



Administrative Approval Action

S-4-19 / Gorman Burt Subdivision
Transaction# 583420 AA# 3985

City of Raleigh
Development Services Department
One Exchange Plaza
Raleigh, NC 27602
(919) 996-2495
DS.help@raleighnc.gov
www.raleighnc.gov

LOCATION: This site is located on the east side of Gorman Street, south of Burt Drive at 3709 Burt Drive.

REQUEST: Development of a 29,328 SF/0.673 acre tract zoned R-10 SRPOD into a two (2) lot subdivision with one lot being New Lot 3 of 21,369 SF/.491 acres and a new vacant parcel, New Lot 2 being 7,959 SF/.183 acres.

**DESIGN
ADJUSTMENT(S)/
ALTERNATES, ETC:** A design adjustment to the block perimeter requirements of UDO Article 8.3 has been submitted (case # DA-27-19).

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 6/27/2018 by Cawthorne, Moss & Panciera.

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:

☒ **CONCURRENT SITE 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 concurrent site review.

☐ **CONCURRENT SITE REVIEW** - For land disturbance of 12,000 square feet or greater, public or private infrastructure, shared stormwater devices, etc. Concurrent Site Review may be submitted upon receipt of this signed approval document.

The following items are required prior to approval of Concurrent Site Review plans:

Stormwater

1. 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).

☒ **LEGAL DOCUMENTS** - 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.

<input type="checkbox"/>	City Code Covenant	<input type="checkbox"/>	Slope Easement
<input type="checkbox"/>	Stormwater Maintenance Covenant	<input type="checkbox"/>	Transit Easement



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<input checked="" type="checkbox"/>	Utility Placement Easement	<input type="checkbox"/>	Cross Access Easement
<input type="checkbox"/>	Sidewalk Easement	<input type="checkbox"/>	Public Access Easement
		<input type="checkbox"/>	Other:

☒ **RECORDED MAP(S)** - Submit plat to record new property lines, easements, tree conservation areas, etc.). Plats may be submitted for review when the Concurrent Site Review plans, if required, have been deemed ready for mylar signature.

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

General

1. A demolition permit shall be issued and this building permit number shown on all maps for recording for the existing shed structure on New Lot 3 as shown on the preliminary plan.

Engineering

2. A 5' general utility easement and associated deed of easement shall be approved by the City and the location of the easement shall be shown on the map approved for recordation. The deed of easement shall be recorded at Wake County Register of Deeds within one day of recordation of the recorded plat. A recorded copy of these documents must be provided to the Development Services Department within one day from authorization of lot recordation. If recorded copies of the documents are not provided, further recordings and building permit issuance will be withheld.
3. A fee-in-lieu for 6' sidewalks across the entire frontage shall be paid to the City of Raleigh (UDO 8.1.10).
4. A public infrastructure surety is provided to the City of Raleigh Development Services – Development Engineering program (UDO 8.1.3).

Stormwater

5. The flood prone areas, as approved by the City Stormwater Engineer and shown on the preliminary plan, shall be shown on the recorded map (UDO 9.3.3.G).
6. 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).

☒ **BUILDING PERMITS** – For buildings and structures shown on the approved plans. Commercial building permit plans must include the signed, approved Concurrent Site 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:

General



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Transaction# 583420 AA# 3985

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1. A demolition permit shall be obtained for the existing shed structure on New Lot 3 be shown on all plats of recording.

Public Utilities

2. A plat must be recorded at the Wake County Register of Deeds office for all utility easement dedications.
3. Utility re-alignment construction shall be substantially complete (to eliminate conflict with new building).

Urban Forestry

4. A tree impact permit must be obtained for the approved streetscape tree installation in the right of way. This development proposes five street trees along Burt Drive.

EXPIRATION DATES: If significant construction has not taken place on a project after preliminary subdivision approval, that approval may "sunset" and be declared void, requiring re-approval before permits may be issued. To avoid allowing this preliminary approval to "sunset", the following must take place by the following dates:

3-Year Sunset Date: 7-10-2022
Record entire subdivision.

I hereby certify this administrative decision.

Signed:(Development Services Dir./Designee)

Date: 7/11/19

Staff Coordinator: Jermont Purifoy

Design Adjustment Staff Response



**DEVELOPMENT
SERVICES
DEPARTMENT**

Per Section 10.2.18.C of the Unified Development Ordinance, the Development Services Director, or designee, shall consult with the heads of other City Departments regarding the review of the request. The Development Services Director, or designee, shall approve, approve with conditions or deny the request, but must do so within 60 days of the receipt of a completed application. Additional time may be necessary if a municipal or state entity is incorporated in the review process or if a detailed engineering study is submitted in conjunction with the request.

PROJECT	Project Name	Gorman Burt Subdivision
	Development Case Number	S-4-2019
	Transaction Number	583420
	Design Adjustment Number	DA - 27 - 2019
STAFF RESPONSE	Staff recommendation based upon the findings in the applicable code(s):	
	<input checked="" type="checkbox"/> <u>UDO Art. 8.3 Blocks, Lots, Access</u>	<input type="checkbox"/> <u>UDO Art. 8.5 Existing Streets</u>
	<input type="checkbox"/> <u>UDO Art. 8.4 New Streets</u>	<input type="checkbox"/> <u>Raleigh Street Design Manual</u>
	Staff SUPPORTS <input checked="" type="checkbox"/> DOES NOT SUPPORT <input type="checkbox"/> the design adjustment request.	
	DEPARTMENTS	
	<input type="checkbox"/> Dev. Services Planner	<input type="checkbox"/> City Planning
	<input checked="" type="checkbox"/> Development Engineering <i>See below 5-28-19</i>	<input type="checkbox"/> Transportation
	<input type="checkbox"/> Engineering Services	<input type="checkbox"/> Parks & Recreation and Cult. Res.
	<input type="checkbox"/> Public Utilities	
	CONDITIONS:	
<div style="border: 1px solid black; height: 150px; width: 100%;"></div>		
Development Services Director or Designee Action: <input checked="" type="checkbox"/> APPROVE <input type="checkbox"/> APPROVE WITH CONDITIONS <input type="checkbox"/> DENY		

Authorized Signature

DANIEL G. KULL, PE
ENGINEERING REVIEW MANAGER

5/31/19
Date

*The Development Services Director may authorize a designee to sign in his/her stead. Please print name and title next to signature.
Appeal of the decision from the Development Services Director, or his or her designee, shall be made in writing within 30 days to the Board of Adjustment (see Section 10.2.18.C3b).

Design Adjustment Application



**DEVELOPMENT
SERVICES
DEPARTMENT**

The purpose of this request is to seek a Design Adjustment from the Development Services Director, or designee, for a specific project only and, if granted, may be approved with special conditions and provisions. This application and all further action shall be consistent with Section 10.2.18 in the Unified Development Ordinance (UDO). The consideration and decision of this request shall be based solely on the conformance of the findings, as outlined in Sec. 8.3.6, Sec. 8.4.1.E and Sec. 8.5.1.G of the UDO or the Raleigh Street Design Manual.

PROJECT	Project Name Burt Street Subdivision		
	Case Number DA-27-2019		
	Transaction Number 583420		
OWNER	Name Richard D. Raynor		
	Address 3709 Burt Drive		City Raleigh
	State NC	Zip Code 27606	Phone
CONTACT	Name Isabel Worthy Mattox		Firm Mattox Law Firm
	Address 127 W. Hargett Street, Suite 500		City Raleigh
	State NC	Zip Code 27601	Phone (919) 828-7171
REQUEST	I am seeking a Design Adjustment from the requirements set forth in the following:		
	<input checked="" type="checkbox"/> UDO Art. 8.3 Blocks, Lots, Access	- See page 2 for findings	
	<input type="checkbox"/> UDO Art. 8.4 New Streets	- See page 3 for findings	
	<input type="checkbox"/> UDO Art. 8.5 Existing Streets	- See page 4 for findings	
	<input type="checkbox"/> Raleigh Street Design Manual	- See page 5 for findings	
	Provide details about the request; (please attach a memorandum if additional space is needed):		
This is a simple subdivision of a larger parcel into individual lots. All lots will maintain required street frontage. The applicant does not own the adjacent properties necessary to construct a cross street to meet the block perimeter requirement. A cross street is impractical as it would cross a blue line stream along the eastern property line and would not improve access for the property or neighboring properties. A cross street would also create safety, traffic, and noise concerns for the adjacent townhome community.			

It is the responsibility of the applicant to provide all pertinent information needed for the consideration of this request. Applicant must be the Property Owner.

By signing this document, I hereby acknowledge the information on this application is, to my knowledge, accurate.

Owner/Owner's Representative Signature

Date

CHECKLIST

Signed Design Adjustment Application	<input checked="" type="checkbox"/> Included
Page(s) addressing required findings	<input checked="" type="checkbox"/> Included
Plan(s) and support documentation	<input checked="" type="checkbox"/> Included
Notary page (page 6) filled out; Must be signed by property owner	<input checked="" type="checkbox"/> Included
First Class stamped and addressed envelopes with completed notification letter	<input checked="" type="checkbox"/> Included

Submit all documentation, with the exception of the required addressed envelopes and letters to designadjustments@raleighnc.gov.

Deliver the addressed envelopes and letters to:
Development Services, Development Engineering
One Exchange Plaza, Suite 500
Raleigh NC, 27601

For Office Use Only	RECEIVED DATE:	DA -
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Design Adjustment Application



DEVELOPMENT
SERVICES
DEPARTMENT

The purpose of this request is to seek a Design Adjustment from the Development Services Director, or designee, for a specific project only and, if granted, may be approved with special conditions and provisions. This application and all further action shall be consistent with Section 10.2.18 in the Unified Development Ordinance (UDO). The consideration and decision of this request shall be based solely on the conformance of the findings, as outlined in Sec. 8.3.6, Sec. 8.4.1.E and Sec. 8.5.1.G of the UDO or the Raleigh Street Design Manual.

PROJECT	Project Name <u>GORMAN BURT SUBDIVISION</u>	
	Case Number <u>5-4-19</u>	
	Transaction Number <u>503420</u>	
OWNER	Name <u>RICHARD RAYMOND</u>	
	Address <u>3709 BURT DR</u>	
	City <u>RALEIGH</u>	
	State <u>NC</u> Zip Code <u>27606</u> Phone <u>919 536 3148</u>	
CONTACT	Name <u>JORDAN PARCEL</u> Firm	
	Address <u>333 S. WHITE ST</u> City <u>WAKE FOREST</u>	
	State <u>NC</u> Zip Code <u>27507</u> Phone <u>919 536 3148</u>	
REQUEST	I am seeking a Design Adjustment from the requirements set forth in the following:	
	<input checked="" type="checkbox"/> UDO Art. 8.3 BICYCLE Access	See page 2 for findings
	<input type="checkbox"/> UDO Art. 8.4 New Streets	See page 3 for findings
	<input type="checkbox"/> UDO Art. 8.5 Existing Streets	See page 4 for findings
	<input type="checkbox"/> Raleigh Street Design Manual	See page 5 for findings
	Provide details about the request (please attach a memorandum if additional space is needed)	
SEEKING DESIGN ADJUSTMENTS FOR EXCEEDING 2,500 LF. OF BLOCK PERIMETER		

It is the responsibility of the applicant to provide all pertinent information needed for the consideration of this request. Applicant must be the Property Owner.

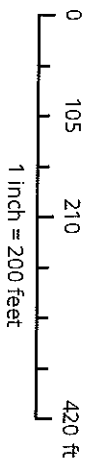
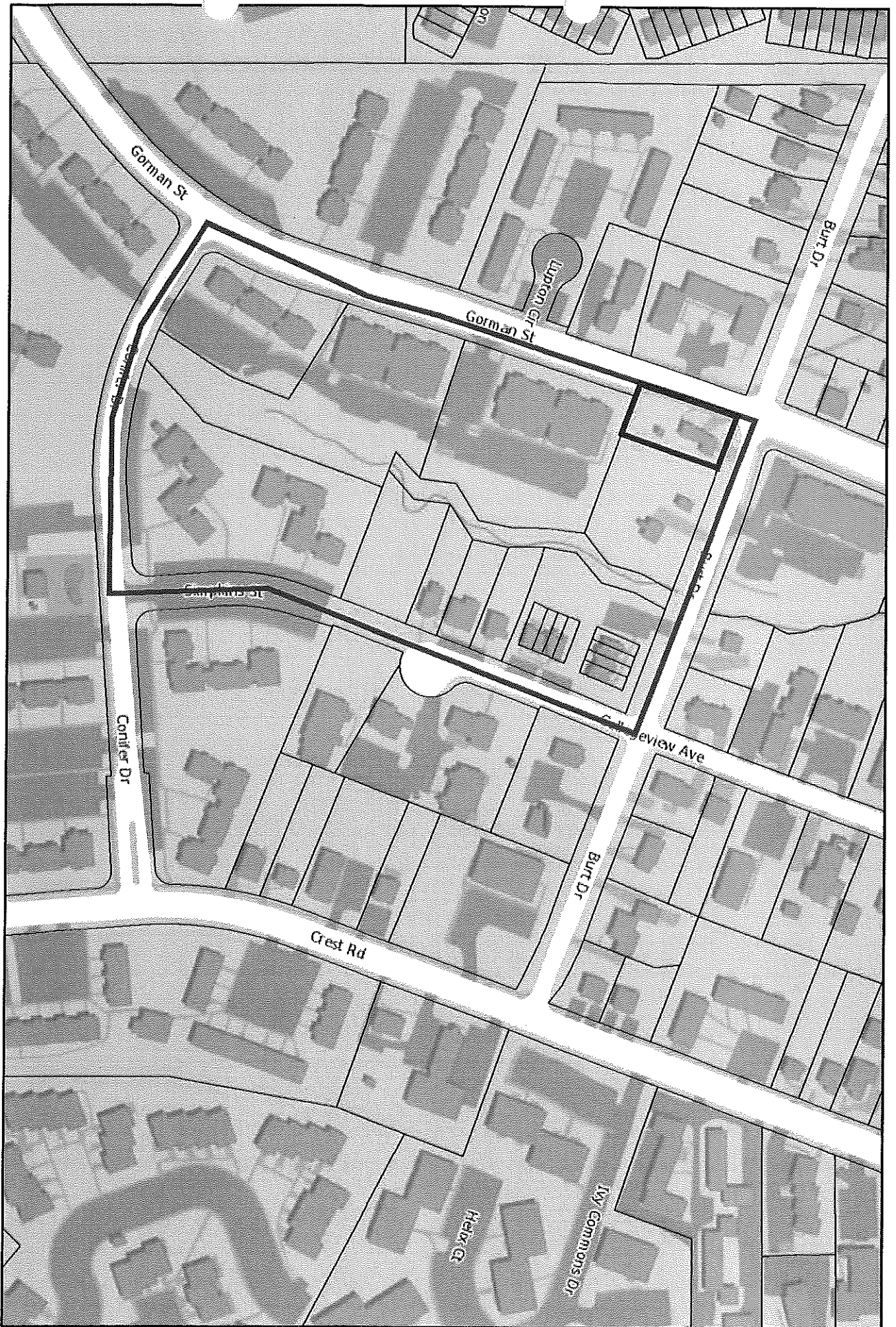
By signing this document, I hereby acknowledge the information on this application is, to my knowledge, accurate.
Richard V. Ray 2/25/19
 Owner/Owner's Representative Signature Date

CHECKLIST	
Signed Design Adjustment Application	<input checked="" type="checkbox"/> Included
Page(s) addressing required findings	<input checked="" type="checkbox"/> Included
Plan(s) and support documentation	<input checked="" type="checkbox"/> Included
Notary page (page 6) filled out; Must be signed by property owner	<input checked="" type="checkbox"/> Included
First Class stamped and addressed envelopes with completed notification letter	<input type="checkbox"/> Included

Submit all documentation, with the exception of the required addressed envelopes and letters to
designadjustments@raleighnc.gov.

Deliver the addressed envelopes and letters to:
 Development Services, Development Engineering
 One Exchange Plaza, Suite 500
 Raleigh NC, 27601

For Office Use Only	RECEIVED DATE	DA
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Disclaimer

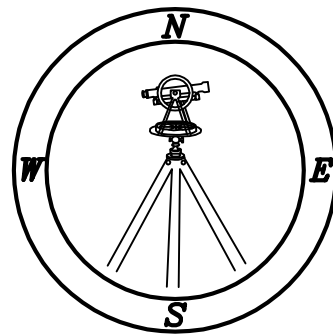
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LAND SURVEYOR/CONTACT

CAWTHORNE, MOSS & PANCIERA, PC
MICHAEL A. MOSS, PLS
333 S. WHITE STREET
WAKE FOREST, NC 27587
(919) 556-3148
MIKE@CMPPLS.COM

DEVELOPER:

BUILD RALEIGH, LLC
P.O. BOX 10444
RALEIGH, NC 27605
336-740-4401



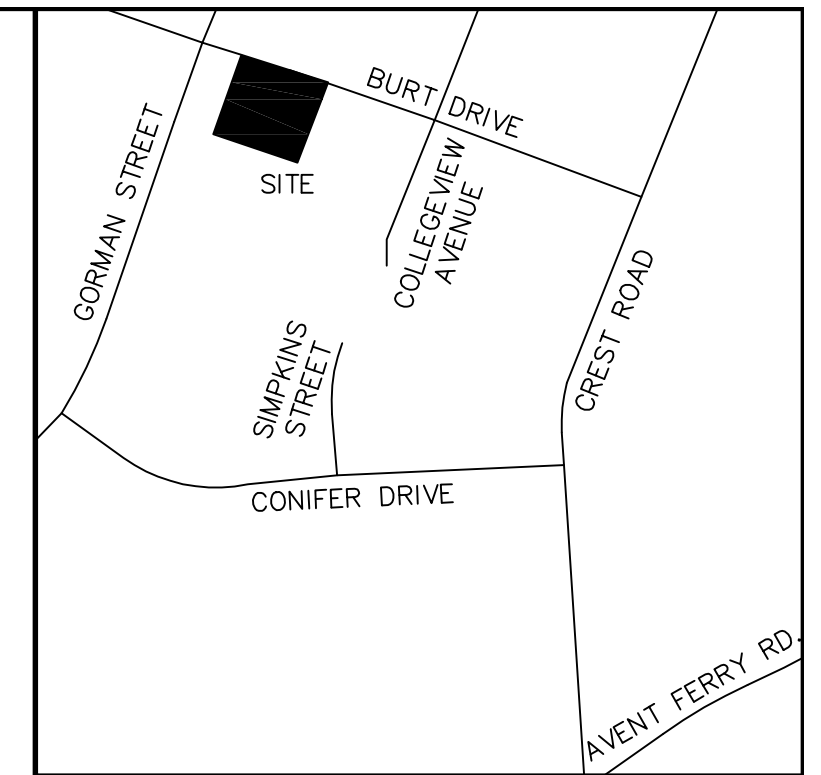
SHEET INDEX:

SHEET 1 - COVER SHEET
SHEET 2 - EXISTING CONDITIONS
SHEET 3 - PRELIMINARY SUBDIVISION PLAN

LOT SUMMARY
TOTAL NUMBER OF LOTS 2
NEW LOT 2 0.183 AC./7,959 S.F.
NEW LOT 3 0.491 AC./21,369 S.F.
TOTAL SITE AREA 0.674 AC./29,328 S.F.
ZONING R-10 SRPOD
SITE DENSITY 2.97 UNITS PER ACRE

NOTES:

- All construction shall be in accordance with all City of Raleigh Standards and Specifications.
- Developer is responsible for installation of all lines necessary to provide service to this site.
- The developer acknowledges that he has reviewed and is in compliance with the requirements set forth in the Solid Waste Design. The lots will be using residential bins.
- Refuse containers are to be rolled to the curb of the public right-of-way and serviced by City of Raleigh Solid Waste Services. Carts will be stored in garage or on a 6' x 6' concrete pad to the side or rear of the house.
- Per Section 9.2.2.A.2.b.i subject to 4.a of the Part 10A Raleigh Unified Development Ordinance, these lots are exempt from active stormwater measures and subject to further review upon placement of impervious surface areas.
- The subject property is exempt from Tree Conservation requirements due to gross site acreage being less than 2 ac.
- No lots are proposed to require a private pump service.
- This Project requires recordation of a Subdivision Plat prior to issuance of a Building Permit.
- Proposed lots are subject to Residential Infill Rules, as per Sec. 2.2.7.
- Diameter & material of water & sewer services are 3/4" CU with 5/8" meter & 4" PVC or DIP @ 1.0% min. grade for each lot.
- Per Section 9.2.2.A.2.b.i subject to 4.a of the Part 10A Raleigh Unified Development Ordinance, these lots are exempt from active stormwater measures and subject to further review upon placement of impervious surface areas.



VICINITY MAP

GORMAN BURT SUBDIVISION

Preliminary Subdivision Plan Application

Development Services Customer Service Center | 1 Exchange Plaza, Suite 400 | Raleigh, NC 27601 | 919-996-2495 | afax 919-996-1831
Litchford Satellite Office | 8320 - 130 Litchford Road | Raleigh, NC 27601 | 919-996-4200



DEVELOPMENT
SERVICES
DEPARTMENT

When submitting plans, please check the appropriate review type and include the Plan Checklist document.

Office Use Only: Transaction #	Project Coordinator	Team Leader
PRELIMINARY APPROVALS		
<input type="checkbox"/> Subdivision *	<input checked="" type="checkbox"/> Conventional Subdivision	<input type="checkbox"/> Compact Development
<input type="checkbox"/> Conservative Subdivision		
*May require City Council approval if in a Metro Park Overlay or Historic Overlay District		
If your project has been through the Due Diligence process, provide the transaction #:		
GENERAL INFORMATION		
Development Name: GORMAN BURT SUBDIVISION		
Proposed Use: RESIDENTIAL		
Property Address(es): 3709 BURT DRIVE		
Wake County Property Identification Number(s) for each parcel to which these guidelines will apply:		
PIN Recorded Deed 0793.06-27-7634	PIN Recorded Deed	PIN Recorded Deed
What is your project type?		
<input checked="" type="checkbox"/> DETACHED Single family		
<input type="checkbox"/> Townhouse		
<input type="checkbox"/> Subdivision in a non-residential zoning district		
<input type="checkbox"/> Other (describe):		
OWNER/DEVELOPER INFORMATION		
Company Name		Owner/Developer Name: RICHARD D. RAYNOR
Address: 3709 BURT DRIVE, RALEIGH NC, 27606		
Phone: N/A	Email: N/A	Fax: N/A
CONSULTANT/CONTACT PERSON FOR PLANS		
Company Name: CAWTHORNE, MOSS & PANCIERA		Contact Name: JORDAN PARKER
Address: 333 S. WHITE STREET, WAKE FOREST NC, 27587		
Phone: 919-556-3148	Email: JORDAN@CMPPLS.COM	Fax: 919-554-1370

PAGE 1 OF 3

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REVISION 03.11.16

DEVELOPMENT TYPE AND SITE DATE TABLE (Applicable to all developments)			
ZONING INFORMATION			
Zoning District(s) R-10 SRPOD			
If more than one district, provide the acreage of each:			
Overlay District?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Inside City Limits?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
CUD (Conditional Use District) Case #	N/A		
COA (Certificate of Appropriateness) Case #	N/A		
BOA (Board of Adjustment) Case #	N/A		
STORMWATER INFORMATION			
Existing Impervious Surface	acres/sf	Flood Hazard Area	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Proposed Impervious Surface	acres/sf	Neuse River Buffer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		Wetlands	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If in a Flood Hazard Area, provide the following:			
Alluvial Soils	Flood Study	FEMA Map Panel #	
NUMBER OF LOTS AND DENSITY			
Total # of Townhouse Lots:	Detached	N/A	Attached
Total # of Single Family Lots	2	Total # of All Lots	2
Overall Unit(s)/Acre Densities Per Zoning Districts 2.97 UNITS PER ACRE			
Total # of Open Space and/or Common Area Lots N/A			
SIGNATURE BLOCK (Applicable to all developments)			
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 subdivision plan as approved by the City.			
I hereby designate 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.			
Signature:		Date: 8/30/18	
Signature:		Date:	

PAGE 2 OF 3

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REVISION 03.11.16

LEGEND:

EIP - EXISTING IRON PIPE
EPK - EXISTING PK NAIL
NIP - NEW IRON PIPE SET
R/W - RIGHT OF WAY
CATV - CABLE TV BOX
EB - ELECTRIC BOX
TEL - TELEPHONE PEDESTAL
PP - POWER POLE
OHL - OVERHEAD LINE
LP - LIGHT POLE
WM - WATER METER
WV - WATER VALVE
CO - SEWER CLEAN-OUT
XXX - ADDRESS
P-WM - PROPOSED WATER METER
P-CO - PROPOSED SEWER CLEAN-OUT
E-WM - EXISTING WATER METER
E-CO - EXISTING SEWER CLEAN-OUT

PUBLIC IMPROVEMENTS QUANTITIES
THERE WILL BE 2 NEW WATER STUBS & 2 NEW SEWER STUBS

LINE TYPE LEGEND

---	PROPERTY LINE - LINE SURVEYED
---	RIGHT-OF-WAY
---	ADJOINING LINE - LINE NOT SURVEYED
---	OVERHEAD LINE
---	BUILDING SETBACK
---	EASEMENT
---	BUFFER
---	FLOOD HAZARD SOILS

SHEET 1 OF 3

PRELIMINARY
SUBDIVISION PLAN
COVER SHEET

GORMAN BURT SUBDIVISION

OWNER: RICHARD D. RAYNOR
REF: D.B. 14876, PAGE 35
REF: B.M. 2018, PAGE 2491
CITY OF RALEIGH
WAKE COUNTY, NORTH CAROLINA



SCALE 1"=20'

JUNE 27, 2018
ZONED R-10 SRPOD
PIN # 0793.06-27-6685
CASE # S-4-19
TRANSACTION # 583420

LAND SURVEYOR/CONTACT

CAWTHORNE, MOSS & PANCIERA, PC
MICHAEL A. MOSS, PLS
333 S. WHITE STREET
WAKE FOREST, NC 27587
(919) 556-3148
MIKE@CMPPLS.COM

DEVELOPER:

BUILD RALEIGH, LLC
P.O. BOX 10444
RALEIGH, NC 27605
336-740-4401

PRELIMINARY

FOR REVIEW PURPOSES ONLY

LINE TYPE LEGEND

---	PROPERTY LINE - LINE SURVEYED
- - -	RIGHT-OF-WAY
- . -	ADJOINING LINE - LINE NOT SURVEYED
- - -	OVERHEAD LINE
- - -	BUILDING SETBACK
- - -	EASEMENT
- - -	BUFFER
- - -	FLOOD HAZARD SOILS

ADOPTED FROM B.M. 1978 PAGE 707

LEGEND:

EIP - EXISTING IRON PIPE
EPK - EXISTING PK NAIL
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R/W - RIGHT OF WAY
CATV - CABLE TV BOX
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CO - SEWER CLEAN-OUT
XXX - ADDRESS
P-WM - PROPOSED WATER METER
P-CO - PROPOSED SEWER CLEAN-OUT
E-WM - EXISTING WATER METER
E-CO - EXISTING SEWER CLEAN-OUT

NOTES:

1. THIS PLAT SUBJECT TO ALL EASEMENTS, AGREEMENTS AND RIGHTS OF WAY OF RECORD PRIOR TO THE DATE OF THIS PLAT.
2. NO UNDERGROUND UTILITIES HAVE BEEN MARKED OR LOCATED FOR THIS PLAT.
3. ALL BEARINGS AND DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS
4. CONTOUR LINES HAVE BEEN TAKEN FROM WAKE COUNTY GIS SITE.
5. ALL CONTOURS ARE AT 2' INTERVALS.

IMPERVIOUS SURFACE TABLE

HOUSE	758 S.F.
SHED'S	316 S.F.
DRIVEWAY	1,696 S.F.
DECK (263 S.F. @ 50%)	131 S.F.
TOTAL IMPERVIOUS AREA	2,901 S.F.
TOTAL LOT AREA	29,328 S.F.
PERCENTAGE OF IMPERVIOUS AREA	9.89%
MAX PERCENTAGE OF IMPERVIOUS ALLOWED	65.00%

SHEET 2 OF 3

EXISTING CONDITIONS PLAN FOR
GORMAN BURT SUBDIVISION

OWNER: RICHARD D. RAYNOR
REF: D.B. 14876, PAGE 35
REF: B.M. 2018, PAGE 2491
CITY OF RALEIGH
WAKE COUNTY, NORTH CAROLINA



SCALE 1"=20'

JUNE 27, 2018
ZONED R-10 SRPOD
PIN # 0793.06-27-6685

CASE # S-4-19
TRANSACTION # 583420

