

Minutes
Zebulon Technical Review Committee
October 29, 2013

Present: Julie Wilkins-Planning, Tim Hayworth-Police, Chris Perry-Fire, Lisa Markland-Town Clerk, Jason Brown-Public Works, Debra Ryals-Stormwater

Others Present: Joe Faulkner with the CE Group

Julie Wilkins called the meeting to order at 10:01am.

Chris Perry made a motion, second by Tim Hayworth to approve the minutes of September 24, 2013. There was no discussion and the motion passed unanimously.

NEW BUSINESS

TRC-2014-02—Weavers Pond Phase 2A

Julie Wilkins stated that they would be reviewing the site plan for Weavers Pond Phase 2A.

Julie Wilkins read the comments for the City of Raleigh from Patrick Paine which were as follows.

FYI: this project requires construction approval for public water/sewer extensions, roadway improvements & private stormwater management facilities prior to recordation of Subdivision, ROW & Easement Dedication Plat

1. The developer will need to submit construction drawings for main extensions.

Stormwater

Debra Ryals—Stormwater had the following comments.

Unless there are revisions or changes as a result of the TRC meeting, the construction plans would be approvable by Wake County once submitted for sediment control review. The grading/sediment control plan and calculations were complete and I would have no comments for the engineer.

They would need to apply for a grading permit from Wake County since the existing permit had expired. The permit would be for only the actual acres disturbed not the entire acreage on the development.

Stormwater was grandfathered under the original ordinances at the time.

Town Manager

Rick Hardin had no comments.

Public Works

Jason Brown had the following comments.

NOTES TO PLAN

1. Schedule a preconstruction conference with the Town of Zebulon construction inspector, Jason Brown, at 919-795-5640.
2. All roadway, sidewalk and storm drainage improvements in ROW will be required to be dedicated to Town of Zebulon at completion of the project.
3. As-built site plans for roadway and utility works must be submitted and approved prior to final acceptance. One paper copy of as-builts, on electronic copy in DWG and PDF formats, and one mylar copy. Contractor is responsible for maintaining red line drawings.
4. Add the following drawings/details to the plans:
 - a. Detail #1 – Typical curb and gutter street standards
 - b. Detail #3 – Standard curb and gutter details
 - c. Detail #9 – Flared driveway entrance to valley gutter
 - d. Detail #13 – Typical sidewalk
 - e. Detail #14 – Typical sidewalk detail crossing at driveway
 - f. Detail #33 – Standard curb and gutter inlet with hood Sheet 1-4
 - g. Detail #36 – Standard trench installation for concrete pipe
 - h. Detail #31 – Street signage – premium sign detail
 - i. Detail #50 – Sediment control devices
5. Remove and turn over to TOZ “Roadway Closed” signage. Contractor to install barricade at end of existing street during construction process.
6. Developer/owner is responsible for contracting with third party NCDOT Certified Testing Firm. Firm must be approved by Town of Zebulon. Material testing is required for all roadway work. Final reporting and certification (sealed) is required at completion of project by the geotechnical testing engineer. Testing is required for subgrade, roadway stone, asphalt, and curb and gutter per specifications.
7. Install decorative speed limit post (25 mph) at Lot 228 property line. Decorative post must match/be consistent with the signage in subdivision.

COMMENTS

1. Please submit lighting plan for review and approval per Section 4 of the Town of Zebulon Standards and Specifications.
2. Developer/owner is responsible for coordinating installation of poles/fixtures and necessary underground infrastructure to support lighting. Developer/owner is responsible for all cost and fees associated with this process. Effective 6/1/2013, the Industrial Rate

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Commission approved a \$521 fee per pole. These fees used to be waived prior to merger with Duke Energy. Owner/Developer is responsible for these fees.

3. According to the special use permit adopted February 2013, sidewalk shall be only on the west side of Cattail Pond Drive. Sidewalk width shall be five feet. Install handicap ramp at lot line of Lot #225 and Lot #226.
4. Developer needs to post a bond for final asphalt layer/stop bars for Vineyard Ridge Drive and remainder of Lacewing Drive. Bond estimate to be reviewed and approved by Zebulon Public Works.

Fire Department

The Fire Department had no comments.

Police Department

The Police Department had no comments.

Planning Department

Julie Wilkins provided the following comments.

1. Please include Flood Map and date on Front page with site details
2. Please include City of Raleigh as Utility Contact
3. Page 7 – water and sewer symbols in legend are reversed
 - i. Other houses are using ¾” meters – why installing 1”?
4. Please include a landscaping plan – all lots should have a 2.5” caliper large shade tree as per SUC #31
5. Other SUC to be considered are #21, 22, 23, 35, and 36 – give approved condition list – apply with all SUC.
6. 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. This includes sidewalk and roadway inspection fees.
7. Plat approval process submittal to BOC for subdivision.
8. Lots 223, 224 existing landscape berm goes across property – turn into easement for property owners? Does it encroach that much on property?
9. General Construction Notes – add note that water and sewer improvements shall conform to CORPUD standards and specifications
10. Owners Mailing address listed on cover sheet (name and number already listed)

Joe Faulker stated that they had planned on ¾” not 1” meters. Julie did remind them that water boosters were necessary.

The ordinance was in 152.315 to show the planting materials list.

There were no further comments and the meeting was adjourned at 10:15am.

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Date

Mark Hetrick—Planning Director

SEAL

Lisa M. Markland, CMC—Town Clerk