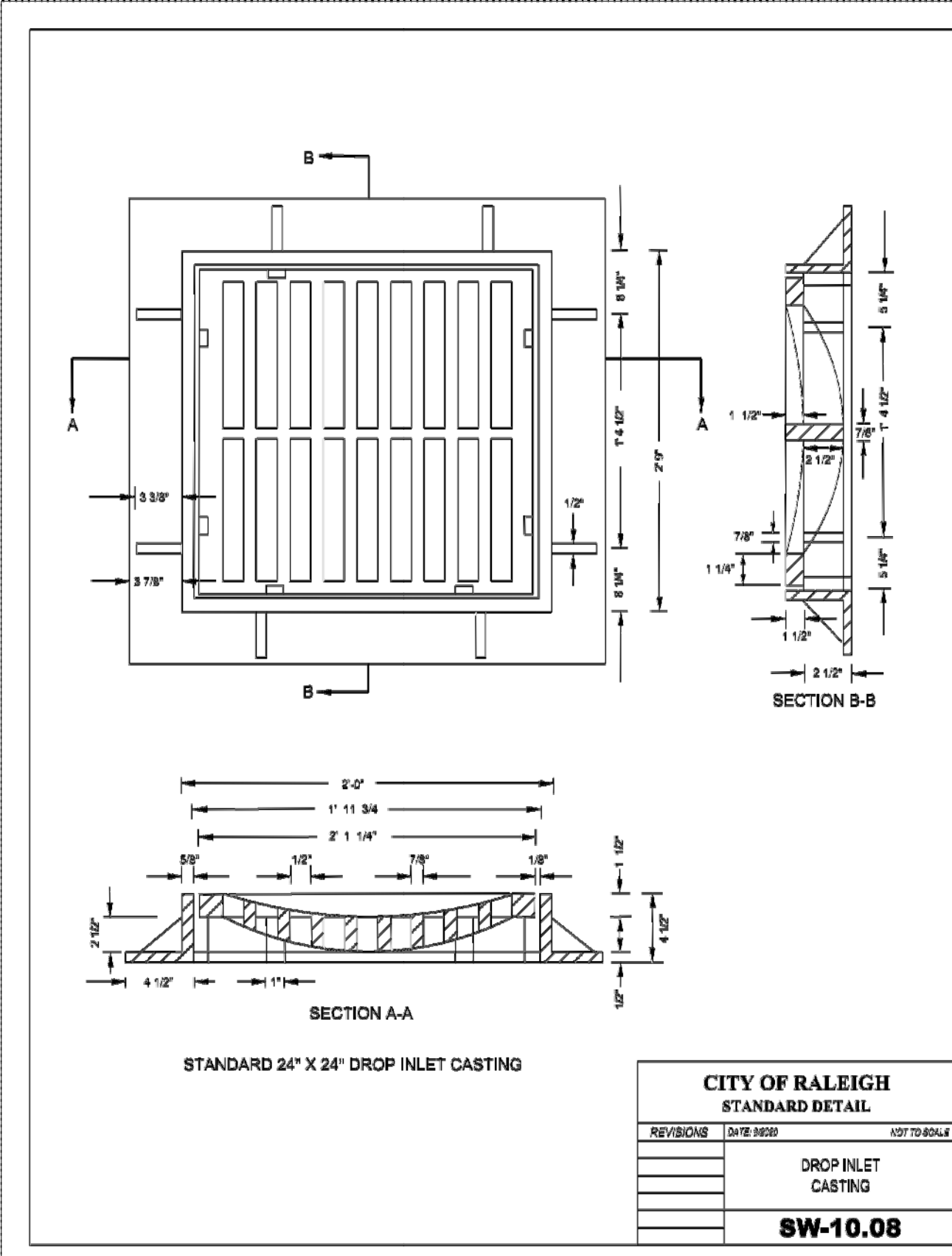
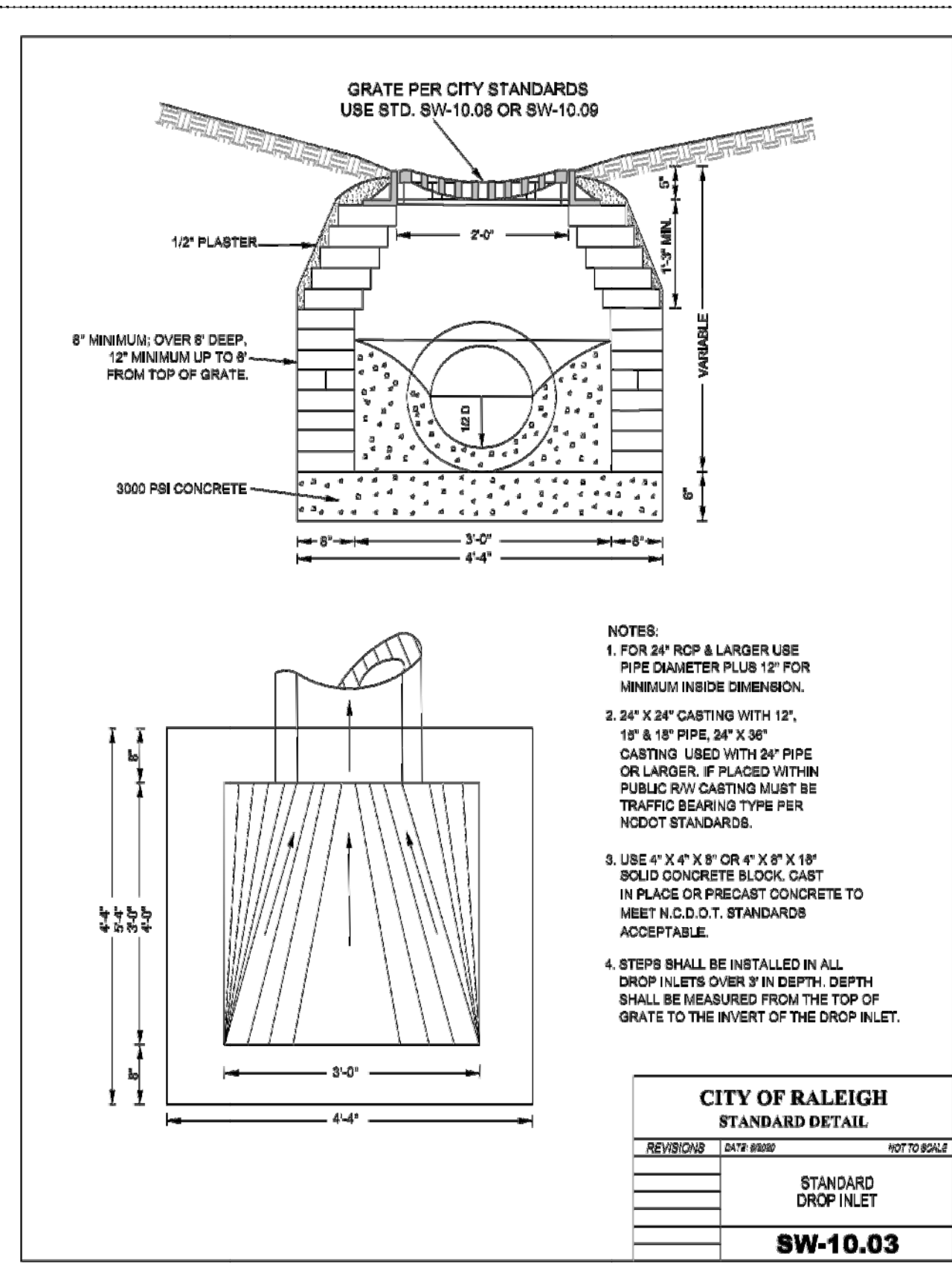
REID: 0025789  
 ZONING: IX-3  
 USE: SELF-STORAGE



025789  
 IX-3  
 SELF-STORAGE

BM 2004 1793

20' CITY OF RALEIGH  
 SANITARY SEWER EASEMENT  
 BM 1995 716



Warren D. Mitchell, PE  
Civil Engineering  
104 Amber Wood Run  
CHAPEL HILL, NORTH CAROLINA 27516  
warren@mitchellpe.com  
P. (919) 592-1916

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