



# Administrative Approval Action

Case File / Name: ASR-SR-35-2019  
1415 Hillsborough Street

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

**LOCATION:** The site is located at 1415 Hillsborough Street and the PIN number is 170410533  
**REQUEST:** The applicant is proposing to convert a single family dwelling into an attached home. The site is zoned Office Mixed Use with a Detached Frontage (OX-3-DE). There are two 2-Bedroom units accommodated by four tandem parking spaces at the rear of 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 November 1, 2019 by DAVID SMOOT.

## **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:*

☒ **SITE PERMITTING REVIEW NOT REQUIRED AT THIS TIME** - However, plan revisions or further development that includes land disturbance of 12,000 square feet or greater, public or private infrastructure, shared stormwater devices, etc. will require site permitting review.

☒ **BUILDING PERMITS** - 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:***

### **Engineering**

1. A fee-in-lieu for 1-ft width of sidewalk along length of frontage shall be paid to the City of Raleigh (UDO 8.1.10).
2. A right-of-way obstruction permit shall be obtained from Right-of-way Services for any construction activity within the right-of-way.

### **Urban Forestry**

3. A tree impact permit must be obtained for tree fence protection for the 2 Japanese Zelkova trees located in the right of way. Chapter 2 of the City Tree Manual

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

### **Stormwater**



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1. As-built impervious survey is accepted by the Engineering Services Department (UDO 9.2).

**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:** November 13, 2022

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.

I hereby certify this administrative decision.

Signed:  Date: 11/14/2019  
Development Services Dir/Designee  
Staff Coordinator: Daniel Stegall





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: Transaction #: 599223		Planning Coordinator: Stegall
<b>Building Type</b>		<b>Site Transaction History</b>
<input type="checkbox"/> Detached	<input type="checkbox"/> General	Subdivision transaction #: _____
<input checked="" type="checkbox"/> Attached	<input type="checkbox"/> Mixed use	Sketch transaction #: _____
<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 #: _____
<b>GENERAL INFORMATION</b>		
Development name: 1415 Hillsborough Street		
Inside City limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Property address(es): 1415 Hillsborough Street Raleigh, NC 27605		
Site P.I.N.(s): 1704105336		
Please describe the scope of work. Include any additions, expansions, and change of use.		
Change of use from single family to duplex. Existing residential building will remain, and no addition to building is proposed.		
Current Property Owner/Developer Contact Name:		
NOTE: please attach purchase agreement when submitting this form. DEED ATTACHED		
Company: PROGRESS PARK LIMITED PARTNERSHIP Title: Owner		
Address: 531 S. Main Street Wake Forest, NC 27587-2803		
Phone # 919-669-5151	Email: SMOOT.DAVID@GMAIL.COM	
Applicant Name: David Smoot		
Company: PROGRESS PARK LIMITED PARTNERSHIP Address: 531 S. Main Street Wake Forest, NC 27587-2803		
Phone # 919-669-5151	Email: SMOOT.DAVID@GMAIL.COM	

DEVELOPMENT TYPE + SITE DATA TABLE (Applicable to all developments)	
SITE DATA	BUILDING DATA
Zoning district (if more than one, please provide the acreage of each): OX-3-DE	Existing gross floor area (not to be demolished): 2,673
Gross site acreage: 0.16	Existing gross floor area to be demolished: 0
# of parking spaces required: 4	New gross floor area: 0
# of parking spaces proposed: 4	Total sf gross (to remain and new): 2,673
Overlay District (if applicable): SRPOD	Proposed # of buildings: 1 (existing)
Existing use (UDO 6.1.4): Single Unit Living	Proposed # of stories for each:
Proposed use (UDO 6.1.4): Two Unit Living	

STORMWATER INFORMATION	
Existing Impervious Surface: Acres: 0.093 Square Feet: 4,035	Proposed Impervious Surface: Acres: .004 Square Feet: 172
Is this a flood hazard area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, please provide: Alluvial soils: _____ Flood stu: _____ FEMA Map Panel #: _____	
Neuse River Buffer <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Wetlands <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

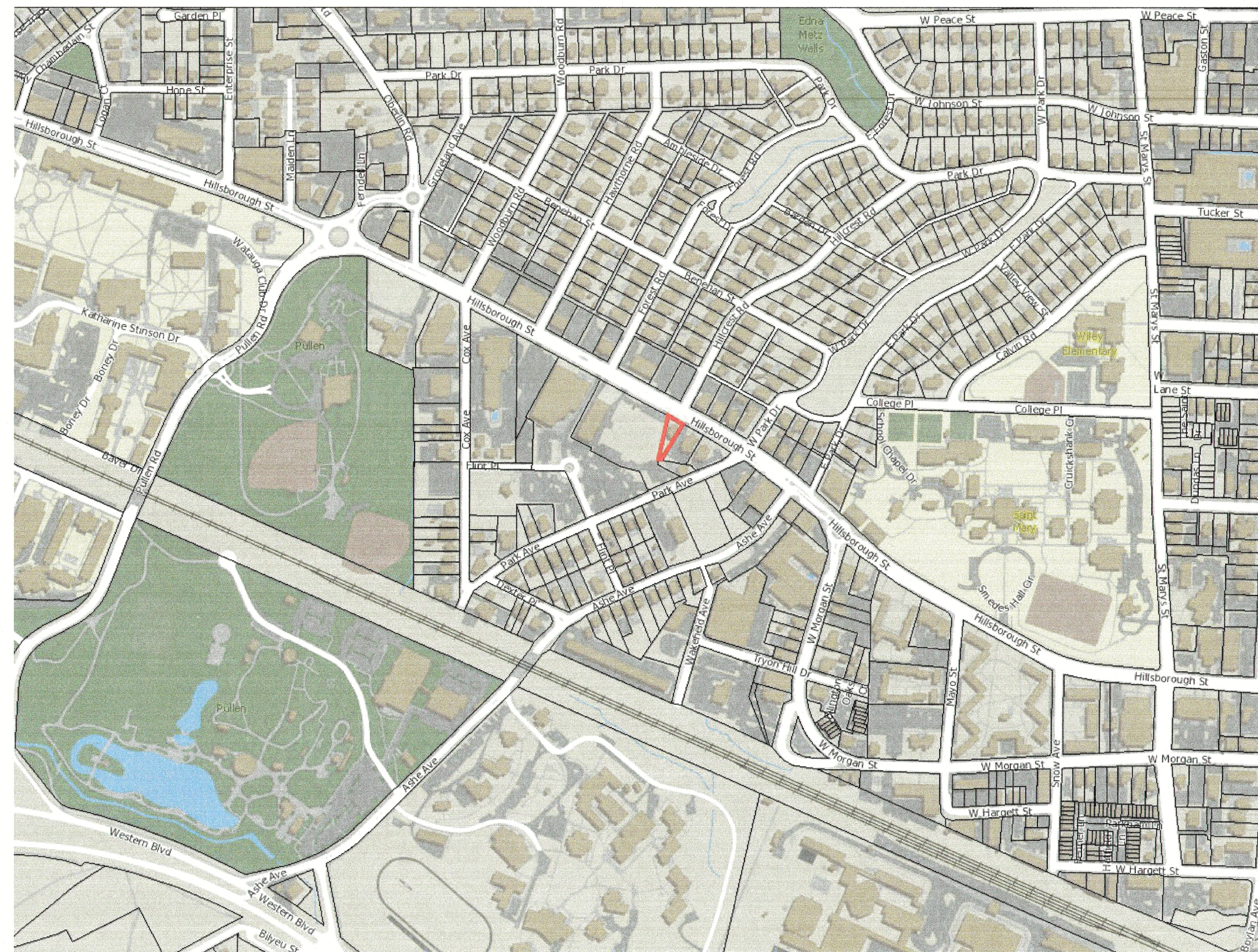
RESIDENTIAL DEVELOPMENTS	
Total # of dwelling units: 2	Total # of hotel units: 0
# of bedroom units: 1br: 2br: 3br: 4br or more: 2	
# of lots: 1	Is your project a cottage court? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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 <u>DAVID M. SMOOT</u> 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, acknowledged, 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: <u>DAVID M. SMOOT</u>	Date: <u>6/2/19</u>
Printed Name: <u>DAVID M. SMOOT</u>	

# 1415 HILLSBOROUGH STREET

## ASR-SR-35-2019

### TRANSACTION #599223



SCALE: 1"=500'

#### Page Index

- C-0 Cover Sheet
- C-1 Existing Conditions
- C-2 Proposed Site Plan
- C-3 Proposed Utility Plan
- C-4 Proposed Grading Plan
- Building Elevations

#### PROJECT INFORMATION TABLE

##### Current Landowner Information

PROGRESS PARK LIMITED PARTNERSHIP  
531 S. Main Street  
Wake Forest, NC 27587-2803

##### Civil/Site Engineer Information

T. Patrick Shillington, P.E.  
Engineering & Environmental Science Company  
3008 Anderson Dr. Suite 102  
Raleigh, NC 27609  
919-781-7798 (e-mail e2s@bellsouth.net)

Project Name: 1415 Hillsborough Street

Location: 1415 Hillsborough Street  
Raleigh, NC 27605

Pin Number: 1704105336

Current Deed Book/Page: 16542/370

Zoning: OX-3-DE

Overlay District: Special Residential Parking Overlay District (SRPOD)

Existing Use: Single Family Residential (Single-Unit Living)

Proposed Use: Duplex (Two-Unit Living)

Total Lot Area= 0.16 acres (7,112 sf)

Existing Building Area= 2,673 sf

Proposed Building Area= 2,673 (No change to building footprint)

Existing Impervious Surface = 4,378 sf

Proposed New Impervious= 191 sf

Proposed Percent Impervious= 64.2%

Total Proposed Land Disturbance= 5,142 sf

Allowable Building Height: 40 ft.

Existing Building Height: 34 ft. (Building Height Will Not Change)

Required Vehicle Parking Spaces= 4

Proposed Vehicle Parking Spaces= 4

Project is not located within 100 yr. Floodplain.

##### Setbacks

	Building	Parking
Primary Street	10'	20'
Side Lot Line	5'	0' or 3'
Rear Lot Line	20'	3'

1 2 spaces per unit

2 units 2 spaces  
1 unit = 4 Spaces

##### Exemption Notes

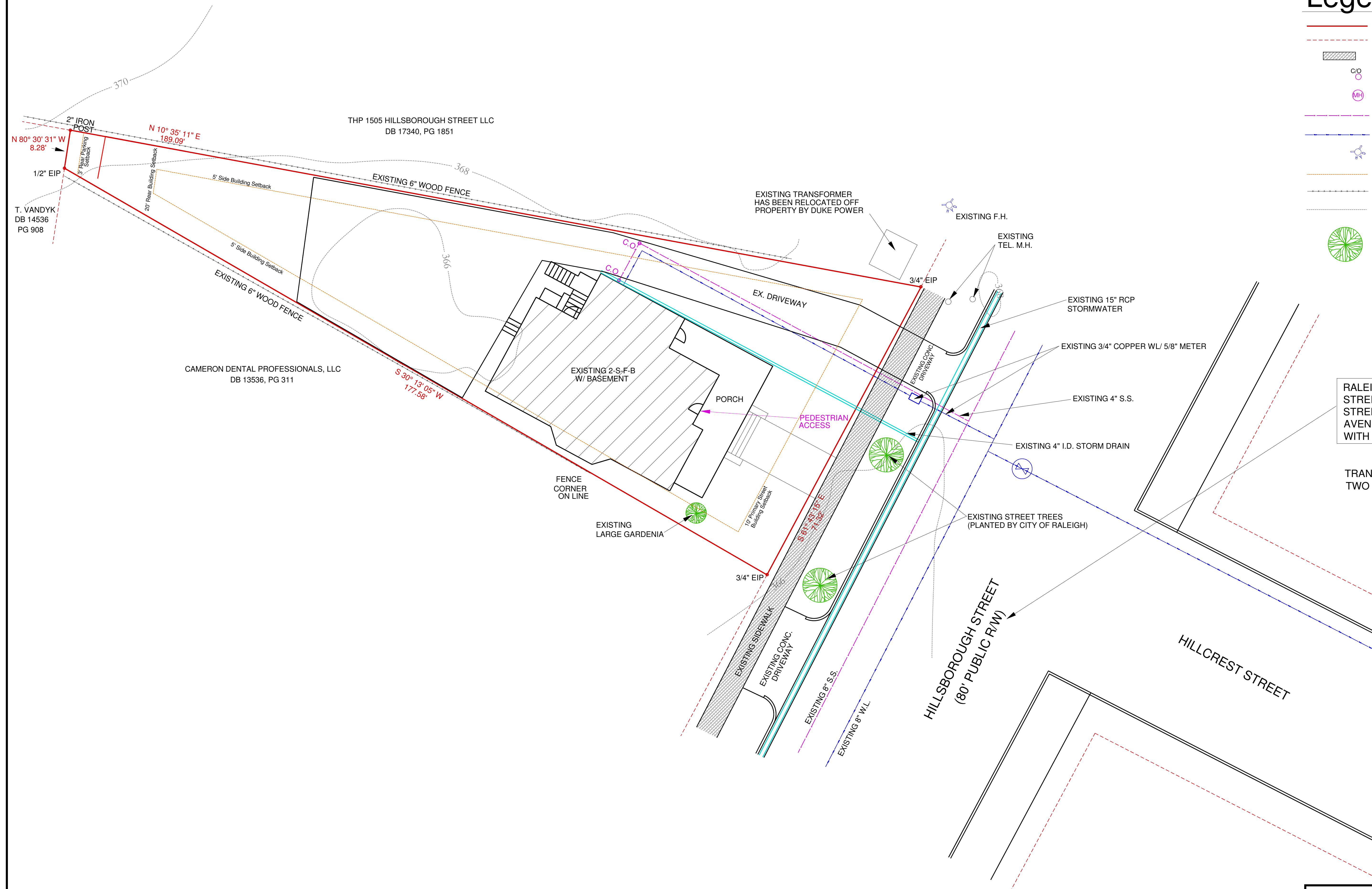
- The site will be conforming to the exemption of stormwater control requirements through the City of Raleigh UDO section 9.2.2.A-2 as amended by TC-2-16.

	ENGINEERING & ENVIRONMENTAL SCIENCE COMPANY 3008 Anderson Drive Suite 102 Raleigh, NC 27609 (919) 781-7798	DATE: 05/31/2019
		DRAWN: RWB
	Cover Sheet Proposed Duplex 1415 Hillsborough St. Raleigh, NC 27605	REVISED: 07/22/2019
	PROGRESS PARK LIMITED PARTNERSHIP 531 S. Main St. Wake Forest, NC 27587-2803	SCALE: SEE DRAWING
		Sheet No. C-0



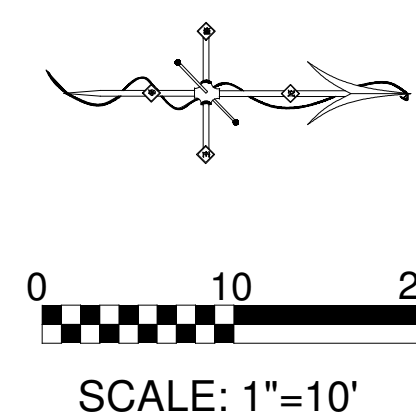
# Legend


- Property Line
- Adjacent Property Line
- Existing Sidewalk
- Sewer Cleanout
- Sewer Manhole
- Sewer Lines
- Water Lines
- Fire Hydrant
- Setbacks/Yards
- Fence
- Existing 2 ft. Contours
- Existing Street Trees  
(Planted by City of Raleigh)



RALEIGH STREET PLAN  
STREET TYPOLOGY  
STREET DESIGNATION  
AVENUE THREE LANE  
WITH PARALLEL PARKING

TRANSPORTATION PLAN;  
TWO BUS STOPS WITHIN  
1 BLOCK



	ENGINEERING & ENVIRONMENTAL SCIENCE COMPANY 3008 Anderson Drive Suite 102 Raleigh, NC 27609 (919) 781-7798		DATE: 05/31/2019
			DRAWN: RWB
			REVISED: 07/22/2019
			SCALE: SEE DRAWING
		Existing Conditions Proposed Duplex 1415 Hillsborough St. Raleigh, NC 27605	Sheet No. C-1
		PROGRESS PARK LIMITED PARTNERSHIP 531 S. Main St. Wake Forest, NC 27587-2803	



Legend

Property Line

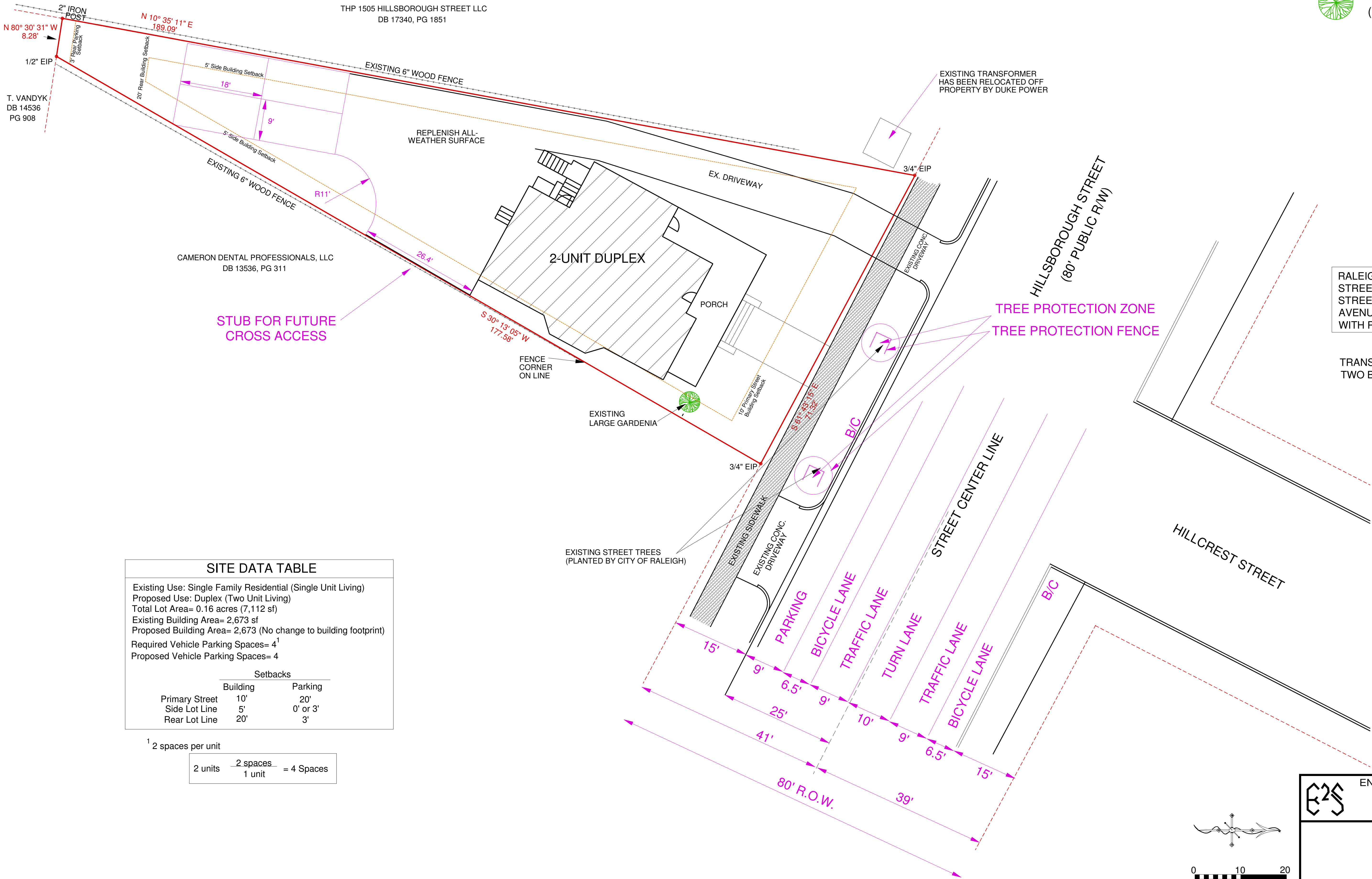
Adjacent Property Line

Existing Sidewalk

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Proposed Vehicle Parking Spaces= 4		
	Setbacks	
	Building	Parking
Primary Street	10'	20'
Side Lot Line	5'	0' or 3'
Rear Lot Line	20'	3'

<sup>1</sup> 2 spaces per unit

2 units

2 spaces

1 unit

= 4 Spaces

ENGINEERING & ENVIRONMENTAL  
SCIENCE COMPANY

3008 Anderson Drive Suite 102  
Raleigh, NC 27609  
(919) 781-7798

DATE:

05/31/2019

DRAWN:

RWB

REVISED:

07/19/2019

SCALE:

SEE DRAWING

Sheet No.

C-2

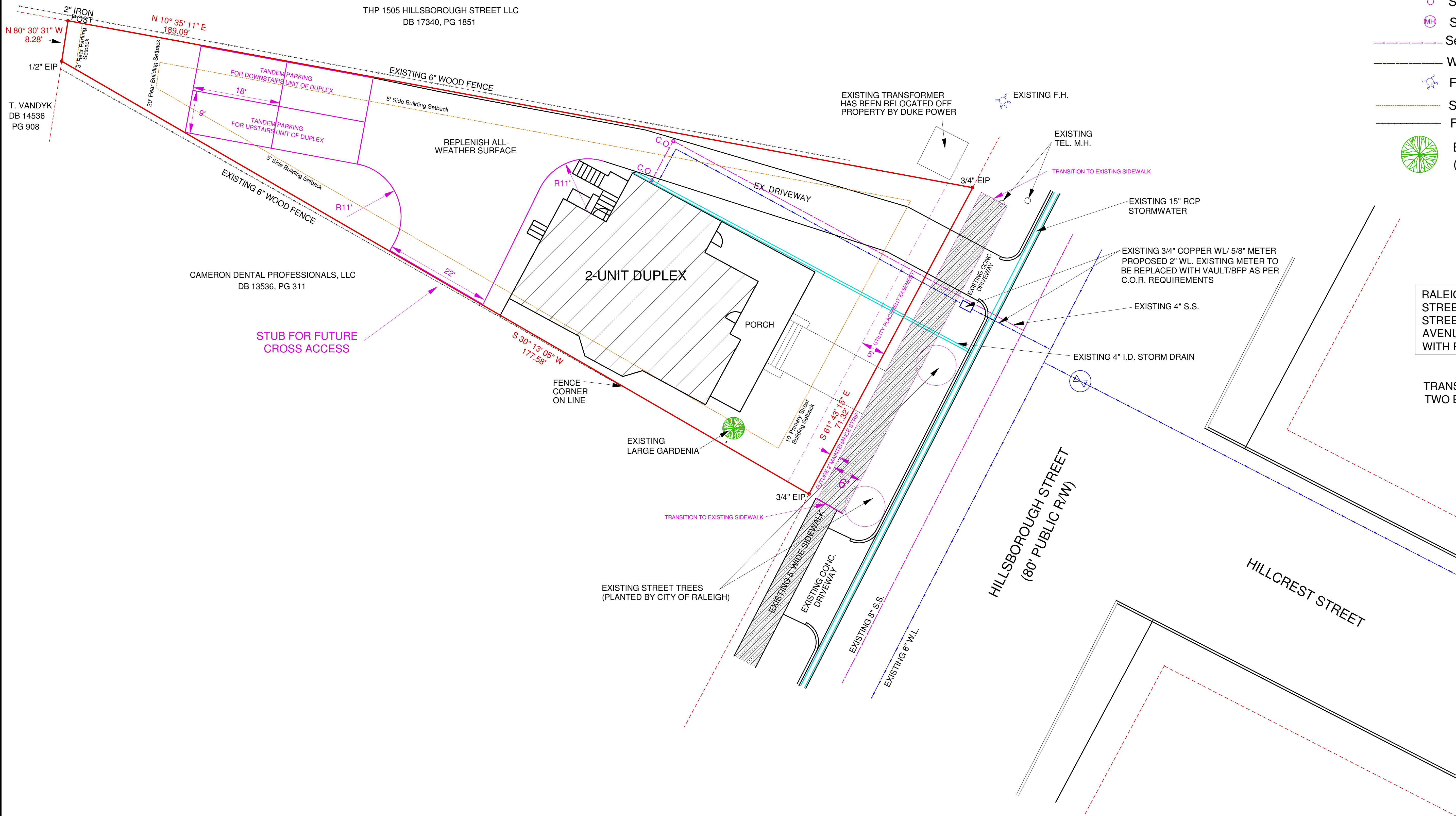
Proposed Site Plan  
Proposed Duplex  
1415 Hillsborough St.  
Raleigh, NC 27605

PROGRESS PARK LIMITED PARTNERSHIP  
531 S. Main St.  
Wake Forest, NC 27587-2803



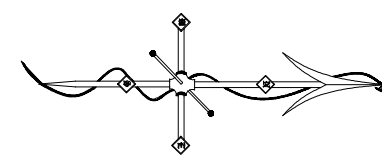
Legend

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TWO BUS STOPS WITHIN  
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0 10 20  
SCALE: 1"=10'

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		DRAWN: RWB
	Proposed Utility Plan Proposed Duplex 1415 Hillsborough St. Raleigh, NC 27605	REVISED: 07/22/2019
	PROGRESS PARK LIMITED PARTNERSHIP 531 S. Main St. Wake Forest, NC 27587-2803	SCALE: SEE DRAWING
		Sheet No. C-3