Zoning: OX-3
CAC: Northwest
Drainage Basin: Hare Snipe Creek
Acreage: 0.93
Sq. Ft.: 28,820

Planner: Daniel Stegall
Phone: (919) 996-2712

Applicant: Blessy Josephy
Phone: (919) 624-9771
Administrative Approval Action
Leesville Medical Offices: SR-36-18
Transaction# 551350, AA# 3821

LOCATION: This site is located on the west side of Leesville Road and northwest of the intersection of Springdale Drive and Leesville Road. The address is 9305 Leesville Road and the PIN number is 0788-12-1680.

REQUEST: Development of a 0.93-acre tract zoned Office Mixed Use for 28,820 square feet building composed of 24,820 square feet of medical office space and 4,000 square feet of retail space. The applicant proposes shared parking in order to suffice the requirement for 96 off street parking spaces.

DESIGN ADJUSTMENT(S)/ ALTERNATES, ETC:
1. A Design Adjustment has been approved by the Development Services Designee for this project, noted below:
   - A Design Adjustment waiving the block perimeter requirement (UDO Section 8.3) was approved with S-76-16 and S-5-2009.

2. A Shared Parking Study has been reviewed and approved by the City of Raleigh Office of Transportation Planning, noted below:
   - The proposed development requires Based on methodology provided in the reported analysis, Ramey Kemp and Associates determined that the peak parking demand for parcels (9301 Leesville Road/0788121680, 9301 Leesville Road/0788120505, 9225 Leesville Road/0788121209) combined will require 132 parking spaces. Ramey Kemp and Associates expects this demand to be met by the 175 parking spaces currently provided amongst the three parcels.

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 submitted by Samuel R. Nye of the Site Group PLLC

CONDITIONS OF APPROVAL and NEXT STEPS:

Note: This document must be applied to the second sheet of all future submittals with the exception of final plats.

The two-page memorandum attached to this approval document titled “OTP Staff Review of a Parking Demand Study for Leesville Office Building, SR-36-18,” must be applied to the second page of concurrent review plans.

PRIOR TO THE ISSUANCE OF ANY SITE PERMITS OR APPROVAL OF CONCURRENT REVIEW PROCESS, WHICHEVER IS APPLICABLE:

ENGINEERING
1. Required NCDOT encroachment must be approved and copies provided to Development Services – Development Engineering prior to concurrent review approval or removed from the public right-of-way.
2. An encroachment agreement for the existing sign and retaining wall within the public right-of-way shall be approved by City Council and the City Council approved encroachment agreement shall be filed with the Development Services Department. The encroachment agreement shall also be recorded with the Wake County Register of Deeds prior to concurrent review approval. If encroachments are removed/relocated outside of the public right-of-way, please show proof of the removal and encroachment agreement will no longer be applicable.

3. **Next Step:** A right-of-way obstruction permit must be obtained from Right-of-way Services prior to the commencement of any construction activities within the right-of-way.

**STORMWATER**

4. **Next Step:** In accordance with Part 10A Section 9.4.4 of the Unified Development Ordinance, a surety equal to the cost of clearing, grubbing and reseeding a site, shall be paid to the City.

**PRIOR TO ISSUANCE OF BUILDING PERMITS:**

**GENERAL**

5. A Final Plat shall be recorded with the Wake County Register of Deeds office for all Subdivisions, Rebinations, right of Way and/or Easement Dedications, and Tree Save Areas.

6. Proof of an offsite shared parking lease agreement for customer and employee parking shall be provided to fulfill the required parking.

7. Provide fire flow analysis.

**ENGINEERING**

8. Required NCDOT encroachment must be approved and copies provided to Development Services – Development Engineering.

9. An encroachment agreement for the existing sign and retaining wall within the public right-of-way shall be approved by City Council and the City Council approved encroachment agreement shall be filed with the Development Services Department, and the encroachment agreement shall be recorded with the Wake County Register of Deeds. A recorded copy of these documents must be provided to the Development Services Department.

10. **Next Step:** A right-of-way obstruction permit shall be obtained from Right-of-way Services for any construction activity within the right-of-way.

**PUBLIC UTILITIES**

11. A Final Plat must be recorded at the Wake County Register of Deeds office for all necessary Subdivisions / Rebinations, Right-of-Way, Utility / Stormwater Easement Dedications and/or Tree Save Areas

**STORMWATER**

12. **Next Step:** 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.

**URBAN FORESTRY**

13. A tree impact permit must be obtained for the approved streetscape tree installation in the right-of-way.
Administrative Approval Action
Leesville Medical Offices: SR-36-18
Transaction# 551350, AA# 3821

PRIOR TO ISSUANCE OF BUILDING OCCUPANCY PERMIT:

14. 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.

15. **Next Step:** Required public right-of-way infrastructure improvements shall be, at a minimum, sufficiently completed to provide the necessary, safe emergency and vehicular access.

16. **Next Step:** 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.

17. **Next Step:** All street lights and street signs required as part of the development approval are installed.

18. **Next Step:** Copies of certified inspection reports for alleys and internal access ways are submitted to the City of Raleigh Development Services – Development Engineering program.

19. **Next Step:** As-built drawings and associated forms for all Stormwater devices are accepted by the Engineering Services Department

20. **Next Step:** Final inspection of all required right of way tree street tree plantings by Urban Forestry Staff.

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:** 6-27-2021
  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: (Planning Dir./Designee)  

Staff Coordinator: Daniel L. Stegall
MEMORANDUM

TO: Daniel Stegall
   Senior Planner

FROM: Jason S. Myers, AICP
      Senior Transportation Planner

SUBJECT: OTP Staff Review of a Parking Demand Study for Leesville Office Building, SR-36-2018

The Leesville Office Building (SR-36-2018) is located at 9305 Leesville Road, north of the intersection at Fairbanks Drive. The development includes 24,820 square feet (SF) of medical office and a maximum 4,000 SF pharmacy without a drive-thru. It is currently under review by City staff. Under the City of Raleigh’s Uniform Development Ordinance (UDO section 7.1.2.C), medical office and general retail both require one space per 300 SF. Thus, the Leesville Office Building would need 97 spaces to meet standard parking requirements. In accordance with Section 7.1.5 of the Raleigh UDO, shared parking reductions for a development are allowed if an analysis is prepared that shows the actual parking demand would be less than the standard parking ratios required by UDO Section 7.1.2.C. The analysis must be based on the Urban Land Institute (ULI) Shared Parking Model (latest edition).

Ramey Kemp and Associates (Ramey Kemp) was retained by the applicant to prepare a parking demand study for the Leesville Office Building. The shared parking analysis is for the new medical office and pharmacy building along with the adjacent 150-student daycare, located west of the proposed site, and a 13,750 SF church, located south of the proposed site. The combined parcels have 175 parking spaces, 56 of which are located on the proposed development site and 119 of which are located on the adjacent parcels. Ramey Kemp notes that the site currently has agreements in place with the surrounding businesses agreeing to shared parking facilities with each other.

Parking demand for mixed-use developments can be reduced when it can be shown that the peak parking periods for various land uses will occur at different times during an average day. It is anticipated that parking demand will vary between the existing and proposed land uses. Ramey Kemp communicated analysis methodology with City Staff, noting that the ULI does not have information for daycare and church land uses. As such, Ramey Kemp performed parking counts from 8 am to 7 pm on one weekday to determine utilization from these existing uses. Ramey Kemp assumes that peak parking demand is between 8 am and 7 pm, that peak parking demand does not occur on the weekend, and that parking demand for the existing land uses is not anticipated to change. Performing counts on one day is a potential methodological flaw, increasing the risk of underestimating the maximum demand.

Based on this methodology, Ramey Kemp determines that the peak parking demand for the combined parcels will require 132 parking spaces. Ramey Kemp expects this demand to be met by the 175 parking spaces currently provided amongst the three parcels. According to this analysis, the combined parcels provide 33% more spaces than the estimated need. Thus, it is reasonable to assume that even if the
maximum demand has not been fully captured during the performed counts, it is not likely that there will be a parking shortage. I agree that 175 parking spaces is sufficient to serve these combined developments.
ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH CITY OF RALEIGH STANDARDS AND SPECIFICATIONS.
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CONTROL CORNER

LEESVILLE ROAD S.R. 1822
SPRINGDALE DR.
LEESVILLE MEDICAL
OFFICE BUILDING
SITE

CITY OF RALEIGH
PARKS, RECREATION AND CULTURAL RESOURCES DEPT

DATE: 9/1/13

REVISIONS

NOTE TO SCALE

PRCR-03

DO NOT PRUNE LEADER. PRUNE OR CUT ONLY DEAD OR UNHEALTHY BRANCHES

THE ROOT FLARE SHALL BE PLANTED AT GRADE, NO HIGHER THAN 2" ABOVE GRADE, AND NEVER BELOW GRADE. REMOVE EXCESS SOIL TO EXPOSE THE ROOT FLARE AT GRADE. TREE SHALL BE SET PLUMB

MULCH DEPTH 3". KEEP MULCH 3" FROM ROOT FLARE AND DO NOT CONTACT STEM

WATER SAUCER SHALL BE NO MORE THAN 3" ABOVE GRADE

COMPLETELY REMOVE TOP HALF OF BURLAP, LACING AND WIRE BASKET AND DISCARD FROM HOLE

HIGH QUALITY SOIL MIX AS SPECIFIED

ROOT BALL SHALL BE PLACED DIRECTLY ON COMPACTED SUBGRADE. HANDLE TREE BY THE ROOT BALL ONLY.

NOTES:
1. CONTRACTOR IS RESPONSIBLE FOR ADEQUATE DRAINAGE OF ALL PLANTING PITS. (POSITIVE DRAINAGE AWAY FROM PIT)
2. ADHERE TO STANDARDS IN THE CITY TREE MANUAL.
3. STREET TREES MUST BE 3" CALIPER AT INSTALLATION WITH A 5' MINIMUM FIRST BRANCH HEIGHT.
4. PLANTING SEASON OCTOBER - APRIL.
5. A TREE IMPACT PERMIT IS REQUIRED.
6. ELECTRICAL OUTLETS AND OTHER UTILITIES ARE PROHIBITED IN THE PLANTING AREA IMMEDIATELY SURROUNDING THE TREE.

PROVIDE STAKING IF SPECIFIED. IF STAKING IS PROVIDED, PROTECT TREE WITH BROAD STRAP OR FLEXIBLE TUBING. ALLOW FLEXIBILITY IN STRAPS TO DEVELOP TRUNK TAPER. PROVIDE TURN BUCKLE AND WARNING FLAGS. REMOVE ALL STAKING AND ACCESSORIES WITHIN ONE YEAR FROM PLANTING.

CONTACT INFORMATION:
CITY OF RALEIGH PARKS, RECREATION AND CULTURAL RESOURCES DEPARTMENT URBAN FORESTER:
TREES@RALEIGHNC.GOV
WWW.RALEIGHNC.GOV

ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH CITY OF RALEIGH STANDARDS AND SPECIFICATIONS.