

# Development Services Advisory Meeting

Facilitated by Planning and  
Development

June 12, 2025



# Agenda

Recap of the following sessions:

- Permit Pathways
- Plot Plan and Permit Data Form Focus Group Discussion

Text Change: TC-3-25 Greenway

Department and Division Update

- Planning and Development – CICS
- Raleigh Water
- Stormwater

Inquiries

Meeting Adjourned

# Permit Pathways: Common Issues and Expert Guidance

Meet with Review Staff to  
get a technical perspective  
on Plan Review for  
Residential Permits.  
May 22nd

Number of Registrants: 58  
Limited to 40 participants



# Permit Pathways: Common Issues & Expert Guidance

## Event Topic:

- Residential Permit Plan Review

## Goals:

- Provide a less formal avenue to pose technical questions
- To educate development stakeholders on plan review

# Focus Group Meeting

Meeting Topic: Residential Permit Documentation

- Information for the Permit Data Form
- Which items are to be shown in a Site Plan

# **Text Change: TC-3-25 Greenway Discussion**

# Department Updates

# Continuous Improvement and Customer Service

## Residential Alterations vs Additions Update

### Application Updates:

- Demolition Checklist is live
- Residential Permit Application
  - Add Conditional Service
- Review of the Non-residential permit application



# Raleigh Water

# Merger Town Permitting – Update

- **Live as of June 1, 2025**
  - 3 business day review
  - Once approved, permits are issued
  - Once paid, account setup and meter placement can be requested
    - **Account setup and start utility service**
  - TOTAL – 8 business days

# Merger Town Plan review – Update

- **Go-Live date – July 1, 2025**
  - Submittals for Subdivision, Site Plans, Construction Drawings, and Plats are made to the Town and Raleigh's Development Portal concurrently.
  - Subdivision and Site Plans
    - Fees and status over portal. Review comments are provided in Towns' systems.
  - Construction Drawings
    - Plan Review and permitting are done in Raleigh. Plan status provided in Towns' systems (matching NCDOT and WC)
  - Plats
    - Fees and status over portal. Review comments are provided in Towns' systems. Deed review in Raleigh.

# Raleigh Water Staffing

## Development Review group Raleigh | Water

[water.review@raleighnc.gov](mailto:water.review@raleighnc.gov)

Team member		Title	Area	Phone
Cydney Terry	<a href="mailto:Cydney.terry@raleighnc.gov">Cydney.terry@raleighnc.gov</a>	Engineer, Senior	Wendell	919-996-3546
Mike Fowler	<a href="mailto:Mike.fowler@raleighnc.gov">Mike.fowler@raleighnc.gov</a>	Engineer, Senior	Knightdale	919-996-3485
Mitchell Wilson	<a href="mailto:Mitchell.wilson@raleighnc.gov">Mitchell.wilson@raleighnc.gov</a>	Engineer, Senior	Wake Forest	919-996-3548
Tim Beasley	<a href="mailto:Timothy.beasley@raleighnc.gov">Timothy.beasley@raleighnc.gov</a>	Engineer, Senior	Rolesville	919-996-2176
Pat Paine	<a href="mailto:Patrick.paine@raleighnc.gov">Patrick.paine@raleighnc.gov</a>	Engineer, Senior	Garner	984-202-3452
Sophie Jones	<a href="mailto:sophia.jones@raleighnc.gov">sophia.jones@raleighnc.gov</a>	Engineer	Zebulon	919-996-3542
Autumn Smith	<a href="mailto:Autumn.smith@raleighnc.gov">Autumn.smith@raleighnc.gov</a>	Engineer		919-996-3410
Austin Bain	<a href="mailto:Austin.bain@raleighnc.gov">Austin.bain@raleighnc.gov</a>	Engineer		
Rene Haagen	<a href="mailto:Rene.haagen@raleighnc.gov">Rene.haagen@raleighnc.gov</a>	Engineering Supervisor		919-996-3418
Jonathan Ham	<a href="mailto:Jonathan.ham@raleighnc.gov">Jonathan.ham@raleighnc.gov</a>	Division Manager		
Brian Casey	<a href="mailto:Brian.casey@raleighnc.gov">Brian.casey@raleighnc.gov</a>	Part Time Engineer	Entire Service area	

# Stormwater

# Stormwater Text Change Update (TC-2-2025)

Authorized by City Council on April 1, 2025

Posted on Text Change Portal - <https://publicinput.com/F5368>

Scheduled for Text Change Committee on May 21, 2025 – Meeting Cancelled, no Quorum

Scheduled for Planning Commission on June 10, 2025– Meeting Cancelled, no Quorum

Scheduled for Planning Commission on June 24, 2025

Earliest Hearing at City Council in August

# *Built Upon Area Definition – In Effect*

- Built Upon Area akin to Impervious Area
- NC Session Law 2024-49 changed definitions for
  - Decks
  - Artificial Turf
  - Gravel





## Contact Reminder

- Submitted Projects: Contact Reviewer
- Impervious limits for small potential projects: [stormwater.impervious@raleighnc.gov](mailto:stormwater.impervious@raleighnc.gov)
- Large potential project questions: [sally.hoyt@raleighnc.gov](mailto:sally.hoyt@raleighnc.gov)



# DSAC Inquiries

- Site Review Intake Submittal Time frames
- Standardized Stormwater Information on plans
- Replacing Existing Street Trees in the City Right of Way
- Ordinance Discussion:
  - UDO Section 8.3.5.C.3 200' driveway spacing
  - UDO Section 8.3.3.A.3 Townhouse entrance proximity to an intersection

# Questions?