



Raleigh

Planning and Development

DSAC Monthly Meeting

March 9, 2023



Agenda

- Land Development Process
- Fee update
- Text changes
- Question & Answer
- Next Meeting – Thursday, April 6th at 9 AM

Land Development Process

Kasey Evans / Justin Biegler / Erin Crouse



Conceptual Development Process (Site Development)

Step 0: Sketch Meeting
(optional)

Prerequisites for
Submittal:

- Rezoning
- Annexation
- TIA
- Special Studies

Step #: Pre-application
Meeting (optional)

- Meeting with customer to discuss application form, submittal checklist, etc.

Step #: Submit
Development
Application

- Application triaged
- Application rejected if:
 - pre-mature
 - Incomplete

Step #: Plan Review

Step #: Customer
Review Meeting
(optional)

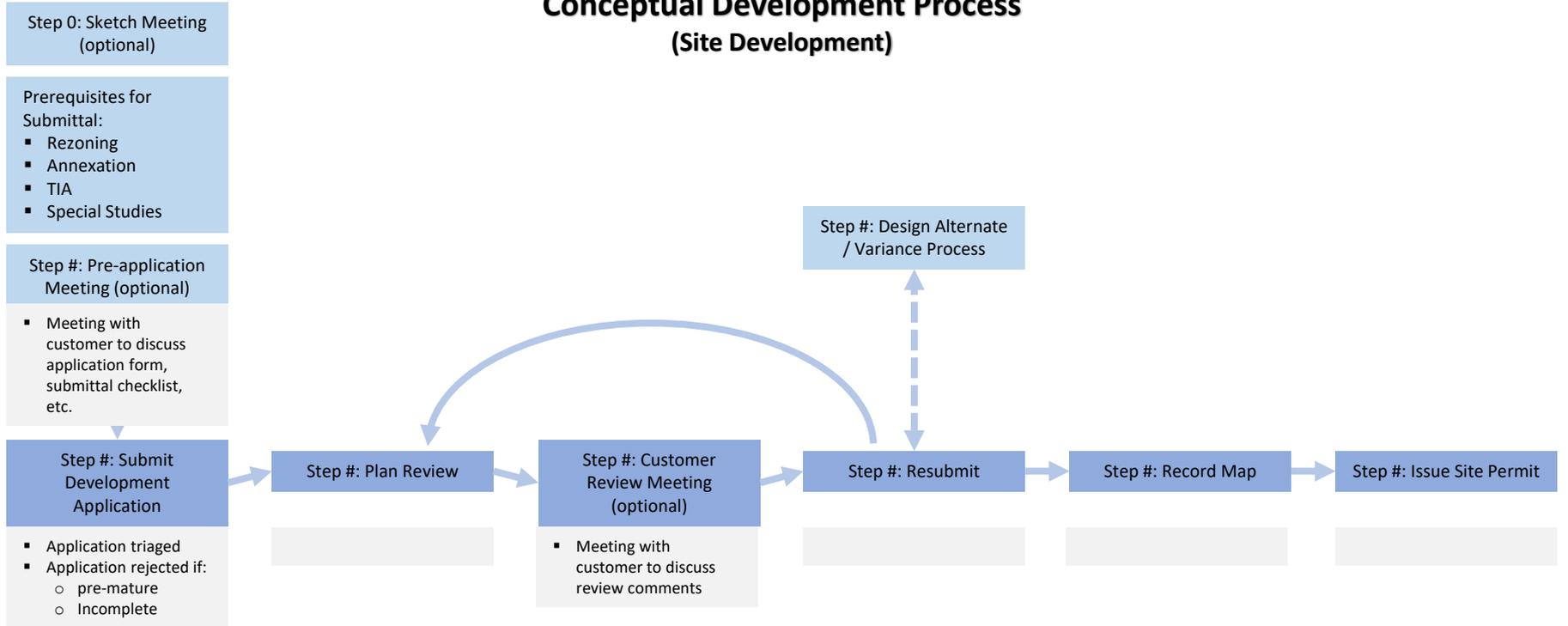
- Meeting with customer to discuss review comments

Step #: Design Alternate
/ Variance Process

Step #: Resubmit

Step #: Record Map

Step #: Issue Site Permit



Fee Update

Janet Saa



TM
Raleigh



Approach and Model

Singular Fee Model

Consolidates valuation and flat fees into a single excel-based fee model

Blended Hourly Rates

Sets up hourly rates based upon process (i.e., plan review, inspection, planning, etc.)

Bottom-Up Approach

Calculates **full cost (100%)** based upon the actual staff time and effort spent per activity.

Recommended Fee Projections

Projects revenue impacts based upon recommended fees.



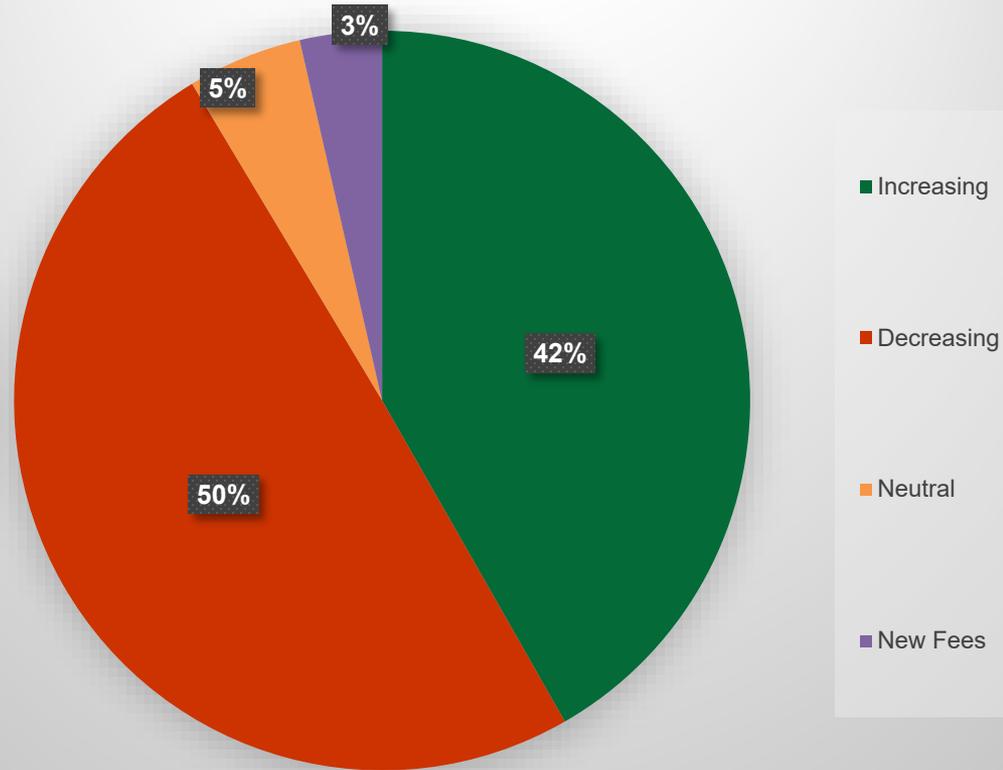
Removed Fees	Added Fees	Modified Fees
<ul style="list-style-type: none">• Awning• Encroachment• Overhead sign• General Record Recovery• Certificate of compliance or occupancy recovery• Special research	<ul style="list-style-type: none">• Minimum trade permit fee• After hours inspection fee• Planning fees	<ul style="list-style-type: none">• Water Heater Changeout and Forced Air / Warm Air furnace <u><i>are now</i></u> HVAC or Other Appliance• New Commercial Building Permit Plan Review Fees <u><i>are now</i></u> reduced from nine (9) tiers to three (3) tiers



Fee Recommendation Criteria

- Fee beneficiary (i.e., individual or community)
- Level of annual workload
- Compliance-related
- Market benchmarking against similar or neighboring jurisdictions

Fees Changes by Amount





Fee Recommendations

- Accept target goal of 100% cost recovery for fees represented in model
- No fee increase or decrease by more than 10% annually
- No building permit fee will be charged below minimum permit fee amount
- Accept fee modifications as presented (added / removed / modified)

Text Change Update

Keegan McDonald





Active Text Changes

Case Number	Case Name	Description	Status
TC-19-21	Protective Yards	Permits limited variances to certain use standards.	PC: Date TBD
TC-1-22	Food Trucks and Mobile Vending	Creates flexibility for food truck and mobile vending operators.	TCC: 3/15



Pending Text Changes

Case Number	Case Name	Description
TC-20-20	Permit Choice and Vested Rights	Codified procedures for permit choice and vested rights.
TC-16-21	Neighborhood Commercial	Expands allowances for stand-alone commercial uses in residential districts.
TC-2-22	Tree Preservation and Planting	Creates Tree Conservation Area requirements for lots 1-2 acres in size, create significant or heritage tree provisions require tree planting for smaller lots that don't require tree conservation area.
TC-7-22	Co-Living	Create a new group living use titled co-living.