



Administrative Approval Action

Case File / Name: SUB-0056-2020
DSLCL - Dixon Drive Townhomes

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 north of W. Millbrook Road west of Dixon Drive at 5513 Dixon Drive.

REQUEST: Development of a vacant 2.6 acre site zoned R-10 CU into a 21 lot development with 20 townhome units and 1 HOA Maintained Open Lot .

Z-2-19 Ordinance - Ordinance No.(2019) 942 ZC-777 - Density and use allowance. Development shall not exceed 8 units per acre. Proposed site development is 7.7 units/acre.

Block Perimeter - UDO Sec.8.3.2.A - Block perimeter is not applicable due to the least restrictive zoning within the block being R-4 and the site being 2.59 ac which is less than the minimum site area applicable to R-4.

DESIGN

ADJUSTMENT(S)/

ALTERNATES, ETC: FIL-0657-2021: DSENG - Fee-In-Lieu Estimator/Fee-In-Lieu Estimator
SUR-0693-2021: DSENG - Surety/Infrastructure
SPR-0060-2021: DSLCL - Site Permitting Review/Major [Signature Set]
RCMP-0142-2021: DSLCL - Recorded Maps/Subdivision

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 February 12, 2021 by CONCEPT 8 HOLDINGS LLC.

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. A nitrogen offset payment must be made to a qualifying mitigation bank (UDO 9.2.2.B).
2. A 100-year floodplain analysis shall be submitted and approved by the Engineering Services Department prior to the issuance of any grading or site permit (UDO 9.3).
3. A surety equal to of the cost of clearing, grubbing and reseeding a site, shall be paid to the City (UDO 9.4.4).
4. A stormwater control plan with a stormwater operations and maintenance manual and budget shall be approved (UDO 9.2).



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5. 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).

Urban Forestry

6. Submit a final tree conservation plan that includes metes and bounds descriptions of all tree conservation areas and tree protection fencing as required (UDO 9.1.5).
7. Tree protection fence must be inspected by Urban Forestry staff prior to the issuance of a grading permit.

☒ **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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<input checked="" type="checkbox"/>	Stormwater Maintenance Covenant 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

1. The City Code Covenant is no longer required based on TC-19-20.
2. A recombination plat is recorded prior to or in conjunction with the recording of the subdivision plat.
3. A legal agreement for the cross access easement shall be recorded for the retaining wall with Wake Co Register of Deeds, as shown on the subdivision plan Lots 11-20. A copy must be returned within 14 days of the plat recording for the subdivision.
4. Street names for this development shall be approved by the Raleigh GIS Division and by Wake County.

Engineering

5. A fee-in-lieu for 1 ft of sidewalk along the frontage for 264 lf is paid to the City of Raleigh (UDO 8.1.10).



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6. 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.
7. 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.

Public Utilities

8. Infrastructure Construction Plans (Construction Drawings) must be approved by the City of Raleigh Public Utilities Department for all public water, public sewer and/or private sewer extensions.

Stormwater

9. 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).
10. 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).
11. The maximum allocated impervious area for all applicable lots in the subdivision should be identified on all maps for recording.
12. A surety equal to 125% of the cost of the construction of stormwater devices shall be paid to the Engineering Services Department (UDO 9.2.2.D.1.d).
13. 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).
14. A payment equal to twenty-four percent (24%) of the estimated cost of constructing all stormwater control facilities shown on the development plans shall be paid by the developer to the City stormwater facility replacement fund (UDO 9.2.2.G.3).
15. The City form document entitled Declaration of Maintenance Covenant and Grant of Protection Easement for Stormwater Control Facilities shall be approved by the City and recorded with the county register of deeds office (UDO 9.2.2.G).

Urban Forestry

16. A tree conservation plat shall be recorded with metes and bounds showing the designated tree conservation areas (UDO 9.1). This development proposes .262 acres of tree conservation area.
17. A public infrastructure surety for (6) street trees shall be provided to the City of Raleigh Development Services – Development Engineering (UDO 8.1.3).



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☒ **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:

Public Utilities

1. A plat must be recorded at the Wake County Register of Deeds office for all subdivisions, right of way dedications, and City of Raleigh water line and sanitary sewer easement dedications.

Urban Forestry

2. A tree impact permit must be obtained for the approved streetscape tree installation in the right of way. This development proposes 12 street trees in the right-of-way and 1 street tree on private property along Dixon Dr.
3. A tree conservation plat shall be recorded with metes and bounds showing the designated tree conservation areas (UDO 9.1).

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

Stormwater

1. As-built drawings and associated forms for all Stormwater devices are accepted by the Engineering Services Department (UDO 9.2.2.D.3).
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: July 7, 2024

Record at least ½ of the land area approved.

5-Year Sunset Date: July 7, 2026

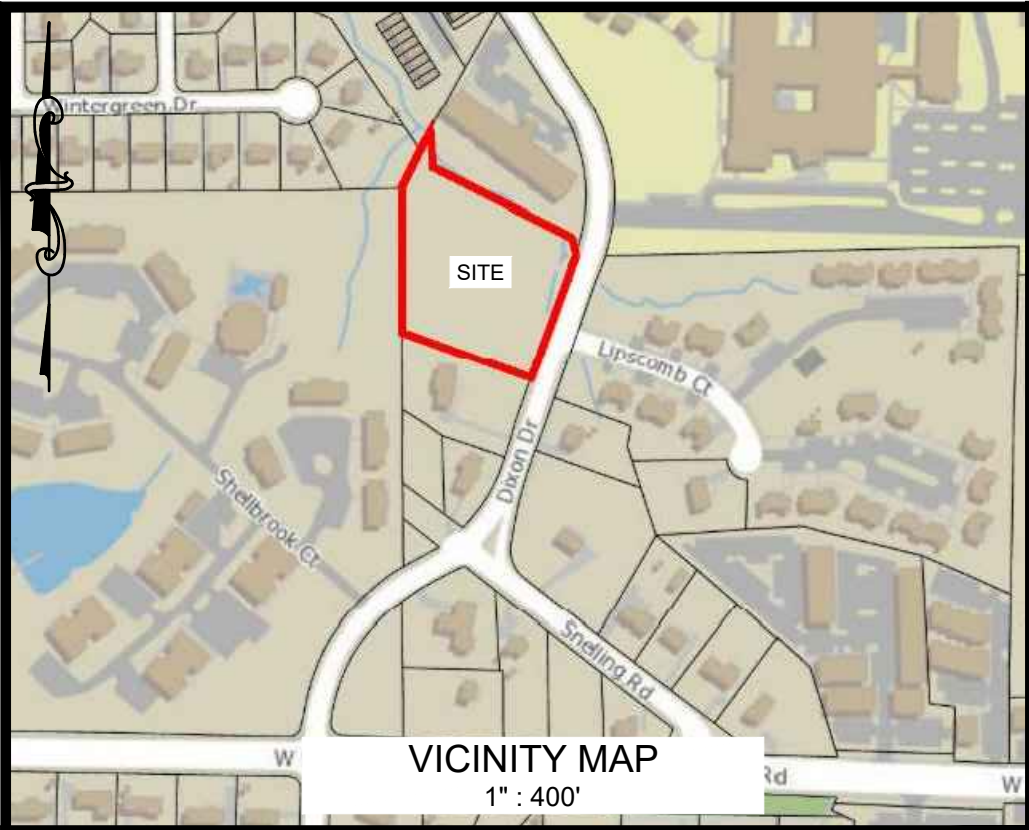
Record entire subdivision.

I hereby certify this administrative decision.

Signed: Alysis Bailey Taylor
Development Services Dir/Designee

Date: 03/10/2021

Staff Coordinator: Jermont Purifoy



SITE DATA	
PROPERTY OWNER:	CONCEPT 8 HOLDINGS, LLC 307 S. SALEM ST. SUITE 200 APEX, NC 27502
SITE ADDRESS:	5513 DIXON DRIVE
SITE AREA: EXISTING:	113,380 SF - 2.603 AC.
RIGHT OF WAY DEDICATION: AFTER R/W DEDICATION:	536 SF - 0.012 AC. 112,844 SF - 2.591 AC.
WAKE COUNTY PIN #:	1706379803
ZONING DISTRICT:	R-10-CU
EXISTING USE:	VACANT
PROPOSED USE:	TOWNHOMES
STREET CLASSIFICATION:	DIXON DRIVE - AVENUE 2-LANE UNDIVIDED
STREETSCAPE REQUIRED:	6' TREE LAWN 6' SIDEWALK
STREETSCAPE PROVIDED:	EXISTING ~4.5" TREE LAWN EXISTING 5' SIDEWALK (PAYMENT IN LIEU FOR 1')
TOWNHOME BUILD-TO REQUIREMENTS:	70% BUILDING WIDTH IN PRIMARY BUILD TO 10-55'
PROVIDED BUILD TO:	BUILD-TO IS NOT APPLICABLE DUE TO PRESENCE OR TREE CONSERVATION IN ACCORDANCE WITH UDO SEC. 9.1.3.A.2 AS UPDATED PER SECTION 7 OF TC-5(A)-18
REQUIRED PARKING:	(20) 3-BEDROOM TOWNHOME UNITS (2) REQUIRED PARKING SPACES PER UNIT TOTAL REQUIRED = 40 SPACES
PROVIDED PARKING:	47 SPACES PROVIDED (INCLUDING 2 HC ACCESSIBLE)
BICYCLE PARKING REQUIRED:	SHORT TERM: 1 SPACE PER 20 UNITS, MINIMUM 4 4 SPACES
PROVIDED:	4 SPACES
AMENITY AREA REQUIRED:	11,284 SF, 0.259 AC (10%)
PROVIDED:	11,915 SF, 0.274 AC = (10.6%)

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DIXON DRIVE TOWNES

PRELIMINARY SUBDIVISION PLANS

SUB-0056-2020

RALEIGH, NORTH CAROLINA

AUGUST 28, 2020
REVISED NOVEMBER 25, 2020
REVISED JANUARY 18, 2021
REVISED FEBRUARY 12, 2021

Z-2-19 CONDITIONS OF APPROVAL

ORDINANCE NO. (2019) 942 ZC 777

Effective 5/7/19
Z-2-19 – 5513 Dixon Drive, being Wake County PIN 1706379803. Approximately 2.61 acres, on the west side of Dixon Drive at its intersection with Lipscomb Court are rezoned to Residential-10-Conditional Use (R-10-CU).

Conditions dated: May 3, 2019
1. Density on the property shall not exceed 8 dwelling units per acre.
COMPLIANCE: PROPOSED DENSITY IS 7.7 UNITS PER ACRE.
2. The following uses shall not be permitted to be developed: outdoor sports facility, outdoor entertainment facility, or telecommunication tower.
COMPLIANCE: THE PROPOSED DEVELOPMENT IS TOWNHOMES.

UDO SEC. 8.3.2.A BLOCK PERIMETER

THE LEAST RESTRICTIVE ZONING WITHIN THE BLOCK IS R-4 RESIDENTIAL. THEREFORE, IN ACCORDANCE WITH UDO 8.3.2.A.2.b, BLOCK PERIMETER IS NOT APPLICABLE DUE TO THE SITE AREA BEING 2.59 ACRES WHICH IS LESS THAN THE MIN. SITE AREA APPLICABILITY FOR R-4 ZONING.

UDO SEC. 8.3.2.A CROSS ACCESS

IN ACCORDANCE WITH UDO 8.3.5.D CROSS ACCESS REQUIREMENT ARE NOT APPLICABLE TO THE PROPOSED DEVELOPMENT AS FOLLOWS:

- PIN# 1706389058 (NORTHERN BOUNDARY) - EXISTENCE OF STEEP SLOPES IN EXCESS OF 25% WITHIN 10' OF THE PROPERTY LINE (UDO SEC. 8.3.5.D.5.b.iii)
- PIN# 1706386395 (NORTHWESTERN CORNER) - ABUTTING PROPERTY IS ZONED R-4 RESIDENTIAL (UDO SEC. 8.3.5.D.5.a)
- PIN# 1706386057 (NORTHWESTERN CORNER) - ABUTTING PROPERTY IS ZONED R-4 RESIDENTIAL (UDO SEC. 8.3.5.D.5.a)
- PIN# 1706370238 (WESTERN BOUNDARY) - ABUTTING PROPERTY IS ZONED R-6 RESIDENTIAL (UDO SEC. 8.3.5.D.5.a)
- PIN# 1706378567 (SOUTHERN BOUNDARY) - ABUTTING PROPERTY IS ZONED R-4 (UDO SEC. 8.3.5.D.5.a)

DEVELOPER:

CONCEPT 8 HOLDINGS, LLC

307 S. Salem St. Suite 200

Apex, NC 27502

919-601-5078

shawn@concepteight.com

CIVIL ENGINEER:

WLD

WAKE LAND DESIGN, PLLC

NC LICENSE P-1839

PHONE: 919-889-2614

EMAIL: JASON@WAKELANDDESIGN.COM

P.O. BOX 418

CLAYTON, NC 27528

HORIZONTAL DATUM: NAD83
VERTICAL DATUM: NAVD88

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

SOLID WASTE INSPECTIONS STATEMENT
DEVELOPERS HAVE REVIEWED AND ARE IN COMPLIANCE WITH THE REQUIREMENTS SET FORTH IN THE CITY OF RALEIGH SOLID WASTE MANUAL

Preliminary Subdivision Application

Planning and Development

Planning and Development Customer Service Center • One Exchange Plaza, Suite 400 | Raleigh, NC 27601 | 919-996-2500



INSTRUCTIONS: This form is used when submitting a Preliminary Subdivision (UDO Section 10.2.5). Please check the appropriate review type and include the plan checklist document. Please email all documents and your preliminary subdivision plans to SiteReview@raleighnc.gov.

DEVELOPMENT TYPE (UDO Section 2.1.2)			
<input checked="" type="checkbox"/> Conventional Subdivision	<input type="checkbox"/> Compact Development	<input type="checkbox"/> Conservation Development	<input type="checkbox"/> Cottage Court
NOTE: Subdivisions may require City Council approval if in a Metro Park Overlay or Historic Overlay District			
GENERAL INFORMATION			
Scoping/sketch plan case number(s):			
Development name (subject to approval): Dixon Drive Townhomes			
Property Address(es): 5513 Dixon Drive			
Recorded Deed PIN(s): 1706379803			
What is your project type?	<input type="checkbox"/> Single family Apartment	<input checked="" type="checkbox"/> Townhouse Non-residential	<input type="checkbox"/> Attached houses

CURRENT PROPERTY OWNER/DEVELOPER INFORMATION	
NOTE: Please attach purchase agreement when submitting this form	
Company: LSRS Durham Properties, LLC	Owner/Developer Name and Title: David Staggs, President
Address: P.O. Box 2407 Kyle, TX 78640	
Phone #:	Email:
APPLICANT INFORMATION	
Company: Concept 8 Holdings, LLC	Contact Name and Title: Shawn Donovan
Address: 307 S. Salem Street #200 Apex, NC 27502	
Phone #: 919-601-5078	Email: shawn@concepteight.com

Continue to page 2 >>

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REVISION 07.07.20

raleighnc.gov

DEVELOPMENT TYPE + SITE DATE TABLE	
(Applicable to all developments)	
ZONING INFORMATION	
Gross site acreage: 2.60 AC	
Zoning districts (if more than one, provide acreage of each): R-10-CU	
Overlay district:	Inside City limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Conditional Use District (CUD) Case # Z- 2-2019	Board of Adjustment (BOA) Case # A-
STORMWATER INFORMATION	
Existing Impervious Surface: Acres: 0 Square Feet: 0	Proposed Impervious Surface: Acres: 1.20 ac Square Feet: 52,250 sf
Neuse River Buffer <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Wetlands <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is this a flood hazard area? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide the following: Alluvial soils: Flood study: FEMA Map Panel #:	
NUMBER OF LOTS AND DENSITY	
Total # of townhouse lots:	Detached Attached 20
Total # of single-family lots:	
Proposed density for each zoning district (UDO 1.5.2.F): 7.7 units/ac.	
Total # of open space and/or common area lots: 1	
Total # of requested lots: 21	

SIGNATURE BLOCK	
I hereby designate Jason G. Meadows, P.E., to serve as my agent regarding this application, to receive and response 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. I acknowledge that this application is subject to the filing calendar and submittal policy, which states applications will expire after six consecutive months of inactivity.	
Signature: David Staggs	Date: 8/26/2020
Printed Name: David Staggs, President	
Signature:	Date:
Printed Name:	

Please email your completed application to SiteReview@raleighnc.gov.

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raleighnc.gov

WLD

WAKE LAND DESIGN, PLLC
CIVIL ENGINEERING
PROJECT MANAGEMENT
LAND PLANNING
RALEIGH ZONING SPECIALISTS

NC LICENSE #4839
PHONE: 919-886-0514
EMAIL: JASON@WAKELANDDESIGN.COM
P.O. BOX 418
CLAYTON, NC 27328



Submitted By:

Client:

CONCEPT 8 HOLDINGS, LLC
307 S. SALEM ST., #200
APEX, NC 27502

DIXON DRIVE TOWNES

PRELIMINARY SUBDIVISION

Revisions		
Number	Description	Date
1	CITY OF RALEIGH COMMENTS	11/25/20
2	CITY OF RALEIGH COMMENTS	01/15/21

Drawn By:

Project #:

EXISTING CONDITIONS AND DEMO PLAN

CE-1

Date Issued: 1/27/2020

SURVEY NOTE:

EXISTING CONDITIONS INFORMATION TAKEN FROM SURVEY PERFORMED BY BATESMAN CIVIL SURVEY COMPANY.

LINE TABLE		
LINE#	DIRECTION	LENGTH
L1	N00° 29' 04"E	12.14'
L2	N28° 25' 45"E	89.71'
L3	N24° 56' 00"E	45.44'
L4	S03° 09' 24"E	77.93'
L5	S14° 31' 56"E	48.14'

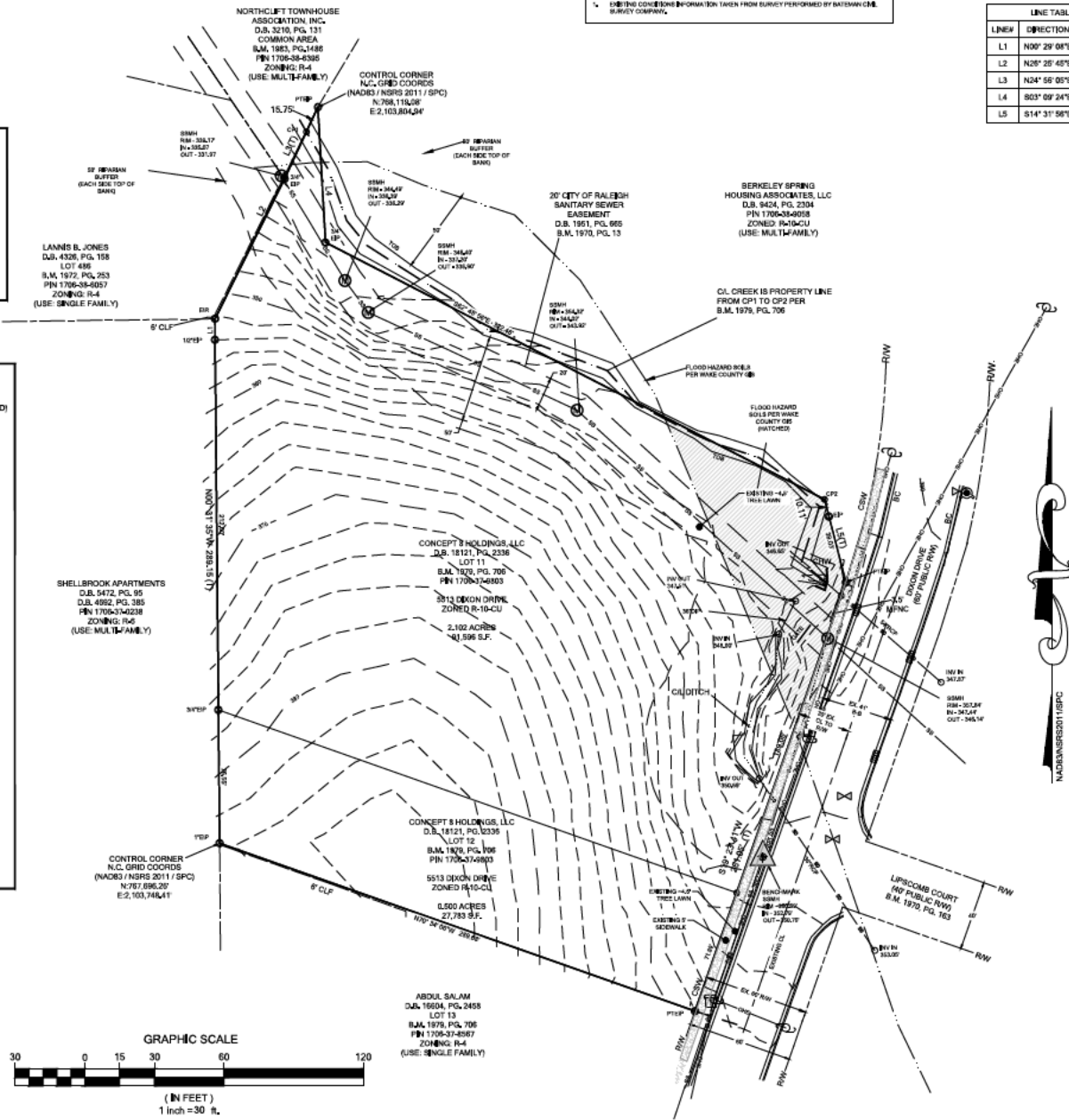
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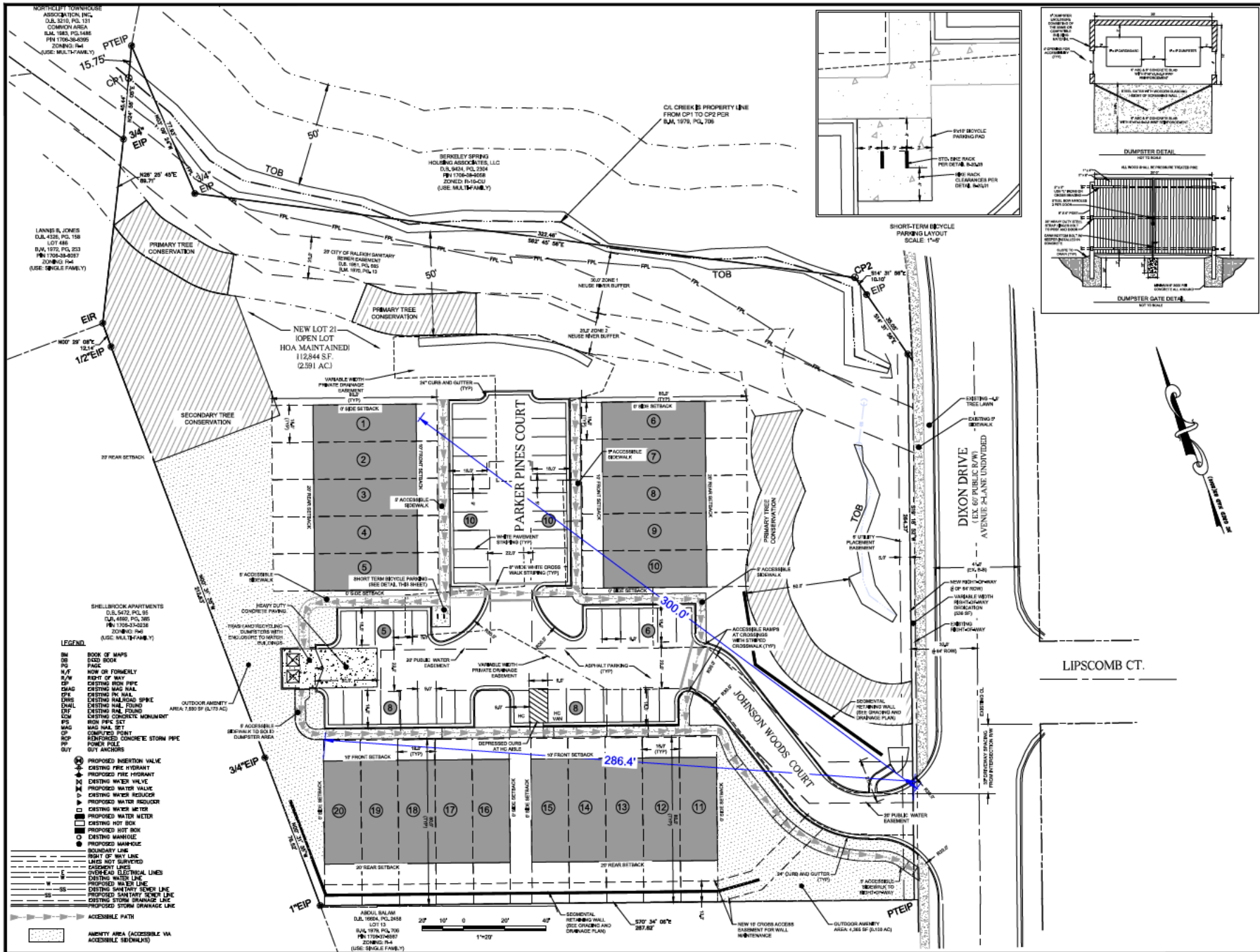
1. THE PROPERTY LIES IN ZONES "R" PER NATIONAL FLOOD INSURANCE PROGRAM FLOOD INSURANCE RATE MAP COMMUNITY NUMBER 3720170800, DATED 05/02/06.
2. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES AND ALL BEARINGS ARE BASED ON GPS OBSERVATIONS, NAD 83 / NRS 2011, SPC, UNLESS OTHERWISE SHOWN.
3. SITE ZONED "R-10-CU" PER WAKE COUNTY GIS.
4. AREAS COMPUTED BY COORDINATE METHOD.
5. THIS SURVEY WAS PREPARED BY BATESMAN CIVIL SURVEY COMPANY, UNDER THE SUPERVISION OF STEVEN P. CARSON, P.L.S.
6. THIS MAP MAY NOT BE A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS.
7. SURVEY PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT.

LEGEND

- EXISTING BOUNDARY CORNER FOUND
- BOUNDARY CORNER SET (MIN 1" UNLESS OTHERWISE NOTED)
- COMPUTED POINT
- CONCRETE MONUMENT FOUND
- UTILITY POLE
- WATER METER
- FIRE HYDRANT
- UTILITY VALVE
- TELEPHONE PEDESTAL
- CABLE PEDESTAL
- CATCH BASIN
- UTILITY MANHOLE
- UTILITY HANDHOLE
- TRANSFORMER
- STORM DRAIN
- OVERHEAD UTILITY
- RIGHT OF WAY
- LINE NOT SURVEYED
- SURVEYED LINE
- APPROXIMATE CREEK CENTERLINE
- EASEMENT
- FENCE
- FLOOD HAZARD SOBS
- SANITARY SEWER LINE
- EXISTING IRON PIPE
- EXISTING IRON REBAR
- IRON PIPE SET
- PK NAME SET
- PK NAME FOUND
- SSMH SANITARY SEWER MANHOLE
- RIGHT OF WAY
- CLF CHAINLINK FENCE
- METAL FENCE
- CHW CONCRETE HEADWALL
- RCP REINFORCED CONCRETE PIPE
- DIP DUCTILE IRON PIPE
- CSW CONCRETE SIDEWALK
- INV INVERT
- BC BACK OF CURB
- CL CENTERLINE
- TOS TOP OF BANK
- HW HARDWOOD
- WL WETLAND FLAG
- (T) TOTAL

THIS MAP IS CONSIDERED PRELIMINARY, NOT FOR RECORDATION, CONVEYANCE OR SALES UNLESS SIGNED AND SEALED BY THE LICENSED SURVEYOR.





WAKE LAND DESIGN, PLLC
 CIVIL ENGINEERING
 PROJECT MANAGEMENT
 LAND PLANNING
 RALEIGH ZONING SPECIALISTS

NC LICENSE #4839
 PHONE: 919/4884614
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 P.O. BOX 418
 CLAYTON, NC 27328



Submitted by:

CONCEPT 8
HOLDINGS, LLC
 307 S. SALEM ST., #200
 APEX, NC 27502

DIXON DRIVE
TOWNES
 (SUB-0056-2020)

PRELIMINARY
SUBDIVISION

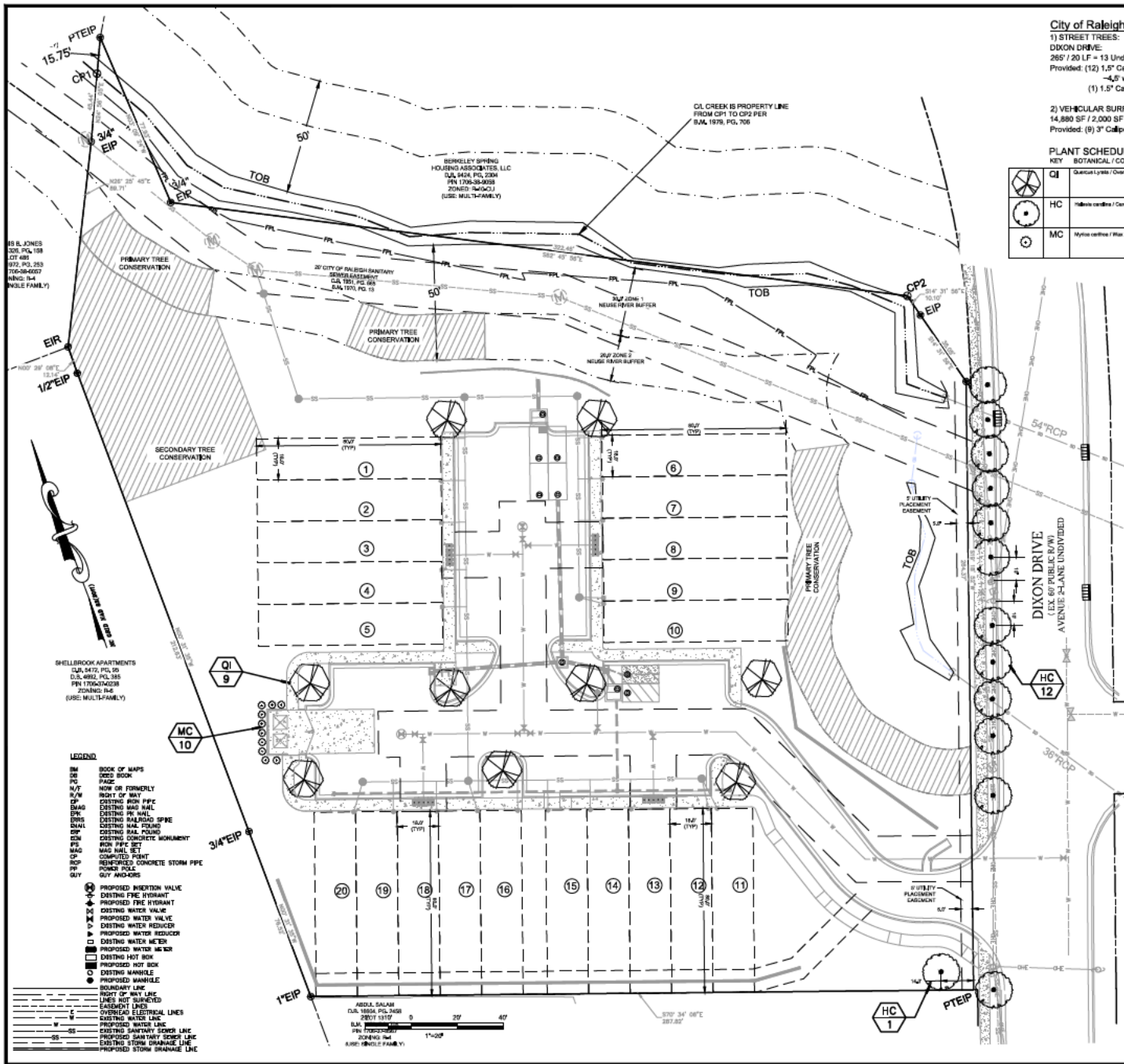
Revisions		
Number	Description	Date
1	CITY OF RALEIGH COMMENTS	11/05/20
2	CITY OF RALEIGH COMMENTS	01/15/21
3	CITY OF RALEIGH COMMENTS	02/12/21

Drawn by:

LAYOUT PLAN

CE-3

Date Issued: 8/27/2020



City of Raleigh Planting Requirements:

1) STREET TREES:

DIXON DRIVE:

26' / 20 LF = 13 Understory trees

Provided: (12) 1.5" Caliper tree - 20 spacing if under overhead power lines, Trees placed in existing

4.5' wide planting strip, Carolina Silverbell (under overhead power lines)

(1) 1.5" Caliper tree placed on Private Property in accordance with UDO Sec. 8.4.1.D.

2) VEHICULAR SURFACE AREA:

14,880 SF / 2,000 SF = 8 trees

Provided: (8) 3" Caliper Overcup Oak

PLANT SCHEDULE

KEY	BOTANICAL / COMMON NAME	SIZE	ROOT	MATURE HT/SPREAD	REMARKS
QI	Quercus lyrata / Overcup Oak	3" CAL 10' Ht.	COBTL	45-70' HT 40' SPREAD	
HC	Hedera helix / Carolina Silverbell	1.5" CAL 10' Ht.	COBTL	30-40' HT 20' SPREAD	OVERHEAD POWER
MC	Myrica carolinensis / Black Myrica	3" HT.	COBTL	10' Ht.	CHAMPIONER ENCLOSURE SCREENING

NOTES:

1. ALL STREET TREES ARE TO BE PLANTED IN ACCORDANCE WITH CITY OF RALEIGH STANDARD DETAIL T-103L.

2. STREET TREES SHALL BE MAINTAINED IN ACCORDANCE WITH THE REQUIREMENTS OF CHAPTER 2 OF THE CITY TREE MANUAL.

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DIXON DRIVE
TOWNES
(SUB-0056-2020)

PRELIMINARY
SUBDIVISION

Number	Description	Date
1	CITY OF RALEIGH COMMENTS	11/05/20
2	CITY OF RALEIGH COMMENTS	01/15/21
3	CITY OF RALEIGH COMMENTS	02/12/21

Revisions

Number	Description	Date
1	CITY OF RALEIGH COMMENTS	11/05/20
2	CITY OF RALEIGH COMMENTS	01/15/21
3	CITY OF RALEIGH COMMENTS	02/12/21

City of Raleigh

LANDSCAPE PLAN

LA-1

Date Issued: 1/27/2020