

Minutes
Zebulon Technical Review Committee
June 30, 2015

Present: Julie Spriggs-Planning, Chris Perry-Fire, Tim Hayworth-Police, Lisa Markland-Town Clerk, Chris Ray-Public Works, Sidney Perry-Interim Town Manager, Debra Ryals-Stormwater,

Absent: Patrick Paine-Raleigh

Julie Spriggs called the meeting to order at 10:05am.

Chris Ray made a motion, second by Tim Hayworth to approve the minutes of March 31, 2015. There was no discussion and the motion passed unanimously.

NEW BUSINESS

TRC-2015-06—Cookout

Julie Spriggs stated that they would be reviewing the site plan for Cookout to be located at 1200 N. Arendell Avenue.

City of Raleigh

Patrick Paine with the City of Raleigh had the following comments:

1. Show size and material of water main.
2. Use only CORPUD approved details, add S-30A.
3. You will need a letter from Tim Beasley (CORPUD FOG) approving the grease trap.
4. Add Attention Contractor Block and Standard Utility Notes.

Environmental Services

Debbie Ryals had the following comments:

1. The preliminary review of the construction plans dated 5-14-15 for this project reveal that the plans appear to meet all regulatory requirements for sediment and erosion control. The formal review will be conducted upon submittal of final construction plans to Wake County following TRC approval. The following items can be addressed upon that submittal:
 - The construction sequence must include the requirement for a compliance inspection by the Wake County watershed manager immediately following installation of the temporary sediment control devices and prior to mass grading of the site. Contact is Debra Tanner @ 919-842-7142. Also, note #5 in the sequence should reference the NPDES stabilization plan on sheet C-4b for temporary and permanent seeding work requirements.

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- If desired, the dry detention basin may be installed during the initial stages of construction and used as a skimmer basin. Refer to the Dry Pond construction specifications (note 3) on page C-10.
2. The stormwater management plan is approvable as submitted. A soils investigation must confirm the seasonal high water level is a minimum two feet below the dry retention pond. The formal review will be conducted upon submittal of final construction plans to Wake County following TRC approval.

Interim Town Manager

Sidney Perry did not have any comments.

Fire

Chris Perry stated that they did not have any comments.

Police

Police Chief Tim Hayworth had no comments.

Public Works

Chris Ray had the following comments.

1. Roadway construction inspection to be provided by Jason Brown. Jason can be reached @ 919-795-5640. Roadway and Utility contractor must schedule a pre-construction meeting before any work begins.
2. Please include Town of Zebulon Detail # 8 and #9 for driveway entrance construction on Dogwood Lane.
3. Please include Town of Zebulon Detail # 3 for the installation of curb along Dogwood Lane.
4. The sidewalk along Arendell Ave needs to be moved back against the ROW to accommodate future construction of N. Arendell/Hwy 96 Corridor Plan. At completion of the project, sidewalk will be dedicated to the Town of Zebulon for maintenance with one year warranty. Reminder – NCDOT encroachment agreement for Arendell Ave /HWY 96 ROW Construction.
5. Please use the Town of Zebulon Detail # 6 for roadway repair for the 4” sewer tap on Dogwood Lane.
6. Please provide Seal Engineering Estimate for widening the Arendell Ave by four feet along the entire length of the road frontage to comply with the N. Arendell Ave/Hwy 96 Corridor

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plan adopted by the Zebulon Board of Commissioners. Please include any utility pole relocation, design/construction administration, geotechnical, construction inspection, and 10% contingency. This estimate, once approved will be converted into a fee-in-lieu of construction.

7. Please extend Jones street roadway from BB&T property line to Dogwood Lane. Continue with existing roadway width (8" CABC and 3" of Asphalt), curb and gutter, 5' sidewalk, and stormwater per Town of Zebulon Detail # 1. Stormwater drainage shall be maintained throughout the construction of the project. At completion of project, the infrastructure will be dedicated to the Town of Zebulon for maintenance with one year warranty. Green Engineering of Wilson has completed the full design for Jones Street. Contact Leo Green III @ 1-252-237-5365. Please use Town of Zebulon Details # 1, 3, 33, 35, 36 in the construction of the roadway. Project must provide third party geotechnical engineer for compaction and density testing for Jones Street roadway construction. Geotechnical testing firm must be a NCDOT certified firm.
8. Area lighting fixtures and poles must be black or bronze in color. Please note color selection on plans. Otherwise the lighting plan is approved as submitted.
9. General Construction Notes: to be added to the plans:
 - a. The encroacher/contractor on to Dogwood and Jones shall provide traffic control devices, lane closures, road closures, positive protection and/or any other warning or positive protection devices necessary for the safety of road users during construction and any subsequent maintenance. This shall be performed in conformance with the latest Manual on Uniform Traffic Control Devices for Streets and Highways and Amendments or Supplements thereto. No work shall be performed in the Right of Way unless this requirement is satisfied. Town of Zebulon reserves the right to require a written traffic control plan for encroachment operations.
 - b. All flagging operations within Town of Zebulon Right of Way require qualified and trained Work Zone flagger.
 - c. When the project has been completed for a period of one year, upon written request by the Encroacher/Contractor to the Director of Public Works or Construction inspector, a final inspection and review will be conducted by Town of Zebulon Public Works Department.
 - d. Any personnel or equipment working within five feet of a travel lane shall require a full lane closure. No roadway of traffic shall be closed or restricted between the

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hours of 6:00 AM to 8:30 AM and 4:00 PM to 6:00 PM Monday through Friday. Traffic shall be maintained at all times.

- e. All materials and construction on Dogwood Lane and Jones Street shall be in accordance Town of Zebulon Standards and Specifications.
- f. Any existing driveways, pavement, sidewalk, curb and gutter or drainage structures that are damaged during construction shall be repaired to their original condition.
- g. Contractor shall not place excavated material on the roadway at any time.

Town of Zebulon reserves the right to revise, restrict, suspend and/or void right to complete work on Town ROW if the execution and/or operation of said permit is found to be a hazard to the traveling public.

Chris Ray added that they would supply the details mentioned electronically.

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. Copies of all signed permits from NCDOT, NCDENR, etc., will be required to be filed with the Town prior to Final Approval.
3. Signage is not approved and will need to be submitted to the town. Sign installation may be included with the appropriate building permit for the site, but a separate sign permit will need to be filled out with the town.
4. Vicinity Map is incorrect:
 - a. Pearces Rd is misspelled
 - b. Hwy 264 mislabeled as N. Arendell Ave
 - c. Hendricks Dr mislabeled
 - d. Add label for Jones St
5. 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 along Jones Street frontage.
6. 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.

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7. Please add note that irrigation will be tied into reclaim water should reclaim become available.
8. Will a 1” meter suffice? A 2” meter is quite expensive. Please check size for capacity needed to ensure the larger size is necessary.
9. Add zoning to parcel data information.
10. Sheet C-5 legend says double dash line is for irrigation sleeve but Note 16 says it is for electrical service.
11. Please submit a CD with the final approved plan set in pdf format as part of final approval.

There were no further comments from anyone present.

The meeting was adjourned at 10:10am.

Date

Lisa M. Markland—Town Clerk

SEAL