

Development Services Advisory Committee Meeting

Facilitated by Planning
and Development

August 13, 2026





Raleigh

Agenda

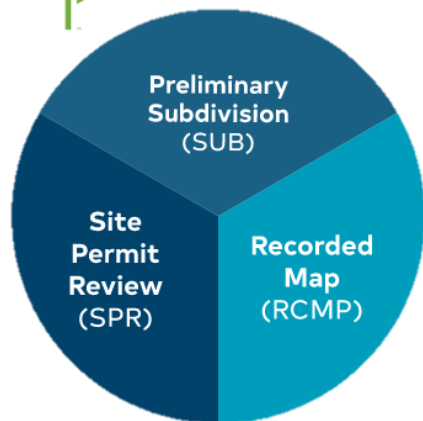
1. Opening Remarks
2. Land Development Review Update
3. TC-4-2026 Minor Subdivision Text Change
4. Townhome Street Tree Planting Discussion
5. Water Restrictions Update
6. CCTV Inspections and corresponding Fees
7. Green Infrastructure Stormwater
8. Meeting Adjourned

Land Development Review Update





Existing Land Development Processes



1	 Preliminary Subdivision Process		
	STEP 1 PRELIMINARY SUBDIVISION	STEP 2 INFRASTRUCTURE DRAWINGS	STEP 3 BUILDING PERMITS
	SUBMITTAL PROCESS - Residential Subdivisions that do not have conditions requiring a Site Permit Review (SPR) may go directly to Recorded Map Process (RCMP). - An Entitlement/Approval Document must be issued to the applicant prior to submitting SPRs and RCMPs. - Applicants should begin the street name and addressing process during Subdivision Review.	SITE PERMIT REVIEW (SPR) - The Approval Document must be inserted in the SPR. - Once two cycles of SUB SPR have completed, the RCMP can be started and run concurrently with the review process. The RCMP approval will follow the SUB SPR approval. - SPR and RCMP documents must be submitted together to be reviewed concurrently. RECORDED MAP PROCESS (RCMP) - Addresses are solidified after the map is recorded. Departments reserve the option to place holds on site permits.	BUILDING PERMIT Building permits can be submitted when SUB SPR is in final review. HOLDS on building permits may include but are not limited to: - SUB SPR plan release or permit issuance is pending. - RCMP is not recorded. - SUB SPR revisions have been submitted.
2	 Administrative Site Review Process		
	STEP 1 ADMINISTRATIVE SITE REVIEW	STEP 2 INFRASTRUCTURE DRAWINGS	STEP 3 BUILDING PERMITS
	SUBMITTAL PROCESS - An Entitlement/Administrative Approval Document must be issued prior to submitting Site Permit Review (SPR) and Recorded Map Process (RCMP). - Applicants should begin the street name and addressing process during Administrative Site Review (ASR).	SITE PERMIT REVIEW (SPR) - The Approval Document must be inserted in the SPR. - Once two cycles of ASR SPR have completed, the RCMP can be started and run concurrently with the review process. The RCMP approval will follow the ASR SPR approval. - SPR and RCMP documents must be submitted together to be reviewed concurrently. RECORDED MAP PROCESS (RCMP) - Addresses are solidified after the map is recorded. Departments reserve the option to place holds on site permits.	BUILDING PERMIT Building permits can be submitted when ASR SPR is in final review. HOLDS on building permits may include but are not limited to: - ASR SPR plan release or permit issuance is pending. - RCMP is not recorded. - ASR SPR revisions have been submitted.
- OR -			
1 + 2	  Subdivision and Administrative Site Review Process Combined		
	STEP 1 SUB and ASR	STEP 2 INFRASTRUCTURE DRAWINGS	STEP 3 BUILDING PERMITS
	SUBMITTAL PROCESS - Subdivision (SUB) and Administrative Site Review (ASR) submitted as one plan with separate applications is encouraged. Separate plan sets are allowed when appropriate. The first two pages of the applications must be included on the plans cover sheet. Multiple ASR plans may be submitted separate from a subdivision plan. - An Entitlement/Approval Document must be issued to the applicant and inserted in the Site Permit Review (SPR) prior to submitting SPRs and Recorded Map Process (RCMP). - Applicants should begin the street name and addressing process during the combined review.	SITE PERMIT REVIEW (SPR) - The Approval Document must be inserted in the SPR. - An SPR may be submitted as a combined application that addresses both the SUB and ASR. It may also be submitted individually for each SUB and ASR. RECORDED MAP PROCESS (RCMP) - Once two cycles of SUB/ASR site permit reviews have been completed, the RCMP can be submitted and reviews can run concurrently. The RCMP may be approved after the approval of the SPR. - SPR and RCMP documents must be submitted together to be reviewed concurrently. - Addresses are solidified after the map is recorded.	BUILDING PERMIT Building permits can be submitted when SUB SPR and ASR SPR are in final review. HOLDS on building permits may include but are not limited to: - SUB SPR and ASR SPR plan release or permit issuance is pending. - RCMP for SUB SPR and ASR SPR are not recorded. - SUB SPR and ASR SPR revisions have been submitted.



New Land Development Review Process



SUB, ASR and SPR case types will be retired



New Land Development Review Process

**ONE
STREAMLINED
PROCESS**

**Land
Development
Review
(LDR)**

Phase 1: Limited Implementation

- Targeting November 2026
- Help us test the new process
- Available to limited # of projects
- Interested in being an early adopter?
Email kasey.evans@raleighnc.gov

Phase 2: Full Implementation

- Estimated mid 2027
- Full implementation for all projects

TC-4-2026 Minor Subdivision





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Text Change Update

Authorized at the 7/7/26 City Council Meeting

— Minor/Exempt Subdivisions

Purpose

Expand housing choice by reducing barriers to small scale subdivisions

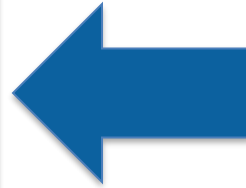


- Create more opportunities for modest residential development
- Reduce unnecessary costs and barriers for small subdivision projects
- Consider adopting tools already under State Law that many NC municipalities utilize

N.C.G.S. 160D-802

Allows exemption for:

- ≤ 2 acres
- Up to 3 lots
- No new public street
- Lots meet zoning



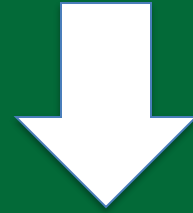
**Most North
Carolina
municipalities
use this State
exemption**

N.C.G.S. 160D-802

Allows exemption for:

- ≤ 2 acres
- Up to 3 lots
- No new public street
- Lots meet zoning

Raleigh is Different



1955 Local Act allows
regulation of these
exempt subdivisions

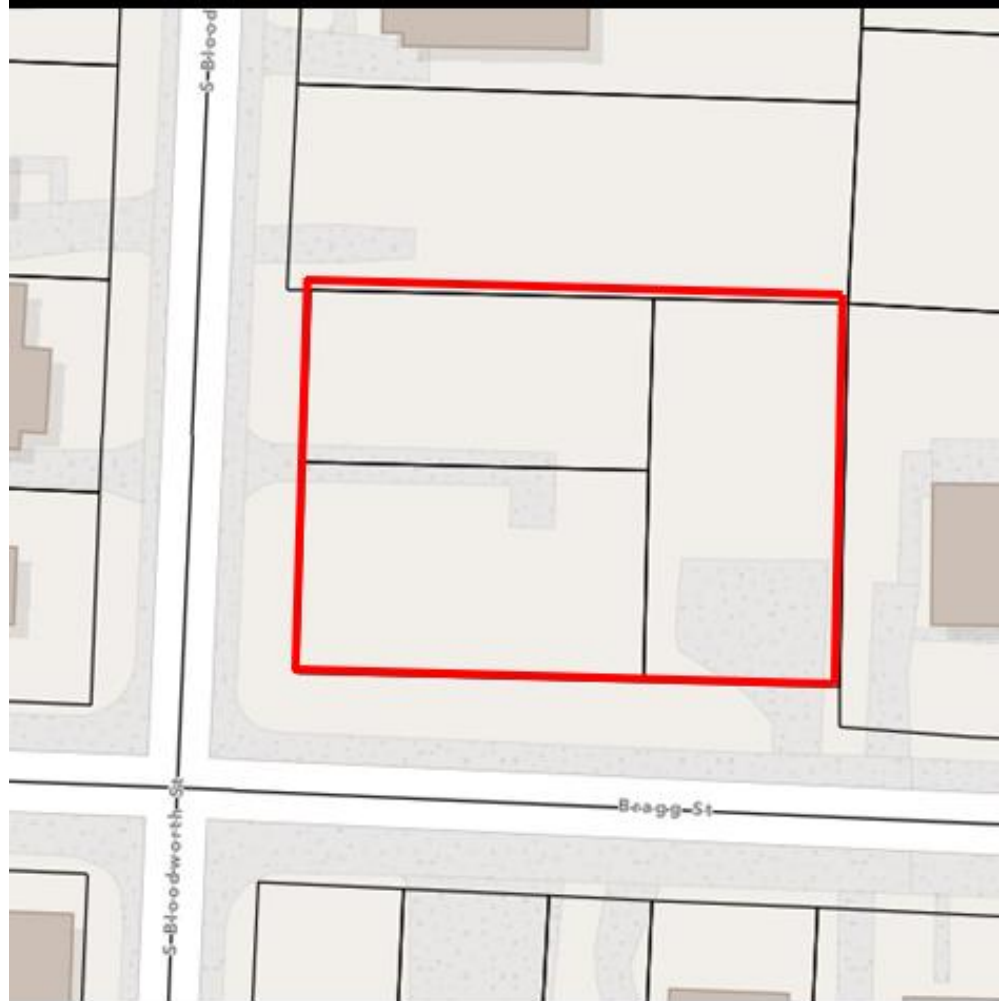
Why it Matters

Small projects face
disproportionate costs:

- Right-of-Way Dedication
- Sidewalk upgrades/fee-in lieu
- Variances

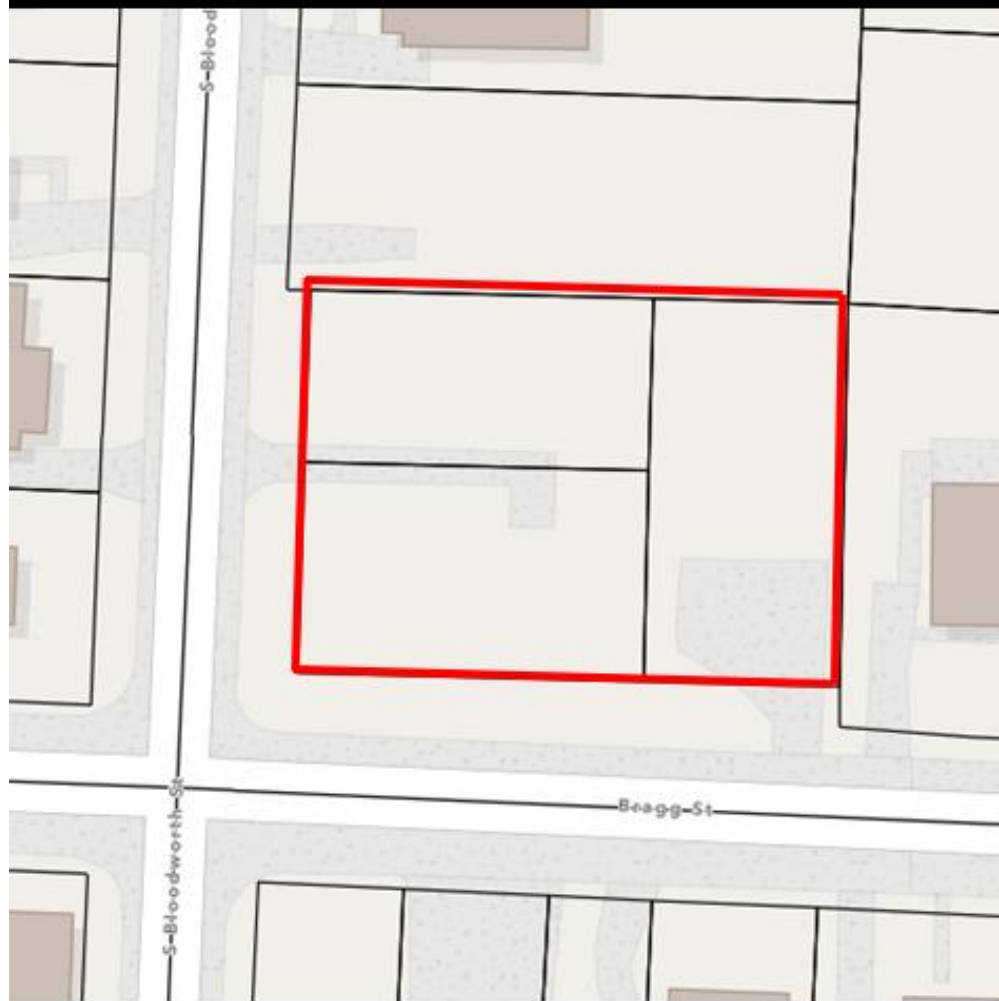
\$20,000–\$30,000

in additional project costs



How This Affects Housing Choice:

- Reduced buildable area
- Fewer homes
- Higher housing prices
- Longer review timelines
- Consumes staff resources



Option 1: Adopt 160D State Exempt Subdivision

Pros:

- Matches nearly every NC municipality
- Reduces costs
- Simplifies process
- Allows reallocation of staff resources
- Modest increase in small-lot development

Cons:

- Limited City review
- Fewer infrastructure dedications/improvements
- Still likely to see larger homes where economically feasible

Option 2: Adopt 160D State Exempt Subdivision + Create a *Minor* Subdivision Process

- Intermediate tier between exempt plats and “major” subdivisions.
- Typically **3-10** lots.
- Flexibility in requirements for dedication/construction of public improvements:
 - Maximum #lots
 - Limit to where existing infrastructure is sufficient or require some but not all improvements.

Existing Subdivision Process

Scoping Meeting
(Optional)



Subdivision Submittal
Preliminary Subdivision



Staff Review

- Review is completed by:
 - Current Planning,
 - Transportation,
 - Raleigh Water
 - Urban Forestry
 - Stormwater Management
 - Solid Waste,
 - Fire Marshall's, and Greenway
- Planners review is only as needed.



Applicants receive comments and may need to revise and resubmit their application



Map Recordation Submittal

Legal Document Review
Final plat is recorded with County Register of Deeds.

Small 2-3 lot infill projects follow the same process as much larger developments

Exempt Subdivision Process

Scoping Meeting
(Optional)



Subdivision Submittal
Preliminary Subdivision

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Draft Minor Subdivision

- Residential zoning
- Up to 6 lots
- Local Streets only; no new public streets
- Does not require the extension of public water or public sanitary sewer mains
- Lots meet all applicable UDO standards
- Sidewalk construction required in specified locations
- **5-year limitation** on re-subdividing a parent tract through the Minor Subdivision process

Townhome Street Tree Planting



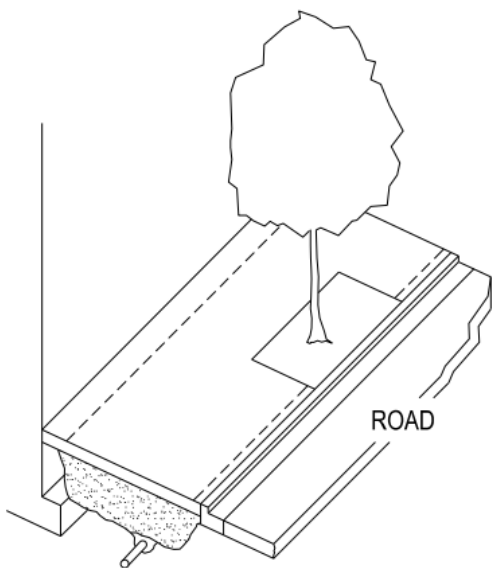


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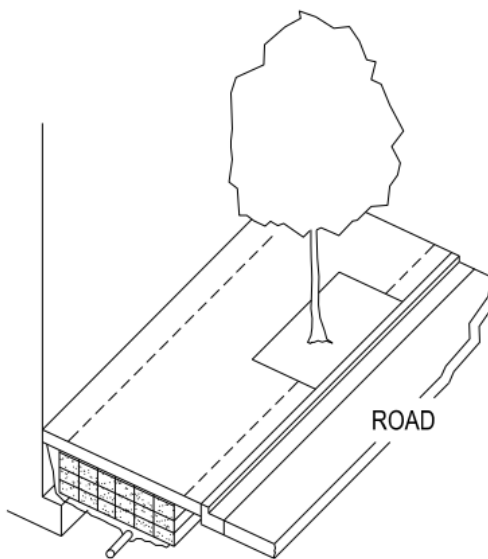
Townhome Street Tree Planting

- **Concern:** High costs and standards for planting in townhome developments
- **07/28 Group Discussion:** Costs, site constraints, tree performance, and alternatives available under current City standards.
- **Key Finding:** Structural soil is primary, other options need to be explored for planting within the standard detail. Other options: Soil-containment or Root channeling, see TPP-07.
- **Follow-Up:** Participants will evaluate these alternatives and determine why project teams have not been using them.
- **Development Community Update:** Anne Oakley, D.R. Horton, will share feedback

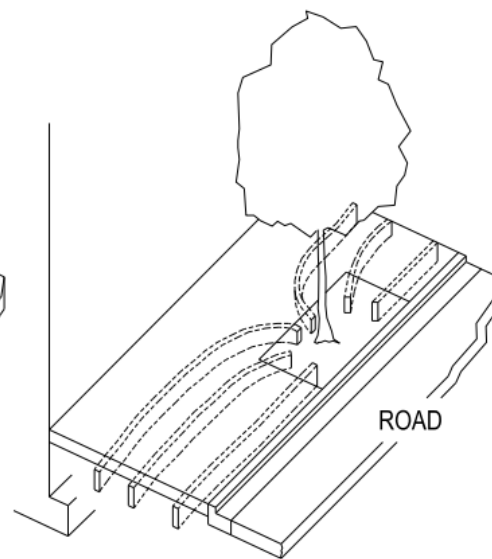
Townhome Street Tree Planting



STRUCTURAL SOIL SYSTEM



SOIL CONTAINMENT SYSTEM



ROOT CHANNELING/PATHWAYS

Water Restrictions Update





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Water Restrictions Updated

DSAC Inquiry

- Provide an update on water restrictions.
- Clarify whether landscaping or soil stabilization may delay issuance of a Certificate of Occupancy.

Staff Response

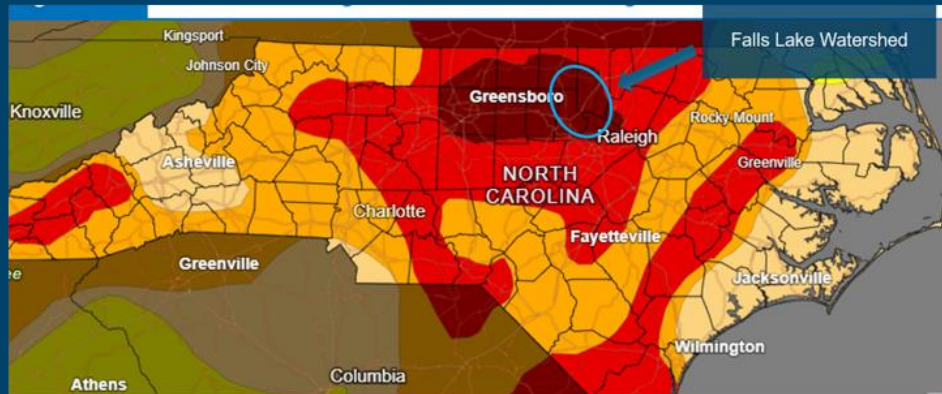
- Water restrictions have been rescinded and are not expected to return this year.
- Under 2024 state legislation, a CO cannot be withheld solely because permanent landscaping or soil stabilization is incomplete.
- Seed and straw may be accepted as temporary stabilization.
- Staff will reinforce consistent communication and application of these requirements across review and inspection teams.



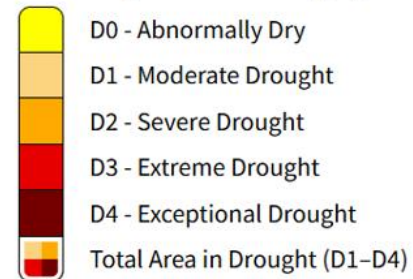
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Drought Update

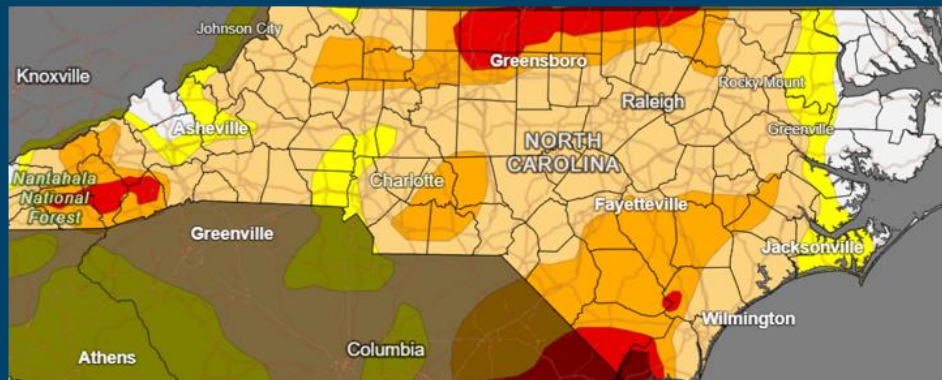
June 16



U.S. Drought Monitor Category



August 10



CCTV Inspections and 3rd Party Fees





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CCTV Inspections and 3rd Party Fees

DSAC Inquiry

- The fee guide includes third-party CCTV fees for sewer extensions and water/sewer stubs, but the service does not appear to be an option
- Clarification requested on applicable fees and whether third-party CCTV is permitted for sanitary sewer and stormwater systems.

Staff Response

- 3rd sanitary sewer CCTV requirements were added to the design manual in 2025, followed by corresponding fees.
- A proposed Raleigh Water position to administer the process was not authorized.
- Raleigh Water will work with Raleigh Transportation to hopefully establish an official process for accepting third-party sanitary sewer CCTV inspections.
- Additional clarification is needed regarding the placement and application of stormwater CCTV review fees.

Green Stormwater Infrastructure





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Green Stormwater Infrastructure (GSI)

City Strategic Plan Initiative ER1: Green Stormwater Infrastructure

Seeking input from development community members about using GSI for regulatory stormwater controls and voluntary installation.

If willing to be interviewed, contact Stephanie MacDurmon at stephanie.macdurmon@raleighnc.gov

Meeting Adjourned



Additional Information

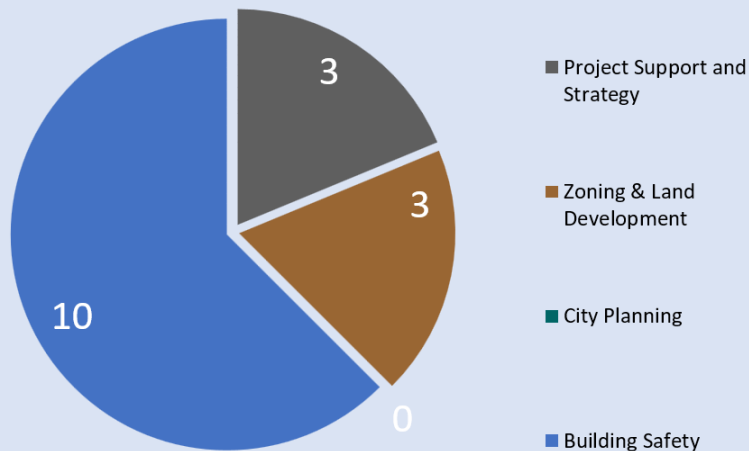


Vacancies and Staffing

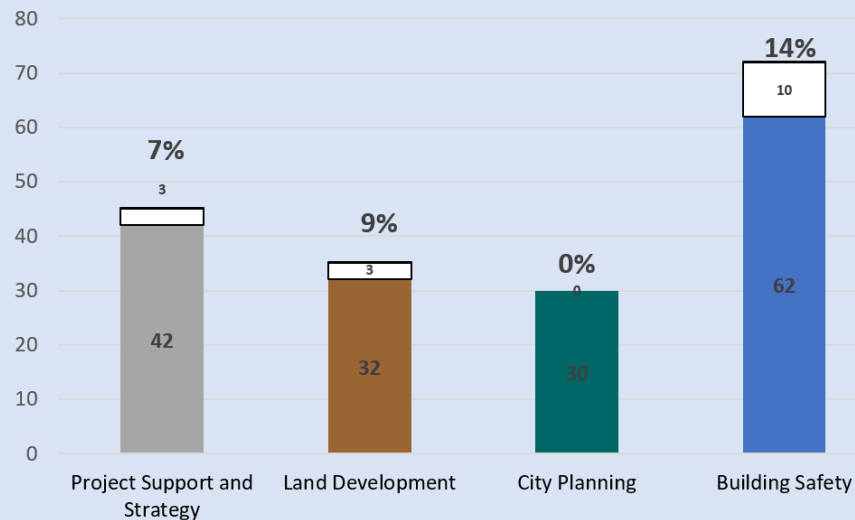
Personnel Vacancies

Planning and Development	182	
Vacant Positions as of August 26	16	8.8%

PlanDev Vacancies as of August 2026



Vacancy % per division as of August 2026



Vacancy and Staffing Update-Matrix Departments

Raleigh Water

- (2) Senior Engineers Vacancies

Transportation

- (1) Senior Engineer Vacancy

Fire Marshal's Office

- (1) Inspector Vacancy

Stormwater Management

- (1) Engineer and (1) Plan Review Supervisor



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Contact Planning and Development

- One Number. Faster Service. Call (919) 996-2500
- Submit a case to [Ask Raleigh](#)



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and Performance
Dashboards
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