



# Administrative Approval Action

Case File / Name: SUB-0093-2021  
DSLCL - 3249 BLUE RIDGE RD

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

**LOCATION:** The 13.89 acre site is located at 3249 Blue Ridge Road and the PIN number is 0785859551. In addition, the site is described as being west of Edgemont Drive and north of Blue Ridge Road. Note, the property is within the city limits of the City of Raleigh.

**REQUEST:** The applicant is requesting to subdivide 13.89 acres into 2 lots under UDO Section 2.1.2 for conventional subdivisions and UDO Section 10.2.5. Lot 1, which accommodates an existing civic use is zoned Residential-4 (R-4) and will be 9.86 acres. Lot 2 is zoned Office Mixed Use -3-Parking Limited Conditional Use (OX\_3-PL-CU) and will be 3.97 acres. Zoning conditions for the site may be reviewed under case Z-067-20.

One variance has been approved by the Board of Adjustment for this project, noted below.

1. A reduction was granted in Tree Conservation specified in UDO Section 9.1.3

## DESIGN

### ADJUSTMENT(S)/

**ALTERNATES, ETC:** ASR-0017-2022: DSLCL - Administrative Site Review [ASR]/Administrative Site Review

**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 May 5, 2022 by TIMMONS GROUP.

## **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:***

### **Urban Forestry**

1. Tree protection fence protecting approved Tree Conservation Areas and Tree Save Variance Areas (BOA-0079-2021) must be inspected by Urban Forestry staff prior to the issuance of a grading permit.
2. 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).

☒ **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.



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<input checked="" type="checkbox"/>	Cross Access Agreements Required
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<input checked="" type="checkbox"/>	Utility Placement Deed of 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. The greenway easement as shown on the preliminary plan shall be dedicated via recorded map prior to, or in conjunction with the recording of a map in any phase affected by the greenway. No written deed of easement will be required at this time.

## Engineering

2. A cross access agreement among the proposed lot 2 and PIN 0785857032 (as shown on the plans) shall be approved by the Development Services Department for recording in the Wake County Registry, and a copy of the recorded offer of cross access easement shall be returned to the Development Services Department within one day of plat recordation. If a recorded copy of the document is not provided within this time, further recordings and building permit issuance will be withheld. The cross access easement shall be shown through the site through the driveway onto Blue Ridge Road access
3. A public street right-of-way deed of easement, in addition to a plat showing the location of the easement, shall be submitted to the Planning and Development Services Department for review, and if acceptable, approved for recordation. Approved plats must be recorded at the Wake County Register of Deeds Office on or before the 14th day following approval by the City. The 14-day expiration date shall be clearly indicated on the plat. By the end of the next business day following recordation of the plat, all required legal instruments (including deeds of easement) shall be recorded, and recorded copies of the plat and all legal instruments required by the City in association with development approval shall be provided to the City. (Reference: UDO 8.1.7.A; 10.2.5.F.4.d)
4. A 5' utility placement easement deed of easement, in addition to a plat showing the location of the easement, shall be submitted to the Planning and Development Services Department for review, and if acceptable, approved for recordation. Approved plats must be recorded at the Wake County Register of Deeds Office on or before the 14th day following approval by the City. The 14-day expiration date shall be clearly indicated on the plat. By the end of the next business day following recordation of the plat, all required legal instruments (including deeds of easement) shall be recorded, and recorded copies of the plat and all legal instruments required by the City in association with development approval shall be provided to the City. (Reference: UDO 8.1.7.A; 10.2.5.F.4.d)

## Urban Forestry



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5. A tree conservation plat shall be recorded with metes and bounds showing the designated tree conservation areas (UDO 9.1). This development proposes 1 acre of tree conservation area.

☒ **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. Comply with all conditions of Z-67-2020.

## Urban Forestry

2. 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:***

## General

1. Final inspection of all tree conservation areas by Urban Forestry Staff.

**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: October 5, 2025**

**Record at least ½ of the land area approved.**

**5-Year Sunset Date: October 5, 2027**

**Record entire subdivision.**

I hereby certify this administrative decision.

Signed: Daniel L. Stegall Date: 06/08/2022  
Development Services Dir/Designee  
Staff Coordinator: Daniel Stegall

# 3249 BLUE RIDGE ROAD PRELIMINARY SUBDIVISION REVIEW

RALEIGH, WAKE COUNTY, NORTH CAROLINA, 27612

PIN: 0785-85-9551

PLAN CASE #SUB-0093-2021

## Preliminary Subdivision Application Planning and Development

Planning and Development Customer Service Center • One Exchange Place, Suite 400 | Raleigh, NC 27601 | 919-966-2000



**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 [Staffreview@raleighnc.gov](mailto:Staffreview@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): 000PE-0074-2021	
Development name (subject to approval): 3249 Blue Ridge Rd	
Property Address(es): 3249 Blue Ridge Road	
Recorded Deed PIN(s): 0785-85-9551	
What is your project type? <input type="checkbox"/> Single family <input type="checkbox"/> Townhouse <input checked="" type="checkbox"/> Non-residential <input type="checkbox"/> Other <input type="checkbox"/> Attached houses	
CURRENT PROPERTY OWNER/DEVELOPER INFORMATION	
NOTE: Please attach purchase agreement when submitting this form	
Company: The Keith Corporation Owner/Developer Name and Title: Patrick Faulkner, Partner	
Address: 4500 Cameron Valley Pkwy, Suite 400, Charlotte, NC, 28211	
Phone: 704-319-8141 Email: <a href="mailto:pfaulkner@thekeithcorp.com">pfaulkner@thekeithcorp.com</a>	
APPLICANT INFORMATION	
Company: Timmons Group Contact Name and Title: Rick Baker, Group Leader	
Address: 5410 Trinity Rd, Raleigh, NC	
Phone: 919-866-4939 Email: <a href="mailto:rick.baker@timmons.com">rick.baker@timmons.com</a>	

Continue to page 2 >>

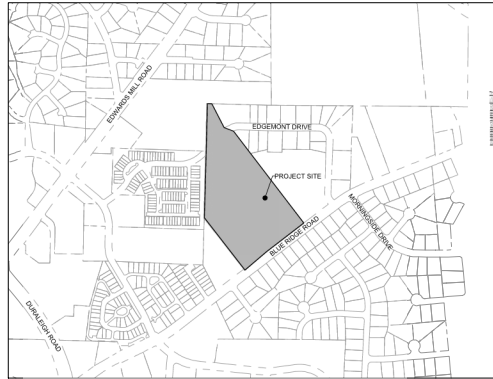
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DEVELOPMENT TYPE • SITE DATE TABLE (Applicable to all developments)	
ZONING INFORMATION	
Gross site acreage: 13.89 AC	
Zoning district (if more than one, provide acreage of each): QX-3-PL-CU, R-4	
Overlay district: N/A	Inside City limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Conditional Use District (CUD) Case # 2- 67-20	Board of Adjustment (BOA) Case # A- 0079-2021
STORMWATER INFORMATION	
Existing Impervious Surface: Acres: 5.74 AC Square Feet: 250,000 SF	Proposed Impervious Surface: Acres: 5.40 AC Square Feet: 236,000 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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, please provide the following: Flood study: FEMA Map Panel #:	
NUMBER OF LOTS AND DENSITY	
Total # of townhouse lots:	Detached: N/A Attached: N/A
Proposed density for each zoning district (UDO 1.5.2.F):	N/A
Total # of open space and/or common area lots:	N/A
Total # of requested lots:	1
SIGNATURE BLOCK	
The undersigned indicates that the property owner(s) is/are of this application and that the proposed project described in this application will be maintained in all respects in accordance with the plans and specifications submitted herewith, and in accordance with the provisions and regulations of the City of Raleigh Unified Development Ordinance.	
I, Rick Baker, will serve as the agent regarding this application, and will receive and respond to administrative comments, required plans and applicable documentation, and will represent the property owner(s) in any public meeting regarding this application.	
I have read, acknowledge, and affirm that this project is conforming to all applicable regulations applicable with the proposed development use. I acknowledge that this application is subject to the City Council and/or Submittal Policy, which states applications will expire after 180 days of inactivity.	
Signature: _____	Date: 12-21-2021
Printed Name: Rick Baker	
Signature: _____	Date: _____
Printed Name: _____	

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VICINITY MAP

**DEVELOPER:**  
THE KEITH CORPORATION  
4500 CAMERON VALLEY PKWY, SUITE 400  
CHARLOTTE, NC 28211  
PATRICK FAULKNER  
704-319-8141  
PFAULKNER@THEKEITHCORP.COM

**SURVEYOR:**  
TIMMONS GROUP  
5410 TRINITY ROAD, STE. 102  
RALEIGH, NC 27607  
TERRY L. WESTENDORF, PLS  
(984) 255-2353  
TERRY.WESTENDORF@TIMMONS.COM

**CIVIL ENGINEER:**  
TIMMONS GROUP  
5410 TRINITY ROAD, STE. 102  
RALEIGH, NC 27607  
RICK BAKER  
(919) 866-4939  
RICK.BAKER@TIMMONS.COM

**ARCHITECT:**  
LS3P  
434 FAYETTEVILLE STREET, SUITE 1700  
RALEIGH, NC 27601  
JEFFREY MURAL  
919-829-2712  
JEFFMURAL@LS3P.COM

CROSS ACCESS REQUIREMENTS	
PROPERTY BOUNDARY ABUTTING NON-LOCAL STREET	PROVIDED/EXEMPT
WEST OF LOT 2	CROSS ACCESS EASEMENT PROVIDED TP PIN 0785857032
EAST OF LOT 1	EXEMPT PER UDO SEC. 8.3.3.D.5.c PLACE OF WORSHIP
BETWEEN LOT 1 AND LOT 2	EXEMPT PER UDO SEC. 8.3.3.D.5.c PLACE OF WORSHIP

Sheet List Table	
Sheet Number	Sheet Title
C0.0	COVER SHEET
C0.1	30A-2079-2021 APPROVAL SUMMARY
C1.0	EXISTING CONDITIONS
C2.0	SUBDIVISION PLAN
C2.1	SHORT DISTANCE TRIANGLE AND DRIVEWAY SPACING EXHIBIT
C6.0	LANDSCAPE PLAN
L1.0	TREE CONSERVATION PLAN 1
L1.1	TREE CONSERVATION PLAN 2

### NOTES:

- 1. SITE IS EXEMPT FROM BLOCK PERMITTER AND SUB STREET STANDARDS SINCE THE EXISTING USE IS A PLACE OF WORSHIP AND LOT 1 WILL CONTINUE AS A PLACE OF WORSHIP PER UDO SECTION 8.3.3.A.2.
- 2. ANY FUTURE DEVELOPMENT OF LOT 2 SHALL PROVIDE INTERNAL VERTICAL CIRCULATION AREA TO ALLOW FOR CROSS-ACCESS BETWEEN ADJACENT LOTS IN CONFORMANCE WITH LATEST CITY OF RALEIGH CROSS-ACCESS REQUIREMENTS.

### BOARD OF ADJUSTMENT APPROVED RESOLUTION SUMMARY:

WHEREAS THE ELKSTON CHURCH - HOMESTEAD HERITAGE BAPTIST CHURCH INC. PROPERTY OWNER REQUESTS A ZONING VARIANCE TO UDO SECTION 8.3.3.1 WHICH REQUIRES THAT PROPERTY ACROSS OR ADJACENT TO A LOT OF AT LEAST TEN PERCENT (10%) OF ITS GROSS SITE AREA BE SET ASIDE AS TREE CONSERVATION AREA PRIOR TO SUBMITTING AN APPLICATION FOR APPROVAL OF A SUBDIVISION OF LAND IN ORDER TO SUBMIT THE SUBDIVISION PLAN; AND WHEREAS THE CITY OF RALEIGH HAS REVIEWED THE APPLICATION AND THE FOLLOWING CONSIDERATIONS HAVE BEEN REVIEWED: THE PROPERTY OWNER SHALL PROVIDE AT LEAST ONE (1) GROSS SITE AREA OF UDO-COMPLIANT TREE CONSERVATION AREA IN LIEU OF HAVING TO DESIGNATE AS TREE CONSERVATION AREA OTHER PORTION OF THE PROPERTY THAT MEETS CITY-REQUIREMENT UDO-COMPLIANT TREE CONSERVATION AREA; THE PROPERTY OWNER SHALL NOT REMOVE EXISTING TREES WITHIN THOSE AREAS IDENTIFIED AS TREE CONSERVATION AREA; UDO TREE CONSERVATION AREA IS NOT THE SAME AS VARIANCE AREA; ON THE ATTACHED EXHIBIT, THE BLUE RIDGE ROAD TREE SAVING EXHIBIT, DATED FEBRUARY 11, 2021, PREPARED BY TIMMONS GROUP, HOWEVER, TREES WITHIN THESE TREE SAVING VARIANCE AREAS THAT ARE DESIGNATED AS UDO-COMPLIANT TREE CONSERVATION AREA SHALL BE REMOVED; THE AMOUNT OF UDO-COMPLIANT TREE CONSERVATION AREA PLUS THE AMOUNT OF TREE SAVING VARIANCE AREAS SHALL TOTAL AT LEAST 10% GROSS SITE AREA OF THE PROPERTY.

### CROSS ACCESS:

- 1. THE FOLLOWING PRINCIPAL USES AS LISTED IN UDO SECTION 8.3.3.1 THAT ARE PERMITTED, LIMITED OR SPECIAL USES IN THE C-3 DISTRICT SHALL BE PROHIBITED: (A) PLACE OF WORSHIP; (B) SUPPORTIVE HOUSING RESIDENCE; (C) BOARDING HOUSE; (D) COUNTRY CLUB; (E) FRATERNITY; (F) GOLF COURSE; (G) HOSPITAL; (H) JAIL; (I) JUVENILE CORRECTIONAL INSTITUTION; (J) KIDNEY DIALYSIS CENTER; (K) LIBRARY; (L) MUSEUM; (M) NURSING HOME; (N) PARK; (O) PLACE OF PUBLIC GATHERING; (P) PLACE OF PUBLIC MEETING; (Q) PLACE OF PUBLIC STORAGE; (R) PLACE OF PUBLIC USE; (S) PLACE OF PUBLIC USE; (T) PLACE OF PUBLIC USE; (U) PLACE OF PUBLIC USE; (V) PLACE OF PUBLIC USE; (W) PLACE OF PUBLIC USE; (X) PLACE OF PUBLIC USE; (Y) PLACE OF PUBLIC USE; (Z) PLACE OF PUBLIC USE.
- 2. THERE SHALL BE NO MORE THAN 1000 SQUARE FEET OF GROSS FLOOR AREA FOR ANY NON-RESIDENTIAL USES COMBINED.
- 3. THERE SHALL BE A MINIMUM 10' BUILDING SETBACK FROM THE SHARED PROPERTY LINE WITH PIN 078585-0006 BOOK OF MAPS 2006 PAGE 487, WAKE COUNTY RESOLUTION.
- 4. THERE SHALL BE NO BUILDING SETBACK FROM THE SHARED PROPERTY LINE WITH PIN 078585-0006 BOOK OF MAPS 2006 PAGE 487, WAKE COUNTY RESOLUTION.
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ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL CITY OF RALEIGH, NC GEO AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

PRELIMINARY  
NOT FOR  
CONSTRUCTION

THE DRAWING PREPARED AT THE  
RALEIGH OFFICE  
5401 Trinity Road, Raleigh, NC 27607  
TEL: 919-966-4921 FAX: 919-933-4124  
[www.timmons.com](http://www.timmons.com)

REVISION DESCRIPTION  
REVISION PER C.O.N. SUBMITTAL COMMENTS  
REVISION PER C.O.N. SUBMITTAL COMMENTS  
REVISION PER C.O.N. SUBMITTAL COMMENTS

DATE  
03/09/2022  
DRAWN BY  
A. MAY  
DESIGNED BY  
A. MAY  
CHECKED BY  
R. BAKER  
SCALE  
AS SHOWN

TIMMONS GROUP  
NORTH CAROLINA LICENSE NO. C-1652  
BLUE RIDGE MEDICAL  
RALEIGH - WAKE COUNTY - NORTH CAROLINA  
COVER SHEET

JOB NO.  
47620  
SHEET NO.  
C.0.0

811  
KNOW WHAT'S BELOW.  
CALL 811 BEFORE YOU DIG.





LOT NUMBER	SF	AC
1	429,741	9.86
2	172,956	3.97

5. THE FOLLOWING PRINCIPAL USES LISTED IN LDDO SECTION 6-6.A THAT ARE PERMITTED, LIMITED, OR SPECIAL USES IN THE CO-2 DISTRICT SHALL BE PROHIBITED: (I) MULTISTORY SUPPORTIVE HOUSING RESIDENCE; (II) SUPPORTIVE HOUSING RESIDENCE; (III) BOARDINGHOUSE; (IV) DORMITORY; (V) FRATERNITY; (VI) SORORITY; (VII) EMERGENCY SHELTER TYPE A; (VIII) EMERGENCY SHELTER TYPE B; (IX) SPECIAL CARE FACILITY; (XII) CEMETERY; (XIII) COLLEGE COMMUNITY COLLEGE UNIVERSITY; (XIV) SCHOOL PUBLIC OR PRIVATE GRADE K-12; (XV) HUNIOR UTILITY; (XVI) MAJOR UTILITY; (XVII) TELEPHONE EXCHANGE; (XVIII) DAY CAMP; (XIX) OUTDOOR SPORTS OR RECREATION FACILITY; (XX) GOLF COURSE; (XXI) HEALTH CLUB; (XXII) SPORTS ARENA; (XXIII) OUTDOOR SPORTS OR ENTERTAINMENT FACILITY; (XXIV) OVERNIGHT LODGING; (XXV) COMMERCIAL PARKING FACILITY; (XXVI) REMOTE PARKING FACILITY; (XXVII) HELIPORT; SURVIVAL HOSPITAL; (XXVIII) HELIPORT; ALL OTHERS; (XXIX) VETERINARY CLINIC/HOSPITAL; (XXX) BEAUTY PARLOR SALON; (XXXI) COP CENTER; (XXXII) DETENTION CENTER; JAIL; PRISON; (XXXIII) RESEARCH AND DEVELOPMENT LABORATORY; (XXXIV) LABORATORY; (XXXV) RECEPTION CARE FACILITY; (XXXVI) NIGHT HOME; (XXXVII) HOMESTAY; (XXXVIII) BIG AND MEDIUM ANIMAL AND AVIAN HOSPITAL OR CLINIC.

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL CITY OF RALEIGH  
NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

כ

SHEET NO.  
C2.0

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