

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. as amended by text change case [TC-14-19](#) and [TC-11-21](#) 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 <input type="checkbox"/>		Tier Three Site Plan <input checked="" type="checkbox"/>	
Building Type		Site Transaction History	
<input type="checkbox"/> Detached	<input checked="" type="checkbox"/> General	Subdivision case #: _____	
<input type="checkbox"/> Attached	<input type="checkbox"/> Mixed use	Scoping/sketch plan case #: <u>SCOPE-0074-2022</u>	
<input type="checkbox"/> Apartment	<input type="checkbox"/> Open lot	Certificate of Appropriateness #: _____	
<input type="checkbox"/> Townhouse	<input type="checkbox"/> Civic	Board of Adjustment #: _____	
		Zoning Case #: _____	
		Administrative Alternate #: _____	
GENERAL INFORMATION			
Development name: LCCU - New Bern Avenue Branch			
Inside City limits? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
Property address(es): 5280 New Bern Avenue			
Site P.I.N.(s): 1734433643			
Please describe the scope of work. Include any additions, expansions, and change of use. The 1.07 ac. project site will consist of constructing a new bank with parking and 2 drive through bays. Construction will consist of adding a 5,150 sf building, curb and gutter, asphalt parking, sidewalk, accessible sidewalk from right of way, open space, trees and shrubs, underground water quality and detention facility, and drainage outfall.			
Current Property Owner/Developer Contact Name: Etna Claro			
NOTE: please attach purchase agreement when submitting this form. Please see attached.			
Company: Latino Community Credit Union		Title: Facilities Director	
Address: 100 West Morgan Street, Durham, NC 27701			
Phone #: (919) 595-1733		Email: etna@latinoccu.org	
Applicant Name: Robby Wayne, PE			
Company: LaBella Associates		Address: 400 South Tryon Street, Suite 1300, Charlotte, NC 28285	
Phone #: (704) 941-2138		Email: rwayne@labellapc.com	

DEVELOPMENT TYPE + SITE DATE TABLE (Applicable to all developments)	
SITE DATA	BUILDING DATA
Zoning district (if more than one, please provide the acreage of each): PD	Existing gross floor area (not to be demolished):
	Existing gross floor area to be demolished:
Gross site acreage: 1.07	New gross floor area: 5,021
Maximum # of parking spaces: 26	Total sf gross (to remain and new): 5,021
# of parking spaces proposed: 28	Proposed # of buildings: 1
Overlay District (if applicable):	Proposed # of stories for each: 1
Existing use (UDO 6.1.4): Vacant	
Proposed use (UDO 6.1.4): CX-Commercial Mixed Use	

STORMWATER INFORMATION	
Existing Impervious Surface: Acres: _____ Square Feet: _____	Proposed Impervious Surface: Acres: <u>0.59</u> Square Feet: <u>25,765</u>
Is this a flood hazard area? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide: _____	
Alluvial soils: _____	
Flood study: _____	
FEMA Map Panel #: _____	
Neuse River Buffer Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Wetlands Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

RESIDENTIAL DEVELOPMENTS	
Total # of dwelling units:	Total # of hotel units:
# of bedroom units: 1br 2br 3br 4br or more	
# of lots:	Is your project a cottage court? Yes <input type="checkbox"/> No <input type="checkbox"/>

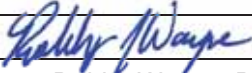
SIGNATURE BLOCK	
<p>The undersigned indicates that the property owner(s) is aware of this application and that the proposed project described in this application will be maintained in all respects in accordance with the plans and specifications submitted herewith, and in accordance with the provisions and regulations of the City of Raleigh Unified Development Ordinance.</p> <p>I, <u>Robby Wayne</u> will serve as the agent regarding this application, and will receive and respond to administrative comments, resubmit plans and applicable documentation, and will represent the property owner(s) in any public meeting regarding this application.</p> <p>I/we have read, acknowledge, and affirm that this project is conforming to all application requirements applicable with the proposed development use. I acknowledge that this application is subject to the filing calendar and submittal policy, which states applications will expire after 180 days of inactivity.</p>	
Signature: 	Date: 10/7/22
Printed Name: Robby Wayne, PE	

Table with 2 columns: Feature Name and Symbol/Line Style. Includes items like EXISTING PROPERTY LINE, MAINTAINED AS R/W LINE, TEMPORARY CONSTRUCTION EASEMENT, etc.

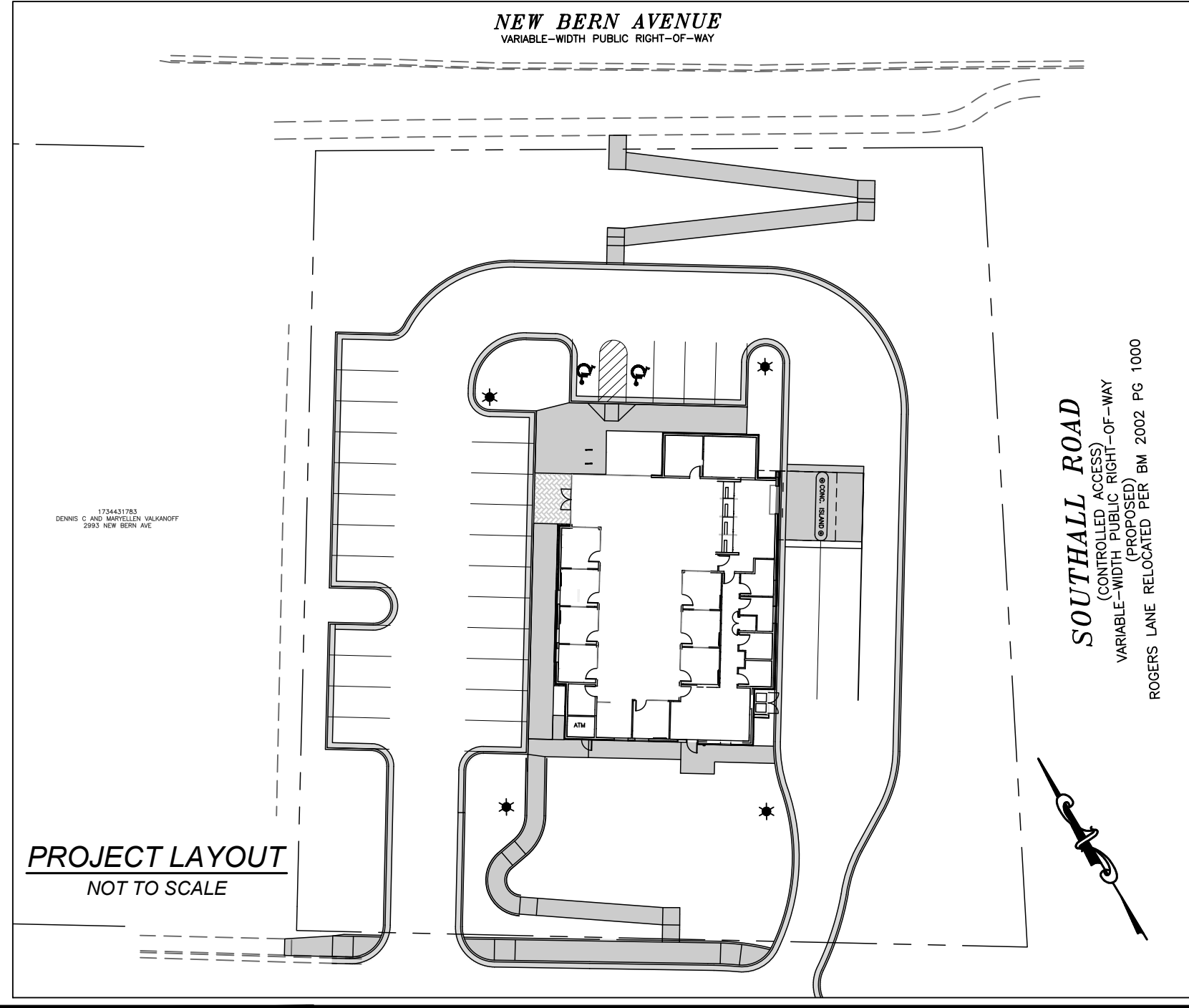
INDEX OF SHEETS

Table of contents listing sheet numbers (C0.0 to C7.1) and corresponding project components like COVER, DEMOLITION PLAN, SITE PLAN, etc.



LCCU - NEW BERN AVENUE BRANCH

5280 NEW BERN AVENUE
RALEIGH, NC 27601
CASE NO. SCOPE-0074-2022
SITE PERMIT

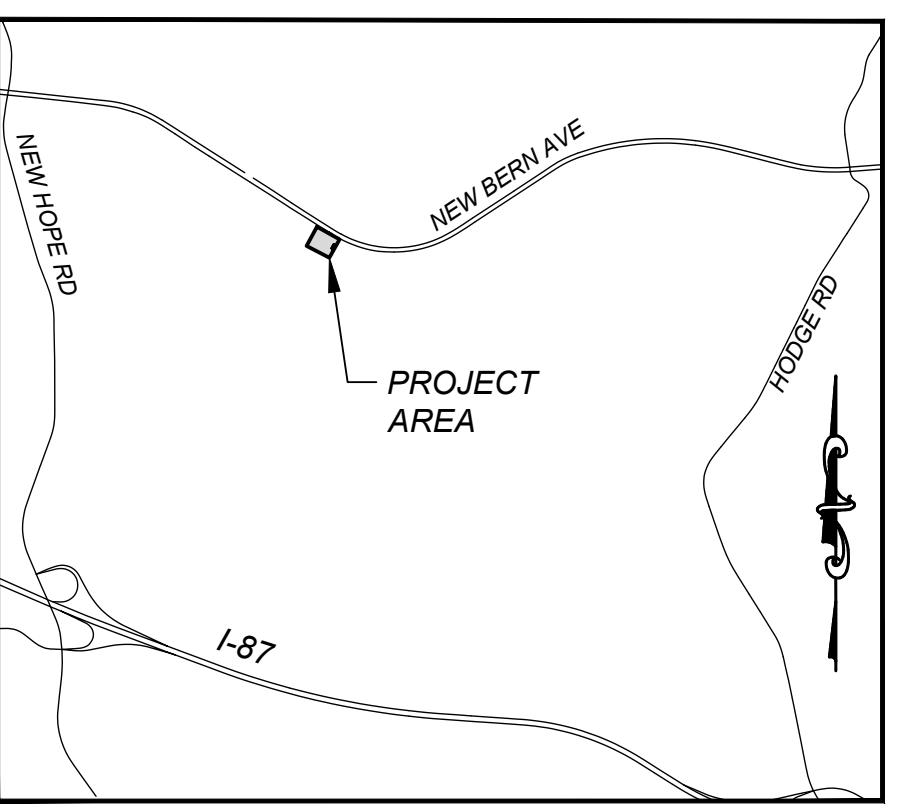


GENERAL NOTES:

- List of 15 general notes regarding site preparation, drainage, easements, and construction requirements.

TRAFFIC CONTROL AND PEDESTRIAN PLAN (TCPED) NOTES:

- List of 10 TCPED notes detailing traffic control measures, pedestrian access, and compliance with local and state regulations.



PREPARED BY: LaBella
Powered by partnership.
400 S. Tryon Street Suite 1300
Charlotte, NC 28285
704-376-6423
N.C. License # C-0430
labellapc.com
Robby Wayne, P.E.
rwayne@labellapc.com

PUBLIC UTILITY TABLE with columns for WATER and SEWER, and rows for 0 LF and 0 LF.

Project Data Sheet form containing general information, development name, property address, and various site details.

Administrative Site Review Application form including planning and development customer service center information and site plan tier details.

DEVELOPMENT TYPE + SITE DATA TABLE and STORMWATER INFORMATION forms, including zoning data, building data, and site characteristics.

SIGNATURE BLOCK
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Signature: Robby Wayne Date: 10/7/22
Printed Name: Robby Wayne, PE



LCCU - NEW BERN AVENUE BRANCH
5280 NEW BERN AVENUE
RALEIGH, NC 27601
PROJECT #222075
AUGUST 2022



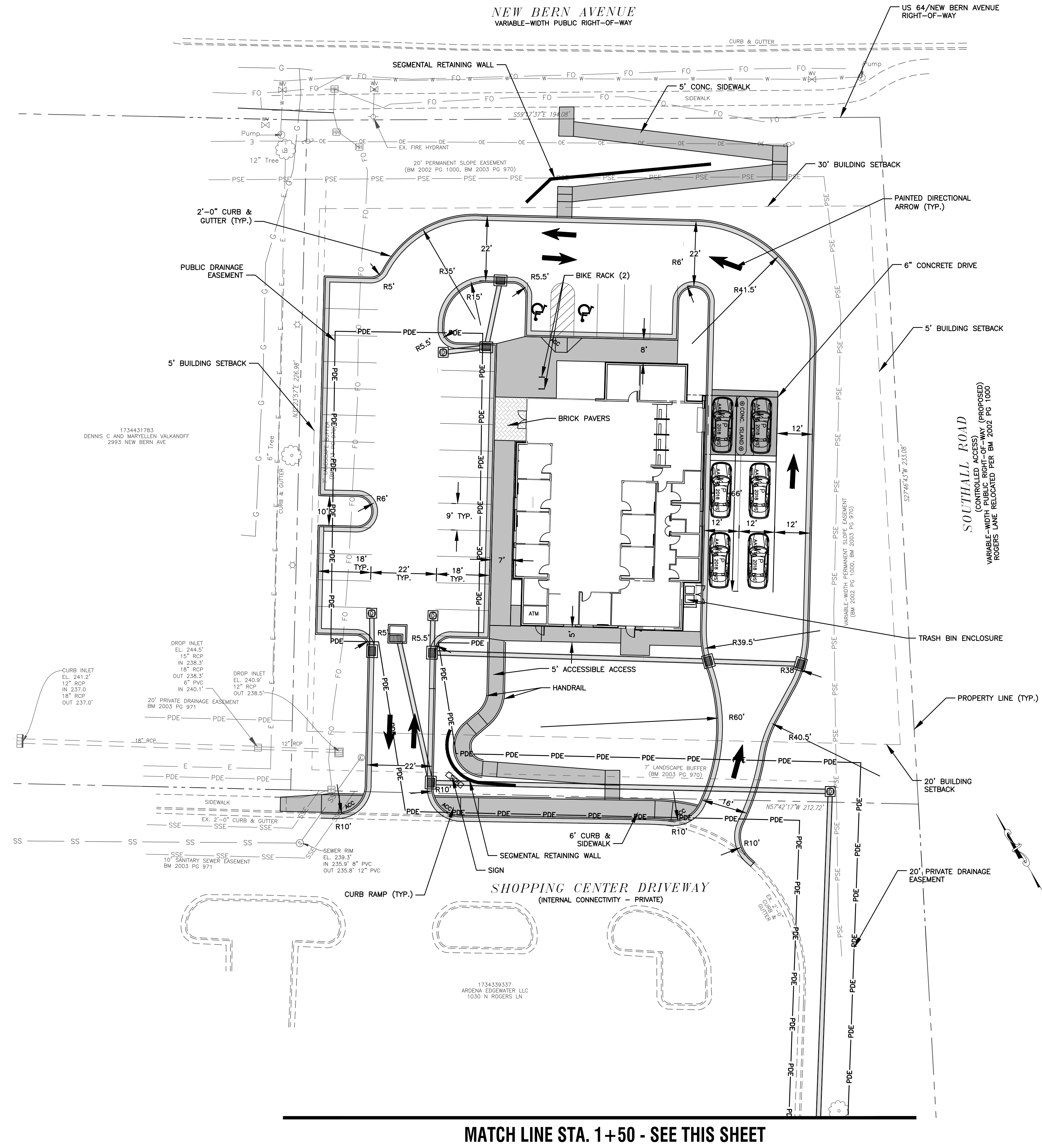
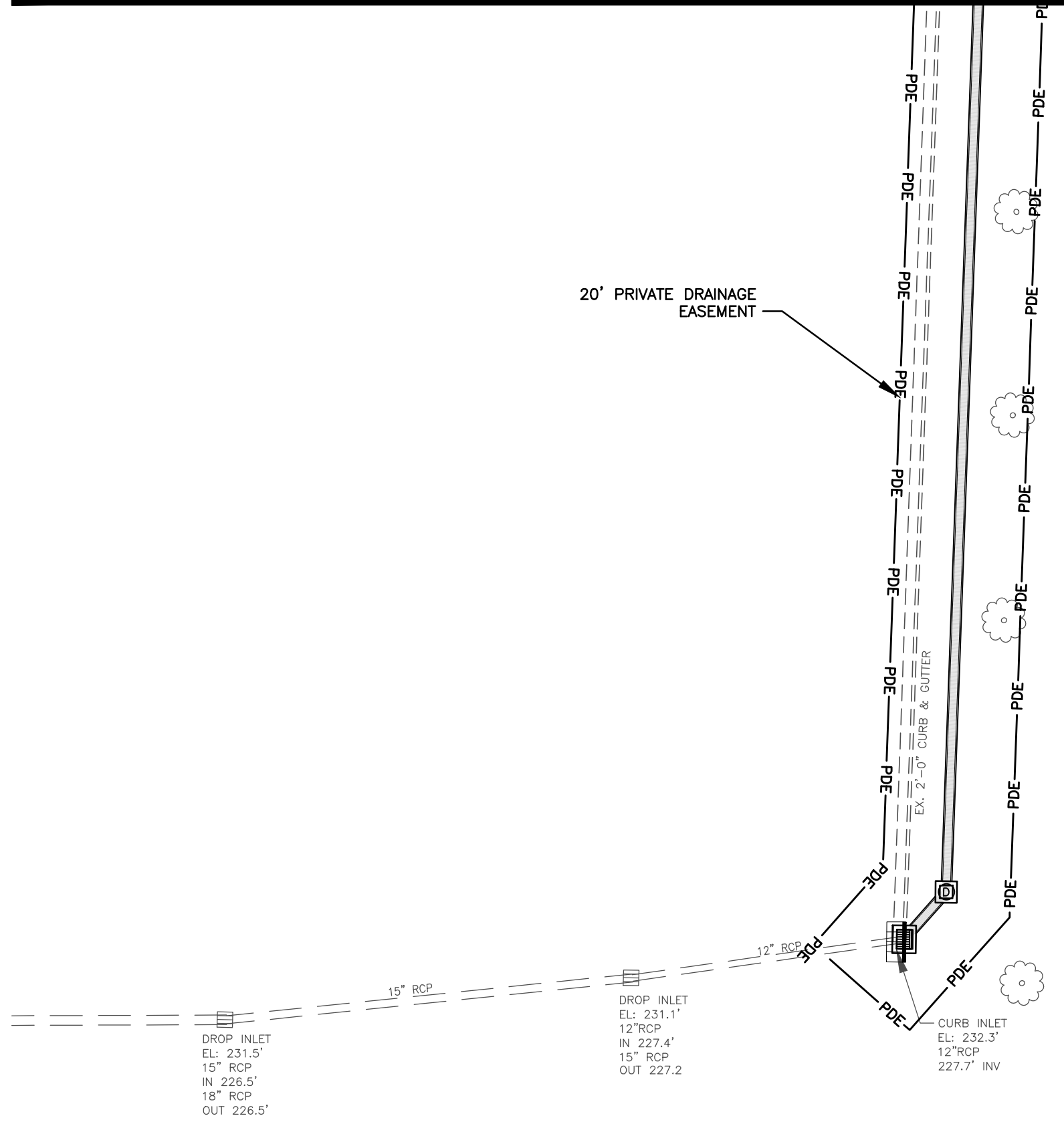
CO.O

SITE DEVELOPMENT TABLE	
PIN NUMBER	1734433643
REZONING PETITION NO.	N/A
ZONING	PLANNED DEVELOPMENT - ROGER'S FARM - MASTER PLAN (LOT 2 - COMMERCIAL - TRACT EC-3)
SITE AREA	1.07 AC
DISTURBED AREA	1.17 AC
DEED INFORMATION	BK 018847 PG 00073
PROPOSED USE	OFFICE (BANK)
PROPOSED UNITS	1
UNIT SIZE	5021 SF
PARKING REQUIRED	13 (5021 SF / 400 SF / SPACE)
PARKING PROVIDED	26
HANDICAP ACCESSIBLE	2
TOTAL SPACES	28
SETBACKS	30' Front, 5' Side, 20' Rear
PROP. BUILDING HEIGHT	<30'
WATER	1.5" +/- PVC SPLIT SERVICE LINE
SEWER	4" PVC SEWER LATERAL (84 LF)
UTILITIES	ALL UTILITIES WILL BE UNDERGROUND AS REQUIRED BY CURRENT LAND DEVELOPMENT STANDARDS
TRASH AND RECYCLING REQUIRED	Yes
TRASH AND RECYCLING PROVIDED	Yes
WATERSHED	CRABTREE RIVER
FLOOD DATA	N/A - FIRM 3720173400K
MAX IMPERVIOUS	0.7 AC (65% OF SITE AREA)
SITE IMPERVIOUS	0.59 AC (55% OF SITE AREA)

SITE PLAN GENERAL NOTES

- BUILDING LANDSCAPE BUFFERS AND PERMANENT SLOPE EASEMENTS SET BASED ON THE PLANNED DEVELOPMENT FOR ROGER'S FARM MASTER PLAN - TRACT EC-3 AND RECORDED DATA ON MAP BOOK 2003 PAGE 00156 AND PAGE 00970
- ALL DIMENSIONS ARE TO FACE OF CURB, EDGE OF PAVEMENT, OR FACE OF BUILDING UNLESS OTHERWISE NOTED. ALL RADII ARE TO FACE OF CURB.
- ALL IMPROVEMENTS AND CONSTRUCTION SHALL BE IN ACCORDANCE WITH RALEIGH LAND DEVELOPMENT AND STATE STANDARDS.
- ANY DISCREPANCIES FOUND IN THE FIELD SHALL BE CALLED TO THE ATTENTION OF THE OWNER OR ENGINEER PRIOR TO PROCEEDING WITH WORK.
- PRIOR TO BEGINNING ANY DEMOLITION, GRADING OR CONSTRUCTION, THE GENERAL CONTRACTOR SHALL VERIFY THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED FROM ALL REGULATORY AUTHORITIES.
- GENERAL CONTRACTOR SHALL MAINTAIN THE SITE IN A MANNER SO THAT WORKMEN AND PUBLIC SHALL BE PROTECTED FROM INJURY.
- REFER TO ARCHITECTURAL PLANS FOR BUILDING DIMENSIONS.
- ALL SIGNS, PAVEMENT MARKINGS, AND OTHER TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
- CONTRACTOR SHALL FURNISH AND INSTALL ALL PAVEMENT MARKINGS AS SHOWN ON THE PLANS.
- CONTRACTOR SHALL COMPLY WITH ALL PERTINENT PROVISIONS OF THE "MANUAL OF ACCIDENT PREVENTION IN CONSTRUCTION" ISSUED BY AGC OF AMERICA, INC. AND THE SAFETY AND HEALTH REGULATIONS FOR CONSTRUCTION ISSUED BY THE US DEPARTMENT OF LABOR.
- PAVEMENT MARKINGS SHALL BE INSTALLED PER MUCTD STANDARDS.

MATCH LINE STA. 1+50 - SEE THIS SHEET



MATCH LINE STA. 1+50 - SEE THIS SHEET



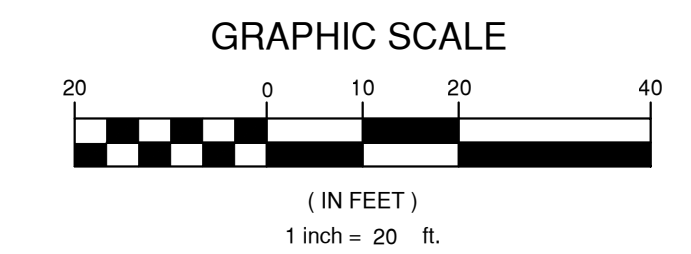
400 S. Tryon Street, Suite 1300
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 labellapp.com NC License # C-0430



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 5280 NEW BERN AVENUE
 RALEIGH, NC 27601



NO.	DATE:	DESCRIPTION:

PROJECT NUMBER:	2220725
DRAWN BY:	JMC
REVIEWED BY:	RJW
ISSUED FOR:	FINAL DESIGN
DATE:	8/5/2022
DRAWING NAME:	

SITE PLAN

DRAWING NUMBER:

C2.0