



# Administrative Approval Action

Case File / Name: SUB-0048-2019  
3621 Glackens Court

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

**LOCATION:** This site is located on the south side of Mitchell Mill Road, east of Singleleaf Lane at 3621 Glackens Court.

**REQUEST:** Development of a vacant 0.8 acre/34,848 sf tract zoned R-4, into a proposed 2 lot subdivision. New Lot 1 area being 17,300 sf/.397 acres and New Lot 2 being 17,300 sf/.397 acres with a total right-of-way dedication of 248 sf or 0.006 acres.

**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 July 23, 2019 by Blake King.

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

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

### Stormwater

1. These lots are exempt per UDO Section 9.2.2.A.2.b.i as a residential subdivision of one acre or less approved after May 1, 2001, but are subject to impervious limitations of subsection A.4 and subject to further review upon placement of impervious surface areas.

**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 checked="" type="checkbox"/>	Utility Placement Easement Required
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**RECORDED MAP(S)** - Submit plat to record new property lines, easements, tree conservation areas, etc.). Plats may be submitted for review when the Site Permitting Review plans, if required, have been deemed ready for mylar signature.

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

### General



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1. A note is placed on all plat recordings revising the density requirements for the site & the error shown on the preliminary subdivision plan coversheet correcting the density (2.5 units/acre) for the site.
2. 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

3. The required right of way for proposed and/or existing streets shall be dedicated to the City of Raleigh and shown on the map approved for recordation.
4. A 5' utility placement 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.

## Stormwater

5. The maximum allocated impervious area for all applicable lots in the subdivision should be identified on all maps for recording.

**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:***

## 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.
2. A Type C2 Street Protective Yard is required for this project and street protective yard plantings shall be shown on all plans for permitting. A zoning permit for the required plantings shall be obtained.

## Stormwater

3. If total land disturbance will be over 12,000 sq. ft. for multiple houses, a separate site plan submittal & approval will be required. Site plans require an erosion control plan. (UDO 9.4.6.)

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



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## General

1. Final inspection and zoning permit approval for the required Type C2 street protective yard plantings shall be obtained.

## Stormwater

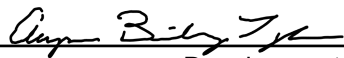
2. As-built impervious survey is accepted by the Engineering Services Department (UDO 9.2).

**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: May 21, 2023**  
Record at least 1/2 of the land area approved.

**5-Year Sunset Date: May 21, 2025**  
Record entire subdivision.

I hereby certify this administrative decision.

Signed:  Date: 05/21/2020  
Development Services Dir/Designee

Staff Coordinator: Jermont Purifoy