

# 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](#) 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>	<b>Site Transaction History</b>
<input type="checkbox"/> Detached <input type="checkbox"/> Attached <input type="checkbox"/> Apartment <input type="checkbox"/> Townhouse	<input type="checkbox"/> General <input type="checkbox"/> Mixed use <input type="checkbox"/> Open lot <input checked="" type="checkbox"/> Civic
Subdivision case #: _____ Scoping/sketch plan case #: <u>Scope-0116-2021</u> Certificate of Appropriateness #: _____ Board of Adjustment #: <u>BOA-0074-2021 (1814 White Oak Rd)</u> Zoning Case #: <u>Z-2-21</u> Administrative Alternate #: _____	
<b>GENERAL INFORMATION</b>	
Development name: <u>Hayes Barton Baptist Church Expansion</u>	
Inside City limits? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Property address(es): <u>1800 Glenwood, 1806 White Oak, 1810 White Oak, 1812 White Oak, 1814 White Oak(Portion of), 1822 White Oak(Portion of)</u>	
Site P.I.N.(s): <u>1704583153, 1704581112, 1704581147, 1704581270, 1704582205(Portion of), 1704583411(Portion Of)</u>	
Please describe the scope of work. Include any additions, expansions, and change of use. <u>Project includes a 450 sf building addition to the existing church and approximately 35 new parking spaces. These lots or portions of to be recombined as part of Lot 1704583153 (1800 Glenwood).</u>	
Current Property Owner/Developer Contact Name: <u>Hayes Barton Baptist Church Trustees/Jerry Causey</u>	
<b>NOTE: please attach purchase agreement when submitting this form.</b>	
Company: <u>Hayes Barton Baptist Church</u>	Title: <u>Project Manager</u>
Address: <u>1800 Glenwood Ave</u>	
Phone #: <u>919-612-0797</u>	Email: <u>jcausey11@gmail.com</u>
Applicant Name: <u>Jamie Loyack, PLA</u>	
Company: <u>HagerSmith Design PA</u>	Address: <u>300 S. Dawson Street</u>
Phone #: <u>919-302-3176</u>	Email: <u>jloyack@hagersmith.com</u>

**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): R-10	Existing gross floor area (not to be demolished): 100,240 sf
	Existing gross floor area to be demolished: 0
Gross site acreage: 5.65 acres	New gross floor area: 450 sf
# of parking spaces required: 140 (141 Existing)	Total sf gross (to remain and new): 100,690 sf
# of parking spaces proposed: 176	Proposed # of buildings: 1 story expansion
Overlay District (if applicable): N/A	Proposed # of stories for each: 1
Existing use (UDO 6.1.4): Church	
Proposed use (UDO 6.1.4): Church	

**STORMWATER INFORMATION**

Existing Impervious Surface: Acres: <u>3.48</u> Square Feet: <u>151,845</u>	Proposed Impervious Surface: Acres: <u>.22</u> Square Feet: <u>9,595</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 #: <u>3720170400J</u>	
Neuse River Buffer Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Wetlands Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

**RESIDENTIAL DEVELOPMENTS**

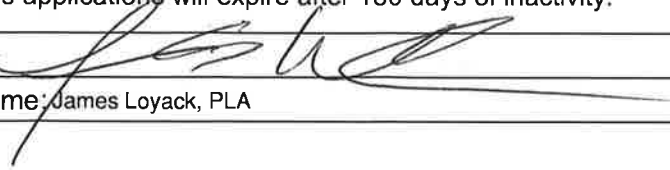
Total # of dwelling units:	Total # of hotel units:
# of bedroom units: 1br 2br 3br 4br or more	
# of lots:	Is your project a cottage court? Yes <input type="checkbox"/> No <input type="checkbox"/>

**SIGNATURE BLOCK**

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.

I, James Loyack 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.

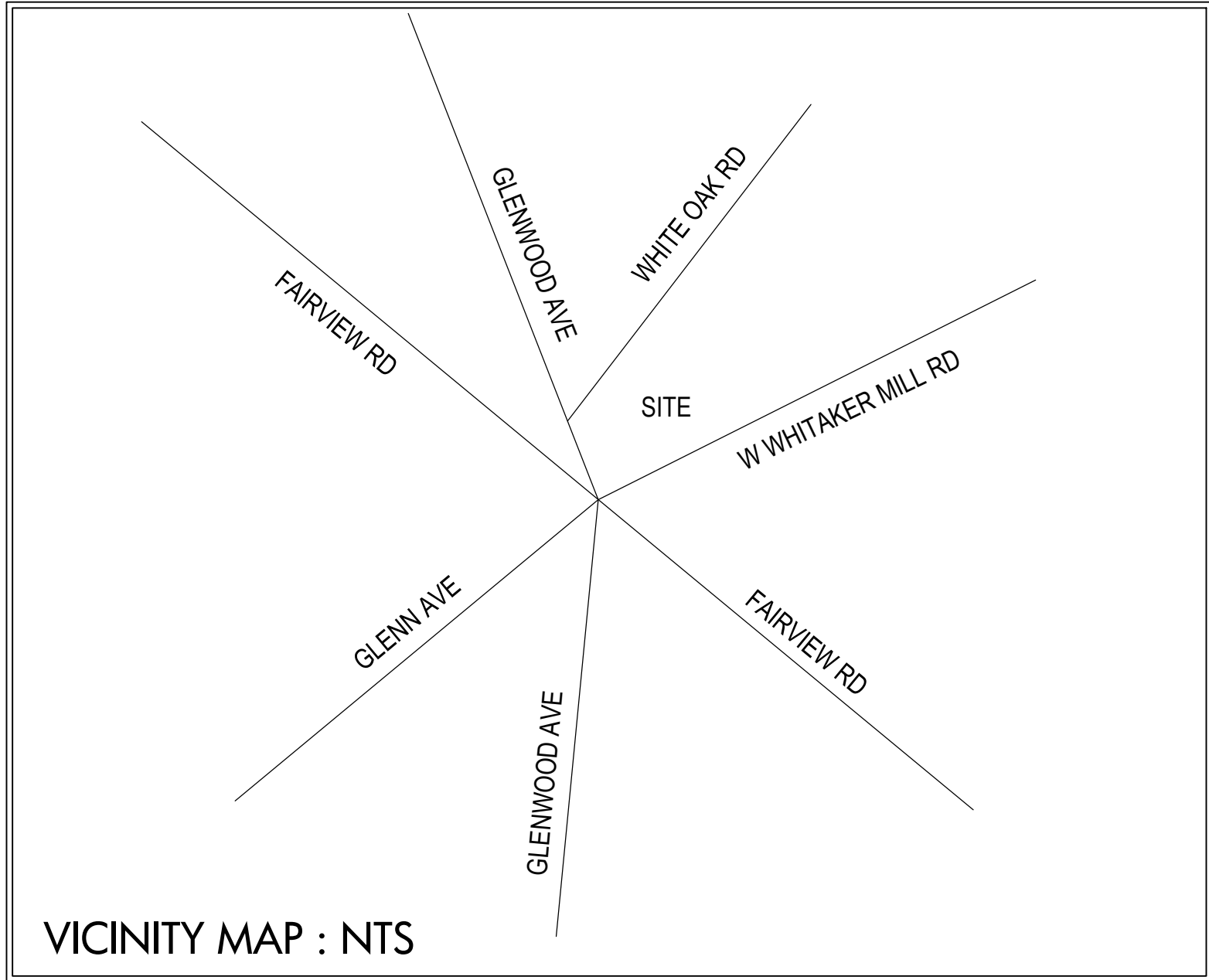
I/we have read, acknowledge, and affirm that this project is conforming to all application requirements applicable with the proposed development use. I acknowledge that this application is subject to the filing calendar and submittal policy, which states applications will expire after 180 days of inactivity.

Signature: 	Date: 12/5/2021
Printed Name: James Loyack, PLA	



# Hayes Barton Baptist Church Expansion: #ASR-0106-2021

## 1800 GLENWOOD AVENUE



### GENERAL NOTES:

- UNLESS EXPLICITLY SPECIFIED ON THIS SITE PLAN, THIS PROJECT SHALL COMPLY WITH THE CITY OF RALEIGH UNIFIED DEVELOPMENT ORDINANCE (UDO) AND ALL OTHER APPLICABLE REGULATIONS AND GUIDELINES. IN THE EVENT OF A DISCREPANCY BETWEEN THIS APPROVED PLAN AND THE APPLICABLE REGULATIONS OR GUIDELINES, THE MORE STRINGENT SHALL APPLY.
- CONTRACTOR SHALL HAVE A CURRENT COPY OF CITY OF RALEIGH STANDARD DETAILS AND SPECIFICATIONS ON SITE.
- CONTRACTOR TO OBTAIN COPIES OF ALL PERMITS PRIOR TO CONSTRUCTION, COMPLY WITH ALL REQUIREMENTS LISTED THEREIN, AND COORDINATE AND OBTAIN ALL INSPECTIONS.
- ERECT AND MAINTAIN TREE PROTECTION FENCING AROUND ALL TREE CONSERVATION, TREE PRESERVATION OR UNDISTURBED BUFFER AREAS AS INDICATED ON THE DRAWINGS.
- ALL ACTIVITIES SHALL COMPLY AT A MINIMUM WITH ALL STATE AND FEDERAL REGULATIONS, AS WELL AS THE APPROPRIATE COUNTY HEALTH DEPARTMENT REGULATIONS, AND CITY AND COUNTY FIRE DEPARTMENT REGULATION FOR HAZARDOUS MATERIALS AND WASTES.
- ALL WORK SHALL BE STAKED BY A LICENSED NC LAND SURVEYOR.
- CONTRACTOR SHALL COORDINATE SITE PLAN AND INFRASTRUCTURE CONSTRUCTION PLANS PRIOR TO CONSTRUCTION. NOTIFY LANDSCAPE ARCHITECT OF ANY DISCREPANCIES IN ORDER TO PROVIDE A SOLUTION PRIOR TO BEGINNING CONSTRUCTION.
- PROTECTION OF EXISTING VEGETATION: AT THE START OF GRADING INVOLVING THE LOWERING OF EXISTING GRADE AROUND A TREE OR STRIPPING OF TOPSOIL, A CLEAN, SHARP, VERTICAL CUT SHALL BE MADE AT THE EDGE OF THE TREE CONSERVATION AREA AT THE SAME TIME AS OTHER EROSION CONTROL MEASURES ARE INSTALLED. THE TREE PROTECTION FENCING SHALL BE INSTALLED ON THE SIDE OF THE CUT FARTHEST AWAY FROM THE TREE TRUNK AND SHALL REMAIN IN PLACE UNTIL ALL CONSTRUCTION IN THE VICINITY OF THE TREES IS COMPLETE. NO STORAGE OF MATERIALS, FILL, OR EQUIPMENT AND NO TRESPASSING SHALL BE ALLOWED WITHIN THE BOUNDARY OF THE PROTECTED AREA.
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- UNLESS NOTED OTHERWISE, ACCESS ROUTE FOR EMERGENCY VEHICLES SHALL PROVIDE AN INSIDE TURNING RADIUS OF 28' MINIMUM.
- THE MINIMUM CORNER CLEARANCE FROM THE CURB LINE OF INTERSECTING STREETS SHALL BE AT LEAST 20 FEET FROM THE POINT OF TANGENCY OF THE CURB. NO DRIVEWAYS SHALL ENCRoACH ON THIS MINIMUM CORNER CLEARANCE.
- WHEELCHAIR ACCESS RAMPS WILL BE PROVIDED IN ACCORDANCE WITH CITY OF RALEIGH PUBLIC WORKS DEPARTMENT STANDARDS, PROWAG STANDARDS, ANSI STANDARDS, AND ADAAG SPECIFICATIONS.

### ACCESSIBILITY NOTES:

- THE **SITE** SHALL BE FULLY COMPLIANT WITH THE NORTH CAROLINA ACCESSIBILITY CODES (ANSI 117.1 -2009 AND CHAPTER 11 OF THE NCBC).
- PROVIDE A MAXIMUM OF 2% OF CROSS SLOPE AND A MAXIMUM OF 5% IN THE DIRECTION OF TRAVEL ON ALL ACCESSIBLE ROUTES, EXCEPT ON RAMPS.
- GROUND SURFACES ALONG ACCESSIBLE ROUTES TO BE STABLE, FIRM, AND SLIP RESISTANT WITH DIRECT CHANGES IN LEVEL OF 1/4" MAXIMUM AND BEVELED CHANGES IN LEVEL OF 1/2" MAXIMUM WITH A BEVELED SLOPE NO GREATER THAN 1:2.
- ACCESSIBLE ROUTES EXCEEDING 5% IN GRADE IN THE DIRECTION OF TRAVEL ARE NOTED ON THE PLANS AS "RAMPS". PROVIDE HANDRAILS AS SHOWN ON THE PLANS AND IN ACCORDANCE WITH BUILDING/ACCESSIBILITY CODES.
- ALL ADA ACCESSIBLE LOCATIONS ARE SHOWN ON THE PLAN. THEY INCLUDE, BUT ARE NOT LIMITED TO: ADA PARKING SPACES, SIDEWALK BETWEEN ADA PARKING SPACES AND MAIN BUILDING ENTRANCE, SIDEWALK BETWEEN MAIN BUILDING ENTRANCE AND PUBLIC RIGHT OF WAY.
- CONTRACTOR SHALL PREPARE FORMS FOR ADA SIDEWALKS. PRIOR TO POURING CONCRETE, CONTRACTOR SHALL VERIFY RUNNING SLOPE AND CROSS SLOPE OF ADA SIDEWALKS. A SMART LEVEL DEVICE SHALL BE USED TO VERIFY THESE SLOPES.
- UPON COMPLETION OF OF ALL ADA AREAS (INCLUDING PARKING SPACE AND ACCESSIBLES), CONTRACTOR SHALL, ONCE AGAIN VERIFY THE RUNNING AND CROSS SLOPE OF THESE AREAS WITH A SMART LEVEL. ANY REPAIRS MADE SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

### SITE DATA:

DEVELOPMENT NAME: HAYES BARTON BAPTIST CHURCH SITE IMPROVEMENTS

OWNER: HAYES BARTON BAPTIST CHURCH  
C/O KEVIN E. JOHNSON  
PO BOX 53729  
FAYETTEVILLE, NC 28305

APPLICANT: HAGERSMITH DESIGN  
C/O JAMIE LOYACK, PLA  
300 S DAWSON ST  
RALEIGH, NC 27601 (919) 821-5547

ADDRESS: 1800 GLENWOOD AVENUE  
ZONING: RESIDENTIAL -10 (R-10)  
OVERLAY: N/A  
PARCEL ID NUMBER: 1704583153 (5.11 AC), 1704583411 (29 AC), 1704581112 (13 AC), 1704581270 (.11 AC), 1704583392 (.01 AC)  
RIVER BASIN: NEUSE RIVER  
WATERSHED: N/A  
RIPARIAN BUFFER: N/A  
SITE ACREAGE: 5.65 ACRES

EXISTING USE: RELIGIOUS FACILITY  
PROPOSED USE: RELIGIOUS FACILITY (NO CHANGE)

REQUIRED BLDG SETBACKS:  
STREET (FROM ROW): 10'  
SIDE STREET: 10'  
SIDE LOT LINE: 10'  
REAR LOT LINE: 20'

REQUIRED PARKING SETBACKS:  
PRIMARY STREET: 10'  
SIDE STREET: 10'  
SIDE/REAR LOT LINE: 6'

BUILDING SUMMARY:  
EXISTING BLDGS: 100,240 SF  
PROPOSED BLDG ADDITION: 925 sf (Vestibule: 450 SF/ Kitchen: 475 SF)  
TOTAL BUILDING: 101,165 SF

FLOOR AREA RATIO:  
101,165 BLDG SF / 5.55 AC (243,500 SF) = .41 (41%)

PARKING SUMMARY:  
REQUIRED PARKING:  
Sanctuary = No Max per TC-11-21  
Pre-School = No Max per TC-11-21

EXISTING PARKING: 141 SPACES  
PROPOSED PARKING: 35 ADDITIONAL SPACES (net add)  
TOTAL ON-SITE PARKING: 176 SPACES (8 Accessible/2 Van)

IMPERVIOUS SUMMARY:  
EXISTING IMPERVIOUS: 151,845 SF  
PROPOSED IMPERVIOUS: 9,710 SF  
TOTAL INCREASE: 161,555 SF

OPEN SPACE REQUIREMENT: N/A

### SHEET INDEX

GN-101	COVER
EX-1.1	GENERAL NOTES
EX-1.2	2005 RECORDED MAP
EX-1	PROPOSED RECOMBINATION PLAT
	EXISTING CONDITIONS/TREE SURVEY/
	TREE CONSERVATION NOTES
EX-2	DEMOLITION
L-101	SITE LAYOUT
L-201	GRADING
L-301	LANDSCAPE PLAN
SL-102	LIGHTING PLAN
C-100	LIGHTING DETAILS
C-101	UTILITY REFERENCE
C-200	EROSION CONTROL PLAN
C-300	NPDES PLAN
C-400	STORMWATER/EROSION CONTROL DETAILS
L-500	SITE DETAILS
L-501	SITE DETAILS
A-1.1	SANCTUARY FLOORPLAN
A-2.1	BUILDING ELEVATIONS-VESTIBULE
A-2.2	BUILDING ELEVATION- KITCHEN EXPANSION
A-2.3	STORAGE BUILDING ELEVATION

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Site Plan Tier:	Tier Two Site Plan <input checked="" type="checkbox"/>	Tier Three Site Plan <input type="checkbox"/>
Building Type	<input type="checkbox"/> Detached <input type="checkbox"/> Attached <input type="checkbox"/> Apartment <input type="checkbox"/> Townhouse	<input type="checkbox"/> General <input type="checkbox"/> Mixed use <input type="checkbox"/> Open lot <input checked="" type="checkbox"/> Civic
Site Transaction History	Subdivision case #: N/A Scoping/sketch plan case #: SCOPF-9116-2021 Certificate of Appropriateness #: N/A Board of Adjustment #: BOA-0074-2021 Zoning Case #: Z-2-21 Administrative Alternate #: N/A	

GENERAL INFORMATION

Development name: Hayes Barton Baptist Church Parking and Building Expansion

Inside City limits? Yes ☒ No ☐

Property address(es): 1800 Glenwood Ave, 1806 1810, 1812, 1814, 1822 White Oak Rd

Site P.I.N. (s): 1704583153/ 1704581112/ 1704581147/ 1704581270/ 1704582205/ (Portion)/ 1704583411 (Portion)

Please describe the scope of work. Include any additions, expansions, and change of use.  
Project includes a 925 sf building addition to an existing church and approximately 35 additional parking spaces.

Current Property Owner/Developer Contact Name: Hayes Barton Baptist Church Trustees/ Mr. Jerry Causey

NOTE: please attach purchase agreement when submitting this form.

Company: Hayes Barton Baptist Church Title:

Address: 1800 Glenwood Avenue

Phone #: 919-612-0797 Email: jcausey111@aol.com

Applicant Name: James Loyack, PLA

Company: HagerSmith Design, PA Address: 300 S. Dawson Street

Phone #: 919-302-3176 Email: jloyack@hagersmith.com

### APPROVED REZONING CASE# Z-2-2021:

- REZONING CONDITIONS: NONE

### APPROVED BOA CASE# BOA-0074-2021:

3.8-foot variance granted from the required 20-foot rear setback as set forth in Unified Development Ordinance Section 2.2.1.8.4. resulting in a 6.2-foot rear setback in association with the recombination of property on a 0.13-acre lot zoned R-10 located at 1814 White Oak Road.

### RECOMBINATION OF LOTS:

THE FOLLOWING LOTS OR PORTIONS THERE OF WILL BE ABANDONED AND RECOMBINED INTO LOT 1704583153:

LOT NUMBER	PIN NUMBER	ZONING	ADDRESS	ACREAGE
OLD LOT 2	1704581112	R-10	1806 WHITE OAK ROAD	0.139 AC (6,033 SF)
OLD LOT 6	1704581147	R-10	1810 WHITE OAK ROAD	0.116 AC (5,055 SF)
LOT 3	1704582205	R-10	1812 WHITE OAK ROAD	0.115 AC (5,013 SF)
	1704582205	R-10	1814 WHITE OAK ROAD	0.013 AC (579 SF)
	1704583411	R-10	1822 WHITE OAK ROAD	0.048 AC (2,075 SF)
	1704583392	R-10	0 WHITE OAK ROAD	0.01 AC (423 SF)
OLD LOT 1	1704583153	R-10 and OX-3	1800 GLENWOOD AVENUE	5.108 AC (222,520 SF)
OVERALL NEW LOT 1	1704583153	R-10 and OX-3	1800 GLENWOOD AVENUE	5.549 AC (241,698 SF)
REMAINING PORTION LOT 3	1704582205	R-10	1814 WHITE OAK ROAD	0.116 AC (5,040 SF)
REMAINING PORTION OF PIN 1704583411		R-10	1822 WHITE OAK ROAD	0.246 AC (10,720 SF)

PHASE NUMBER	PHASE 1
NUMBER OF LOTS	0
NUMBER OF UNITS	0
LIVABLE BUILDINGS	0
OPEN SPACE	0
# OF OPEN SPACE LOTS	0
PUBLIC WATER LF	0
PUBLIC SEWER LF	0
PUBLIC STREET LF-FULL	0
PUBLIC STREET LF-PARTIAL	0
PUBLIC SIDEWALK LF	0
STREET SIGNS	0
WATER SERVICE STUBS	0
SEWER SERVICE STUBS	0

### SITE PERMITTING APPROVAL

**Water and Sewer Permits (if applicable)** The City of Raleigh consents to the connection and extension of the City's Public Sewer System as shown on this plan. The material and construction methods used for this project shall conform to the standards and specifications of the City's Public Utilities Handbook - City of Raleigh Public Utilities Department Permit # \_\_\_\_\_

The City of Raleigh consents to the connection and extension of the City's Public Water System as shown on this plan. The material and construction methods used for this project shall conform to the standards and specifications of the City's Public Utilities Handbook. City of Raleigh Public Utilities Department Permit # \_\_\_\_\_

The City of Raleigh consents to the connection to its public sewer system and extension of the private sewer collection system as shown on this plan. The material and construction methods used for this project shall conform to the standards and specifications of the City's Public Utilities Handbook. City of Raleigh Public Utilities Department Permit # \_\_\_\_\_

CITY OF RALEIGH - PLANS AUTHORIZED FOR CONSTRUCTION

Plans for the proposed use have been reviewed for general compliance with applicable codes. This limited review, and authorization for construction is not to be construed to represent total compliance with all legal requirements for development and construction. The property owner, design consultants, and contractors are each responsible for compliance with all applicable City, State and Federal laws. This specific authorization below is not a permit, nor shall it be construed to permit any violation of City, State or Federal Law. All Construction must be in accordance with all Local, State, and Federal Rules and Regulations.

Electronic Approval: This approval is being issued electronically. This approval is valid only upon the signature of a City of Raleigh Review Officer below. The City will retain a copy of the approved plans. Any work authorized by this approval must proceed in accordance with the plans kept on file with the City. This electronic approval may not be edited once issued. Any modification to this approval once issued will invalidate this approval.

City of Raleigh Development Approval: City of Raleigh Review Officer



ARCHITECTURE  
LANDSCAPE ARCHITECTURE  
PLANNING  
INTERIOR DESIGN

PO BOX 1308  
300 SOUTH DAWSON ST  
RALEIGH, NC 27602  
919.821.5547  
WWW.HAGERSMITH.COM

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CONSULTANTS

## N|V|5

NV5 ENGINEERS AND CONSULTANTS, INC.  
3300 REGENCY PARKWAY SUIT 100  
CARY, NC 27518  
P: 919.858.1831  
www.NV5.com  
NC License # F-1333  
Formerly CALYX Engineers + Consultants

Seal

NOT FOR CONSTRUCTION

Project # 575.016-000

## HAYES BARTON BAPTIST CHURCH BUILDING AND PARKING EXPANSION

Chief

## HAYES BARTON BAPTIST CHURCH

## COVER

Revisions		
Number	Description	Date
1	1st ASR REVIEW RESPONSE	3-25-22
2	2nd ASR REVIEW RESPONSE	5-16-22
Drawn By	JSL	
Checked By	JSL	
Date Issued	11/18/21	

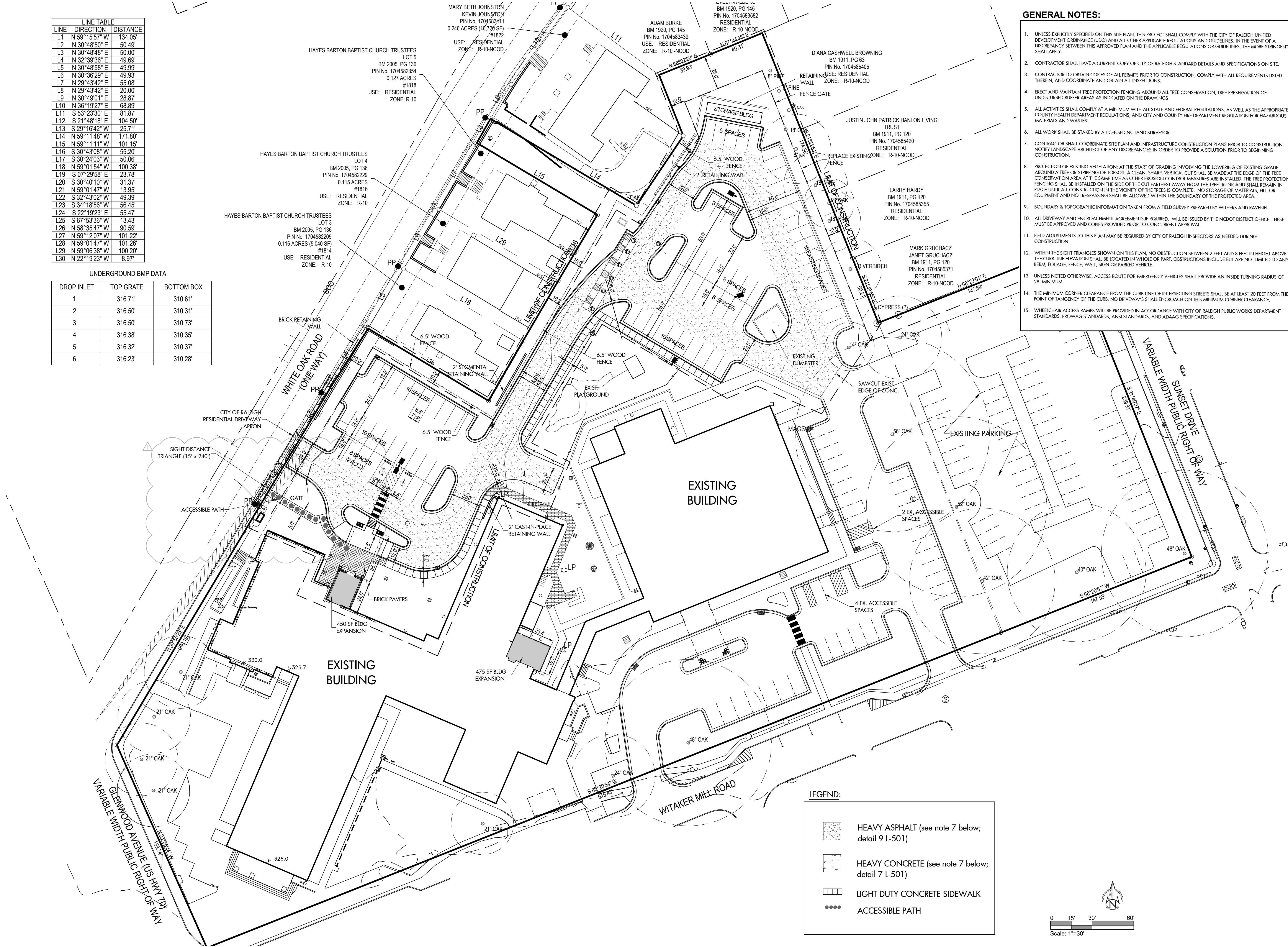
## COVER

of



LINE TABLE		
LINE	DIRECTION	DISTANCE
L1	N 59°15'57" W	134.05'
L2	N 30°48'50" E	50.49'
L3	N 30°48'48" E	50.00'
L4	N 32°39'36" E	49.69'
L5	N 30°48'58" E	49.99'
L6	N 30°36'29" E	49.93'
L7	N 29°43'42" E	55.08'
L8	N 29°43'42" E	20.00'
L9	N 30°49'01" E	28.87'
L10	N 36°19'27" E	68.89'
L11	S 53°23'30" E	81.87'
L12	S 21°48'18" E	104.50'
L13	S 29°16'42" W	25.71'
L14	N 59°11'48" W	171.80'
L15	N 59°11'11" W	101.15'
L16	S 30°43'08" W	55.20'
L17	S 30°24'03" W	50.06'
L18	N 59°01'54" W	100.38'
L19	S 07°29'58" E	23.78'
L20	S 30°40'10" W	31.37'
L21	N 59°01'47" W	13.95'
L22	S 32°43'02" W	49.39'
L23	S 34°18'56" W	56.45'
L24	S 22°19'23" E	55.47'
L25	S 67°53'36" W	13.43'
L26	N 58°35'47" W	90.59'
L27	N 59°12'07" W	101.22'
L28	N 59°01'47" W	101.26'
L29	N 59°06'38" W	100.20'
L30	N 22°19'23" W	8.97'

UNDERGROUND BMP DATA		
DROP INLET	TOP GRATE	BOTTOM BOX
1	316.71'	310.61'
2	316.50'	310.31'
3	316.50'	310.73'
4	316.38'	310.35'
5	316.32'	310.37'
6	316.23'	310.28'



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ARCHITECTURE  
LANDSCAPE ARCHITECTURE  
PLANNING  
INTERIOR DESIGN

PO BOX 1308  
300 SOUTH DAWSON ST  
RALEIGH, NC 27602  
919.821.5547  
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CONSULTANTS

NV5

NV5 ENGINEERS AND CONSULTANTS, INC.  
3300 REGENCY PARKWAY SUIT 100  
CARY, NC 27518  
P: 919.858.1831  
www.NV5.com  
NC License # F-1333  
Formerly CALYX Engineers + Consultants

PRELIMINARY  
NOT FOR CONSTRUCTION

HAYES BARTON  
BAPTIST CHURCH  
BUILDING AND PARKING  
EXPANSION

HAYES BARTON  
BAPTIST CHURCH

SITE LAYOUT

Revisions		
Number	Description	Date
1	1st ASR REVIEW RESPONSE	3-25-22
2	2nd ASR REVIEW RESPONSE	5-16-22
Drawn By	JSL	L-101
Checked By	JSL	
Date Issued	11/18/21	



