

Administrative Approval Action

Case File / Name: ASR-0061-2024 DSLC - THE CIVIL GROUP City of Raleigh
Development Services Department
One Exchange Plaza
Raleigh, NC 27602
(919) 996-2492
currentplanning@raleighnc.gov
www.raleighnc.gov

LOCATION: The 9.40 acre vacant site, split zoned R-6 on the western portion and IX-3-CU on

the eastern portion, is located along Roundrock Drive east of the intersection of Litchford Road and Roundrock Drive. It is addressed at 6850 Litchford Road (PIN#:

1727-02-2939).

REQUEST: The application requests to clear the site and construct two light industrial

buildings to be used as contractor offices. One building will be approximately 5,000 sf and the other will be approximately 15,950 sf. in size. Both buildings will be on the portion of the site zoned IX-3. This development is associated with subdivision case SUB-0001-2025 which will divide the property into two separate lots,

extending Roundrock Drive right-of way through the site.

DESIGN

ADJUSTMENT(S)/

ALTERNATES, ETC: N/A

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 June 27, 2025 by CIVIL

CONTRACTORS, INC / THE CIVIL GROUP.

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:

☑ <u>SITE PERMITTING REVIEW</u> - 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:

General

- 1. The subdivision creating the two parcels for this development and the street right-of-way for the extension of Roundrock Drive (case SUB-0001-2025) shall be approved by the City of Raleigh and recorded with the Wake County Register of Deeds.
- 2. Demonstrate compliance with UDO Section 7.5.3.A.2. and extend landscaping to screen laydown yard from property to the west at 2525 Pavilion Pl.

Stormwater

- 3. A stormwater control plan with a stormwater operations and maintenance manual and budget shall be approved (UDO 9.2).
- 4. A surety equal to of the cost of clearing, grubbing and reseeding a site, shall be paid to the City (UDO 9.4.4).



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5. The State of North Carolina shall approve any proposed disturbance within the riparian buffer prior to the issuance of any grading or site permit (UDO 9.2.3.E).

Urban Forestry

6. Tree protection fence must be inspected by Urban Forestry staff prior to the issuance of a grading permit.

☑ <u>LEGAL DOCUMENTS</u> - 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.

V	Cross Access Agreements Required
V	Right of Way Deed of Easement Required

V	Utility Placement Deed of Easement Required

☑ **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.

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

Public Utilities

1. Site Permit Review plans (SPR) must be approved by the City of Raleigh Public Utilities Department for all public water, public sewer and/or private sewer extensions.

Stormwater

- 2. 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).
- The riparian buffers, in accordance with the preliminary plan and the State of North Carolina regulations, shall be shown on plats for recording along with required buffer statement (Recorded Map Checklist).

☑ <u>BUILDING PERMITS</u> - 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:

Public Utilities



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Case File / Name: ASR-0061-2024 **DSLC - THE CIVIL GROUP**

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

1. A plat must be recorded at the Wake County Register of Deeds office for all utility easement dedications.

Urban Forestry

- 2. Tree impact permits must be obtained for the approved streetscape tree installations in the right-of-way. This development proposes 19 street trees along Roundrock Drive.
- 3. A tree conservation plat shall be recorded with metes and bounds showing the designated tree conservation areas (UDO 9.1).

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

General

- 1. All Water, Sanitary Sewer and Reuse facilities shall be installed, inspected, tested and accepted by the City of Raleigh Public Utilities Department for operations and maintenance.
- 2. Final inspection of all tree conservation areas and right-of-way street trees by Urban Forestry Staf
- All street lights and street signs required as part of the development approval are installed.
- 4. Required public right-of-way infrastructure improvements shall be, at a minimum, sufficiently completed to provide the necessary, safe emergency and vehicular access.

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: August 20, 2028

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.



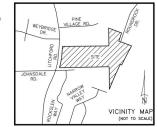
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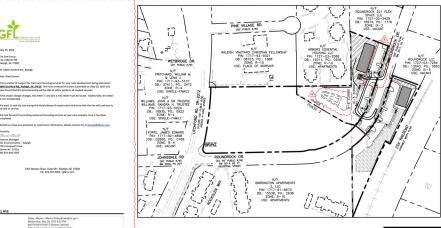
I hereby certify this administrative decision.						
Signed:	Keegan.McDonald@raleighnc.gov N: E-Keegan.McDonald@raleighnc.gov N: E-Keegan.McDonald@raleighnc.gov CN=Keegan.McDonald@raleighnc.gov Dete: 2025.08.20 09:18:33-04:00	_ Date:	08/20/2025			
Development Services Dir/Designee						
Staff Coordinator: Jeff Caines						

THE CIVIL GROUP

Administrative Site Review Application 6850 Litchford Road Raleigh, North Carolina



ADMINISTRATIVE SITE REVIEW ASR-0061-2024 / SUB-0001-2025



PUBLIC IMPROVEMENTS SITE DATA SUMMARY QUANTITIES PHASE NUMBER(S) PROJECT NAME: NUMBER OF LOT(S

> JURISDICTION: PARCEL IDS: RIVER BASIN EXISTING ZONING R-6, IX-PROPOSED ZONING ZONING OVERLAY DISTRICT TOTAL SITE AREA: PROPOSED ON-SITE-ROW AREA 409.461 SE./9.40 A 39,032 SF./0.90 A NET SITE AREA: 370.429 SF./8.50 At PROPOSED LT. INDUSTRIAL LOT 1 AREA (IX-3): PROPOSED LT. INDUSTRIAL LOT 2 AREA (IX-3): 77,261 SF./1,77 / 202,697 SF./4.65 A CURRENT USE: 3-STORY MA 2-STORY (BLDG #1), 1-STORY (BLDG #2

0' OR

FROM REAR YARD (MIN.):

127,144 SF. / 2.92 AC (51: 104,104 SF. / 2.39 AC (65)

TREE CONSERVATION AREA REQUIRED TREE CONSERVATION AREA PROVIDED: OUTDOOR AMENITY AREA REQUIRED:

PARKING SUMMARY: LIGHT INDUSTRIAL MAX. PARKING: SHORT TERM BICYCLE PARKING REQUIRED:

SIN 0 SF. / 0 AC. (0% OF NET SI ЩЖ 81,814 SF. / 1.88 AC. (22.1% OF NET SI 38,019 SF./ 0.87 AC. (10% OF NET S 41,818 SF./ 0.96 AC. (11.2) 16,016 SF./0.37 AC. (10% OF IX L 18,970 SF./0.44 AC. (11% OF IX L

0' OR

SRN

P S

G

△03 SEPT 202 **2**20 DEC 2024 ₫ 24 MAR 2025 ▲27 JUN 2025

ADMINISTRATIVE SITE REVIEW

Dwg No.

ASR 0.1

Traffic Control and Pedestrian Plan (TCPED) Notes:

- . Prior to any work that impacts the right-of-way, closing or detouring of any street, lane or sidewalk, the contractor must apply for a permit with Right-of-Way Services. Please
- direct any questions to rightofwayservices@raleighnc.gov.

 The street, lane, sidewalk, closure permit is required for any closure on city streets and all NCDOT streets within Raleigh's Jurisdiction. A permit request with a TCPED Plan shall be submitted to Right-of-Way Services through
- the City of Raleigh Permit and Development Portal.

 Prior to the start of work, the Client shall schedule a Pre-Construction meeting with the Engineering Inspections Coordinator to review the specific components of the approved
- plan, and ensure all permits are issued.
- plant, and ensure all permiss are assued.

 All TCPED Plans shall comply with all Local, State, and Federal requirements and standards, including but not limited to:

 Manual on Uniform Traffic Control (MUTCD);

 Public Rights-of-Way Accessibility Guidelines (PROWAG);

- American Disability Act (ADA) requirements:
- Raleigh Street Design Manual (RSDM).
- Railegis Street Design Manual (RSDM).
 All public sidewalks must be accessible to pedestrians who are visually impaired and/or people with mobility concerns. Existing and alternative pedestrian routes during construction shall be required to be compliant with the Public Rights of Way Accessibility Guidelines (PROWAG), the ADA Standards for Accessible Design and the Manual on Uniform Traffic Control Devices (MUTCD).

- ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF RALEIGH AND THE STATE OF NORTH CAROLINA STANDARDS AND SPECIFICATIONS.
- CONTRACTOR SHALL HAVE NORTH CAROLINA ONE CALL (811) LOCATE ALL EXISTING UTILITIES PRIOR TO
- CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITIES AND NOTIFY THE ENGINEER OF ANY DISCREPANCIES OR CONFLICTS PRIOR TO BEGINNING CONSTRUCTION.
- BOUNDARY AND SURVEY INFORMATION IS TAKEN FROM A DIGITAL SURVEY BY EDR ENGINEERING DATED FEBRUARY 16TH 2024, EXISTING TOPOGRAPHIC DATA IS TAKEN FROM A DIGITAL SURVEY BY EDR ENGINEERING DATED JUNE 20TH 2024. OTHER SITE DATA HAS BEEN TAKEN FROM WAKE COUNTY GIS DATA.
- ALL CONSTRUCTION SHALL CONFORM TO A.D.A. STANDARDS.
- NO GRADNO, DEVELOPMENT, OR LAND-DISTURBING ACTIVITIES SHALL OCCUR WITHIN A BUFFER YARD IF FOREST CAMOPY, SPECIMEN TREES, OR SCHIPCHAT VECETATION EXISTS WHITHIN TREES AREAS, UNLESS APPROVED BY THE LAND USE AMMINISTRATION. IF GROWING WHITHIN A BUFFER YARD IS PROFISED, SUPERS OF 13 OR LESS ARE EXCURREDED TO INSINIER THE PROPERT TRANSITION OF GRADES TO THE ADMICTNIT PROPERTY AND TO PROLITER LIMITORY AND ANITOMATION.

The Construction Contractor responsible for the extension of wate sewer, and/or reuse, as approved in these plans, is responsible for contacting the Public Works Department at (919) 996-2409, and the Public Utilities Department at (919) 996-2400 at least twenty four hours prior to beginning any of their construction.



COVER

SCALE: 1" = 150

Title: 509 Haworth Drive, Suite 302, Rateigh, NC 27609 19-341-8-44

NO PORTION OF THIS SITE IS LOCATED IN A FLOOD HAZARD AREA ZONE ACCORDING TO FIRM PANEL 3720170400K DATED JULY 19, 2022

PROJECT SCOPE NOTE:

THIS PROJECT PROPOSES CLEARING THE SITE AND CONSTRUCTING 2 LIGHT INDUSTRIAL USE BUILDINGS THAT WILL BE USED AS CONTRACTOR OFFICES. ONE BUILDING IS 5,000 SF. WITH A GRAVEL LAYDOWN/MAINTENANCE YARD, AND THE OTHER BUILDING IS 7,975 SF.

Continue to Applicant Signature Block on Page 4

THIS IS A PHASED PROJECT THAT WILL DEVELOP THE INDUSTRIAL PORTION OF THE PROPERT FIRST (SEE ABOVE PROJECT SCOPE), AND THE SECOND PHASE WILL CONSIST OF A FUTURE SUBBONISON (SEE SUB-GOOT-2025) THAT HAS NOT YET BEEN PLANNED, PER THE CITY OF RALEGIA, A PRELIMINARY SUBDIVISION SUBMITTAL WAS REQUIRED IN CONCURRENCE WITH THE MOUSTRIAL ASS SUBMITTAL.

SOLID WASTE 3RD PARTY HAULER NOTE:

THESE PROPERTIES WILL BE SERVICED BY GFL. A SHARED REFUSE ENCLOSURE IS PROPOSED CONFORMING TO CITY OF RALEIGH SOLID WASTE SERVICES STANDARDS.

LAYDOWN YARD UTILIZATION:

Marion O. Staley Code Consuliano

City of Raleigh - Solid Waste S Code Compliance D

STORAGE OF VEHICLES (INCLUDING FLEET), SALES AREA FOR BULDING SUPPLIES, VEHICLES TO BE REPARED, AND MERCHANDIZE OF ANY MATERIALS WITHIN BOOKS, CRATES, ON PALLETS, OR HELD WITHIN SHPPING CONTAINERS, ALL MATERIALS AND VEHICLES WILL BE LESS THAN 12 '81 NEIGHT AND WILL BE FULLY SOCKENED FROM

LAYDOWN YARD SCREENING:

ATTENTION CONTRACTORS

Failure to notify both City Departments in advance of beginning

construction, will result in the issuance of monetary fines, and requireinstallation of any water or sewer facilities not inspected as a result of this notification failure.

Failure to call for Inspection, Install a Downstream Plug, have Permitted Plans on the Jobsite, or any other Violation of City of Raleigh Standards will result in a Fine and Possible Exclusion fr future work in the City of Raleigh.

NORTH

ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH SHEET

PRELIMINARY FOR REVIEW ONLY THE CML GR 6850 LITCHFORD CITY OF RALE 1727-02-29

COMMERCIAL LOT 1 & 2 AREA PROPOSED USE: MAX. BUILDING HEIGHT:

PROPOSED BUILDING HEIGHT:

ZONING IX-3 BUILDING SETBACKS FROM SITE STREET (MIN.): FROM SIDE YARD (MIN.) ZONING IX-3 PARKING SETBACKS

FROM PRIMARY STREET (MIN.) FROM SIDE STREET (MIN.): FROM SIDE LOT LINE (MIN.):

RIGHT-OF-WAY SETBACK: EXISTING IMPERVIOUS AREA

COVER SHEET
CONDITIONS & DEMO PLAN
SITE LAYOUT PLAN
FIRE PROTECTION PLAN
GRADING PLAN SCM PLAN UTILITY PLAN LIGHTING PLAN

LOT NUMBER(S) BY PHASE NUMBER OF UNITS LIVABLE BUILDINGS

NUMBER OF OPEN SPACE LOTS

PUBLIC WATER (LF)
PUBLIC SEWER (LF)
PUBLIC STREET (LF) — FULL
PUBLIC STREET (LF) — PARTIAL
PUBLIC SIDEWALK (LF) — FULL

PUBLIC SIDEWALK (LF) - PARTIAL

OPEN SPACE?

STREET SIGNS

WATER SERVICE STUBS SEWER SERVICE STUBS

PUBLIC WATER (LE)

LANDSCAPE PLAN TREE CONSERVATION PLAN DETAILS DETAILS

INDEX: SHEET

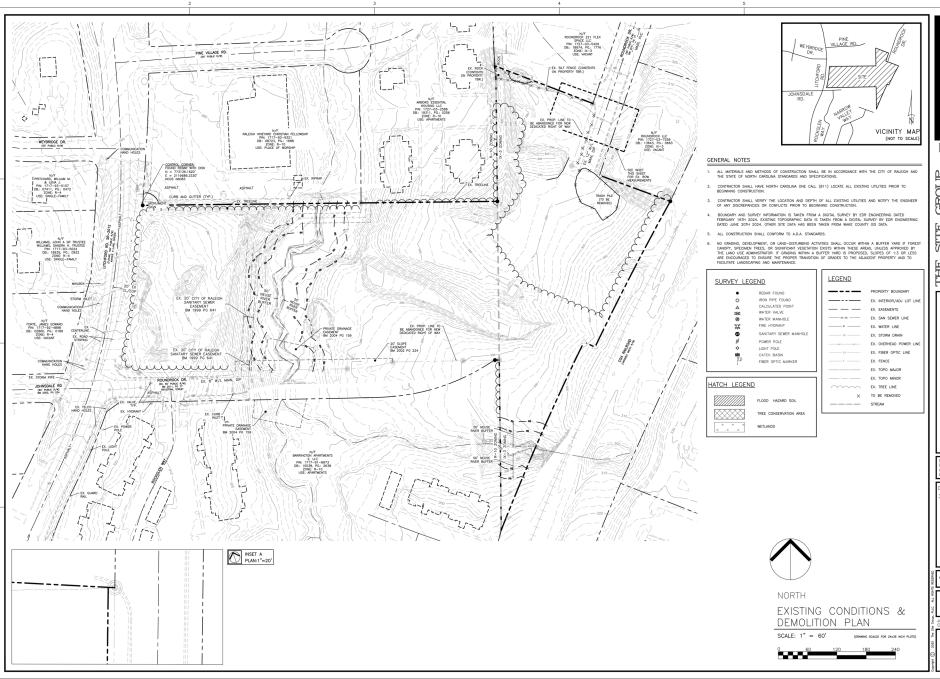
ASR 2.1 ASR 3.0

BUILDING FLEVATIONS

DISTURBED AREA = 4.18 AC (181,936 SF.)

BLOCK PERIMETER & CROSS ACCESS NOTE:

ON MAY 20, 2025, CROSS ACCESS AND BLOCK PERIMETER NARRATIVE WAS REVIEWED WITH COR SHOWING LOD COMPLANCE WITH ALL BLOCK AND CROSS ACCESS EXCEPT CROSS ACCESS TO THE RORTH REGIRDER AT 1707 SOULDRIGHOX OR (PIN \$\frac{1}{2}\) (TYPE CASE ACCESS ACCESS EXCEPT CASE ACCESS ACCESS TO HE ADDRESS ACCESS THE ACCESS ACCESS



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PRELIMINARY FOR REVIEW ONLY

E ARCHITECTS

TE GROUP, PLLC.
Dberlin Road
, NC 27605-1136 USA
919.835,4787
919.839,2255
SRN@thesitegroup.net

THE SITE GROU 1111 Oberlin F Raleigh, NC 2 Office: 919.8 Fax: Mail: SRN®

ATIVE SITE REVIEW (ASR—0061—2024)
SUB—0001—2025)
CIVIL GROUP
HORD RD.
VORTH CAROLINA

Abministrat

Abministrat

ALSO SEE:

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6850 LITCHE

8850 LITCHE

RALEIGH, NG

DATE:

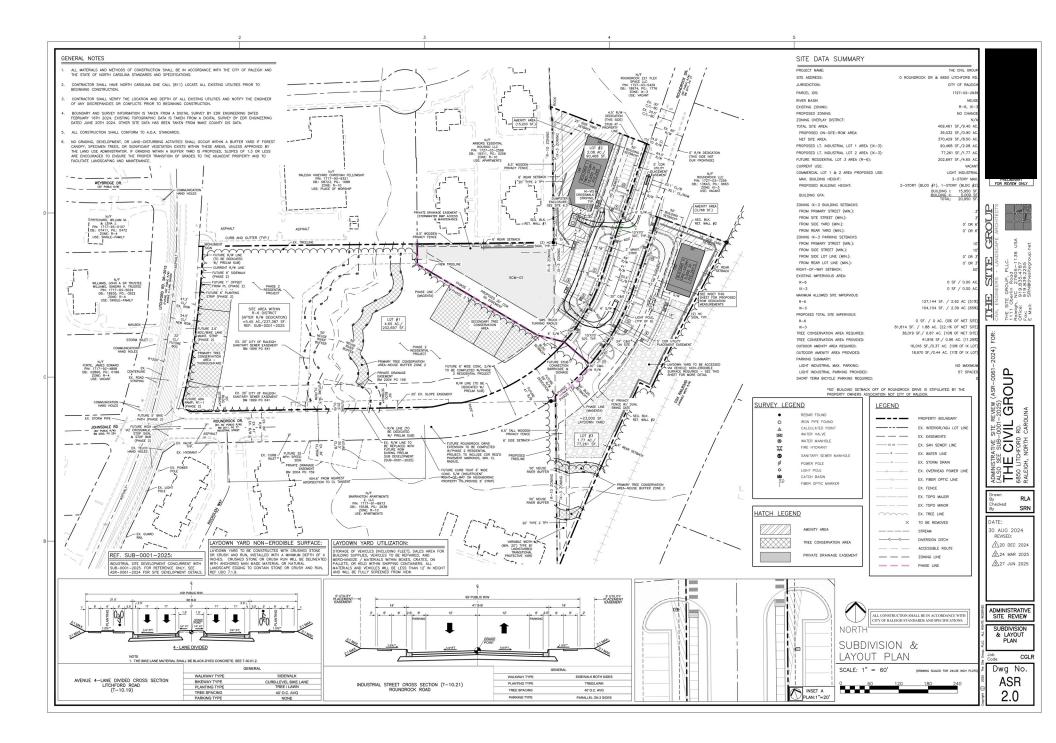
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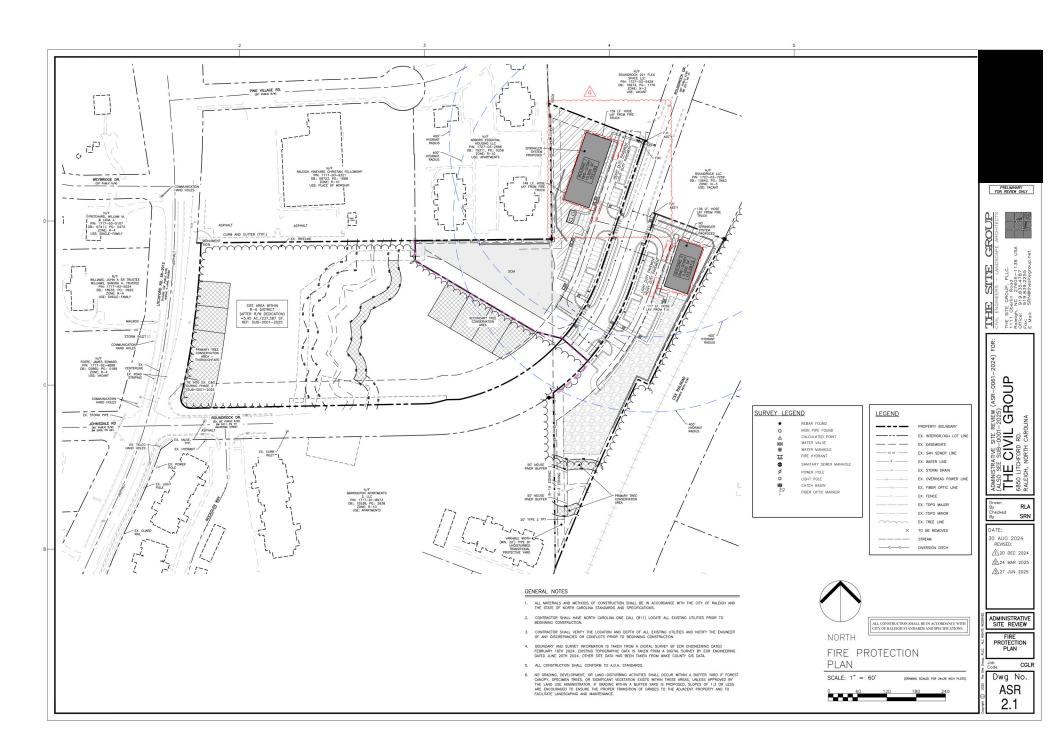
ADMINISTRATIVE SITE REVIEW

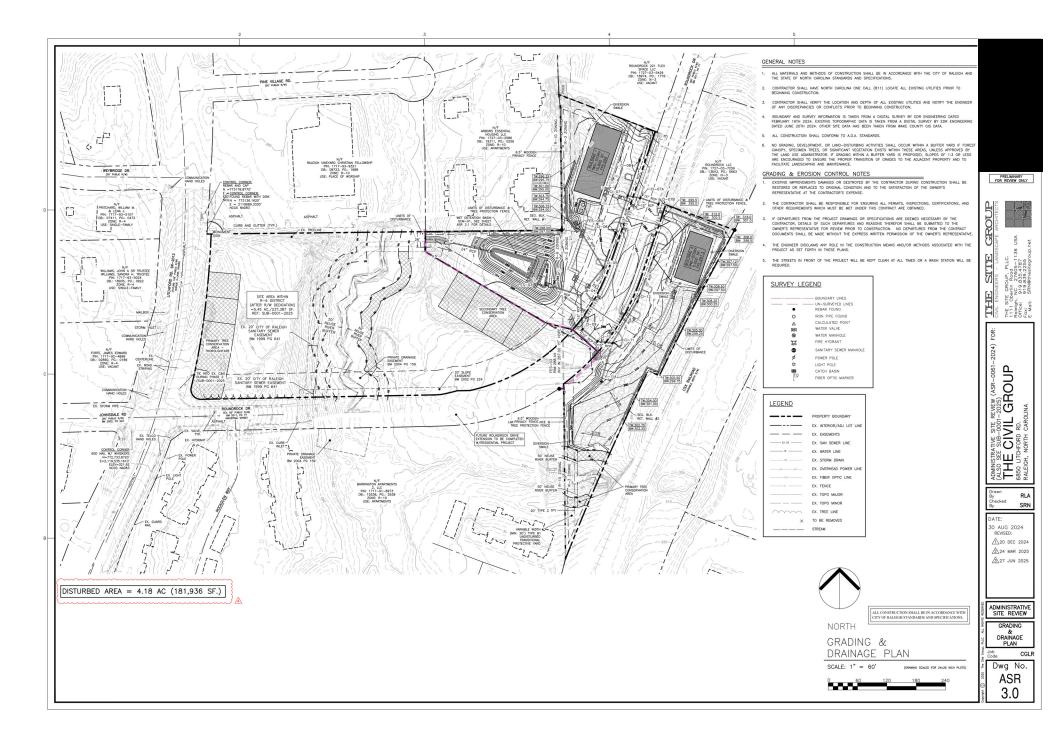
EXISTING CONDITIONS & DEMOLITION PLAN

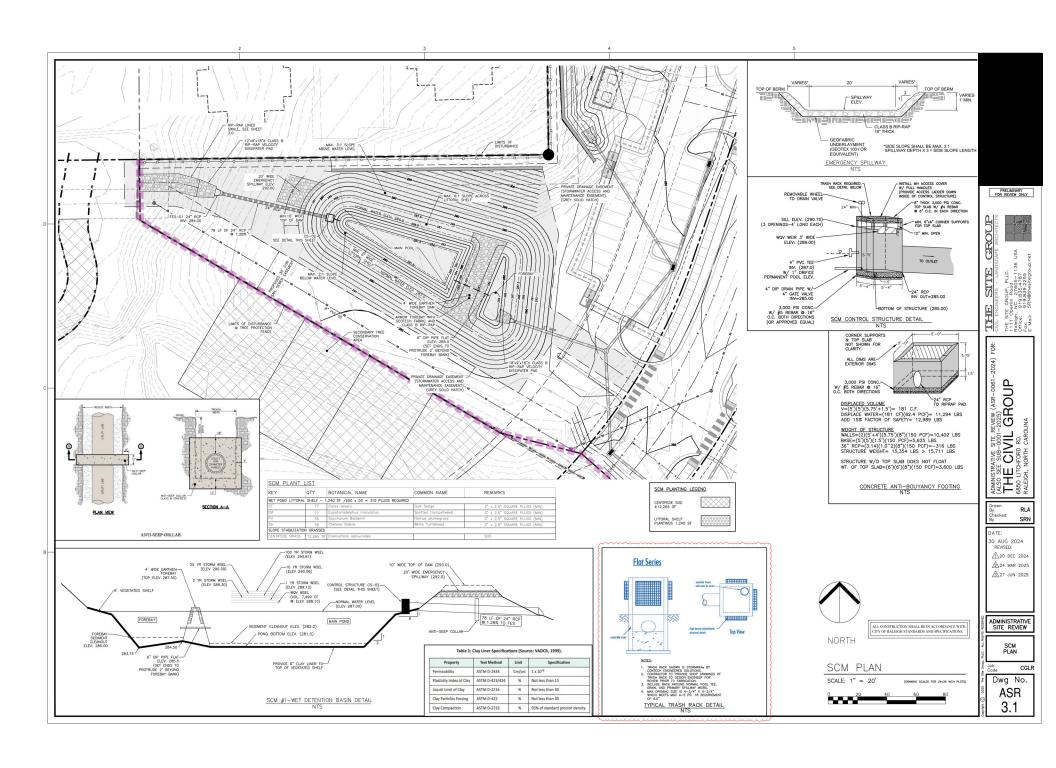
PLAN CGLR

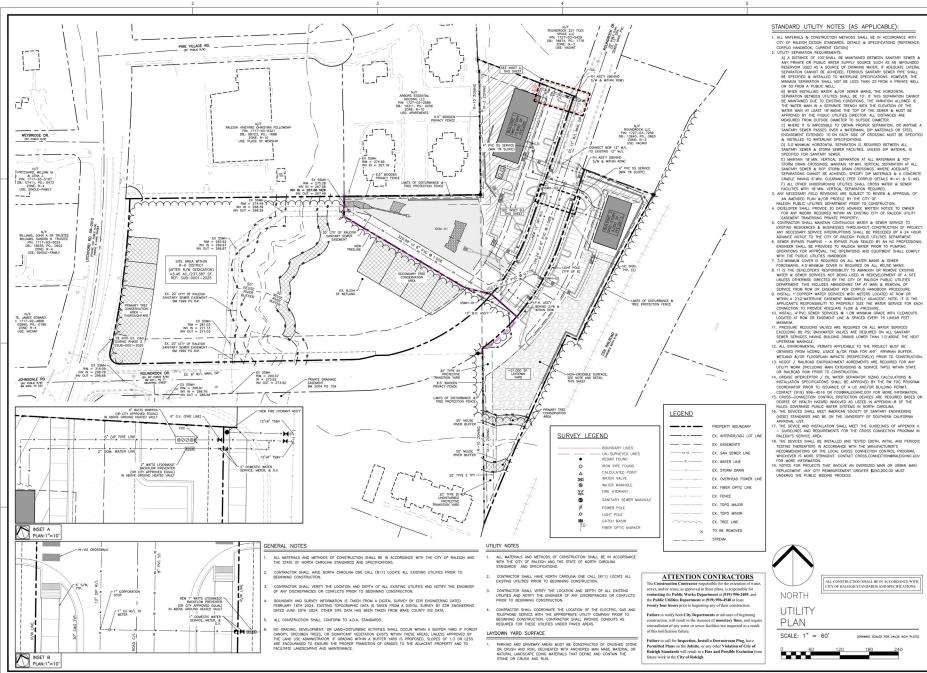
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SITE

PRELIMINARY FOR REVIEW ONLY

berlin Road NC 27605-919-835-478 919-839-225 SRN®+--

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ADMINIS (ALSO TL 6850 1 RALEIG MRK Checked

SRN

DATE: BROGRES2024

REVISED: 1 20 DEC 2024 2 24 MAR 2025 ₫27 JUN 2025

ADMINISTRATIVE SITE REVIEW

> UTILITY PLAN

Dwg No. **ASR** 4.0

