

Development Services Advisory Committee Meeting

Facilitated by Planning and Development

March 13th, 2025



Agenda

- Introductions
- Annexations
- Potential Delay in 2024 North Carolina Building Code Effective Date
- Response to DSAC Inquiries
 - Urban Forestry
 - CICS
 - Zoning
 - Fire
 - Solid Waste Services
- Q & A

Annexation Update

Full Annexations vs. Deferred Annexations

- "Full Annexation" results in a property being brought into city limits, taxed by the city and full eligibility to receive services provided by the city.
- Deferred Annexations are for "single service" emergency connections and do not result in "full annexation". i.e. -not brought into city limits, not subject to city taxes, not eligible to receive city services beyond the single service being requested.
 - Deferred annexations require resubmittal of annexation when second service is requested.
 - Deferred annexations do not go to public hearing.

Full Annexations- Policy Update

- What can be issued prior to annexation (without Council Approval)?
 - ASR and Preliminary Subdivisions may be approved prior to annexations.
- Annexation approval by Council is required to obtain the following permits-
 - Annexation approval required before approving an SPR (Site Plan Review).
 - Annexation approval required for issuance of building permits.
 - Annexation approval required for connection or extension of water and/or sewer lines (non-emergency).

Deferred Annexations- Policy Update

- Deferred annexations are connections to a single service, when there is emergency need.
- Deferred annexations mainly impact single family residential in Wake County.
- Deferred annexations allowed only with evidence of emergency need.
- If emergency need isn't evidenced, the applicant must apply for "full annexation".
- Septic- A letter and verification by an NC Soil Scientist and Professional Engineer stating that the septic field is not repairable/cannot be replaced.
- Water- A letter and verification by a professional engineer stating that the well is not repairable/cannot be replaced.

2024 North Carolina State Building Code

2024 North Carolina Building Code

- General Assembly of North Carolina Session 2025 Information - H47
 - There may be a potential delay in implementation
 - 2024 NC Building Code shall become effective 12 months after the following:
 - Building Code Council and Residential Code Council initial publication and print of 2024 building code
 - Distribute copies of the State Building Code
 - The Residential Code Council is fully in place
- As of 03/13/2025 the 2024 North Carolina Building Code will become effective on July 1st unless State Legislation passed that would impact the effective date.

Response to Inquiries

Urban Forestry

Inquiry

- Having to show every tree on every plot plan (including all the common areas) when we already have an approved master plan that could be followed in the field. Again, if 1 tree is missed or labeled incorrectly on the plot plan this also results in a REJECTION, which results in another 2-3 week process of resubmitting.

Response

- The plot plan is the first time staff get all of the information. Things like existing conditions, utilities, driveway placement and street lights allow for a specific location for the tree(s) and provide important information for the developer, tree installer and City inspector.
- Omitting existing or required trees on a plan set doesn't meet the requirements for approval. In order for the plan to be approvable, all required items must be present.
- Subdivisions don't include information that allows for specific tree placement as not all the right of way information is included.

Continuous Improvement and Customer Service

Inquiry

Raleigh has way more Departments to get reviews approved. Their system is such that ALL departments have to review & either approve or reject before any issues can be resubmitted, which then starts cycle #2 and adds 2 –3 weeks

Response

- 1st review cycle is 10 business days, subsequent cycle is 5 days:
 - Detached Homes and Single-Family Homes
- A review cycle must be closed prior to resubmitting, this is correct.
- Applicants do not have to wait for a cycle to close to see individual permit comments from each trade.
- Applicants are encouraged to reach out to Staff and work through issues which minimizes the need for additional cycles.

Continuous Improvement and Customer Service

Inquiry

Both “Intake” and “Final Reviews” can take up to a week each. I’m guessing this is also due to staffing issues.

Response

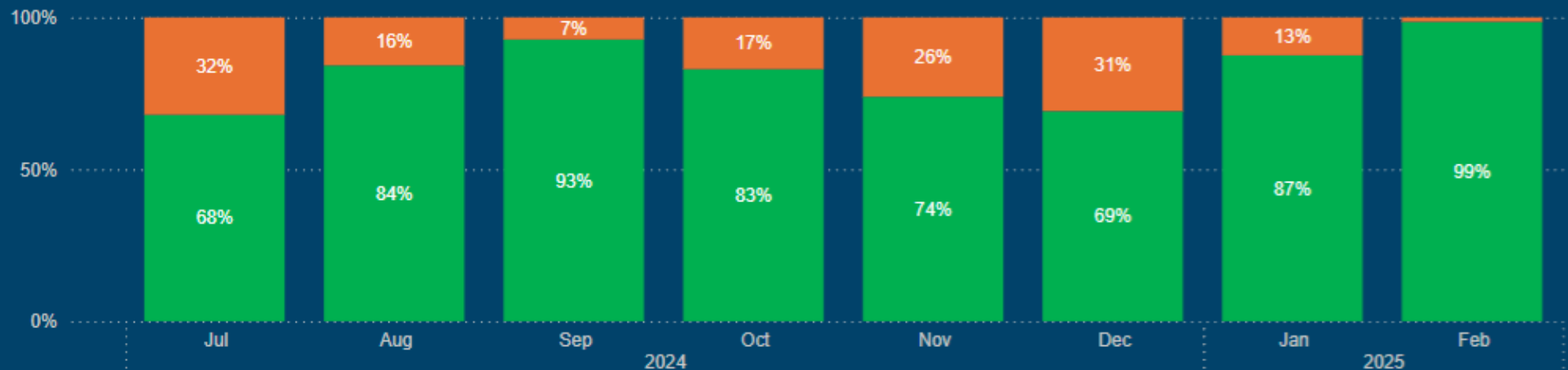
- Percentage of Reviews completed within 3 business days is available
- 87% of final reviews in January 2025 were completed within 3 business days

Continuous Improvement and Customer Service

Final Review Processing

Total Reviews by Timeliness

On Time ● Yes ● No



Continuous Improvement and Customer Service

Residential Dwelling/Townhouse Reviews FY24

CY24	Zoning Site			
Goal Met	1-2 Days Late	3-4 Days Late	5+ Days Late	Total
9,195	3,109	1,070	733	14,107
65.18%	22.04%	7.58%	5.20%	
CY24	Planning			
Goal Met	1-2 Days Late	3-4 Days Late	5+ Days Late	Total
2,275	284	97	80	2,735
83.18%	10.38%	3.55%	2.93%	
CY24	Engineering			
Goal Met	1-2 Days Late	3-4 Days Late	5+ Days Late	Total
4,361	479	156	229	5,225
83.46%	9.17%	2.99%	4.38%	

Continuous Improvement and Customer Service

Residential Dwelling/Townhouse Reviews FY24

CY24	Fire			
Goal Met	1-2 Days Late	3-4 Days Late	5+ Days Late	Total
6,392	163	6	1	6,562
97.41%	2.48%	0.09%	0.02%	
CY24	Non-Res Building			
Goal Met	1-2 Days Late	3-4 Days Late	5+ Days Late	Total
3,179	41	2	2	3,224
98.60%	1.27%	0.06%	0.06%	
CY24	Res Building			
Goal Met	1-2 Days Late	3-4 Days Late	5+ Days Late	Total
3,023	30	6	5	3,064
98.66%	0.98%	0.20%	0.16%	

Continuous Improvement and Customer Service

Residential Dwelling/Townhouse Reviews FY24

CY24	Urban Forestry			
Goal Met	1-2 Days Late	3-4 Days Late	5+ Days Late	Total
6,032	34	16	7	6,089
99.06%	0.56%	0.26%	0.11%	
CY24	Stormwater			
Goal Met	1-2 Days Late	3-4 Days Late	5+ Days Late	Total
14,793	379	37	19	15,228
97.14%	2.49%	0.24%	0.12%	
CY24	Public Utilities			
Goal Met	1-2 Days Late	3-4 Days Late	5+ Days Late	Total
5,789	133	8	2	5,940
97.46%	2.24%	0.13%	0.03%	

Zoning

Inquiry

- Prolonged Zoning Review Times
- AA letters – a member states that it recently took 3 weeks to receive the AA letter for a project. Is there a policy on how long this should take?

Response:

- Typically, approval documents are issued in less than 15 business days. However, this time frame is allotted for developing this documentation.

Fire Marshall's Office

Inquiry

Upcoming Fire Code Discussion

- Section 3303 – Owner's Responsibility
- Section 3303.5 - Types IV-A, IV-B and IV-C Construction

Solid Waste Services

Inquiry

Trash bin requirements. A member was recently required to provide space for 5 large trash receptacles for each townhome lot. The reasoning was that each townhome needed space for a trash and recycling receptacle which is understood. But the extra 3 were required “just in case” the owner ever added them. Why would a townhome lot ever produce that much trash?

Response

- SWS is working with Planning and Development towards detailing any issues in servicing high density housing
- Developers must refer to the Solid Waste Services Collection Design Manual and contact SWS if they have questions prior to submittal to ensure SWS can collect.
- Clarification per Municipal Code
 - SWS Customers are allowed to have two (2) 95 gallon roll out containers for trash and two (2) 95 gallon roll out containers for recycling.
 - Containers must be stored in a place not seen from the public right of way which can include the side or rear of buildings
 - Containers set out for collection must be placed five (5) feet from obstructions.

*SWS collection vehicles require a sufficient turn around to collect from internal streets or alley ways.

Questions



Raleigh

Continuous Improvement and Customer Service

Daniel L. Stegall

Assistant Director

Planning and Development Department

Daniel.Stegall@raleighnc.gov | 919-996-2712

Seth Langdon

Development Manager-Client Acceptance

Planning and Development Department

Seth.Langdon@raleighnc.gov | 919-996-2693

Isaac Roldan

Development Manager-Client Solutions

Planning and Development Department

Isaac.Roldan@raleighnc.gov | 919-996-2438

Chevy Edwards

Development Manager-Project Completion

Planning and Development Department

Chevylene.Edwards@raleighnc.gov | 919-996-2199



Raleigh

Continuous Improvement and Customer Service

Celia McCoy

Senior Permit Advocate (Commercial Permit Intake)

Planning and Development Department

Celia.McCoy@raleighnc.gov | 919-996-2751

Jenna Hurley

Senior Permit Advocate (Special Projects, Permit, ASR and Sub Intake)

Planning and Development Department

Seth.Langdon@raleighnc.gov | 919-996-4202

Samantha Cadman

Senior Permit Advocate-(Special Projects, Map, ASR, Subdivision Intake)

Planning and Development Department

Samantha.Cadman@raleighnc.gov | 919-996-2566

Cornelia Stallings

Senior Permit Advocate-(Residential Permit Intake)

Planning and Development Department

Cornelia.Stallings@raleighnc.gov | 919-996-4209