**Administrative Approval Action**

**Carolina Country Club Addition: SR-4-19, Transaction# 583228, AA# 3954**

**LOCATION:** This site is located on the east side of Glenwood Avenue and north of the intersection of Glenwood Avenue and Argyle Drive. The address for this site is 2500 Glenwood Avenue and the PIN number is 1705129928 and designated as Lot 2 on BM2018 page 2326.

**REQUEST:** There is an existing Golf Club course at the subject site with 61,260 square feet of indoor recreational space/club house. The site is zoned as Residential-4 (R-4). The applicant is proposing 6,006 square feet of additional gross floor area to the club house. The subject site must adhere to the Civic Building type in UDO Section 2.2.5 and provide parking based on 4 spaces per hole plus 1 space per 500 square feet of gross floor area.

**DESIGN ADJUSTMENT(S)/ALTERNATES, ETC:** One Design Adjustment, case DA-5-19, has been approved by the Development Services Director Designee for this project, noted below:

1. A Design Adjustment granting relief from the block perimeter requirements. Based on the proposed addition, any proposed road extending from the property's frontage would be in conflict with existing private infrastructure.

**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 3/20/2019 by Johnny Edwards of John A. Edwards & Company.

**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.
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.

| ☒ | City Code Covenant | ☒ | Slope Easement |
| ☐ | Stormwater Maintenance Covenant | ☐ | Transit Easement |
| ☐ | Utility Placement Easement | ☒ | Cross Access Easement |
| ☐ | Sidewalk Easement | ☐ | Public Access Easement |
| ☐ | | ☐ | 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 Type C2 Street Protective Yard is required for this project and a note shall be placed on the final plat stating this requirement.

Stormwater

2. 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).

3. All stormwater control measures and means of transporting stormwater runoff to and from any nitrogen and stormwater runoff control measures shall be shown on all plats for recording as private drainage easements (UDO 9.2).

4. 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**
1. A recombination map shall be recorded prior to or in conjunction with the recording of lots, recombining the existing lot into a single tract.
2. Provide fire flow analysis.
3. A Type C2 Street Protective Yard is required for this project and a note shall be placed on the final plat stating this requirement.

**Engineering**
4. The required right of way and slope easement for proposed and/or existing streets shall be dedicated to the City of Raleigh and is shown on a plat approved for recordation.
5. A fee-in-lieu for 1’ of sidewalk along the property frontage shall be paid to the City of Raleigh (UDO 8.1.10).
6. A cross access agreement between this parcel and the other parcels also owned by Carolina Country Club shall be approved by the Development Services Department for recording in the Wake County Registry, and a copy of the recorded cross access easement shall be returned to the Development Services Department within one day of plat recordation. If a recorded copy of the document is not provided, further recordings and building permit issuance will be withheld.
7. A right-of-way obstruction permit shall be obtained from Right-of-way Services for any construction activity within the right-of-way.

**Stormwater**
8. All stormwater control measures and means of transporting stormwater runoff to and from any nitrogen and stormwater runoff control measures shall be shown on all plats for recording as private drainage easements (UDO 9.2).
9. A surety equal to of the cost of clearing, grubbing and reseeding a site, shall be paid to the City, if applicable (UDO 9.4.4).

The following are required prior to issuance of building occupancy permit:
1. All Water, Sanitary Sewer and Reuse facilities shall be installed, inspected, tested and accepted by the City of Raleigh Public Utilities Department for operations and maintenance.
2. Required public right-of-way infrastructure improvements shall be, at a minimum, sufficiently completed to provide the necessary, safe emergency and vehicular access.
3. Required underground storm drainage improvements shall be completed and as-built plan(s) and certification(s) reviewed and accepted by the City of Raleigh Development Services – Development Engineering program.

4. All street lights and street signs required as part of the development approval are installed.

5. Copies of certified inspection reports for alleys and internal access ways are submitted to the City of Raleigh Development Services – Development Engineering program.

6. As-built drawings and associated forms for all Stormwater devices are accepted by the Engineering Services Department (UDO 9.2.2.D.3).

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: 4-17-2022
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: (Development Services Dir./Designee) Date: 5/4/19

Staff Coordinator: Daniel L. Stegall
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.

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Carolina Country Club - Service Area Addition</th>
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</thead>
<tbody>
<tr>
<td>Development Case Number</td>
<td>SR-4-2019</td>
</tr>
<tr>
<td>Transaction Number</td>
<td>583228</td>
</tr>
<tr>
<td>Design Adjustment Number</td>
<td>DA - 5 2019</td>
</tr>
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</table>

Staff recommendation based upon the findings in the applicable code(s):

- [X] UDO Art. 8.3 Blocks, Lots, Access
- [ ] UDO Art. 8.5 Existing Streets
- [ ] UDO Art. 8.4 New Streets
- [ ] Raleigh Street Design Manual

Staff SUPPORTS [X] DOES NOT SUPPORT [ ] the design adjustment request.

**DEPARTMENTS**

- [ ] Dev. Services Planner
- [X] Development Engineering
- [ ] Engineering Services
- [ ] Public Utilities
- [ ] City Planning
- [ ] Transportation
- [ ] Parks & Recreation and Cult. Res.

**CONDITIONS:**

Development Services Director or Designee Action: [X] APPROVE [ ] APPROVE WITH CONDITIONS [ ] DENY

Authorized Signature ________________________________

[Signature]

Date 4/10/19

*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).
The Development Services Director may in accordance with Sec. 10.2.18. approve a design adjustment, subject to all of the following findings.

A. The requested design adjustment meets the intent of this Article;
YES☑ NO □

B. The requested design adjustment conforms with the Comprehensive Plan and adopted City plans;
YES☑ NO □

C. The requested design adjustment does not increase congestion or compromise Safety;
YES☑ NO □

D. The requested design adjustment does not create any lots without direct street Frontage;
YES☑ NO □

E. The requested design adjustment is deemed reasonable due to one or more of the following:
1. Topographic changes are too steep;
2. The presence of existing buildings, stream and other natural features;
3. Site layout of developed properties;
4. Adjoining uses or their vehicles are incompatible;
5. Strict compliance would pose a safety hazard; or
6. Does not conflict with an approved or built roadway construction project
7. adjacent to or in the vicinity of the site.
YES☑ NO □

STAFF FINDINGS
Staff supports the request for relief pertaining to block perimeter standards. Based on the proposed addition, any proposed road pulled from the property's frontage would be in conflict with existing private infrastructure. As this project is an addition to the existing structure, not granting relief would cause significant demolition of the existing facilities on the property. Also, the Beaverdam Creek is perpendicular to this property and any road stubs would need to cross the blue line stream and enter the floodplain. With no logical termini for any proposed stub road at this time, no crossing or encroachment would be granted.
Design Adjustment Application

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.

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</tr>
<tr>
<td>Name</td>
<td>Carolina Country Club Company</td>
</tr>
<tr>
<td>Address</td>
<td>2500 Glenwood Ave</td>
</tr>
<tr>
<td>State</td>
<td>NC</td>
</tr>
<tr>
<td>Zip Code</td>
<td>27608</td>
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<tr>
<td>City</td>
<td>Raleigh</td>
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<tr>
<td>Phone</td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>Johnny Edwards</td>
</tr>
<tr>
<td>Address</td>
<td>333 Wade Ave</td>
</tr>
<tr>
<td>State</td>
<td>NC</td>
</tr>
<tr>
<td>Zip Code</td>
<td>27605</td>
</tr>
<tr>
<td>Phone</td>
<td>919.828.4428</td>
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</tbody>
</table>

I am seeking a Design Adjustment from the requirements set forth in the following:
- UDO Art. 8.3 Blocks, Lots, Access - See page 2 for findings
- UDO Art. 8.4 New Streets - See page 3 for findings
- UDO Art. 8.5 Existing Streets - See page 4 for findings
- Raleigh Street Design Manual - See page 5 for findings

Provide details about the request; (please attach a memorandum if additional space is needed):

The applicant is requesting a design adjustment from the required block perimeter as established under UDO Article 8.3 due to surrounding site constraints and floodplain along adjacent parcel. The existing block perimeter is approximately 14,120'. The current zoning is R-4 and R-6 which indicates a 8,000 maximum block perimeter for the existing average lot size of 40k+ SF under UDO Sec 8.3.2.

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: [Signature]
Date: [Date]

CHECKLIST

<table>
<thead>
<tr>
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<tr>
<td>Signed Design Adjustment Application</td>
<td>✔ Included</td>
</tr>
<tr>
<td>Page(s) addressing required findings</td>
<td>✔ Included</td>
</tr>
<tr>
<td>Plan(s) and support documentation</td>
<td>✔ Included</td>
</tr>
<tr>
<td>Notary page (page 6) filled out; Must be signed by property owner</td>
<td>✔ Included</td>
</tr>
<tr>
<td>First Class stamped and addressed envelopes with completed notification letter</td>
<td>✔ Included</td>
</tr>
</tbody>
</table>

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 -
The Development Services Director may in accordance with Sec. 10.2.18. approve a design adjustment, subject to all of the following findings. Describe how each item is met:

A. The requested design adjustment meets the intent of this Article;
   This request meets the established requirements due to the existing site constraints and floodplain.

B. The requested design adjustment conforms with the Comprehensive Plan and adopted City plans;
   There are no proposed improvements will effect subject property.

C. The requested design adjustment does not increase congestion or compromise Safety;
   The requested design adjustment will not increase congestion or compromise safety.

D. The requested design adjustment does not create any lots without direct street Frontage;
   The requested design adjustment does not create any lots without direct street frontage.

E. The requested design adjustment is deemed reasonable due to one or more of the following:
   1. Topographic changes are too steep;
   2. The presence of existing buildings, stream and other natural features;
   3. Site layout of developed properties;
   4. Adjoining uses or their vehicles are incompatible;
   5. Strict compliance would pose a safety hazard; or
   6. Does not conflict with an approved or built roadway construction project
   7. adjacent to or in the vicinity of the site.

Yes, requested design adjustment is deemed reasonable due to site layout of developed properties. A block connection would also be an obstacle due to the floodplain located north of the property.
STATE OF NORTH CAROLINA  
COUNTY OF Johnston  

I, Tracy Rairigh, a Notary Public do hereby certify that John A. Edwards Jr. personally appeared before me this day and acknowledged the due execution of the forgoing instrument.

This the 17th day of January, 2019.

TRACY RAIRIGH  
NOTARY  
(SEAL)  
JOHNSTON COUNTY, NC

Notary Public  

My Commission Expires: May 23, 2023
CAROLINA COUNTRY CLUB
SERVICE ADDITION
ADMINISTRATIVE SITE REVIEW
SR-4-19
TRANS. #583228
RALEIGH, NORTH CAROLINA

JANUARY 17, 2019
REVISED MARCH 20, 2019

OWNER:
Carolina Country Club Company
2500 Glenwood Avenue
Raleigh, N.C.  27608
919-787-3621
jack@carolinacc.net

CIVIL ENGINEER:
JOHN A. EDWARDS & COMPANY
Consulting Engineers
NC License F-0289
333 Wade Ave., Raleigh, N.C.  27605
Phone: (919) 828-4428
E-mail: info@jaeco.com

ARCHITECT:
Chapman Coyle Chapman & Associates Architects AIA, Inc.
9040 Roswell Road, Suite 400
Atlanta, GA  30350
Phone: (770) 973-6644  Ext. 3042
E-mail: beattym@cccaarchitects.com