

Minutes
Zebulon Technical Review Committee
April 29, 2014

Present: Julie Spriggs-Planning, Tim Hayworth-Police, Chris Perry-Fire, Lisa Markland-Town Clerk, Jason Brown-Public Works, Debra Ryals-Stormwater, Keith Tew-City of Raleigh

Others Present: Matt Lauder, George Barnes

Julie Spriggs called the meeting to order at 10:00am.

Tim Hayworth made a motion, second by Chris Perry to approve the minutes for February 27, 2014. There was no discussion and the motion passed unanimously.

NEW BUSINESS

TRC-2014-04—Dollar General

Julie Spriggs stated that they would be reviewing the site plan for the Dollar General located at 225 Zebulon Road.

City of Raleigh

Keith Tew provided the following comments.

The following comments are provided for your consideration:

1. Existing Conditions Plan: turn off proposed lot lines & show Power line Easement with appropriate Plat or Deed reference (if any).
2. Site Plan: show 8.0' wood screen fence as indicated by Keynote #22
3. Utility Plan: delete all custom water / sewer details & use only standard utility details found in Appendix B, 2014 CORPUD Handbook; add North arrow & scale bar; specify 1" water service as copper material from tap at main to domestic WM; label ¾" copper irrigation service between split & irrigation WM; add curb stops & private service WVs to domestic & irrigation services per CORPUD detail W-35; domestic WM & BFP shall match 1" tap size; ¾" irrigation service shall have a 5/8" WM (& ¾" BFP as shown); specify preferred domestic service size & material between BFP & building; clarify that FHA & BOA on Hwy 96 includes a 6" WV & 8" WV, respectively; MH radius may be deleted from new 30' CORSSE; add 1st CO to sewer lateral on CORSSE line
4. NC Hwy 96 roadway improvements: re-align waterline &/or re-grade ditch such that waterline is parallel to EOP, completely inside shoulder section & does not cross ditch; specify waterline offset dimension from EOP

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5. Sanitary sewer outfall: verify that existing power pole is located completely outside new 30' CORSSE; provide additional CORSSE along sewer line parallel to Pippin Road; field survey existing culvert location under Pippin Road, label size & material - does it conflict with new sewer alignment? Draft steel casing across Pippin Road; request a Utility Exhibit Map from Russ Talley at CORPUD to help identify line sizes & materials in Tamar Lane & Ginger Lake Court
6. Water main extension: verify FHA spacing requirements with ZFD (along NC Hwy 96 North of Pippin Road intersection); draft steel casing across Pippin Road; show existing WVs at waterline connection point

Conditions:

Wake GIS still does not indicate this property has been annexed into the Town of Zebulon's ETJ, which is considered Raleigh's utility service area. Please email evidence of this transaction to me prior to preliminary Site Plan approval

Obtain NCDOT Utility Encroachment Agreements (for NC Hwy 96 & Pippin Road) & Letter (or email) of Approval from power company prior to construction approval

Offsite CORSSE must be acquired by deed prior to construction approval

This project requires construction approval for public water / sewer extensions, roadway improvements & a private stormwater management facility prior to recording the Subdivision & Easement Dedication Plat

Please do not hesitate to contact me at (919) 996-4540 or keith.tew@raleighnc.gov should you have questions, concerns or need additional clarification on any of the above items.

There was discussion about the grading of the ditch and water line.

They went on to discuss that prior to the construction plans being approved they had to have the offsite sewer easement obtained by deed which would be on the south side of Pippin from Weaver's Pond.

Julie stated that the property had been annexed so it was part of the corporate limits of the Town of Zebulon.

Matt Lauder with Triangle Sight Design asked about the water and said that DOT would ultimately have a three lane section and they were tapering with a left turn lane. He wanted to know if they could follow the pavement and Keith Tew stated that would be fine. Keith stated

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that the water line could not conflict or be in the ditch, it had to be either up in the shoulder or on the other side of the ditch closer to the right of way.

Matt said that sewer was the true problem with Weaver's Pond and who wanted significant payment for the easement and wanted to know if there was an easement set up with a stub so that properties could tie on. There was no requirement when the special use permit was approved but staff was going to do research to make sure. Matt asked if they would be allowed to go up Pippin and tie into the manhole in the Wakelon Elementary School's driveway. Keith Tew said that said that it was important to document the effort made trying to acquire the easement along the natural drainage and submit it to him in letter form and why it could not be done. At that time the alternate route would be considered. The manhole would have to be between the sidewalk and right of way or in the utility strip between the sidewalk and curb and gutter. It could be no closer than five feet of the right of way and they might need an easement from the school.

The other issue was the depth of the sewer at the front of the school and not sure it would be deep enough to accommodate gravity sewer to serve the property. It would need to be confirmed prior to approval.

Stormwater

Debbie Ryals had the following comments.

The plans as submitted meet the requirements to satisfy sedimentation and erosion control regulations. There are a few minor revisions needed that have been communicated to the engineer. These revisions do not affect the overall layout or project design. For example: contact information in the construction sequence, 10' minimum weir length required for the skimmer basin, etc.)

The plans as submitted meet the requirements to satisfy the town of Zebulon's stormwater management ordinance. The construction plans included all of the detailed design and supporting calculations needed to perform a thorough review, however, a formal submittal to Wake County that includes payment of fees will be required once the project completes the TRC process.

Public Works

Jason Brown had the following comments.

1. Please provide sidewalks along the front of the property (Hwy 96) behind the drainage swell and up against the ROW per NCDOT Standards. (Requirement TOZ specifications – 2.2.1 –sidewalks –table 5)

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Include crosswalk striping and warning tiles per NCDOT requirements at driveway entrance.

2. Please provide lighting plan per Town of Zebulon Specifications. Submittal requirements:
 - a. Engineer Seal Photometric Plan for property.
 - b. ISO Foot-candle curves
 - c. Photometric plan should provide the average foot-candle, maximum foot-candle, minimum foot-candle, coefficient variation
 - d. Luminaries Schedule should provide fixture type, quantities, label, lamp, arrangement, Lummis, and pole description
 - e. Engineer drawings for installation requirements
 - f. Plan profile of Pole and Fixture.
 - g. Building lighting plans and fixture types with outputs.
3. The following notes/descriptions need to be included on the plans regarding utility construction on Tamar Lane and Ginger Lake Court.
 - a) Please note street names on plan.
 - b) All material and construction shall be in accordance w/TOZ standards and specification
 - c) Include Detail # 6 on drawings
 - d) A preconstruction meeting is required prior to beginning any work on TOZ ROW.
 - e) At completion of project, owner will provide 1-year warranty for all roadway work.
 - f) The contractor shall provide traffic control devices, lane closures, and any other warning devices necessary for safety of roadway users during construction. All traffic control shall comply with MUTCD.
 - g) No lane closure shall be permitted between 6:00 am and 8:00 am and 4:30 pm to 6:00 pm Monday through Friday.

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- h) Any existing pavements, sidewalk, curb and gutter, or drainage structures that were damaged during construction shall be replaced to their original conditions.
 - i) Owner will be responsible for obtaining all necessary permanent and temporary construction/utility easements. All easements necessary for construction and maintenance shall be dedicated with proof of dedication furnished to the Town prior to beginning any work.
 - j) The contractor shall notify the residents along Tamar and Ginger Lake Court a min. of 10 days prior to beginning the work.
 - k) Excavated material shall not be placed on the roadway @ anytime.
 - l) All earth disturbed areas shall be re-graded and reseeded in accordance with NCDOT standards.
4. Reminder – regarding NCDOT encroachment requirements.

If you have any questions, please do not hesitate to call me.

Fire

Fire Chief Chris Perry had the following comments.

- 1. We recommend that the proposed fire hydrant be located on the southern side of the entrance as opposed to the northern side. Positioning on the southern side will better enable responding fire companies to utilize the hydrant on their approach.

Should you have any questions regarding these comments please do not hesitate to let us know. We look forward to discussing this project at the upcoming meeting.

Police

Police Chief Tim Hayworth had no concerns at that time.

Planning

Mark Hetrick and 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.

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2. Signage is not approved. A separate sign permit has been submitted to the Town for approval.
3. Per §152.311, provide a large shade tree every 35' with at least 5 bushes minimum 3 gallon container and 18" in height must be planted 3' apart.
4. Label 11/LI in parking area. Should this be 6/AR instead?
5. Provide a copy of the building elevations which illustrates:
 - a. The brick material used for this development's exterior features,
 - b. Colors used in the façade features, and
 - c. Any signage to be displayed on the building or at the site.
6. Add a note stating that the property is either inside or outside the floodplain and floodway. Reference the FIRM (Flood Insurance Rate Map) map number and effective date of the map.
7. Add disturbed area information to development data block on title page. Information is on sheet C-5 but add to data block also, please. C-5 refers to Town of Garner.
8. Add zoning to parcel information for surrounding properties. Add parcel information to Weaver's Pond parcels.
9. Type "B" 40 feet buffer is required, not type "C" 30 feet. Type B is semi-opaque screen, trees shall obtain a height at maturity of no less than 20 feet and have no openings wider than 20 feet between canopies upon maturity. At least 75% of the required shrubs shall be evergreen species suitable to this area. The buffer may include a wall, fence, landscaped earthen berm, planted vegetation, existing vegetation, or any appropriate combination of these elements. Refer to §152.309 and §152.310.

George Barnes the developer for the project said that the sewer position should be stubbed out at the property line and hoped that Raleigh could help them. Keith said that Raleigh didn't normally get involved in private development unless a joint venture when a clear public interest was concerned. The 2014 handbook was available and they could review that for the specifics on a joint venture. George said that he needed to consider that and would be in touch

Keith asked if it was in the Zebulon corporate limits and Julie Spriggs stated that it was and had been annexed back in 2008 but Wake County did not show that it had been recorded but they had proof that it had been. There was discussion about a CU and assessment to property owners, but Robert Massengail would have to be brought in and Keith said that he would do that.

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The next step in the process would be to address the comments and send in another set of plans for review. Staff would review them based on the information provided at TRC. Nothing would be approved until the plans were approved but they could begin submitting for grading permits, driveways and so on.

Keith said that the horizontal alignment of the water/sewer lines had to be nailed down before he could even consider approval of the preliminary plans and then the vertical in the construction drawings would be reviewed for final approval.

There were no further comments and the meeting was adjourned at 10:48am.

Date

Lisa M. Markland—Town Clerk SEAL