Development Services Advisory Meeting

Facilitated by Planning and Development

May 8, 2025







Agenda

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Permit Pathways: Common Issues and Expert Guidance
Focus Group Meeting
Land Development Process Map
Department and Division Updates
Planning and Development - CICS
Raleigh Water
Stormwater
Q & A
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Permit Pathways: Common Issues and Expert Guidance

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

(RSVP for the event on Thursday, May 22nd)



We want you to participate!



Permit Pathways: Common Issues & Expert Guidance

Event Topic:

Permitting for Single Family and Small Apartments

Goals:

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

Details:

- Date & Time: Thursday, May 22nd at 1pm until 4pm
- Location: One Exchange Plaza
- Attendance is limited to 40 slots, RSVP is required



Focus Group Meeting

Meeting Topic: Residential Permit Documentation

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



Land Development Process Update



Preliminary Subdivision Process

1 PI

PRELIMINARY SUBDIVISION

PRELIMINARY SUBDIVISION (SUB) SUBMITTAL PROCESS

Residential Subdivisions that do not have conditions requiring a Site Permit Review may go directly to RCMP.

An Entitlement/Approval Document must be issued to the application prior to submitting SPRs and RCMPs.

For the most efficient process and to avoid potential delays, applicants should begin the street name and addressing process during Subdivision Review.

INFRASTRUCTURE DRAWINGS



SITE PERMIT REVIEW (SPR)

The Approval Document must be submitted with the SPR.

Once two cycles of SUB SPR have completed review, the RCMP can be submitted and reviews can run concurrently and the RCMP may be approved subsequent to the approval of the SUB SPR.

SPR and RCMP documents must be submitted together in order to be reviewed concurrently.

> Departments reserve the option to place holds on site permits.

RECORDED MAP PROCESS (RCMP)

Addresses are solidified after the map is recorded

3 BUILDING PERMIT

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: 1. SUB SPR plan release or permit issuance is pending.

- RCMP is not recorded.
- 3. SUB SPR revisions have been submitted.

Administrative Site Review Process

1

ADMINISTRATIVE SITE REVIEW

ADMINISTRATIVE SITE REVIEW (ASR) SUBMITTAL PROCESS

An Entitlement/ Administrative Approval must be issued prior to submitting SPRs and RCMPs.

For the most efficient process and to avoid potential delays, applicants should begin the street name and addressing process during Administrative Site Review.

INFRASTRUCTURE DRAWINGS

2

SITE PERMIT REVIEW (SPR)

The Approval Document must be submitted with the SPR.

Once two cycles of ASR SPR have completed review, the RCMP can be submitted and reviews can run concurrently and the RCMP may be approved subsequent to the approval of the ASR SPR.

SPR and RCMP documents must be submitted together in order to be reviewed concurrently.

Departments reserve the option to place holds on site permits.

RECORDED MAP PROCESS (RCMP)

Addresses are solidified after the map is recorded.

3 BUILDING 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.

Subdivision & Administrative Site Review Combined

A

SUB & ASR

SUB & ASR COMBINED SUBMITTAL PROCESS

SUB and ASR submitted as one plan with separate applications is encourage. Separate plans sets are permissible when appropriate. The client must include the first two pages of the applications 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 application prior to submitting SPRs and RCMPs

For the most efficient process and to avoid potential delays, applicants should being the street name and addressing process during Subdivision Review and Administrative Site Review

INFRASTRUCTURE DRAWINGS



SITE PERMIT REVIEW (SPR)

The Approval Document must be submitted with the SPR.

An SPR may be submitted as a combined application that addresses both the SUB and ASR. Alternatively, it may also be submitted individually for each the SUB and ASR.

> Site permits should be placed on **HOLD** until SUB SPR is approved and RCMP is recorded

RECORDED MAP PROCESS (RCMP)

Once two cycles of ASR SPR have completed review, the RCMP can be submitted and reviews can run concurrently. The RCMP may be approved subsequent to the approval of the ASR SPR.

SPR and RCMP documents must be submitted together in order to be reviewed concurrently.

Addresses are solidified after the map is recorded.

3

BUILDING PERMITS

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.
- 3. SUB SPR and ASR SPR revisions have been submitted.

*The format of the map is under review and is subject to change in the coming

Land Development Process Map

Process Map Updates:

- Communications Division may change format
- Process improvements will remain in place until the overhaul of the development process take effect



Department Updates



Continuous Improvement and Customer Service

Portal Migration-Phase 3

Items:

- Site Permit Review, Major and Minor
- Decision Engine
- Delayed Issuance on Retaining Walls

Launch Date:

May 5th



Raleigh Water



Merger Town Permitting – Update

- Go-Live date June 1, 2025
 - Submittals for meter and stub permit requests must be made on Raleigh's Development Portal
 - Any other permits are processed by Merger Towns or Wake County
 - Allows for greater oversight of our system resulting in potential process improvements for acceptances and recordation processes.



Merger Town Plan review – Update

- Go-Live date Potentially 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

Team member		Title	Area	Phone
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Stormwater



Stormwater Text Change Update

Authorized by City Council on April 1, 2025

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

Tentative Text Change Committee on May 21, 2025

Earliest Planning Commission May 27, 2025

Earliest Hearing at City Council June 17, 2025

Possibly after summer break and heard in August or September



One 1- or 2-unit dwelling on a parcel greater than one acre

- Rules changed on 5/1/2023
- Heard concerns from residents and HBA re: lots just over 1 acre
- These lots having to meet the Full Stormwater Requirements
- Would change to Limits of Disturbance basis, which would benefit approximately 1000 properties.
- Similar to Pre 5/1/2023 Regulations for these lots





Built Upon Area Definition

- 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
- Large potential project questions: sally.hoyt@raleighnc.gov

Questions?