

# 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 #: ASR-0103-2020

Planner (print): \_\_\_\_\_

Please review UDO Section 10.2.8. as amended by text change case [TC-14-19](#) 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.)

<b>Site Plan Tier:</b> Tier Two Site Plan <input checked="" type="checkbox"/> Tier Three Site Plan <input type="checkbox"/>	
<b>Building Type</b>	
<input checked="" type="checkbox"/> Detached	<input checked="" type="checkbox"/> General
<input type="checkbox"/> Attached	<input type="checkbox"/> Mixed use
<input type="checkbox"/> Apartment	<input type="checkbox"/> Open lot
<input type="checkbox"/> Townhouse	<input type="checkbox"/> Civic
<b>Site Transaction History</b>	
Subdivision case #: _____	
Scoping/sketch plan case #: _____	
Certificate of Appropriateness #: _____	
Board of Adjustment #: _____	
Zoning Case #: _____	
Administrative Alternate #: _____	
<b>GENERAL INFORMATION</b>	
Development name: FLEET AMERICA	
Inside City limits? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Property address(es): <b>6231 WESTGATE RD; SUITE 100</b>	
Site P.I.N.(s): 0778231839	
Please describe the scope of work. Include any additions, expansions, and change of use. Change of use to convert an existing warehouse/distribution facility to a maintenance repair garage for fleet vehicles. Improvements shall be limited to the addition of vehicle service equipment (lifts, tire changers, etc.) and tire and parts storage racking.	
Current Property Owner/Developer Contact Name: (No Change) Fleet America is leasing Suite 100 <b>NOTE: please attach purchase agreement when submitting this form.</b>	
Company: HEAVY METAL PARTNERS	Title: _____
Address: 7201 CREEDOMOOR RD, SUITE 110, RALEIGH NC 27612-1685	
Phone #: _____	Email: _____
Applicant Name: JIM TREDWELL	
Company: TBC CORPORATION	Address: 4300 TBC WAY, PALM BEACH GARDENS, FL
Phone #: 561-383-3000-2707	Email: JTREDWELL@TBCCORP.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): IX-3: INDUSTRIAL MIXED-USE	Existing gross floor area (not to be demolished): 44000
	Existing gross floor area to be demolished: 0
Gross site acreage: 2.85	New gross floor area: 0
# of parking spaces required: 42	Total sf gross (to remain and new): 44000
# of parking spaces proposed: 43	Proposed # of buildings: 0
Overlay District (if applicable): N/A	Proposed # of stories for each: 0
Existing use (UDO 6.1.4): Warehouse & Distribution	
Proposed use (UDO 6.1.4): Vehicle Services	

**STORMWATER INFORMATION**

Existing Impervious Surface: Acres: _____ Square Feet: _____	Proposed Impervious Surface: Acres: _____ Square Feet: _____
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 #: 0778	
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**

In filing this plan as the property owner(s), I/we do hereby agree and firmly bind ourselves, my/our heirs, executors, administrators, successors, and assigns jointly and severally to construct all improvements and make all dedications as shown on this proposed development plan as approved by the City of Raleigh.

I hereby designate JIM TREDWELL W/ TBC CORPORATION D/B/A FLEET AMERICA to serve as my agent regarding this application, to receive and response to administrative comments, to resubmit plans on my behalf, and to represent me in any public meeting regarding this application.

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.

Signature:  Date: 12/7/2020

Printed Name: JIM TREDWELL



# FLEET AMERICA

6231 WESTGATE ROAD, SUITE 100  
LEESVILLE TOWNSHIP, RALEIGH NC, WAKE COUNTY

## ASR-0103-2020

CONSULTANT:



15 Ninth Avenue North, Hopkins, MN 55343  
Phone: 952.941.8660 / www.wilkusarch.com

CLIENT:



4300 TBC WAY  
PALM BEACH GARDENS, FL 33410

PROJECT INFORMATION:

**FLEET AMERICA**  
**VEHICLE SERVICE CENTER**  
6231 WESTGATE RD - SUITE 100  
LEESVILLE TOWNSHIP, RALEIGH NC  
WAKE COUNTY PID 0778231839

SEAL:



PROJECT NO.: 2019-0468  
DRAWN BY: EKB  
CHECKED BY: EKB

ISSUE	DATE
CHANGE OF USE PERMIT	01-DEC-2020
CHANGE OF USE RESUB	17-FEB-2021
CHANGE OF USE RESUB	19-MAR-2021

REVISION	DATE
01 ASR PLAN REVIEW	17-FEB-2021
02 ASR COMMENTS	19-MAR-2021

SHEET TITLE:

COVER SHEET

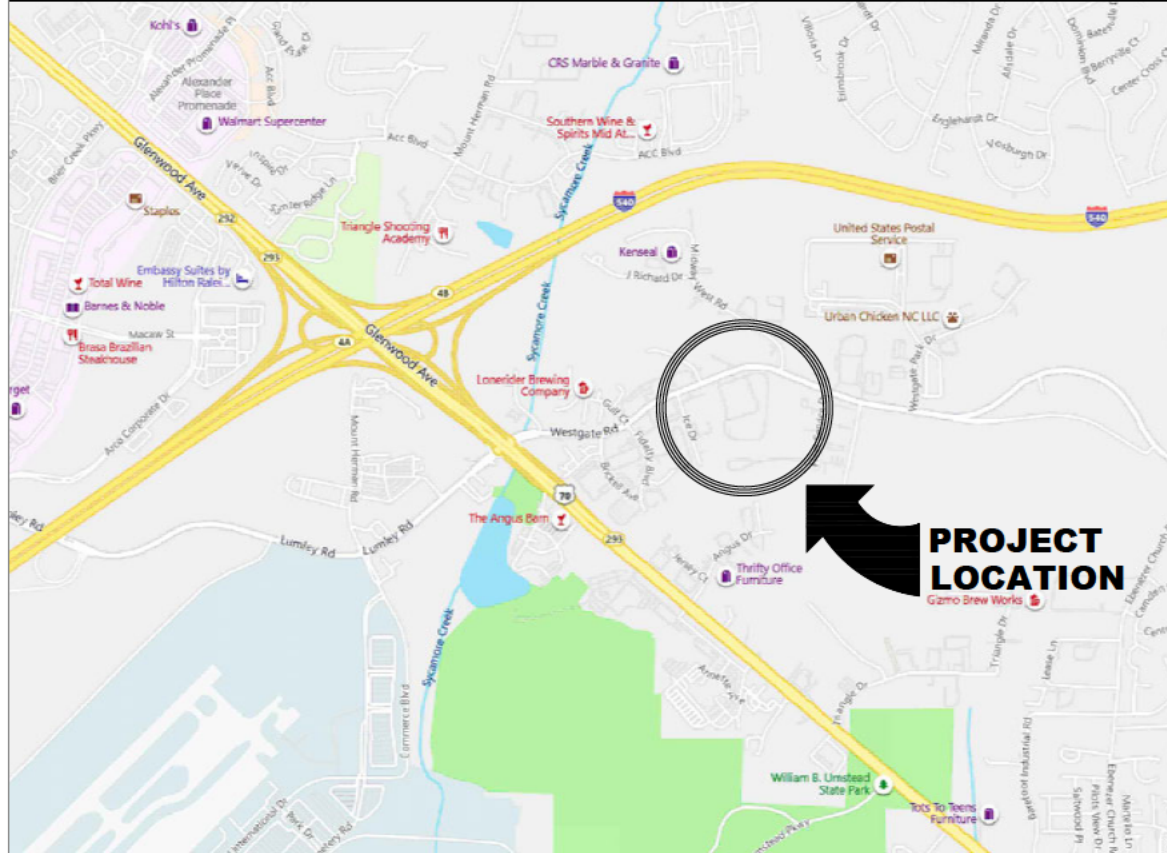
SHEET NUMBER:

# G-001

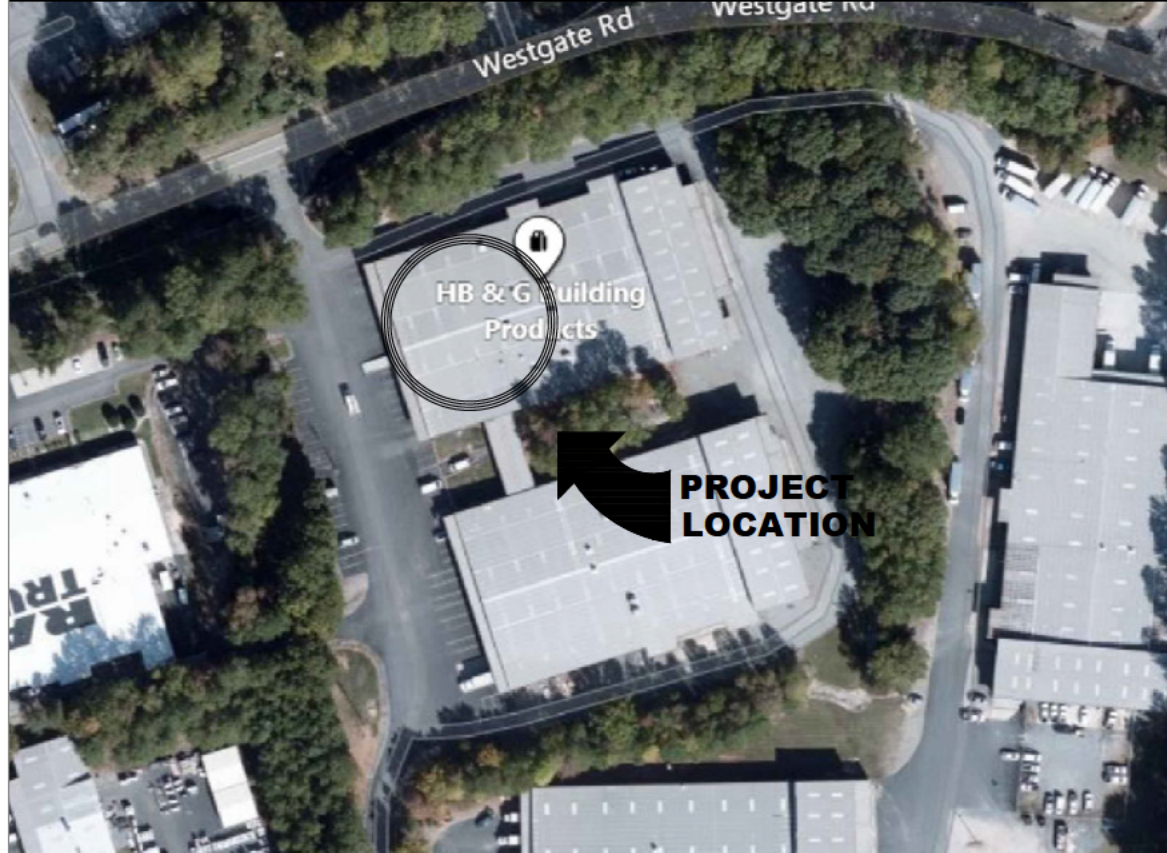
### ABBREVIATIONS

AB	ANCHOR BOLT	D	INS DE DIMENSION / DIAMETER
ABV	ABOVE	N (")	INCH
AFF	ABOVE FINISHED FLOOR	NSUL	INSULATION
A/C	AIR CONDITIONING	NT	INTERIOR
ADA	AMERICANS WITH DISABILITIES		
ACT	ACOUSTICAL CEILING TILE	LAM	LAMINATE
ADJ	ADJUSTABLE	LBS	POUNDS
AHJ	AUTHORITY HAVING JURISDICTION		
ALT	ALTERNATE	MAX	MAXIMUM
ALUM	ALUMINUM	MFG	MANUFACTURE(R)
AOR	ARCHITECT OF RECORD	MECH	MECHANICAL
APPD	APPROVED	MGR	MANAGER
APPROX	APPROXIMATE	M/N	MINIMUM
ARCH	ARCHITECT(URAL)	MISC	MISCELLANEOUS
ASPH	ASPHALT	MO	MASONRY OPENING
AUTO	AUTOMATIC	MR	MOISTURE RESISTANT
AVG	AVERAGE	MTL	METAL
@	AT		
BD	BOARD	NIC	NOT IN CONTRACT
BLK	BLOCK(ING)	NO	NUMBER
BM	BEAM	NSF	NET SQUARE FEET
BOT	BOTTOM	NTS	NOT TO SCALE
B/O	BOTTOM OF		
BLDG	BUILDING	OC	ON CENTER(S)
		OD	OUTS DE DIMENSION
CB	CATCH BASIN	OH	OVERHEAD
CL	CENTERLINE	OPG	OPENING
CLG	CEILING	OPNG	OPENING
CIRC	CIRCUIT	OPP	OPPOSITE
CLR	CLEAR		
CMU	CONCRETE MASONRY UNIT	PNT	PAINT(ED)
CO	CLEANOUT	PL	PLATE
COL	COLUMN	PLAM	PLASTIC LAMINATE
CONC	CONCRETE	PLYWD	PLYWOOD
CONST	CONSTRUCTION	FR	PAIR
CONT	CONTINUOUS	PROJ	PROJECT
CORR	CORROSION	PREFAB	PREFABRICATED
CRS	COURSES	PSF	POUNDS PER SQUARE FOOT
CT	CURRENT TRANSFORMER	PSI	POUNDS PER SQUARE INCH
CTR	COUNTER	PT	PRESSURE TREATED
CW	COLD WATER		
		(R)	RELOCATE(D)
(D)	DEMOLISHED	R	RADIUS
DF	DOWN	REF	REFERENCE
DIA	DIAMETER	REFR	REFRIGERATOR
DIM	DIMENSION	RENF	REINFORCEMENT
DN	DOWN	REQD	REQUIRED
DS	DOWNSPOUT	REV	REVISION(S), REVISED
DTL	DETAIL	RM	ROOM
DWR	DRAWER	RO	ROUGH OPENING
DWG	DRAWING		
		SECT	SECTION
(E)	EXISTING	SF	SQUARE FOOTAGE
EA	EXHAUST FAN	SHT	SHEET
EF	EXTERIOR FINISH SYS	SHTHG	SHEATHING
EFS	EXPANSION JOINT	SIM	SIMILAR
EJ	ELEVATION	SLS	SOLID
EL	ELECTRICAL	SPEC	SPECIFICATION
ELEC	ELEVATOR	SS	STAINLESS STEEL
ELEV	ELEVATION	STL	STEEL
EMER	EMERGENCY	STO	STORAGE
EOR	ENGINEER OF RECORD	STR	STRUCTURAL
EPDM	ETHYLENE PROPYLENE DENE MONOMER	STRUC	STRUCTURAL
		SUSP	SUSPENDED
EQ	EQUAL	TEL	TELEPHONE
EQT	EQUIPMENT	TEMP	TEMPERED
EQUIP	EQUIPMENT	TO	TOP OF
EW	EACH WAY	T/O	TOP OF
EX	EXISTING	T/G	TOP OF GRADE
EXG	EXISTING	T/S	TOP OF SLAB
EXP	EXPANSION	TPO	THERMOPLASTIC POLYOLEFIN
EXT	EXTERIOR	TYP	TYPICAL
		UNO	UNLESS NOTED OTHERWISE
FIO	FACE OF	UIS	UNDERSIDE
FAP	FIRE ALARM PANEL		
FCP	FIRE ALARM CONTROL PANEL		
FD	FLOOR DRAIN	VB	VAPOR BARRIER
FE	FIRE EXTINGUISHER	VIF	VERTICAL FIELD
FEE	FINISH FLOOR ELEVATION	VCT	VINYL COMPOSITION TILE
FN	FINISHED	VERT	VERTICAL
FL	FLOOR(ING)	VTR	VENT THRU ROOF
FLUOR	FLUORESCENT		
FND	FOUNDATION	W/	WITH
FO	FINISHED OPENING	W/O	WITHOUT
FRP	FIBERGLASS REINFORCED POLYESTER	WO	WOOD
		WDB	WOOD BASE
FRT	FIRE RETARDANT TREATED	WH	WATER HEATER
FT (	FEET, FOOT	WRB	WEATHER RESISTIVE BARRIER
FTG	FIELD VERIFICATION	WWF	WELDED WIRE FABRIC
FV			
GA	GAUGE		
GC	GENERAL CONTRACTOR		
GL	GLASS / GLAZING		
GLS	GLASS / GLAZING		
GSP	GROSS SQUARE FEET		
GYP	GYPSUM		
GWB	GYPSUM WALL BOARD		
HC	HANDICAPPED		
HDW	HARDWARE		
HDWD	HARDWOOD		
HORIZ	HORIZONTAL		
HM	HOLLOW METAL		
HR	HOUR		
H/HTGT	HEIGHT		
HVAC	HEATING/VENTILATION AIR CONDITIONING		

### VICINITY MAP



### AERIAL LOCATION VIEW



### PROJECT CONTACTS

#### TENANT (APPLICANT)

TBC CORPORATION d/b/a FLEET AMERICA  
4300 TBC WAY  
PALM BEACH GARDENS, FL 33410

JIM TREDWELL  
JTREDWELL@TBCCORP.COM / 561-383-3000 X2707

#### ARCHITECTURE (PRIMARY PROJECT CONTACT)

WILKUS ARCHITECTS, P.A.  
415 N 9TH AVENUE NORTH  
HOPKINS MN 55343

EMILY BORUM, SR PROJECT MANAGER  
EKB@WILKUSARCH.COM / 952-843-5040

#### TREE CONSERVATION

TIMMONS GROUP  
5410 TRINITY RD, SUITE 102  
RALEIGH, NC 27607

### DRAWING INDEX

#### GENERAL

G-001 COVER SHEET  
G-002 ASR TIER 2 COMPLIANCE

#### ARCHITECTURE

AS101 ARCHITECTURAL SITE PLAN

#### LANDSCAPE

L-100 TREE CONSERVATION PLAN  
L-101 TCA NOTES & DETAILS  
L-200 PLANTING PLAN  
L-201 PLANTING NOTES

07 # OF SHEETS IN PROJECT DECK



### CHANGE OF USE APPLICATION

#### Administrative Site Review Application

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

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Site Plan Tier:	Tier Two Site Plan <input checked="" type="checkbox"/>	Tier Three Site Plan <input type="checkbox"/>
<b>Building Type</b>		
<input type="checkbox"/> Detached	<input checked="" type="checkbox"/> General	Subdivision case #: _____
<input type="checkbox"/> Attached	<input type="checkbox"/> Mixed use	Scoping/sketch plan case #: _____
<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: FLEET AMERICA  
Inside City limits? Yes ☒ No ☐  
Property address(es): 6231 WESTGATE RD; SUITE 100

Site P.I.N.(s): 0778231839

Please describe the scope of work. Include any additions, expansions, and change of use.  
Change of use to convert an existing warehouse/distribution facility to a maintenance repair garage for fleet vehicles. Improvements shall be limited to the addition of vehicle service equipment (lifts, tire changers, etc.) and tire and parts storage racking. No exterior improvements are anticipated.

Current Property Owner/Developer Contact Name: (No Change) Fleet America is leasing Suite 100

**NOTE: please attach purchase agreement when submitting this form.**

Company: HEAVY METAL PARTNERS	Title: _____
Address: 7201 CREEDMOOR RD, SUITE 110, RALEIGH NC 27612-1685	
Phone #: _____	Email: _____
Applicant Name: JIM TREDWELL	
Company: TBC CORPORATION	Address: 4300 TBC WAY, PALM BEACH GARDENS, FL
Phone #: 561-383-3000-2707	Email: JTREDWELL@TBCCORP.COM

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REVISION 11.18.20

raleighnc.gov

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): IX-3: INDUSTRIAL MIXED-USE	Existing gross floor area (not to be demolished): 44000 Existing gross floor area to be demolished: 0
Gross site acreage: 2.85	New gross floor area: 0
# of parking spaces required: 42	Total sf gross (to remain and new): 44000
# of parking spaces proposed: 44	Proposed # of buildings: 0
Overlay District (if applicable): AOD	Proposed # of stories for each: 0
Existing use (UDO 6.1.4): Warehouse & Distribution	
Proposed use (UDO 6.1.4): Vehicle Services	

STORMWATER INFORMATION	
Existing Impervious Surface: Acres: 2.06 Square Feet: 89546	Proposed Impervious Surface: Acres: 2.06 Square Feet: 89546
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 #: 0778	
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: N/A	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	
In filing this plan as the property owner(s), I/we do hereby agree and firmly bind ourselves, my/our heirs, executors, administrators, successors, and assigns jointly and severally to construct all improvements and make all dedications as shown on this proposed development plan as approved by the City of Raleigh.	
I hereby designate JIM TREDWELL of TBC CORPORATION d/b/a FLEET AMERICA to serve as my agent regarding this application, to receive and respond to administrative comments, to resubmit plans on my behalf, and to represent me in any public meeting regarding this application.	
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.	
Signature:	Date: 12/7/2020
Printed Name: JIM TREDWELL	

Page 2 of 2

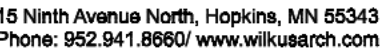
REVISION 11.18.20

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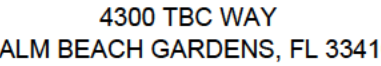


01

## CONSULTANT:



ENT:



## PROJECT INFORMATION

**FLEET AMERICA**  
**VEHICLE SERVICE CENTER**  
6231 WESTGATE RD - SUITE 100  
LEESVILLE TOWNSHIP, RALEIGH NC  
WAKE COUNTY PID 0778231839



PROJECT NO.: 2019-0468  
DRAWN BY: EKB  
CHECKED BY: EKB

USE	DATE
CHANGE OF USE PERMIT	01-DEC-2017
CHANGE OF USE RESUB	17-FEB-2018
CHANGE OF USE RESUB	19-MAR-2018

VISION	DA
ASR COMMENTS	11-MAR-2

EET TITLE:

## TE PLAN

EET NUMBER

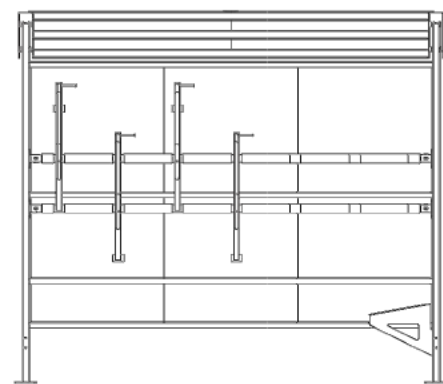
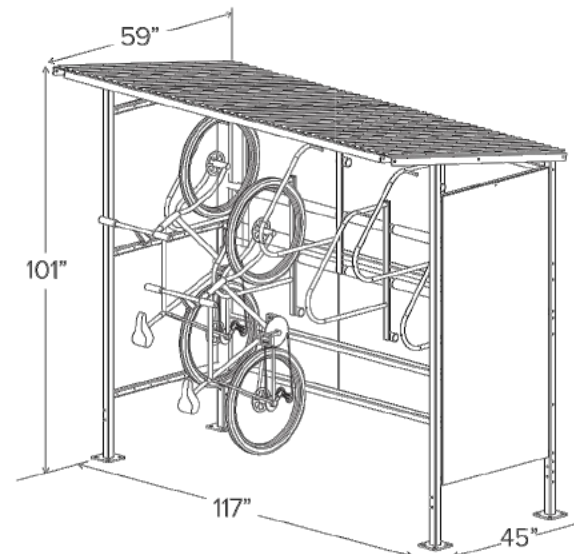
# AS101



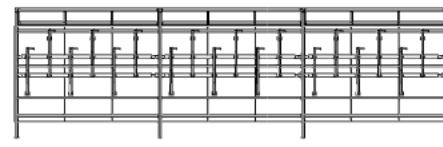
# ARCHITECTURAL SITE PLAN

SCALE: 1" = 30'-0"

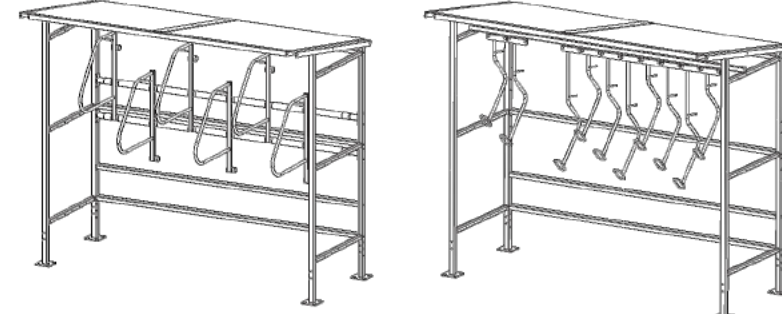
## Pocket Shelter

**Submittal Sheet**

A bench may be mounted to the inside of the Pocket Shelter and still allow room for four bikes.



Dero Shelters can be used in a modular fashion (shared uprights). However, when used in this manner, please consult a Dero Bike Rack sales associate for layout, as the rack spacing and bike capacity can change!



The Pocket Shelter may be installed with Ultra Space Savers (left) or a Bike File (right).

## ©2021

PARKING	10 FEET	PRIMARY STREET
SETBACKS	10 FEET	SIDE STREET
	00 FEET	SIDE LOT LINE
	00 FEET	SIDE LOT LINE
	05 FEET	ALLEY

NOTE: SETBACKS APPLY TO NEW PARKING ONLY

PARKING	1 PARK REQUIRED PER 600 SF OFFICE SPACE (INDUSTRIAL)
CURRENT USE	1 PARK REQUIRED PER 3,000 SF ADDL FLOOR AREA (INDUSTRIAL)

<u>REQUIRED</u>	
SUITE 100 OFFICE	2,485 SF / 600 = 4.14 PARKS
SUITE 150 OFFICES	560 SF / 600 = 0.93 PARKS
SUITE 100 ADDITIONAL	17,515 SF / 3000 = 5.84 PARKS
SUITE 150 ADDITIONAL	23,440 SF / 3000 = 7.81 PARKS
<u>TOTAL REQUIRED</u>	<u>19 PARK NG LOCATIONS</u>

PROVIDED (EXISTING)  
23 STR PED PARK NG STALLS - AT FRONT OF BUILDING  
06 COVERED PARKING STALLS - AT REAR OF PROPERTY  
01 ACCESS BLE STALL  
31 EXIST NG PARKING LOCATIONS

PARK NG	1 PARK REQU RED PER 600 SF OFFICE SPACE (INDUSTRIAL)
PROPOSED USE	1 PARK REQU RED PER 3,000 SF ADDL FLOOR AREA ( INDUSTRIAL
	1 PARK REQU RED PER 600 GSF (VEHICLE SERVICES)

<u>REQUIRED</u>	
SUITE 100 VEHICLE SERVICES	20,000 SF / 600 = 33.33 PARKS
SUITE 150 OFFICES	560 SF / 600 = 0.93 PARKS
<u>SUITE 150 ADDITIONAL</u>	<u>23,440 SF / 3000 = 7.81 PARKS</u>
<u>TOTAL REQUIRED</u>	<u>42 PARKING LOCATIONS</u>

PROVIDED:

06 (E) COVERED PARKING STALLS - AT REAR OF PROPERTY

02 (E/N) ACCESSIBLE STALL

NIG (N) INTERIOR SERVICE BAYS

29 (E/N) STR PED PARK NG STALLS - AT FRONT OF BU LD NG

07 (N) PARKING DESIGNATIONS - AT REAR OF PROPERTY

44 PROPOSED PARKING LOCATIONS