



# Administrative Approval Action

Case File / Name: SUB-0068-2020  
Hawkins Townes

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

**LOCATION:** The site is generally located at the southwest corner of Hawkins Street and Norwood Street, with a common street address of 2208 Hawkins Street.

**REQUEST:** Conventional subdivision of approximately 0.5 acre zoned R-10 to create 5 townhouse lots and 1 open lot for a total of 6 lots.

**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 June 30, 2021 by CMS Engineering PLLC.

## **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:***

### **General**

1. Pedestrian access shall consist of an accessible, easily discernable ADA compliant walkway or multi-use path with a minimum width of 5'. The plan currently shows 4' wide and it is required to be 5'.

### **Stormwater**

2. 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](mailto: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

☒ **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:***



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## General

1. A demolition permit shall be issued and this building permit number shown on all maps for recording.

## Engineering

2. A public infrastructure surety for 5 street trees (1 tree for every 40 feet of frontage) is provided to the City of Raleigh Development Services – Development Engineering program (UDO 8.1.3).
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. 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.
5. 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.
6. A public infrastructure surety is provided to the City of Raleigh Development Services – Development Engineering program (UDO 8.1.3).

## Public Utilities

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

## Stormwater

8. 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:***

## Stormwater



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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.
2. Impervious restrictions for each lot must be recorded on a plat prior to building permit issuance.

## Urban Forestry

3. A tree impact permit must be obtained for the approved streetscape tree installation in the right of way. This development proposes 4 street trees along Hawkins Street, 7 street trees along Norwood Street.

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

## General

1. 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.
2. Final inspection of right of way street trees by Urban Forestry Staff.
3. Required public right-of-way infrastructure improvements shall be, at a minimum, sufficiently completed to provide the necessary, safe emergency and vehicular access.

## Stormwater

4. 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: December 8, 2024**  
**Record at least ½ of the land area approved.**

**5-Year Sunset Date: December 8, 2026**  
**Record entire subdivision.**

I hereby certify this administrative decision.

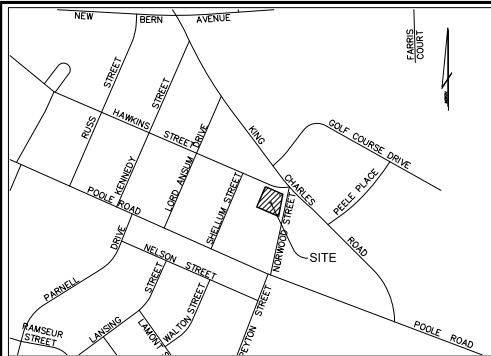
**Signed:** *Alycia Bailey Taylor* **Date:** 08/11/2021  
Development Services Dir/Designee

**Staff Coordinator: Kasey Evans**

# Hawkins Townes Preliminary Subdivision

SUB-0068-2020

PLAN SUMMARY
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VICINITY MAP  
SCALE: 1"=500'

## INDEX

TITLE SHEET .....	S-1
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NOTES:

1. BOUNDARY SURVEY BY JOHN Y. PHELPS, PLS.
2. TOPOGRAPHY FROM WAKE COUNTY GIS.
3. ALL CONSTRUCTION SHALL COMPLY WITH APPLICABLE CITY OF RALEIGH DEVELOPMENT STANDARDS AND CONSTRUCTION LOCATIONS.
4. ALL NEW DRIVEWAY LOCATIONS WILL BE DETERMINED AND PERMITTED AT SITE PLAN SUBMITTAL PER CITY OF RALEIGH STANDARDS.
5. DEVELOPERS HAVE REVIEWED AND ARE IN COMPLIANCE WITH THE REQUIREMENTS SET FORTH IN THE CITY OF RALEIGH DESIGN MANUAL.
6. SOLID WASTE SERVICE WILL BE PROVIDED AT PUBLIC STREET BY INDIVIDUAL 96-GAL STANDARD CITY OF RALEIGH RESIDENTIAL SOLID WASTE CART PER CITY OF RALEIGH WASTE DESIGN MANUAL.
7. OF 10% OF THE TOTAL PROJECT CONSTRUCTION COST IS REQUIRED FOR THE CONSTRUCTION COSTS OF ALL PUBLIC IMPROVEMENTS WHICH ARE NOT COMPLETE AT THE TIME OF BUILDING PERMIT.
8. PER SEC. 9.1, THIS PROJECT IS EXEMPT FROM CITY OF RALEIGH TREE REMEDIATION REQUIREMENTS.
9. RESIDENTIAL INFILL RULES APPLY (SEC.2.2.7) AND PROPOSED SETBACKS AND BUILDING HEIGHTS ARE BASED ON SAID RULES.

2208 Hawkins	
Existing Lot Area	21,141 sf
Area in R/W to be dedicated	1,046 sf
Net Lot Area	20,095 sf
Maximum Impervious Area Without device or study per UDO 6.2.2 A, 4.b & c	
<b>PROPOSED LOT 1 IMPERVIOUS LIMIT</b>	
Lot Area	1,640 sf
Impervious Limit	65%
Impervious in Limit	1,066 sf
Minus Impervious in R/W	350 sf
Impervious in Limit Lot 1	911 sf
<b>PROPOSED LOT 2</b>	
Lot Area	1,640 sf
Impervious Limit	65%
Impervious in Limit	1,066 sf
Minus Impervious in R/W	350 sf
Impervious in Limit Lot 2	911 sf
<b>PROPOSED LOT 3</b>	
Lot Area	1,640 sf
Impervious Limit	65%
Impervious in Limit	1,066 sf
Minus Impervious in R/W	350 sf
Impervious in Limit Lot 3	911 sf
<b>PROPOSED LOT 4</b>	
Lot Area	1,640 sf
Impervious Limit	65%
Impervious in Limit	1,066 sf
Minus Impervious in R/W	350 sf
Impervious in Limit Lot 4	911 sf
<b>PROPOSED LOT 5</b>	
Lot Area	1,640 sf
Impervious Limit	65%
Impervious in Limit	1,066 sf
Minus Impervious in R/W	350 sf
Impervious in Limit Lot 5	911 sf
<b>OPEN SPACE</b>	
Open Space Area	21,997 sf
Impervious Limit	65%
Impervious in Limit	7,298 sf
Minus Impervious in R/W	1,111 sf
Impervious Limit for Open Space	6,187 sf

Phase Number(s)	1
Number of Lot(s)	6
Lot Number(s) by Phase	6
Number of Units	5
Livable Buildings	5
Open Space?	Yes
Number of Open Space Lots	1
Public Water (LF)	0
Public Sewer (LF)	155
Public Street (LF) - FULL	0
Public Street (LF) - PARTIAL	0
Public Sidewalk (LF)	250
Street Signs (LF)	0
Water Service Stubs	5
Sewer Service Stubs	5

## PLAN SUMMARY

Address	2208 Hawkins Street
Wake Co. PINs	1713-67-8695
Reference	BM 2004 PG 1278 DB 17836 PG 2134
Zoning	R-10
Maximum Density	10 units/acre
Proposed Density	10 units/acre
Lot Area	0.50ac/21,843 sf
Area in R/W to be dedicated	1.646 sf
Net Lot Area	0.46 ac/20,197 sf
Owner	Moss Construction & Design LLC 219 1/2 S. Wilmington St. Raleigh, NC 27601 jmooss@mcdraleigh.com

No. of Townhome Units	5
No. of Bedrooms per unit	3
Total No. of Bedrooms	15
Total No. Proposed Lots	6
No. of Townhome Lots	5
No. Open Space Lots	1
Parking Required (2sp/unit x 5 units)	10 spaces
Parking Provided	15 spaces
Bicycle Parking Required	1sp/20 units, min. 4
Bicycle Parking Provided	5
Amenity Area - Dog Walk	2,321 SF = 11.5%
Setback Information	
Required for R-10 Zoning:	
Standard Min. Front - 10'	
Ex. Median to $\perp$	54.0'
Allowed + 25%	67.5'
- 25%	40.5'
Proposed to $\perp$	44.6'
Side Street Min. 10'	
Side - 0' or 6'	
Rear - 20'	










Building Height Max. - 40' (3 Stories)	
Infill Bldg. Height -	22' wall height or avg. of 2 abutting neighbors, + 1' for each additional foot of setback over minimum required
Disturbed area	22,000 sf

A Grading Permit will be required

NOTES:

1. THIS PARCEL IS LESS THAN 2 ACRES THEREFORE COMPLIANCE WITH ARTICLE 9.1 TREE CONSERVATION IS NOT REQUIRED.
2. STORMWATER EXEMPTION: Per section 9.2.2.A.2.b)ii subject to 4.a. of the Part 10A Raleigh Unified Development Ordinance, these lots are exempt from active stormwater control measures and subject to further review upon placement of impervious surface
3. PER UDO 8.3.2.A.2.b, THIS PARCEL IS LESS THAN 3 ACRES AND THEREFORE IS EXEMPT FROM BLOCK PERIMETER REQUIREMENTS.
4. IMPERVIOUS LIMIT FOR EACH LOT TO BE RECORDED ON PLAT PRIOR TO BUILDING PERMITS.
5. INFRASTRUCTURE CONSTRUCTION PLANS (SITE PERMITTING REVIEW) MUST BE APPROVED BY THE CITY OF RALEIGH FOR ALL PUBLIC WATER, PUBLIC SEWER AND/OR PUBLIC POWER EXTENSIONS.
6. 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.


**LEGEND**

-  Existing Iron Pipe
-  Fire Hydrant
-  Utility Pole
-  Sanitary Sewer Manhole
-  Water Valve
-  Proposed Water Meter
-  Proposed Sewer Clean Out
-  Existing Water Meter
-  Existing Sewer Clean Out

Kasey Evans  
Kasey Evans  
I am approving  
2021-07-28, 16:00

Kasey Evans  
I am approving this document  
2021-07-28 16:16:30-0400

N.C. UNDERGROUND UTILITIES



3 DAYS BEFORE DIGGING CALL  
 811

A ONE CALL SYSTEM FOR COMMUNITY AND JOB SAFETY

NOT RELEASED FOR CONSTRUCTION

CMS Engineering, PLLC  
P.O. Box 790

P.O. Box 780  
Knightdale, NC 27545  
PHONE: (919) 833-0830  
EMAIL: [info@cmsengineering.net](mailto:info@cmsengineering.net)

EMAIL: [info@cmsengineering.net](mailto:info@cmsengineering.net)

P-1867

HAWKINS TOWNES  
2208 HAWKINS STREET  
PRELIMINARY SUBDIVISION  
SUB-0068-2021

## REVISIONS

EV. 05/05/21 PER OR REVIEW
EV. 06/30/21 PER OR REVIEW


TITLE  
SHEET

DWG NAME:

DRAWN:

PDH
CHECKED:

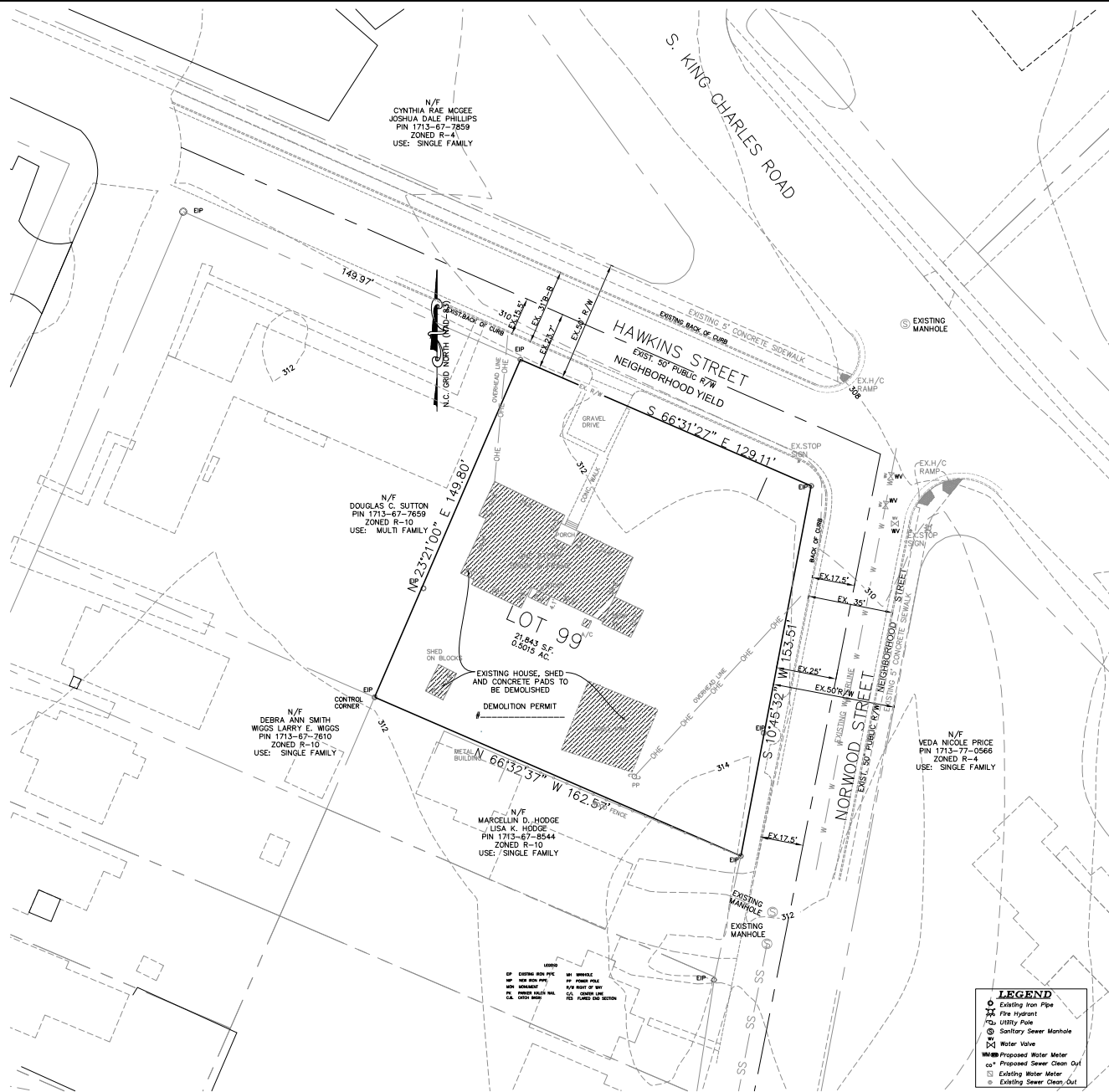
PDH
PLAN DATE:

DATE ISSUED:	10/05/2020
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DATE ISSUED:  
06/30/2021

SCALE: AS SHOWN

6-1



NOT RELEASED FOR CONSTRUCTION

CMS Engineering, PLLC  
P.O. Box 780  
Knightdale, NC 27545  
PHONE: 919.833-0686  
EMAIL: info@cmsengineering.net  
P-1867

HAWKINS TOWNES  
2208 HAWKINS STREET  
PRELIMINARY SUBDIVISION  
SUB-0068-2020

REVISIONS  
REV. 05/05/21 PER  
CORP REVIEW

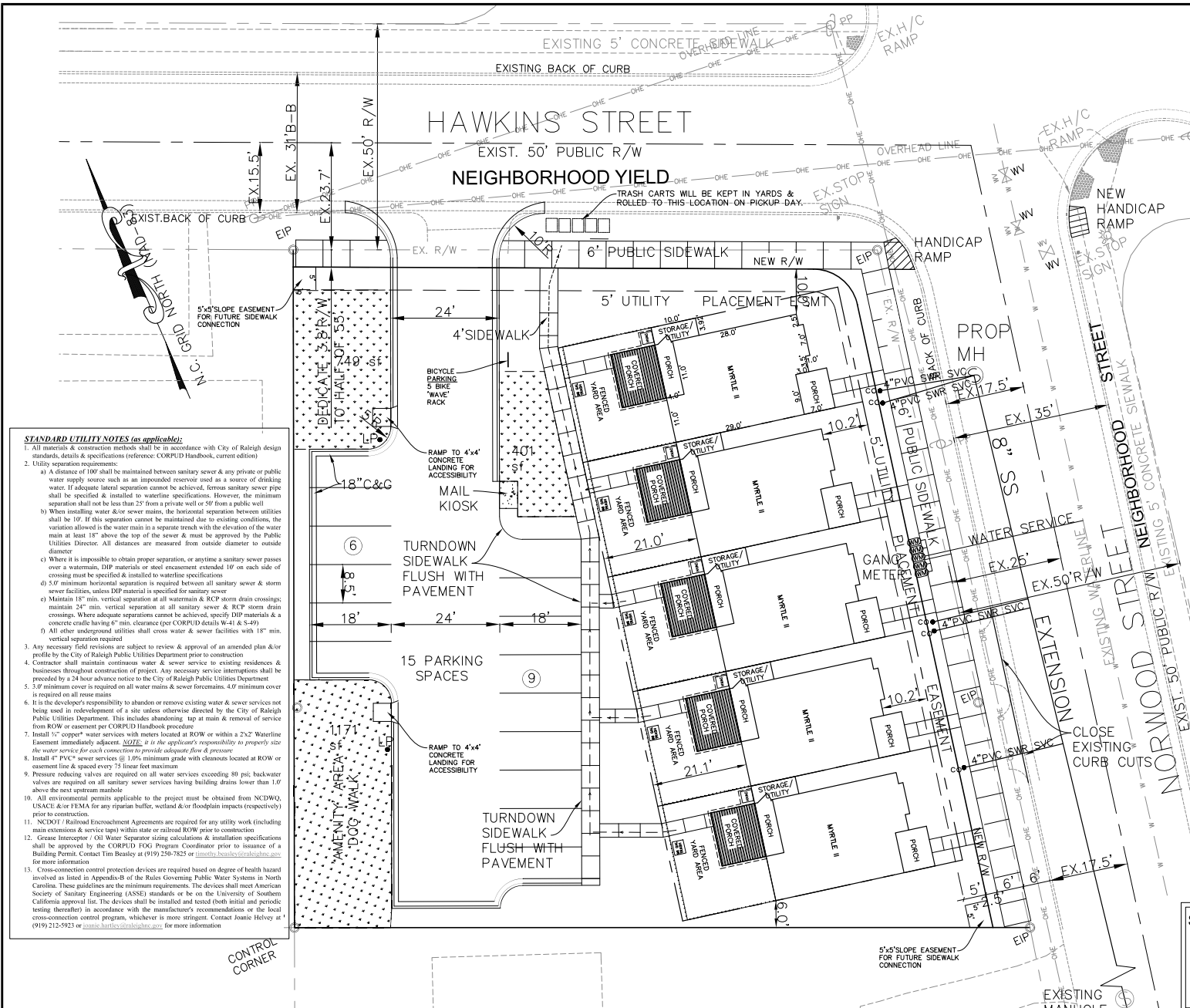
EXISTING  
CONDITIONS &  
DEMOLITION

DWG NAME:  
2208 HAWKINS SDA  
DRAWN:  
PDH  
CHECKED:  
PDH  
PLAN DATE:  
10/05/2020  
DATE ISSUED:  
06/30/2021  
SCALE: AS SHOWN





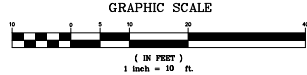




- STANDARD UTILITY NOTES (as applicable):**
1. All materials & construction methods shall be in accordance with City of Raleigh design standards, details & specifications (reference: CORPUD Handbook, current edition).
  2. Utility separation requirements:
    - a) A distance of 100' shall be maintained between sanitary sewer & any private or public water supply source such as an impounded reservoir used as a source of drinking water. If adequate lateral separation cannot be achieved, ferrous sanitary sewer pipe shall be specified & installed to watertight specifications. However, the minimum separation shall not be less than 25' from a private well or 50' from a public well.
    - b) When installing water &/or sewer mains, the horizontal separation between utilities shall be 10'. If this separation cannot be maintained due to existing conditions, the variation allowed in the water main is a separate trench with the elevation of the water main at least 18" above the top of the sewer & must be approved by the Public Utilities Director. All distances are measured from outside diameter to outside diameter.
    - c) Where it is impossible to obtain proper separation, or anytime a sanitary sewer passes over a watermain, DIP materials or steel encasement extended 10' on each side of crossing must be specified & installed to watertight specifications.
    - d) 3.0' minimum horizontal separation is required between all sanitary sewer & storm sewer facilities, unless DIP material is specified for sanitary sewer.
    - e) Maintain 18" min. vertical separation at all watermain & RCP storm drain crossings; maintain 24" min. vertical separation at all sanitary sewer & RCP storm drain crossings. Where adequate separation cannot be achieved, specify DIP materials & a concrete encasement having 6" min. clearance (per CORPUD details W-41 & S-49).
    - f) All other underground utilities shall cross water & sewer facilities with 18" min. vertical separation required.
  3. Any necessary field revisions are subject to review & approval of an amended plan &/or profile by the City of Raleigh Public Utilities Department prior to construction.
  4. Contractor shall maintain continuous water & sewer service to existing residences & businesses throughout construction of project. Any necessary service interruptions shall be preceded by a 24 hour advance notice to the City of Raleigh Public Utilities Department.
  5. 3.0' minimum cover is required on all water mains & sewer force mains; 4.0' minimum cover is required on all reuse mains.
  6. It is the developer's responsibility to abandon or remove existing water & sewer services not being used in redevelopment of a site unless otherwise directed by the City of Raleigh Public Utilities Department. This includes abandoning tap at main & removal of service from ROW or easement per CORPUD Handbook procedure.
  7. Install 1/2" copper\* water services with meters located at ROW or within a 2x2' Waterline Easement immediately adjacent. *NOTE: it is the applicant's responsibility to properly size the water service for each connection to provide adequate flow & pressure.*
  8. Install 4" PVC\* sewer services @ 1.0% minimum grade with cleanouts located at ROW or easement line & spaced every 75 linear feet maximum.
  9. Pressure reducing valves are required on all water services exceeding 80 psi; backwater valves are required on all sanitary sewer services having building drains lower than 1.0' above the next upstream manhole.
  10. All environmental permits applicable to the project must be obtained from NCDWQ, USACE &/or FEMA for any riparian buffer, wetland &/or floodplain impacts (respectively) prior to construction.
  11. NCDOT Railroad Encroachment Agreements are required for any utility work (including main extensions & service taps) within state or railroad ROW prior to construction.
  12. Grantee Interpretive (OI) Water Service piping calculations & installation specifications shall be approved by the CORPUD FOG Program Coordinator prior to issuance of a Building Permit. Contact Tim Beasley at (919) 250-7825 or [timothy.beasley@raleighnc.gov](mailto:timothy.beasley@raleighnc.gov) for more information.
  13. Cross-connection control protection devices are required based on degree of health hazard involved as listed in Appendix B of the Rules Governing Public Water Systems in North Carolina. These guidelines are the minimum requirements. The devices shall meet American Society of Sanitary Engineering (ASSE) standards or be on the University of Southern California approval list. The devices shall be installed and tested (both initial and periodic testing thereafter) in accordance with the manufacturer's recommendations or the local cross-connection control program, whichever is more stringent. Contact Joanie Helvey at (919) 212-5923 or [joanie.helvey@raleighnc.gov](mailto:joanie.helvey@raleighnc.gov) for more information.

2208 Hawkins	
Existing Lot Area	21,841 sq'
Area in R/W to be dedicated	1,646 sq'
Net Lot Area	20,197 sq'
Minimum Impervious Area without device (or study per UDO 9.2.2.A.4.b & c)	
PROPOSED LOT 1 IMPERVIOUS LIMIT	
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Impervious Limit	65%
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OPEN SPACE	
Open Space Area	13,892 sq'
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Impervious Limit	7,798 sq'
Min Impervious in R/W	1,111 sq'
Impervious Limit for Open Space	6,687 sq'

- LEGEND**
- Computer Point
  - Existing Iron Pipe
  - Fire Hydrant
  - Utility Pole
  - Sanitary Sewer Manhole
  - Water Valve
  - Proposed Water Meter
  - Proposed Sewer Clean Out



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3 DAYS BEFORE DIGGING CALL  
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**STORMWATER EXEMPTION:**

Per section 9.2.2.A.2.b.ii subject to 4.a. of the Part 10A Raleigh Unified Development Ordinance, these lots are exempt from active stormwater control measures and subject to further review upon placement of impervious surface.

NOT RELEASED FOR CONSTRUCTION

**CMS Engineering, PLLC**  
P.O. Box 780  
Knightdale, NC 27545  
PHONE: (919) 833-0870  
EMAIL: [info@cmsengineering.net](mailto:info@cmsengineering.net)  
P=1867

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PRELIMINARY SUBDIVISION  
SUB-0068-2020

**REVISIONS**  
REV. 05/05/21 PER  
COR REVIEW  
REV. 06/30/21 PER  
COR REVIEW

**SITE & UTILITY PLAN**

DWG NAME:  
2208 HAWKINS SUB  
DRAWN: PDH  
CHECKED: PDH  
PLAN DATE: 10/05/2020  
DATE ISSUED: 06/30/2021  
SCALE: 1"=10'  
S-5



