# **Rezoning Application and Checklist**



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Please complete all sections of the form and upload via the Permit and Development Portal (permitportal.raleighnc.gov). Please see page 11 for information about who may submit a rezoning application. A rezoning application will not be considered complete until all required submittal components listed on the Rezoning Checklist have been received and approved. For questions email rezoning@raleighnc.gov.

Rezoning Request

		Rezonnig	request		
Rezoning	General u	use Condition	al use Mas	ster plan	OFFICE USE ONLY Rezoning case #
Туре	Text ch	ange to zoning con	ditions		
Existing zoning base of	listrict: R-1	Height:	Frontage:		Overlay(s):
Proposed zoning base	district: CX	Height: 3	Frontage:		Overlay(s):
Helpful Tip: View the layers.	Zoning Map to s	search for the addre	ess to be rezoned, t	hen turn o	n the 'Zoning' and 'Overlay'
If the property has bee	n previously rez	zoned, provide the r	rezoning case numb	oer: Z-38-	1973
		General In	formation	T	
Date:		Date amended (1)	:	Date am	ended (2):
Property address: 4804 & 4808 Spring Forest Road					
Property PIN: 1736064615; 1736064465					
Deed reference (book/page): 25-E/230					
Nearest intersection: Spring Forest Rd & White Bark Rd Property size (acres): 3.93					
For planned developm	ent	Total units:		Total squ	uare footage:
applications only:		Total parcels:		Total buildings:	
Property owner name	and address: E	STATE OF HUBERT	L. NORWOOD		
Property owner email:	hwinstead@mor	ningstarlawgroup.co	m		
Property owner phone	: 919-590-0396				
Applicant name and ad	ddress: Moss C	onstruction & Design	n, LLC, 710 Mary De	e Ct, Ralei	gh, NC 27613
Applicant email: hwins	tead@morningst	arlawgroup.com			
Applicant phone: 919-5					
Applicant signature(s):	: James N	Loss			
Additional email(s): ms	Additional email(s): mstuart@morningstarlawgroup.com; jogden@morningstarlawgroup.com				

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Conditional Use District Zoning Conditions						
Zoning case #:	Date submitted:	OFFICE USE ONLY Rezoning case #				
Existing zoning: R-1	Proposed zoning: CX-3-CU					

Narrative of Zoning Conditions Offered	
1. The following Principal Uses as listed in UDO Section 6.1.4. that are permitted, limited, or special uses in the CX- district shall be prohibited:	
(i) Rest home (ii) Cemetery (iii) Adult establishment (iv) Detention center, jail, prison	

The property owner(s) hereby offers, consents to, and agrees to abide, if the rezoning request is approved, the conditions written above. All property owners must sign each condition page. This page may be photocopied if additional space is needed.

Printed Name: Mark Johnson, Executor of the Estate of Hubert L. Norwood

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# Comprehensive Plan Analysis The applicant is asked to analyze the impact of the rezoning request and its consistency with the Comprehensive Plan. The applicant is also asked to explain how the rezoning request is reasonable and in the public interest. Statement of Consistency

Provide brief statements regarding whether the rezoning request is consistent with the future land use designation, the urban form map, and any applicable policies contained within the 2030 Comprehensive Plan.

The subject property is located near a City Growth Center and fronts along Spring Forest Rd, a nearby portion of which is designated as an Urban Thoroughfare. The mixed-use development along Spring Forest Road is characterized by residential, retail, and commercial development providing opportunities for new residential and economic development and redevelopment that allows residents to both live and participate in commerce along Spring Forest Rd.

The property is designated Low Scale Residential on the Future Land Use Map and is adjacent to properties designated Neighborhood Mixed Use. The Comprehensive Plan describes Low Scale Residential as primarily detached houses on lots of roughly one-sixth of an acre or larger, also allowing duplexes or small apartments. Neighborhood Mixed Use applies to neighborhood shopping centers and pedestrian-oriented retail. Residential and mixed use projects with upper-story housing are also supported. This area is characterized by fluid transitions from Community Mixed Use, to Medium Scale Residential, to Low Scale and Higher Scale Residential, and Neighborhood Mixed Use moving west to east between Capital Blvd. (US 1) and US Hwy 401. Given the surrounding context and current underutilization of the site, mixed use zoning is appropriate.

Though NX zoning in the Neighborhood Mixed Use designation is typically recommended, CX is appropriate at this specific site because the adjacent property and those located at the corner of Spring Forest Rd. and US HWY 401 are also zoned CX. Both NX and CX districts are intended to provide a variety of residential, retail, services and commercial uses, making the CX district well-suited for this site that is surrounded by residential and commercial uses.

The proposed rezoning is consistent with many other Comprehensive Plan policies, including, but not limited to: LU2.2 (Compact Development); LU 5.4 (density transitions); LU 8.2 (neighborhood revitalization); LU 4.4 Reducing Vehicle Miles Traveled Through Mixed-Use; LU 4.5 Connectivity; LU 6.1 (Composition of Mixed-use Centers); LU6.2 (Complementary Land Uses and Urban Vitality); LU 6.3 (Mixed-use and Multimodal Transportation); LU7.4 (Scale and Design of New Commercial Uses); LU7.6 (Pedestrian-friendly Development)

#### **Public Benefits**

Provide brief statements explaining how the rezoning request is reasonable and in the public interest.

The proposed rezoning designation of CX-3 offers an appropriate transition between the existing residential neighborhood uses to the west and commercial uses to the east.

The proposed rezoning will bring a variety of uses walkable to nearby residential and commercial.

The proposed rezoning will bring opportunity for new residential economic development in an area located near a City Growth Center and Urban Thoroughfare.

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# **Rezoning Application Addendum #2** Impact on Historic Resources The applicant is asked to analyze the impact of the rezoning request on OFFICE USE ONLY historic resources. For the purposes of this section, a historic resource is Rezoning case # defined as any site, structure, sign, or other feature of the property to be rezoned that is listed in the National Register of Historic Places or designated by the City of Raleigh as a landmark or contributing to a Historic Overlay District. **Inventory of Historic Resources** List in the space below all historic resources located on the property to be rezoned. For each resource, indicate how the proposed zoning would impact the resource. N/A **Proposed Mitigation** Provide brief statements describing actions that will be taken to mitigate all negative impacts listed above. N/A

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	Urban Desig	n Guidelines		
a) b)	e applicant must respond to the Urban Design Guidelir The property to be rezoned is within a "City Growth C The property to be rezoned is located along a "Main S Urban Form Map in the 2030 Comprehensive Plan.			
Urb	Urban form designation: Click here to view the Urban Form Map.			
1	and banks), and other such uses as office and reside should be arranged in a compact and pedestrian frie <b>Response:</b>	·		
2	Within all Mixed-Use Areas buildings that are adjace transition (height, design, distance and/or landscapir height and massing.  Response:	ng) to the lower heights or be comparable in		
3	A mixed-use area's road network should connect dir surrounding community, providing multiple paths for way, trips made from the surrounding residential nei possible without requiring travel along a major thoround Response:	movement to and through the mixed-use area. In this ghborhood(s) to the mixed-use area should be		
4	Streets should interconnect within a development and end streets are generally discouraged except where configurations offer no practical alternatives for comprovided with development adjacent to open land to planned with due regard to the designated corridors Response:	nection or through traffic. Street stubs should be provide for future connections. Streets should be		
5	faces should have a length generally not exceeding 6 block structure, they should include the same pedes Response:			
6	spaces as places of shared use. Streets should be li	be design is the physical definition of streets and public ined by buildings rather than parking lots and should entrances and/or loading areas should be located at the		

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7	Buildings should be located close to the pedestrian-oriented street (within 25 feet of the curb), with off-street parking behind and/or beside the buildings. When a development plan is located along a high-volume corridor without on-street parking, one bay of parking separating the building frontage along the corridor is a preferred option.  Response:
8	If the site is located at a street intersection, the main building or main part of the building should be placed at the corner. Parking, loading or service should not be located at an intersection.  Response:
9	To ensure that urban open space is well-used, it is essential to locate and design it carefully. The space should be located where it is visible and easily accessible from public areas (building entrances, sidewalks). Take views and sun exposure into account as well.  Response:
10	New urban spaces should contain direct access from the adjacent streets. They should be open along the adjacent sidewalks and allow for multiple points of entry. They should also be visually permeable from the sidewalk, allowing passersby to see directly into the space.  Response:
11	The perimeter of urban open spaces should consist of active uses that provide pedestrian traffic for the space including retail, cafés, and restaurants and higher-density residential.  Response:
12	A properly defined urban open space is visually enclosed by the fronting of buildings to create an outdoor "room" that is comfortable to users.  Response:
13	New public spaces should provide seating opportunities.  Response:

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14	Parking lots should not dominate the frontage of pedestrian-oriented streets, interrupt pedestrian routes, or negatively impact surrounding developments.  Response:
15	Parking lots should be located behind or in the interior of a block whenever possible. Parking lots should not occupy more than 1/3 of the frontage of the adjacent building or not more than 64 feet, whichever is less.  Response:
16	Parking structures are clearly an important and necessary element of the overall urban infrastructure but, given their utilitarian elements, can give serious negative visual effects. New structures should merit the same level of materials and finishes as that a principal building would, care in the use of basic design elements cane make a significant improvement.  Response:
17	Higher building densities and more intensive land uses should be within walking distance of transit stops, permitting public transit to become a viable alternative to the automobile.  Response:
18	Convenient, comfortable pedestrian access between the transit stop and the building entrance should be planned as part of the overall pedestrian network.  Response:
19	All development should respect natural resources as an essential component of the human environment. The most sensitive landscape areas, both environmentally and visually, are steep slopes greater than 15 percent, watercourses, and floodplains. Any development in these areas should minimize intervention and maintain the natural condition except under extreme circumstances. Where practical, these features should be conserved as open space amenities and incorporated in the overall site design.  Response:
20	It is the intent of these guidelines to build streets that are integral components of community design. Public and private streets, as well as commercial driveways that serve as primary pedestrian pathways to building entrances, should be designed as the main public spaces of the City and should be scaled for pedestrians.  Response:

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21	Sidewalks should be 5-8 feet wide in residential areas and located on both sides of the street. Sidewalks in commercial areas and Pedestrian Business Overlays should be a minimum of 14-18 feet wide to accommodate sidewalk uses such as vendors, merchandising and outdoor seating.  Response:
22	Streets should be designed with street trees planted in a manner appropriate to their function. Commercial streets should have trees which complement the face of the buildings and which shade the sidewalk. Residential streets should provide for an appropriate canopy, which shadows both the street and sidewalk, and serves as a visual buffer between the street and the home. The typical width of the street landscape strip is 6-8 feet. This width ensures healthy street trees, precludes tree roots from breaking the sidewalk, and provides adequate pedestrian buffering. Street trees should be at least 6 1/4" caliper and should be consistent with the City's landscaping, lighting and street sight distance requirements.  Response:
23	Buildings should define the streets spatially. Proper spatial definition should be achieved with buildings or other architectural elements (including certain tree plantings) that make up the street edges aligned in a disciplined manner with an appropriate ratio of height to width.  Response:
24	The primary entrance should be both architecturally and functionally on the front facade of any building facing the primary public street. Such entrances shall be designed to convey their prominence on the fronting facade.  Response:
25	The ground level of the building should offer pedestrian interest along sidewalks. This includes windows entrances, and architectural details. Signage, awnings, and ornamentation are encouraged. <b>Response:</b>
26	The sidewalks should be the principal place of pedestrian movement and casual social interaction. Designs and uses should be complementary to that function.  Response:

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Rezoning Checklist (Submittal Requirements)					
To be completed by Applicant	To be completed by staff				
General Requirements – General Use or Conditional Use Rezoning	N/A	Yes	No	N/A	
1. I have referenced this <b>Rezoning Checklist</b> and by using this as a guide, it will ensure that I receive a complete and thorough first review by the City of Raleigh	~				
2. Pre-application conference.	<b>'</b>				
3. Neighborhood meeting notice and report	<b>'</b>				
4. Rezoning application review fee (see Fee Guide for rates).	<b>~</b>				
5. Completed application submitted through Permit and Development Portal	~				
6. Completed Comprehensive Plan consistency analysis	<b>'</b>				
7. Completed response to the urban design guidelines		<b>~</b>			
8. Two sets of stamped envelopes addressed to all property owners and tenants of the rezoning site(s) and within 500 feet of area to be rezoned.	<b>'</b>				
9. Trip generation study		<b>\</b>			
10. Traffic impact analysis		<b>✓</b>			
For properties requesting a Conditional Use District:					
11. Completed zoning conditions, signed by property owner(s).	<b>'</b>				
If applicable, see page 11:					
12. Proof of Power of Attorney		<b>\</b>			
For properties requesting a Planned Development or Campus District:					
13. Master plan (see Master Plan submittal requirements).		<b>✓</b>			
For properties requesting a text change to zoning conditions:					
14. Redline copy of zoning conditions with proposed changes.	<b>✓</b>				
15. Proposed conditions signed by property owner(s).		<b>~</b>			

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Master Plan (Submittal Requirements)						
To be completed by Applicant	To be completed by staff					
General Requirements – Master Plan	Yes	No	N/A			
1. I have referenced this <b>Master Plan Checklist</b> and by using this as a guide, it will ensure that I receive a complete and thorough first review by the City of Raleigh.		<b>✓</b>				
2. Total number of units and square feet		<b>✓</b>				
3. 12 sets of plans		<b>✓</b>				
4. Completed application; submitted through Permit & Development Portal		<b>~</b>				
5. Vicinity Map		<b>✓</b>				
6. Existing Conditions Map		<b>✓</b>				
7. Street and Block Layout Plan		<b>'</b>				
8. General Layout Map/Height and Frontage Map		<b>✓</b>				
9. Description of Modification to Standards, 12 sets		<b>/</b>				
10. Development Plan (location of building types)		<b>✓</b>				
11. Pedestrian Circulation Plan		<b>✓</b>				
12. Parking Plan		<b>✓</b>				
13. Open Space Plan		<b>✓</b>				
14. Tree Conservation Plan (if site is 2 acres or more)		<b>'</b>				
15. Major Utilities Plan/Utilities Service Plan		<b>✓</b>				
16. Generalized Stormwater Plan		<b>✓</b>				
17. Phasing Plan		<b>✓</b>				
18. Three-Dimensional Model/renderings		<b>'</b>				
19. Common Signage Plan		<b>✓</b>				

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Hunter Winstead, Associate
434 Fayetteville Street, Suite 2200
Raleigh, North Carolina 27601
919-590-0396
hwinstead@morningstarlawgroup.com
www.morningstarlawgroup.com

Date: October 3, 2025

Re: Neighborhood Meeting regarding 4804 & 4808 Spring Forest Road (collectively, the "Property")

Dear Neighbors:

You are invited to attend a neighborhood meeting on October 15, 2025, from 6 pm to 7 pm. The meeting will be held at Millbrook Exchange Community Center, CC Room 1, 1905 Spring Forest Road, Raleigh, NC 27615.

The purpose of this meeting is to discuss a potential rezoning of the Property located at 4804 & 4808 Spring Forest Road. This Property is currently zoned Residential-1 (R-1), and is proposed to be rezoned to Commercial Mixed Use, up to three stories, Conditional Use (CX-3-CU). The purpose of the rezoning request is to permit mixed-use development of the site. Our goal is to gather comments through your participation in this neighborhood meeting or, alternatively, through your written comments to the City of Raleigh Planning Department. After the meeting, we will prepare a report for the Raleigh Planning Department regarding the items discussed. Any other person attending the meeting can submit written comments about the meeting or the request in general, but to be included in the Planning Commission agenda packet written comments must be received at least 10 days prior to the date of the Planning Commission meeting where the case is being considered.

Prior to the submittal of any rezoning application, the City of Raleigh requires that a neighborhood meeting be held for all property owners and tenants within 500 feet of the area requested for rezoning.

Information about the rezoning process is available online; visit <a href="www.raleighnc.gov">www.raleighnc.gov</a> and search for "Rezoning Process." If you have further questions about the rezoning process, please contact:

Matthew McGregor, MGEO Raleigh Planning & Development (919) 996-4637 matthew.mcgregor@raleighnc.gov

If you have any concerns or questions about this potential rezoning, I can be reached at:

Hunter Winstead Morningstar Law Group 919-590-0396 <a href="https://www.com.nicerely.gov/">hwinstead@mstarlaw.com</a> Sincerely,

Huntuf Winterock

# Neighborhood Meeting Agenda

- I. Introductions
- II. The rezoning process
- III. The project
- IV. Question and answer period

#### **Aerial**

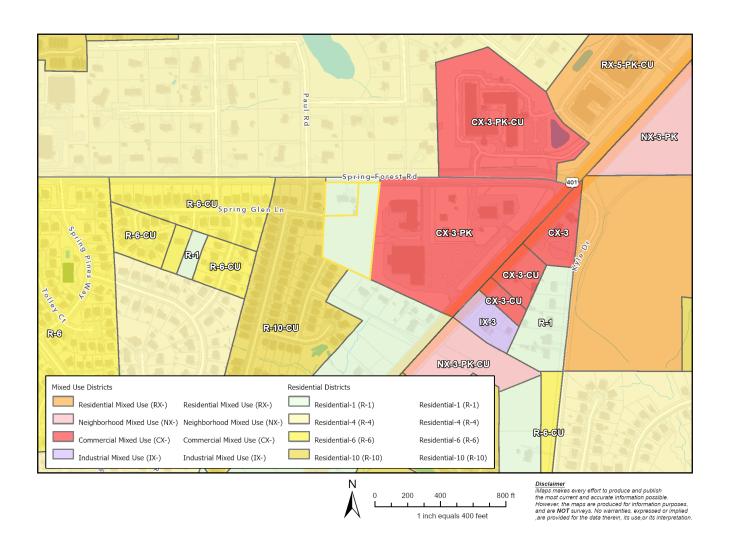




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#### **Zoning**



# Rezoning Application and Checklist



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Rezonina Request

Rezoning Type		General u	use Condition			Master	plan	OFFICE USE ONLY Rezoning case #	
						1 2 1 (1)		Overden (a):	
Existing zoning base d			Height:		ontag			Overlay(s):	
Proposed zoning base	distr	ict: CX	Height: 3	Fr	ontag	je:		Overlay(s):	
Helpful Tip: View the 2 layers.	Zonii	ng Map <b>to s</b>	search for the addr	ess to be	e rezo	ned, then	tum o	n the 'Zoning' and 'Overlay'	
If the property has bee	n pre	eviously rez	zoned, provide the	rezoning	case	number:	Z-38-	1973	
			General I	nformati	on				
Date:			Date amended (1	<b>)</b> :		Da	ite am	ended (2):	
Property address: 4804 & 4808 Spring Forest Road									
Property PIN: 1736064615; 1736064465									
Deed reference (book/page): 25-E/230									
Nearest intersection: Spring Forest Rd & White Bark Rd Property size (acres): 3.93									
For planned developme	ent		Total units:	Total units:		To	tal squ	are footage:	
applications only:			Total parcels:			To	Total buildings:		
Property owner name a	and a	address: HU	JBERT L NORWOOD HE	EIRS, MARK	JOHNS	SON, 6504 SF	PARKLIN	IG BROOK DR, RALEIGH NC 27616	
Property owner email: hwinstead@momingstarlawgroup.com									
Property owner phone: 919-590-0396									
Applicant name and address: Moss Construction & Design, LLC, 710 Mary Dee Ct, Raleigh, NC 27613									
Applicant email: hwinst	ead@	gmorningsta	arlawgroup.com						
Applicant phone: 919-5	90-0	396							
Applicant signature(s):									
Additional email(s):									

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raleighnc.gov

Conditional Use District Zoning Conditions						
Zoning case #:	Date submitted:	OFFICE USE ONLY Rezoning case #				
Existing zoning: R-1	Proposed zoning: CX-3-CU					

Narrative of Zoning Conditions Offered
1. The following Principal Uses as listed in UDO Section 6.1.4. that are permitted, limited, or special uses in the CX- district shall be prohibited:
(i) Rest home (ii) Cemetery (iii) Adult establishment (iv) Detention center, jail, prison

The property owner(s) hereby offers, consents to, and agrees to abide, if the rezoning request is approved, the conditions written above. All property owners must sign each condition page. This page may be photocopied if additional space is needed.

Property Owne	operty Owner(s) Signature:	
Printed Name:		

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#### 4804 & 4808 Spring Forest | First Neighborhood Meeting Report

October 15, 2025

The applicant opened the meeting and introduced the applicant team. The applicant provided an overview of the site characteristics and explained the City's corporate limits, the future land use map, the urban form map, the future street plan, the current zoning, and the proposed rezoning application. The applicant also explained the annexation process and the rezoning process.

Participant: What will happen to the nearby lots fronting along Spring Forest if the road is widened.

Response: If the property is redeveloped, the City would require dedication. Or the City could condemn easements to widen the road.

Participant: How much tree coverage on the site would be removed?

Response: We are unsure of the site design at this early rezoning stage.

Participant: What kind of buffer will be provided between the site and the residential properties to the west.

Response: There would at least be the buffers outlined in the neighborhood transitions provisions of the UDO.

A participant made a comment about inadequate buffering at a different site.

Response: Thank you.

A participant made a comment about the vagueness of the rezoning process.

Response: This stage only control the use of the property, not the design of any buildings. This is the established setup for development.

Participant: What kinds of trees are required in the buffer?

Response: The planting are assorted. The UDO lays out the required density of plantings.

Participant: Commercial trash pickup is very loud. Please don't put that next to the residential sites.

Response: Noted, thank you.

Participant: How long until breaking ground?

Response: 18 months minimum after rezoning.

A participant made a comment about traffic impacts.

Response: Thank you. At this stage, we will be under the threshold for a TIA.

Participant: Has the developer constructed commercial properties nearby.

Response: No, but has constructed residential.

A participant made a comment about increased crime at commercial properties.

Response: Thank you.

Councilmember Patton explained the four official steps on the City's diagram are part of a larger conversation. The development ordinance is complicated. This is a chance to ask for what would make you more comfortable. Examples of conditions: The developer could commit to one particular buffer type; could restrict dumpster location; can restrict type of retail; hours of operation; trip generation; speed bump; crosswalk, etc. Think about what rules would make the proposed application feel more comfortable. At the second neighborhood meeting, the developer could have those rules ready.

Response: Thank you.

A participant stated that they would oppose any commercial and want people to stop moving to Raleigh.

Response: Thank you.

A participant stated they would like to see a high end restaurant at the site, nothing 24-hours or open very late. Small community owned businesses would be good. Don't want outdoor dining or music.

Response: Noted, thank you.

A participant made a comment about City Council's recent zoning approvals.

Response: Thank you.

The applicant thanked the attendees for their participation and closed the meeting.

In summary, the main concerns of the neighbors focused on the uncertainty of the rezoning process, potential of increased crime with commercial development and more people, neighborhood buffering, and noise.

ATTENDANCE ROSTER			
NAME	ADDRESS		
Dancy & Raymond Forbes	204 Dean Ak, Paleis		
SCOTTER MARCIEYIA	DID NOT VERENCE LETCER		
	IN MALL		
MARKA Ame Catherin Johnson			
Danielle verley			
Vivannia Spencer JASON LANEW HATER	Commerces Connector		
	Community Connector		
Carey George	5532 Silver Arh Dr Raleigh, 19 5905 Dean Ave Raleigh 2761		
Summer Hunt Goldstein	1 5905 Dean Aire Ralligh 2761		
	REVISION 11.		