



Administrative Approval Action

Case File / Name: SUB-0061-2020
DSLC - 2520 OXFORD ROAD REVISION

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 east side of Anderson Drive, south of Dunhill Drive at 2520 Oxford Drive.

REQUEST: This is a revision to a previously approved subdivision (SUB-0061-2020: 2520 Oxford Road) reducing the proposed number of lots from 3 lots into 2 new single-family detached lots.

Development of a 0.51 (22,390 sf) acre tract zoned R-6 into a 2 lot subdivision with approximately 0.015 ac (659.3 sf) of right-of-way dedication, creating a net area of 0.5 ac (21,730 sf) and a density of 3.92 units/acre. Revised proposed New Lot 1 being 0.24 ac (10,293 sf) and New Lot 2 being 0.26 ac (11,438 sf).

The sunset date for this revised plan is unchanged (6/11/24).

DESIGN

ADJUSTMENT(S)/

ALTERNATES, ETC: SUR-0932-2021: DSENG - Surety/Infrastructure
RCMP-0178-2021: DSLC - Recorded Maps/Subdivision
SPR-0089-2021: DSLC - Site Permitting Review/Major [Signature Set]

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 December 6, 2021 by DIEHL & PHILLIPS.

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 surety equal to of the cost of clearing, grubbing and reseeding a site, shall be paid to the City (UDO 9.4.4).

☒ **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.

☒ Utility Placement Easement Required

☒ Slope 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

1. A demolition permit shall be issued and the permit number referenced on all maps for recording.
2. The 10'ft easement shown in the rear of proposed Lot 1 is labeled or identified on all plat recording

Engineering

3. 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.
4. 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.
5. A public infrastructure surety is provided to the City of Raleigh Development Services – Development Engineering program (UDO 8.1.3).
6. A Slope easement deed of easement shall be approved by City staff and the location of the easement shall be shown on a plat 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 recording. If a recorded copy of the document is not provided, further recordings and building permit issuance will be withheld.

Stormwater

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

Urban Forestry

8. A public infrastructure surety for 7 street trees shall be provided to the City of Raleigh Development Services – Development Engineering (UDO 8.1.3).

☒ **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.



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The following items must be approved prior to the issuance of building permits:

General

1. A demolition permit shall be obtained.

Public Utilities

2. A plat must be recorded at the Wake County Register of Deeds office for all subdivisions and public right of dedications.

Stormwater

3. 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.
4. 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. Grading permit required prior to commencing land disturbing activities including demolition. (UDO 9.4.6.)
5. Impervious restrictions for each lot must be recorded on a plat prior to building permit issuance.

Urban Forestry

6. A tree impact permit must be obtained for the approved streetscape tree installation in the right of way. This development proposes 3 street trees along Oxford Rd. and 4 street trees along Dunhill Dr.

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

General

1. All Water and Sanitary Sewer facilities shall be installed, inspected, tested and accepted by the City of Raleigh Public Utilities Department for operations and maintenance.

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: June 11, 2024

Record at least ½ of the land area approved.



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5-Year Sunset Date: June 11, 2026
Record entire subdivision.

I hereby certify this administrative decision.

Signed: *Alycia Bailey Taylor* Date: 01/19/2022
Development Services Dir/Designee
Staff Coordinator: **Jermont Purifoy**

2520 OXFORD ROAD SUBDIVISION

REVISED PRELIMINARY SUBDIVISION PLANS

△ SUB-0061-2020

SOLID WASTE COMPLIANCE STATEMENT:

Developers have reviewed and are in compliance with the requirements set forth in the Solid Waste Design Manual. Trash services will be by the City of Raleigh SWS, with roll-out containers that will be stored in the individual lot garages or on a concrete pad beside residence per design manual.

NOTES:

ALL SIDEWALKS MUST BE ACCESSIBLE TO PERSONS WHO ARE BLIND, HAVE LOW VISION AND PEOPLE WITH MOBILITY DISABILITIES. PEDESTRIAN EXISTING ROUTES ALTERNATE PEDESTRIAN ROUTES DURING CONSTRUCTION WILL BE REQUIRED TO BE COMPLIANT WITH THE PUBLIC RIGHTS OF WAY ACCESSIBILITY GUIDELINES (PROWAG), 2010 ADA STANDARDS FOR ACCESSIBLE DESIGN AND THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).



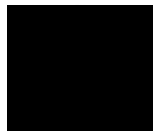
VICINITY MAP
SCALE: 1" = 500'

INDEX OF DRAWINGS

	COVER SHEET
AA	APPROVED CONDITIONS SUB-0061-2020
1	EXISTING CONDITIONS
2	DEMOLITION PLAN
3	PRELIMINARY SUBDIVISION PLAN
4	PRELIMINARY UTILITIES PLAN
5	PRELIMINARY GRADING PLAN
6	PRELIMINARY LANDSCAPE PLAN

REVISIONS

- △ REVISED PER CITY REVIEW COMMENTS 11/23/2020
- △ REVISED PER CITY REVIEW COMMENTS 1/11/2021
- △ REVISED TO TWO LOTS 10/25/2021
- △ REVISED PER CITY REVIEW COMMENTS 12/6/2021



OWNER
WILLIAM W. & VIRGINIA MINTON,
DUNCAN & MARY RAY
3901 BARRETT DRIVE
SUITE 208
RALEIGH, N.C. 27609

DEVELOPERS:
OXHILL, LLC
3700 COMPUTER DRIVE
RALEIGH, N.C. 27609
(919) 601-4224
WES.MINTON3@GMAIL.COM

PROPERTY ADDRESS:
2520 OXFORD ROAD
RALEIGH, N.C. 27608
PIN 1705 82 0368
ZONE: R-6
TOTAL AREA: 0.51 AC.
INSIDE CITY LIMITS

PLANS PREPARED BY:
DIEHL & PHILLIPS, P.A.
CONSULTING ENGINEERS - LIC. NO. C-0465
1500 PINEY PLAINS ROAD, SUITE 200
CARY, N.C. 27518 • (919) 467-9972

Revision Narrative:
SUB-0061-2020 was approved with three (3) R-6 lots. This plan revises the subdivision to two (2) R-6 lots. Lot 2 is now proposed to have sewer service from existing sewer in Oxford Road. Therefore, the proposed public sewer previously approved will not be required. The new sidewalk and street trees will be the only public improvements required for the new two-lot subdivision.

Site Data

Owner / Developer:	Oxhill Partners 3901 Barrett Drive Suite 208 Raleigh, NC 27609 Contact: Wes Minton 919 601 4224
Street Address 2520 Oxford Road (inside City limits)	PIN 1705 82 0368
Gross Area	22,390 sq. ft. 0.51 acre
Right of Way Dedication	Dunhill Dr. 437.6 sq. ft. 0.010 acre Oxford Road 221.7 sq. ft. 0.005 acre Total 659.3 sq. ft. 0.015 acre
Net Area	21,730 sq. ft. 0.50 acre
Zoning	R-6
Existing Land Use	Single Family Residential
Proposed Use	2 Single Family Detached Residential Lots (One Phase)
Proposed Number of Primary Units	2
Open Space	No
	Lot Summary
Lot	1 2
Min. Area Required	6,000 sq. ft. 0.138 ac. 6,000 sq. ft. 0.138 ac.
Area Provided	10,293 sq. ft. 0.234 ac. 11,438 sq. ft. 0.26 ac.
Min. Lot Width Required	50 ft. 50 ft.
Lot Width Provided	92 ft. 95 ft.
Min. Lot Depth Required	90 ft. 80 ft.
Lot Depth Provided	111.8 ft. 121.9 ft.

NOTE: Per TC 54-18 Primary Street Dedication for Row 1 shall be Dunhill Dr

NOTE: Per TC-SA-18 Primary Street Designation for New Lot 1 shall be Dunhill Drive

DATE: 10/26/2021



Preliminary Subdivision Application Planning and Development

INSTRUCTIONS: This form is used when submitting a Preliminary Subdivision (SDO Section 15.2.0). Please check the appropriate boxes and attach the plan sheets to this document. Please email all documents and your preliminary subdivision plan to sdosubmissions@raleigh.gov.

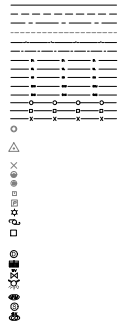
DEVELOPMENT TYPE (SDO Section 15.2)	
<input checked="" type="checkbox"/> Conventional Subdivision	<input type="checkbox"/> Compact Development
NOTE: Subdivisions may require City Council approval if in a Major Park Overlay or Historic Overlay District.	
GENERAL INFORMATION	
Record/submit plan case number(s):	
Development name (subject to approval): 2520 Oxford Road Subdivision	
Property Address(es): 2520 Oxford Road	
Recorded Deed PIN(s): 1705 82 0368	
What is your project type?	<input type="checkbox"/> Single-family <input type="checkbox"/> Apartment <input type="checkbox"/> Townhouse <input type="checkbox"/> Non-residential <input type="checkbox"/> Other
CURRENT PROPERTY OWNER/DEVELOPER INFORMATION	
NOTE: Please attach a written agreement when submitting this form.	
Company:	Oxhill Partners and The William & Virginia Minton
Address:	3901 Barrett Drive Suite 208 Raleigh, NC 27609
Phone #:	919 601 4224 Email: wes.minton@gmail.com
APPLICANT INFORMATION	
Company:	Oxhill, LLC
Contact Name and Title:	Wes Minton, Manager
Address:	3700 Computer Drive Raleigh, NC 27609
Phone #:	919 601 4224 Email: wes.minton@gmail.com

Continue to page 2 >>>

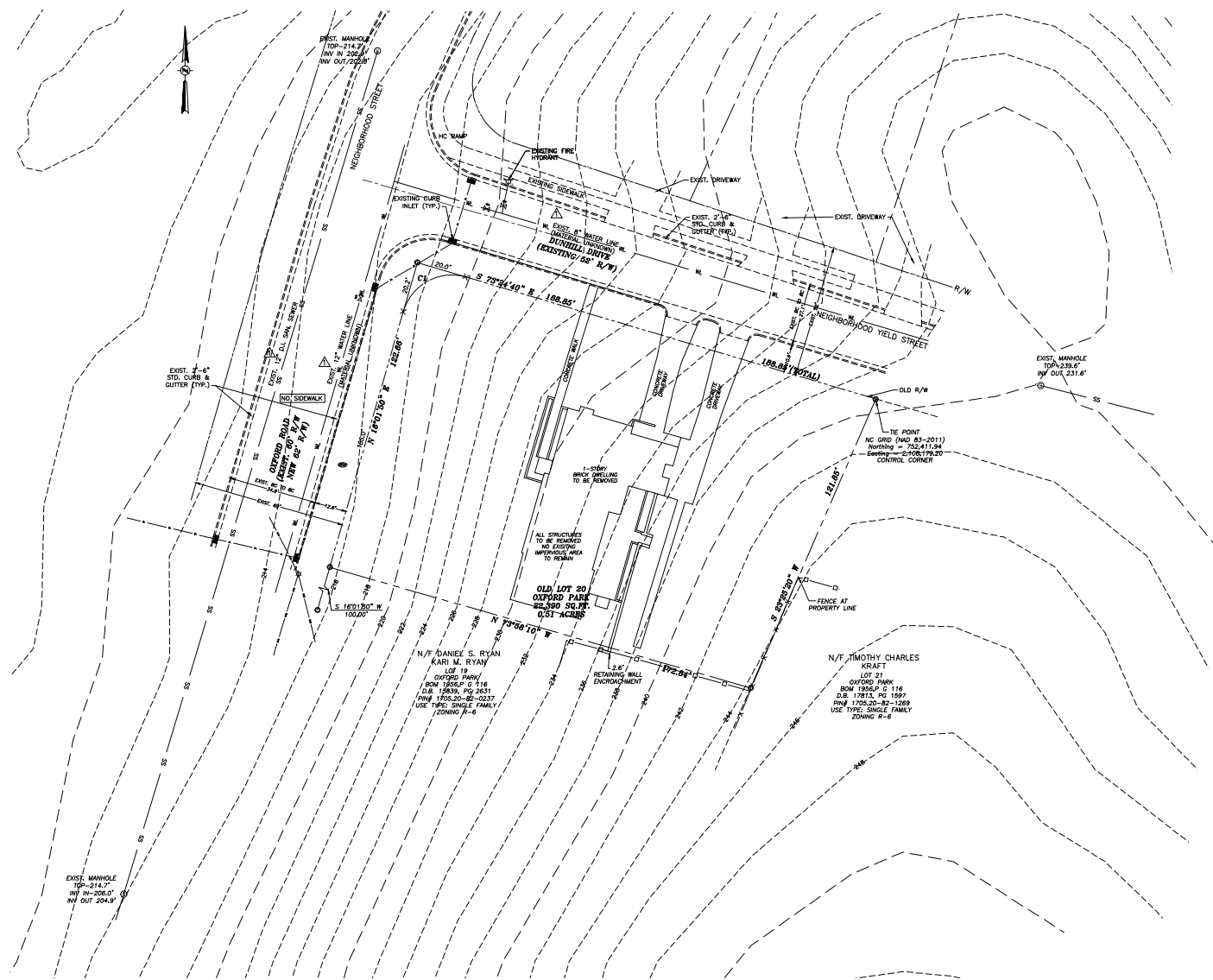
Page 1 of 2

DEVELOPMENT TYPE & SITE DATA TABLE	
(Applicable to all developments)	
ZONING INFORMATION	
Does site abut? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Zoning district (if more than one, provide acreage of each):	
R-6	
County Board:	Inside City limits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Conditional Use District (CUD) Case #:	Board of Adjustment (BOA) Case #:
STORMWATER INFORMATION	
Existing Impervious Surface:	Proposed Impervious Surface:
Acre:	Acre:
Storm Water Runoff:	Storm Water Runoff:
Yes/No	Yes/No
Is this a flood hazard area?	Yes/No
Yes/No	Yes/No
If yes, please provide the following:	
Flood study:	
FEMA Map Panel: 370243 1705 J	
NUMBER OF LOTS AND DENSITY	
Total # of lots/units: Detached Attached	
Total # of single-family lots: 2	
Proposed density for each zoning district (SDO 15.2.7): 3.92	
Total # of open space/amenity common area lots: 0	
Total # of required lots: 2	
SIGNATURE BLOCK	
I hereby designate: Wes Minton to serve as my agent regarding this application. To receive and respond to administrative comments, to respond plans on my behalf, and to represent me in any public meeting regarding this application.	
I have read, acknowledged, and affirm that this project is conforming to all applicable requirements applicable with the proposed development use. I acknowledge that this application is subject to the City's selection and substantial policy, which applies applications will expire after six consecutive months of inactivity.	
Signature:	Date: 10/26/21
Printed Name: Wes Minton	
Signature:	
Printed Name: Virginia Minton	

Page 2 of 2



NOTE:
THIS PROPERTY DOES NOT LIE WITHIN
2000' OF A N.C.G.S. MONUMENT.
THIS SURVEY IS OF AN EXISTING PARCEL
OR PARCELS OF LAND.
UTILITIES SHOWN ARE FOR REPRESENTATION
ONLY AND NOT TO BE USED FOR
PROPERTY LINE LOCATION.
ALL CROPS, FENCEMENTS, BUFFERS,
FLOOD LIMITS & DISTANCES SHOWN
FROM ROW 2000... PG 1000...
THIS MAP NOT FOR RECONSTRUCTION.
BOUNDARY INFORMATION TAKEN FROM
REFERENCED DEEDS AND PLATS.



EXISTING CONDITIONS



- NOTES:
1. BOUNDARY AND LOCATION SURVEY INFORMATION FROM TURNING POINT SURVEYING, P.L.L.C., RALEIGH, N.C.
 2. TOPOGRAPHIC INFORMATION FROM GIS.

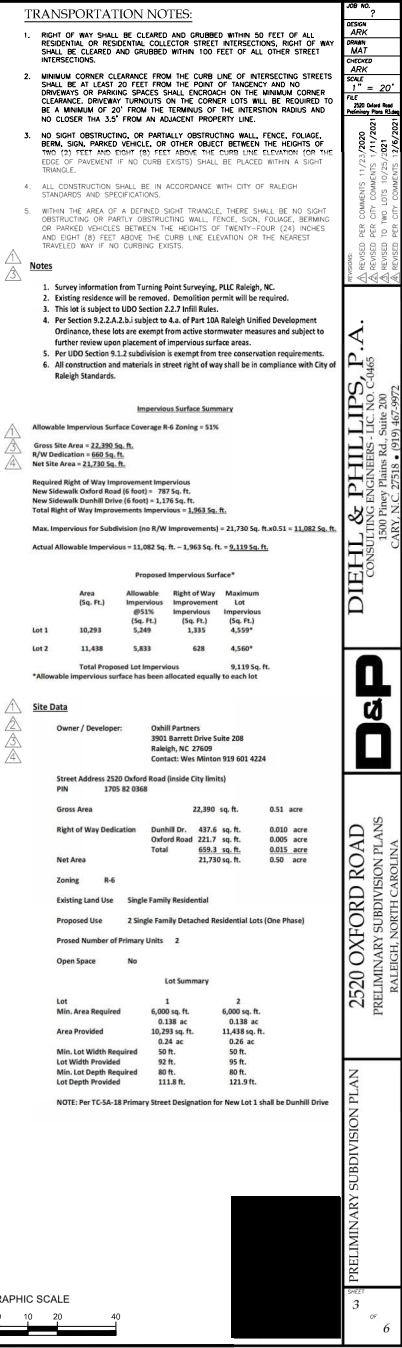
DATE	11/23/2020
BY	ADP
CHECKED	ADP
SCALE	1" = 20'
FILE	2520 Oxford Rd
PROJECT	2520 Oxford Rd
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2520 OXFORD ROAD
PRELIMINARY SUBDIVISION PLANS
RALEIGH, NORTH CAROLINA


DIEHL & PHILLIPS, P.A.
CONSULTING ENGINEERS - LIC. NO. C-6465
1500 Piney Plains Rd., Suite 200
CARY, NC 27513-4121 919.292.9272

EXISTING CONDITIONS

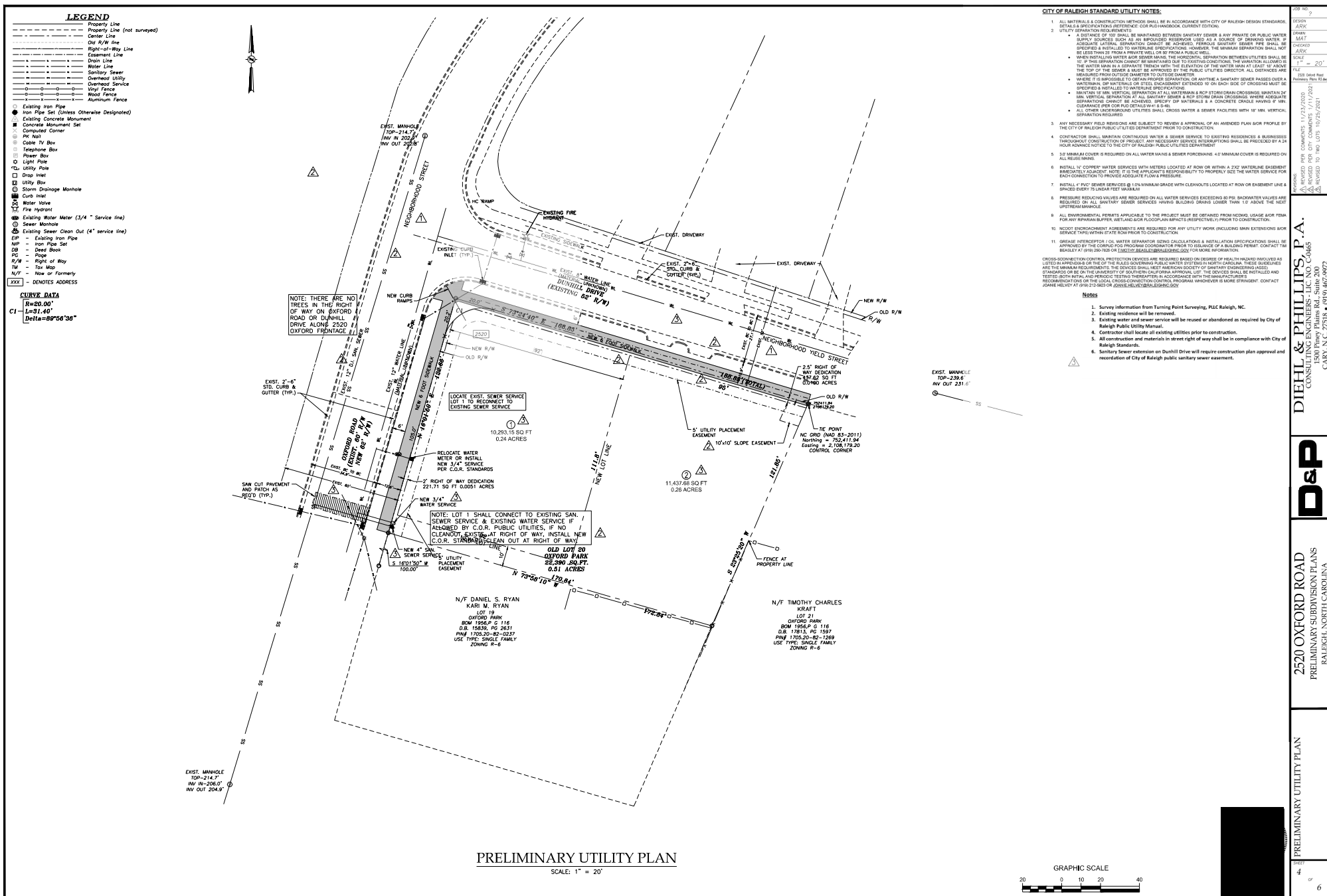
SHEET 1 OF 6




GRAPHIC SCALE



A horizontal scale bar with markings at 20, 0, 10, 20, and 40. The bar is divided into segments by vertical lines. The first segment (0 to 20) is shaded black. The second segment (20 to 0) is white. The third segment (0 to 10) is shaded black. The fourth segment (10 to 20) is white. The fifth segment (20 to 40) is shaded black.



Street Trees									
Quantities		Total	Key	Botanical Name	Common Name	Caliper	Height	Mature Spread	
Lot	Lot								
1	2			Tree					
4	-		4	AC	Acer floridanum	Southern Sugar Maple	3" Cal.	10' Ht. Min.	30' Min.
1	2		3	QP	Quercus phellos	Willow Oak	3" Cal.	10' Ht. Min.	30' Min.

