

Minutes
Zebulon Technical Review Committee
March 30, 2016

Present: Julie Spriggs-Planning, Chris Perry-Fire, Tim Hayworth-Police, Lisa Markland-Town Clerk, Chris Ray-Public Works, Joe Moore-Town Manager, Debra Tanner-Stormwater, Patrick Paine-Raleigh
Others Present: Kevin Varnell, James Nash

Julie Spriggs called the meeting to order at 10:03am and laid out the ground rules for the meeting and asked that people not speak over each other and to not have any side conversations so that all comments could be documented.

MINUTES

Joe Moore made a motion, second by Chris Ray to approve the minutes of January 4, 2016. There was no discussion and the motion passed unanimously.

NEW BUSINESS

TRC-2016-03—Zebulon Commons

Julie Spriggs stated that they would be reviewing the site plan for Zebulon Commons located at 817 E. Gannon Avenue.

City of Raleigh

Patrick Paine with the City of Raleigh had the following written comments and reviewed the highlights:

1. Show size and material of water main in Gannon.
2. Services cannot cross property lines. You will need to bring sewer to main where the easement touches your property.
3. The waterline in Wal-Mart is private you will need to connect in E. Gannon Ave.
4. Are there any restaurants proposed, will there need to be any grease traps?

Kevin Varnell asked what the size of the water main was on Gannon Avenue. Patrick said that he did not know. Chris Ray said that it was a 12” ductile iron line located on the south side of the road along with the sewer service.

Kevin said that they had an agreement with Wal-Mart to tie onto the sewer service stub outs and wanted to make sure that would be acceptable. He said it was located in the driveway where there was already a six inch line stubbed to the property.

Patrick Paine explained that the line was on one side of the property line and the easement on the other so it would have to cross the property. All four services needed to tie in at the NW corner

Technical Review Committee

Minutes

March 30, 2016

of the property. He then said that a six inch line would have to go to a manhole so the stub was not conforming so that was an issue too.

Kevin Varnell said that they had the same agreement in place with the water and it was a six inch line and asked where it was located and if Patrick would send him a map. Patrick said he would and that it was on the SE corner of the property and that would keep the meters in the right-of-way.

Environmental Services

Debbie Tanner had the following comments.

1. Provide approval from the state Division of Water Resources for the proposed impacts to the buffered feature.
2. A more detailed construction sequence is needed regarding the demolition of the existing storm drainage system and filling in of this feature. Sediment must not be allowed to enter the 36" RCP under Gannon Avenue during removal of the headwall and replacement of the junction box.
3. The provided construction sequence needs some revisions. The contact for Wake County is Debra Tanner @ 919-842-7142. The Certificate of Compliance is not issued until all temporary devices, including the diversions and skimmer basin are installed. Denuded areas must be seeded within 14 days per NPDES guidelines, not 15 days. Note 13 (erosion control notes) and note 1 (maintenance notes).
4. Is the roadway widening on Gannon Avenue included in the limits of disturbance?
5. Include a note on the plans that the second access will be blocked off during construction (if a stone construction entrance is not to be provided).
6. Please replace the construction details on sheet CE-07 with Wake County's details. They can be found on our website at <http://www.wakegov.com/water/stormwater/erosion/Pages/erosionspecs.aspx>

A skimmer basin detail is required (instead of a sediment trap).

There was discussion about the need to petition the state for review and the applicant stated they were waiting on that information to come back and it had been submitted 30 days prior. Debbie also reminded them that if they planned to do any road widening that would need to be included in the documents.

There needed to be only one access to the property during construction and the other access had to be blocked off in some way and that they could only use the gravel drive during construction. The skimmer detail was needed as well.

Town Manager:

Joe Moore stated he had no comments at this time.

Fire

Chris Perry said that they had no comments at this time.

Technical Review Committee

Minutes

March 30, 2016

Police

Police Chief Tim Hayworth stated that any place that was to be a no parking zone, such as a fire zones around the building and handicapped spots needed to be properly marked. The fire zone definitely needed to be marked properly so that enforcement could be done by the department.

Kevin asked if it should be painted and if so where would it be. Chris Perry stated that if there was to be no parking around the perimeter of the building then that should be marked accordingly.

Public Works

Chris Ray had the following comments.

1. Installation of Curb and Gutter with 5' Sidewalk per the latest version of the Town of Zebulon Transportation Plan. (shared a copy with Kevin).
2. At completion of project – the Gannon Ave sidewalk will be dedicated to the Town of Zebulon.
3. Reminder – NCDOT encroachment agreement will be required for Gannon Ave.
4. Installation of 5' sidewalk behind curb and gutter on the East, West and North sides per the Town of Zebulon Street Specification and Storm Drainage Standards and Specifications 2.2.1D&E (These sidewalks will remain private)
5. Please provide Lighting Plan in accordance with section #3 of the Town of Zebulon Street and Storm Drainage Standard and Specifications. Area light poles must be black to match the existing on site.
6. Please provide copy of Buffer Permit/determination for our records.
7. Please show stop sign behind curb on east side exit.
8. Please show a stop sign on the west side exit.

Chris stated that they would like to see sidewalks around the entire property to comply with the street and storm drainage specifications for inner connectivity. He also stated that the inner connectivity with a crosswalk to the Murphy Station was a concern because the island houses a reclaimed water meter pit, so the crosswalk may have to be moved to a different spot and asked them to look at a better way to do it.

They would need to have a pre-construction meeting for sidewalks with Jason Brown who could be contacted at 919-795-5640 to discuss construction and dedication of the Gannon Avenue portion and the remainder would remain private.

Kevin Varnell asked about the placement of the sidewalk and if it would be up against the pavement. Chris Ray said he would prefer it to be within the right-of-way and if not an easement would be fine. Placing it along the back of the curb and gutter would be fine as well.

Planning

Julie Spriggs had the following comments.

1. Fees will be calculated once building permit is dropped off, and all fees will need to be paid at the time the building permit is picked up.

Technical Review Committee

Minutes

March 30, 2016

2. Final zoning approval will not be given until all approved permits from other agencies are on file with the Town (DWQ, NCDOT, etc.)
3. Signage is not approved with site plan. A separate building and zoning permit are required for all signage.
4. Address for the site are finalized by Wake County. Wake County has issued site address as 817 E. Gannon Avenue. Suites will be addressed as 101, 102, 103 and 104 for F-1 through F-4, respectively.
5. Restrooms are show in 3 of the 4 suites. I assume building plans for Suite 104 will include restrooms?
6. The tree requirement for parking spaces is met, however, placement of trees needs to be revisited as the intent of the ordinance is to shade parking areas – 1 tree for every 8 spaces. Please move trees closer to the rear of the site parking to meet the intent of the ordinance.
7. The trees on the east and west side need to be moved away from the poles so that they do not block the lighting and shrubs could be added to fill in the holes where trees were moved.
8. On front page, please add that a copy of the as-built plans should be delivered to Public Works under General Notes #35.

Kevin explained that there was no interior design plan for suite four since they would be coming forward with that on their own.

Julie said that a color building elevation from all sides needed to be provided.

Julie said that timeline after the meeting was fluid depending on when things were received from the applicant.

TRC – 2016-02—Shepard’s Park

Julie Spriggs stated that they would be reviewing the site plan for Shepard’s Park subdivision located on Old Bunn Road

City of Raleigh

Patrick Paine with the City of Raleigh had the following written comments and reviewed the highlights:

There was discussion about the temporary pump station, its location, need and depth and Patrick said that they could have a meeting and discuss it. James Nash asked about the temporary pump station to try to eliminate unnecessary depth and redundancy of manholes and lines. They were reviewing sheet #2 and stated that they wanted to come across country to tie the sewer in and lessen the depth of the manhole which would still gravity sewer with future roads and the future would tie into Beaverdam Creek when needed. To keep it all in the streets as the comments state they were adding extra manholes and it was rather deep. They were trying to make it easier and it would gravity to Beaverdam Creek. If it was never developed in that direction it would just stay online.

Technical Review Committee

Minutes

March 30, 2016

Patrick Paine stated that he was not sure if Keith Tew was aware of what the developer's intent was and he could probably answer that question easier and it would need to be discussed with him. Patrick said that they could talk and set up a meeting. Joe Moore said that they would probably need to relay the question to Keith and then discuss and get the necessary decision on the issue.

There was discussion about the waterlines being 8" lines and that the comments mentioned 12" lines. Patrick said that it could have to do with the length and have to do with how long it could go without having a connection to a 12". James Nash said that it was all connected. Patrick explained that there were rules even within a subdivision about the lengths and having a good grid.

James Nash stated that lots were laid out with a 20' sewer easement and the comments are referencing a 30' sewer easement. Patrick said that had changed. James asked if there was any leeway between lots. Patrick said it was possible and they would discuss it as well.

Environmental Services

Debbie Tanner had the following comments.

Stormwater was not applicable since it predated the stormwater ordinance with the Town.

Sediment control:

1. The original Land Disturbance (Grading) Permit for Shepard's Park has expired. In order for the "old style" level spreaders to be installed as approved in 2006, this permit must be renewed. Otherwise, level spreaders that meet current design standards would be required. A Certificate of Completion has never been issued for the project because the remaining sediment control devices were never removed and the construction of infrastructure was incomplete. My proposal is to remove the areas of original disturbance that are stabilized with vegetation from the 2006 permit and only pay a renewal fee for the areas that are currently denuded or proposed to be redisturbed with this Phase 1 submittal. As submitted, this preliminary plan will suffice as a revised plan to demonstrate removal of the stabilized areas. However, the preliminary plan needs to be altered slightly to include within the limits of disturbance the removal of the existing sediment basins (I believe there are three existing basins to be removed to install the outfall pipes and level spreaders.) Also, include any borrow areas or other areas onsite that are not adequately stabilized with vegetation in the total disturbance amount.
2. **I recommend renewal as soon as possible to keep the project under a valid permit**
3. Regarding the lots in Phase 1: If the intention is that a builder/builders who purchase the lots will obtain their own Land Disturbance Permit, the lots can be excluded in the renewal acreage. However, if the developer is assuming responsibility for future redisturbance of the lots, this acreage must be included.
4. According to GIS, the PIN for the property is 2706 42 7500. Please verify.
5. For the existing basin that is to be refurbished and proposed basins 2 & 3, show baffles and skimmer/spillway locations.

Technical Review Committee

Minutes

March 30, 2016

6. Please revise the construction sequence to reflect the contact as Debra Tanner @ 919-842-7142.
7. On sheet 14, replace the block and gravel inlet protection detail with the hardware cloth, metal posts and gravel construction detail.
8. Add the level spreader construction detail to the detail sheet.
9. Add the Wake County Stockpile Standards to the plan. They can be found at <http://www.wakegov.com/water/stormwater/erosion/Documents/Stockpile%20Requirements.pdf>

James Nash asked what the permit number was and Debbie stated she would get that to him since she did not have that information with her.

There was discussion about including the lots under the permit and Debbie explained that anything that was anticipated to be disturbed in the next few years needed to be included in the old permit and that would include the lots.

Town Manager:

Joe Moore stated he had no comments at this time.

Police

Police Chief Tim Hayworth stated he had no comments at this time.

Fire

Chris Perry had the following comments:

1. The hydrant specification drawing indicates that hydrants are to be red in color with silver bonnet and caps. This requirement is currently in the process of being changed to a color of safety yellow (including bonnet and caps). Our recommendation is that hydrants be installed as per the new color scheme.
2. Existing hydrants do not meet the provided hydrant specification drawing in that they are not provided with a 5" Storz steamer connection.
3. Fire hydrant coverage is incomplete in areas near Lot 115. Provide an additional fire hydrant on Berkely Glen Road at the intersection near Lot 115 to reduce the maximum distance to a fire hydrant to less than the maximum 400 feet.

Chris Perry stated that he would discuss number three with them and the placement, but as long as it met the distance requirements he did not have an issue but that was his recommendation to be somewhere around lot 115.

James Nash said that the City of Raleigh stated that they wanted to see three additional hydrants installed in specific locations and Chris explained that if they were placed where he indicated then that would meet the requirements. There was discussion about the discrepancy in the requirement of needing one or needing three hydrants. It was explained that the difference was that Raleigh wanted them at intersections and the fire code had specific distance requirements.

Technical Review Committee

Minutes

March 30, 2016

James Nash confirmed that the hydrants needed to be repainted to a safety yellow as well as there needed to be an adapter for the hydrants and asked if there was a part number for that adapter. Chris Perry said that he would provide them with the specs for the paint color and the part number of the adapter.

Debbie Tanner asked if the amenities would be constructed in the future. James Nash stated that in the special use permit it stated specifically when those items had to be constructed. Debbie asked if that would be a separate submittal and James said that was correct.

Public Works

Chris Ray had the following comments.

1. General Notes:
 - A. All curb and gutter requires concrete testing for the following requirements (Section 2.1.1 TOZ Specification)
 - i. 4" concrete slump
 - ii. Temperature - 50° and 90°F
 - iii. Air mixture range 3.5% to 6.5%
 - iv. Structural Strength – Lab Break Test – 7, 14, 28 days – 3000 PSI at 28 days
 - v. Samples every 1000' LF of curb and gutter to ensure quality.
 - vi. Max water-cement ratio by weight: 0.594
 - vii. Minimum cement content (lbs./cy): 602
 - B. Concrete sidewalk testing is not required, unless construction inspection determines that quality is inferior and does not meet industry standards. Contractor must maintain a 4" concrete slump for all sidewalk work. Air temperatures at placement must be 40° and rising. Surface temperature shall be 50° or greater. (Section 2.2.2 E.)
 - C. Asphalt Core samples should be selected every 300' or minimum two cores per roadway for analysis of thickness and density. Asphalt pavement mix SF9.5 B should be compacted to a minimum of 92% of the maximum specific gravity. Asphalt pavement mix SF9.5 A should be compacted to a minimum of 90% of the maximum specific gravity. The contractor is responsible for developing/creating a chart/map of the cored locations for submittal with the testing. Cores will be random taken in the longitudinal directions across the roadway but not within the one foot of the edge of pavement. The results of the samples greater than 10 feet apart will not be averaged and used to verify compliance with Town of Zebulon specifications. (Section 2.6 H)
 - D. Roadway Subgrade Testing/Installation Requirements :98% Standard proctor on all soils every 300'. All locations tested shall meet the 98% testing requirements. Averaging of density scores to meet standard is not allowed. Successful proof rolls required for all sub-grade soils. (Section 2.5.2 A)
 - E. Roadway ABC Stone Testing/Installation Requirements: Requirements: 98% Standard proctor on all Roadway ABC every 150'. All locations tested shall meet the 98% testing requirements. Averaging of density scores to meet standard is not

Technical Review Committee

Minutes

March 30, 2016

- allowed. Successful proof-rolls required for all Roadway ABC Stone. (Section 2.5.3 A)
- F. If roadway sub-grade or roadway stone is exposed to perception (rain, snow, ice, etc.) greater than .10 of inch before it is covered with ABC stone or asphalt the exposed sub-grade or ABC stone must pass an additional proof roll. Additional density test are not required.
 - G. All Construction shall conform to ADA standards.
 - H. Construction drawing approval is required before construction on this project may begin. The developer shall be responsible for paying all applicable development fees prior to the construction approval.
 - I. Contractor shall contact Jason Brown @ 919-795-5640 with the Town of Zebulon to schedule a pre-construction meeting prior to beginning construction.
 - J. All roadway, sidewalk and storm drainage improvement in ROW or dedicated town easement will be required to be dedicated to the Town of Zebulon at completion of project.
 - K. As-built site plans for roadway and utility work must be submitted and approved prior to final acceptance. Contractor is responsible for maintaining red-lined drawings.
 - L. Developer/owner is responsible for contracting with Third Party NCDOT Certified Testing Firm. The firm must be approved by Town of Zebulon. Material Testing is required for all roadway work. Final reporting and sealed certification is required for sub-grade, roadway stone, asphalt and curb and gutter.
2. Please revise street detail to reflect 5' wide sidewalks. Locations of details – cover page, page 0, 1, 6, 7, 8, 9, 10
 3. Please add Volkert Letter reference in Special Use Permit (attached)
 4. Please provide 20' greenway easement plats along Beaverdam Creek for recording purposes at the final plat stage for phase I.
 5. Roadway/driveway to Mail Kiosk shall be private and maintained by HOA. Roadway is not designed to Town of Zebulon Standards.
 6. All landscape medians are the responsibility of the HOA to maintain. Note to be added to Final Plat.
 7. All drainage easements with RCP and dissipater pads will be maintained by the Town of Zebulon. The Town's responsibility will end the stilling basin. Drainage beyond that point will be carried in drainage easement which are maintained by the HOA or property owner. The Town of Zebulon will not be responsible for maintenance of stormwater detention and retention facilities such as level spreaders and etc. Drainage Easement need to be clearly identified as Public/Town Drainage Easements and other Easement as HOA Drainage Maintenance Easements. Note: There are no recorded drainage easements to date for this project. Please adjust notes accordingly.
 8. Driveway to the Pool/Clubhouse shall be private and maintained by the HOA. Note to be added to final plat.
 9. Note: 5' sidewalk along the western side of the entrance road (Berkley Glen) to be constructed by the roadway contractor as part of the project up to the rear of lot # 1

Technical Review Committee

Minutes

March 30, 2016

10. Staff recommends moving the 5' sidewalk on Bradbury Bush Lane to side of the road and adding sidewalk to the north side of lot 115. Staff recommends the deletion of sidewalk on the north side of Road "x" (unnamed) to the lift station.

11. Please provide sealed gutter spread calculations for 4" intensity rainfall in 1 hour for the entire first phase. All spreads shall be less than 7' from the face of the curb. Pages 17 and 18 lack inlet ID's that match to the drainage plan. Plans show a lot of Curb Inlets as existing Curb Inlets. Since the existing infrastructure was not dedicated to the Town of Zebulon all the existing infrastructure must meet the new standards.

There was discussion about the previous calculations that had been done and submitted to the Town engineer and Chris Ray explained that they had never been accepted and they needed to redone to make sure the existing infrastructure complied with the new standards which was required in the special use permit.

Chris stated that they were willing to work with them on the topic and it could be discussed later if other devices were needed.

12. Please add the following curb inlets that the following lots and streets as to not permit storm runoff to cross intersection. Storm drainage structures should be used to avoid storm runoff crossing intersections.

- Lot 72 and Lot 83 on Logan Canyon
- Lot 46 on Quincy Meadow Drive
- Lot 47 on Logan Canyon Drive
- Lot 46 on Berkley Glenn Road
- Private Roadway before Berkley Glenn Road from Mail Kiosk installation of 2 curb inlets on each side of the road.

13. Temporary Diversion Ditches at lot 100 and lot 36 toward future section to be maintain by HOA. Note to be added to final plat.

14. Roadway to Sewer Lift station needs name.

15. Note Change: Bore and Jack for water line on Old Bunn refers to Zebulon Spec. needs to be Raleigh Spec. – sheet 8

16. Lighting Layout on sheet 21 needs the following changes:

- Change Fixture description to Open Mitchell LED Series w/o ribs, bands or Medallions.
- Add pole lights to the exit side of the main entrance across from Entrance Lights. (L53, L54, L25)
- Delete the light in the center of the Traffic Island
- Add light at the south edge of the Neuse Buffer on Glenn Berkley
- Add light at the lot line of 72 and 81
- Add light @ lot 80 approx. 50 LF east of Quincy Meadow.
- Move L3 to Lot line 59 and 58
- Move L5 across street to Lot 75
- Move L20 to lot line 76 and 77

Technical Review Committee

Minutes

March 30, 2016

- Move L18 to lot line 78 and 79
- Move L10 to lot line 103 and 102
- Move L40 to lot line 27 and 26
- Move L44 to lot 15 at intersection corner
- Move l31 to lot line 119 and 118

17. Detail # 30 on page 23 is incorrect. The Special Use permit requires decorative (premium) street signage. Please use the attached detail # 31 instead. All signage (Stop, Speed Limit, Yield or other warning signs) shall use VLOC or approved equal to comply with MUTCD standards

18. Please add the following speed limit signs at the following lot lines:

- Lot line 84 and 93
- Lot line 101 and 102
- Lot line 72 and 73
- Lot line 56 and 57
- Lot line 75 and 76
- Lot line 82 and 106
- Lot line 113 and 114
- Lot line 48 and 47
- Lot line 51 and 52
- Lot Line 46 and 108
- Lot line 115 and 116
- Lot line 34 and 35
- Lot line 35 and 36
- Lot line 6 and 7
- Lot line 40 and 41
- Lot line 17 and 16
- Lot line 27 and 26
- Lot line 123 and 124
- Lot 45 near the intersection of Bradbury Bush Lane

19. Please move speed limit at lot line 86 and 87 to 88 and 87.

20. Install Combo Yield and Roundabout (R6SP) at lot line 86 and 87 and Neuse River Buffer and lot line with lot 1

21. Delete yield signs in landscape island (small pork chops) on entrance road at roundabout.

22. Install two low ground signs (north and south) with R6-4A (right arrows) in small landscape islands to keep traffic moving right.

Technical Review Committee

Minutes

March 30, 2016

23. Install painted symbols/markings straight and left arrows, inverted triangles and dash marks) in round about as noted on Figure 2B-21. (See attached)
24. Condition #26 of the SUP – no parking along the entrance so the final overlay should be striped to comply with that condition.
There was discussion about signage as well as having striping so that it says no parking. It could be discussed as to what would work best.
25. Condition #20 and #21 of the SUP – dealt with the “porkchop” to be extended

Planning

Julie Spriggs had the following comments.

1. Fees will be calculated once building permit is dropped off, and all fees will need to be paid at the time the building permit is picked up.
2. Final zoning approval will not be given until all approved permits from other agencies are on file with the Town (DWQ, NCDOT, etc.)
3. Signage is not approved with site plan. A separate building and zoning permit are required for all signage.
4. Address for the site are finalized by Wake County. Wake County approves all road names and addresses for the Town. Have the road names been approved? Road L-10 will need a new name. All road names need to be finalized prior to approval of the preliminary plat approval.
5. Please renumber lots into a more logical flow.
6. All notes stating plans are conceptual design only need to be removed. Once approved, any changes will require a resubmittal for new approvals.
7. Please add note that all existing features have not yet been accepted by the Town.
8. Please remove note for existing lots, and remove shading for existing lots. No plats have been recorded and no lots exist within the overall subdivision.
9. Must have USPS approval for the mail kiosk before final approval.
10. Road to pool/clubhouse will be a private drive maintained by HOA. If mail kiosk is to be a public road in future must be built to public standards or will remain a private drive if parcel develops in the future.
11. Please add letter from Volkert with letter from CORPUD and SUP on detail sheets.
12. 3rd party TIA review confirms a left turn lane with 100’ of full width storage on Old Bunn Road into the site and a short left turn lane of 25’ into Shepards Point for symmetrical widening.
13. A copy of the restrictive covenants proposed for the development must be submitted for review and approval prior to final site plan and plat approval. Covenants must comply with the requirements set forth and detailed in the approved amended special use permit (SU 2015-04, approved by the Board of Commissioners on September 8, 2015).
14. Attach fully executed copy of approved SU 2015-04.
15. Cover/Title Page – [Phasing Data doesn’t match information provided on Sheet 0]

Technical Review Committee

Minutes

March 30, 2016

- A. Site Data – Phase I
 - i. Remove both incorrect PINs and provide correct PIN #2706427500
 - ii. Correct zoning classification from “R-13-CUD” to “R-13 SUD”
 - iii. Correct Tract Size from “142.06” to “135.1” acres
 - iv. Minimum Lot Size discrepancy – site plan states minimum 5,000 SF; approved SUP states 7,000 SF
 - B. Blasting Note
 - i. Reflect approved SUP conditions #49-52 for blasting
 - C. Typical Lot/Driveway Layout
 - i. State minimum house size of 1,500 SF per SUP #7, or provide note in Site Data box
16. Sheet 0
- A. Recreation Site Plans/Improvements
 - i. Plans must be approved prior to TRC site plan approval (SUP #9)
 - ii. Permits for construction picked up prior to the 45th Certificate of Occupancy (CO) issuance (SUP #9)
 - iii. CO for cabana/restrooms/pool must be issued prior to the 60th CO or within 36 months following the issuance of the final plat for Phase I, whichever comes first (SUP #9)
 - B. Center Median (entrance) – see Sheet 17 (undeveloped tract)
 - i. Connect center median per SUP #20
 - ii. Address SUP #21 – discuss further with staff
 - iii. Show improvements on all necessary sheets
 - C. Driveway Restrictions
 - i. Provide a note and/or show driveway locations that address SUP conditions #23-25
17. Sheet 17/21/22
- A. Show Old Bunn Road improvements (i.e. sidewalk, curb/gutter)
18. Sheet 18
- A. “Plantings shown on this plan are conceptual and actual plantings may differ.”
 - B. Plantings need to be fully defined and shown in dedicated landscaping easements to be maintained by HOA
19. General Comments:
- A. All vicinity maps should match each other
 - B. Any notes stating existing lots, existing drainage easements, existing sign easements or any additional existing easements, notes, legend information or delineations – remove if none currently exist
 - C. Lot numbers - redo
 - D. Record temporary 30’ sanitary sewer easement per CORPUD and also include the Beaverdam sewer outfall 20’ greenway easement(s) with Phase I plats (SUP #10)

Technical Review Committee

Minutes

March 30, 2016

E. Concrete Washout Area

- i. Provide a temporary concrete washout area for contractor's to use during construction
- ii. Show location on the plans and provide a detail of the washout area
- iii. Provide a note/timeline for its removal following construction activities for Phase I unless it's to be used for future phases

Chris Ray stated that all easements need to state who they belong to so if it was a town easement or HOA easement it needed to be listed as such.

There were no further comments from anyone present.

The meeting was adjourned at 10:45am.

Date

Lisa M. Markland—Town Clerk

SEAL