Zoning: **OX-3-PL-CU**  
CAC: **Glenwood**  
Drainage Basin: **Beaverdam Creek**  
Acreage: **0.62**  
Sq. Ft.: **10,353**

Planner: **Michael Walters**  
Phone: **(919) 996-2636**

Applicant: **Emory Campbell LLC**
LOCATION: This site is located on the west side of Glenwood Avenue, north of the intersection of Glenwood Avenue and Oberlin Road at 2717 Glenwood Avenue.

REQUEST: Development of a .58 acre tract zoned OX-3-PL CU (zoning case Z-34-16) into a two story 10,105 sq. ft office building.

DESIGN ADJUSTMENT(S)/ALTERNATES, ETC: One Design Adjustment has been approved for this project, noted below:

Allowing an alternative street cross section with the installation of the required street trees behind the sidewalk but within the right of way and also the elimination of the 5’ general utility placement easement.

An alternative design has been approved by the City Solid Waste Director for this project, noted below:

Solid waste pickup to be provided by a contracted cleaning vendor.

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 John A. Edwards & Company.

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.

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

ENGINEERING
1. Required NCDOT encroachment and/or driveway permits must be approved and copies provided to Development Services – Development Engineering prior to concurrent review approval.

2. 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
3. Next Step: A stormwater control plan with a stormwater operations and maintenance manual and budget shall be approved by the Stormwater Engineer in compliance with Part 10A Chapter 9 of the Unified Development Ordinance.

4. That prior to Site Permitting, a nitrogen offset payment must be made to a qualifying mitigation bank.

5. Next Step: In accordance with Part 10A Section 9.4.4 of the Unified Development Ordinance, a surety equal to of the cost of clearing, grubbing and reseeding a site, shall be paid to the City.
URBAN FORESTRY
6. Obtain required stub and tree impact permits from the City of Raleigh. (*used with new streets and infrastructure*)

PRIOR TO ISSUANCE OF BUILDING PERMITS:

GENERAL
1. Comply with all zoning conditions of Z-34-16.
2. A recombination map shall be recorded prior to or in conjunction with the recording of lots, recombining the existing lot into a single tract.
3. A demolition permit shall be obtained for the existing structures on site.
4. Provide fire flow analysis.
5. That final building construction plans show the proposed mezzanine is part of the building and meets the definition of "mezzanine as per section 505, Mezzanine of the 2012 NCSBC;"

ENGINEERING
6. *Next Step:* Concurrent Review Plans for public infrastructure and site grading shall be approved by the City of Raleigh, including obtaining stub permits, tree impact permit and a street lighting plan, if applicable
7. The ½-126’ required right of way for Glenwood Avenue, an Avenue, 6-Lane Divided facility, and 10’ x 10’ slope easements on the north property line to tie to future sidewalk construction is to be dedicated to the City of Raleigh and shown on the map approved for recordation.
8. In accordance with Part 10A Section 8.1.3, a public infrastructure surety for incomplete public improvements is provided to the City of Raleigh Development Services – Development Engineering program.
9. A 10 X 15’ transit easement located on Glenwood Avenue shall be approved by the Transit Planner in the Transportation Department, and shall be shown on all maps for recording, and a transit easement deed approved by the City of Raleigh shall be recorded with the local County Register of Deeds. The recorded copy of this transit easement shall be provided to the Development Services Department prior to building permit approval.

STORMWATER
10. *Next Step:* The developer shall pay to the City a stormwater facility replacement fund payment equal to twenty-four percent (24%) of the estimated cost of constructing all stormwater control facilities shown on the development plans.
11. **Next Step:** In accordance with Part 10A Section 9.2.2, a surety equal to 125% of the cost of the construction of a stormwater device shall be paid to the Engineering Services Department.

**URBAN FORESTRY**

12. A tree impact permit must be obtained for the approved streetscape tree installation in the right of way.

**Prior to issuance of building occupancy permit:**

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

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

3. **Next Step:** Final inspection of all required Tree Conservation and right of way tree protection areas 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:** 12-13-2020
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.) ____________________________ Date: 12/13/2017

**Staff Coordinator:** Michael Walters
Jackson Law
Administrative Site Review
SR-62-17
Trans. #521603
2717 Glenwood Ave
Raleigh, NC 27608

July 12, 2017
September 13, 2017
October 12, 2017

Owner/Developer: Jackson Law, P.C.
9601 Six Forks Road
Suite 400
Raleigh, NC 27615
Phone: (919) 438-2005
E-mail: jeremiah@jacksonlawnc.com

Architect: New City Design Group
1304 Hillsborough Street
Raleigh, NC 27605
Phone: (919) 831-1308
E-mail: Ted@newcitydesign.com

Landscaping Architect: Coaly Design, PC
537 E. Martin Street
Raleigh, NC 27601
Phone: (919) 539-0012
E-mail: kimberly@coalydesign.com

Civil Engineer: John A. Edwards & Company
Consulting Engineers
NC License F-0289
333 Wade Ave., Raleigh, NC 27605
Phone: (919) 828-4428
Fax: (919) 828-4711
E-mail: info@jaeco.com

When submitting plans, please follow the appropriate building type and include the VectorCAD drawing.

VectorCAD drawing is here:

Jenkins Law, P.C.
1201 Southfork Center
RTP, NC 27709
Phone: (919) 539-0012
E-mail: info@jaeco.com

Development Services Department
For UDO districts only

Owen J. Storm, AICP
Development Services Director