

Minutes
Zebulon Technical Review Committee
November 30, 2010

Present: Mark Hetrick-Planning, Tim Hayworth-Police, Sidney Perry-Fire, Rick Hardin-Manager, Lisa Markland-Town Clerk, Julie Wilkins-Planning, Chris Ray-Public Works, Patrick Paine-City of Raleigh, Keith Tew – City of Raleigh

Others Present: Robert Bartlett, Butch Lawter, June Phelps

Mark Hetrick called the meeting to order at 10:00am.

The minutes from March 30, 2010 were adopted by consensus.

NEW BUSINESS

TRC-2011-03—ST Wooten

Mark Hetrick stated that they would be reviewing the site plan for the asphalt plant for ST Wooten.

City of Raleigh

Patrick Paine had the following comments.

1. Is there city water on this site?
2. Need to show all services with size and location of meters and RPZs.
3. If not you will need to connect from Mack Todd Rd. frontage.
4. You will need to use City water for all domestic use as this is a development.
5. Well will need to be abandoned or used for irrigation.
6. Septic is fine as sewer is not presently available.

Robert Bartlett stated that the concrete plant utilized a well and they had connected to that well for water at the asphalt plant. Keith Tew stated that since it was new development and water was available at the road, it was the policy of the City of Raleigh to require that they hook onto the water supply from Mack Todd Road.

Butch Lawter with ST Wooten stated that the lines had already been run from the concrete plant to the asphalt plant utilizing the well water.

Keith Tew stated that since the development occurred in 2009, which was post merger, and utilizing well water from the concrete plant would not be acceptable. He explained that water lines could not cross over from one tract of land to another. A new tap would be required at Mack Todd Road along with a meter and an RP type backflow device.

There was discussion about how they might not have to hook onto the City of Raleigh Water by recombining the properties so that they could use the existing water from the well as a private water distribution system. Butch explained since it was a special use permit, and that would not

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be allowed. Butch did explain that in 2009 when it was hooked up it was one parcel and had been subdivided after the temporary asphalt plant was up and running. Patrick Paine was not sure about that. Keith also asked about what the fire department would require. Sidney Perry stated that a fire hydrant would be required within 300' of the building. Keith stated that they would require a six inch water line for the hydrant.

The well line would have to be abandoned according to Wake County standards or used for irrigation purposes only. There was discussion about the lines on the property being public or private. Keith stated that they would be all private lines since they were not within the right of way.

Since fire protection would be required on site they would need to tap the water main on Mack Todd Road and run a six inch line internally and then terminate with a hydrant at the appropriate location. It would be permitted as a private water distribution system and split the domestic at the interior instead of the road.

There was discussion about how to try to keep it so that they could use the current lines. The representatives with the City of Raleigh stated that they would go back to their superiors to see if they would be willing to make any concessions, since the lines were run when both facilities were on the same tract of land and had only been subdivided earlier in the year.

Mark Hetrick stated that with hooking onto the water system they would be required to request annexation into the Town for the Board of Commissioners to approve. If they were not annexed it would mean that they would be required to pay double water rates.

Fire

Sidney Perry had the following comments.

Provide location of fire hydrants serving proposed project. All parts of all buildings or any structure shall be within 300 feet of a fire hydrant (City of Raleigh Handbook, Section C, #2).

Public Works

Chris Ray had the following comments.

1. Provide seal engineering cost estimates for site improvement detailed in the 2001 Town of Zebulon Multimodal Transportation Plan. ST. Wooten will be responsible for half the improvements detailed in Appendix A to include sidewalks and half of a landscaped median on Mack Todd Road. The goal of the sealed engineering estimates is to allow staff to bond the improvements until a fee in lieu can be established by the Board of Commissioners.
2. Please provide details for site lighting for newly created parking area for staff. Plan notes mention site lighting but no locations were noted. Please provide locations, pole types and heights, and fixture types and lamp wattages for review.
3. Reminder that a NCDOT encroachment agreement is required for improvements on Mack Todd Road.

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4. This is a description of items that needed to be considered for the site improvements bond for Mack Todd Road. Bond Estimates need to reflect the following cost (east side of the Center Line for Mack Todd)
 - a) Street width of 12' feet –const. cost
 - b) Half cost of grass median with landscape – construction cost
 - c) 5' sidewalks along property –const. cost
 - d) Utility relocation issues – telephone, power, fiber optic, water and sewer)
 - e) NCDOT construction standards
 - f) Engineering Design
 - g) Survey/construction staking
 - h) Construction Inspections services
 - i) Geotechnical Services
 - j) 15% project contingency
 - k) 110% bond amount.

Chris also stated that the plans did not reflect the Transportation Plan that was adopted in 2001 which showed on Mack Todd Road a landscaped median and sidewalks. It would be better to provide a bond as shown in item four above.

Police

Tim Hayworth stated that they did not have any comments at that time.

Stormwater

No comments at this time.

Planning

Mark Hetrick had the following comments.

1. Site notes states “all new parking and drive areas to be heavy duty paving per owner’s specifications”. On sheet SP2, the proposed site plan shows existing path with no proposed changes. §152.272 Vehicle Accommodation Area Surfaces and SU 2010-05 condition #6.
2. Under site data, provide the property address on the resubmittal.
3. First site data note references the property is not located in a flood hazard area. Within this note, reference the FIRM (Flood Insurance Rate Map) map number and effective date of the map used for the determination.
4. Show topography at 10' intervals.
5. Outdoor lighting note – change the AN to AND.
6. NCDOT note on sheet SP2 – change the NCDTO to NCDOT.
7. Note above graphic scale – change CURRENLTY to CURRENTLY.
8. Provide a site lighting plan
9. On sheet SP2, “Proposed Building Area” should state “Additional Building Area”
10. Show the location of the well on the plans.
11. 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. All signage must be located 20' outside of any right-of-way.

12. 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.

TRC 2011-04—Hempstede

City of Raleigh

Patrick Paine had the following comments.

1. This site will be required to connect to city sewer as it is available and considered development.
2. The well on site would need to be abandoned per the City of Raleigh standards or it could be used for irrigation.

Fire

Sidney Perry had the following comments.

1. Plans show SFD. Are they SFD or business or commercial?
2. Show the two fire hydrant locations closest to the proposed project. All parts of all buildings or any structure shall be within 300 feet of a fire hydrant (City of Raleigh Handbook, Section C, #2).

June Phelps explained that the one property in the middle would be a commercial property and the other two (on either end) would remain residential.

Public Works

Chris Ray had the following comments.

1. West Gannon Ave – Plan needs to comply with the 2001 Town of Zebulon Multimodal Transportation Plan requirements.
 - a) Please move 5' sidewalk against ROW to protect from future improvements.
 - b) Include Double Handicap Ramp at intersection of Gannon and Arendell.
 - c) Please provide cross walk striping at driveway for connection to sidewalk.
 - d) All Improvements on West Gannon Ave must comply with NCDOT Specifications and Details.
 - e) NCDOT encroachment agreement required.
 - f) Regarding Transportation Improvements requirements – Delete shown curb and gutter and provide sealed engineering cost estimates to complete improvements shown in the 2001 Town of Zebulon Multimodal Transportation Plan requirements. The goal of the seal engineering estimates is allow staff to hold a site improvements bond until a fee in lieu can be established by the Board of Commissioners. Typically, the bond will be good for one year and converted into fee paid by the property owner. Enclosed is copy of the required improvements noted in the 2001 Transportation plan.
 - g) Bond estimates need to reflect the following cost:(north side of proposed center line)
 - i. street widening with bike lane -construction cost
 - ii. half the cost of grass median with landscape- construction cost
 - iii. curb and gutter –construction cost

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- iv. stormwater drainage including offsite impacts
 - v. Utility relocation issues (telephone, cable, fiber optic, water and sewer and etc)
 - vi. NCDOT construction standards
 - vii. Engineering Design
 - viii. Surveying/construction staking
 - ix. Construction inspection services
 - x. Geotechnical services
 - xi. 15% project contingency
 - xii. 110% bond amount
2. Lanier Lane – Please Five Foot sidewalks for the entire length of the property.
 3. The plan shows proposed lighting. Please provide the following regarding lighting:
 - a) Engineered seal photometric plan for the property
 - b) ISO foot candles curve
 - c) Photometric plan should provide fixture type, quantities, lamps, label, arrangement, lumis and pole description
 - d) Engineer or Manufacture drawings for installation
 - e) Plan profile of pole and fixture
 - f) Enclosed is copy of commercial lighting standards guidelines.
 4. Delete note regarding new curb and gutter standard.
 5. Delete note regarding handicap ramps at Driveways – Town of Zebulon requirement – Needs to reflect NCDOT standards.
 6. Delete TOZ details 2.6, 2.13,
 7. Add note: All work on West Gannon Ave/NC HWY 97 must comply with NCDOT requirements, specifications and details for construction. All work on Lanier Lane must comply to Town of Zebulon Street and Storm Drainage standards and specifications manual latest version.
 8. Standard TOZ notes regarding construction – look good.

Police

No comments at this time.

Planning

Mark Hetrick had the following comments.

1. On sheet #1, what's the proposed use?
2. State the address of each structure (1000 and 1004 W. Gannon Avenue).
3. Landscaping
 - a. Northern property boundary must maintain a 30' natural vegetative buffer. Provide note for tree preservation during construction.
 - b. Western property boundary
 - i. Type "B" buffer minimum of 30' wide shall be provided.
 - ii. Large shade tree shall be used to satisfy the buffer requirement. Add type used to the legend.

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- iii. Shade tree must be placed every 30' with five bushes (3 gallon, 18" in height) to satisfy the buffer requirement.
- c. Lanier Lane streetscaping – trees must be placed no more than every 35' with five bushes (3 gallon, 18" in height) spaced in between the trees.
- d. W. Gannon Avenue and Lanier Lane – if using crepe myrtles to satisfy the streetscaping requirements, the crepe myrtles shall be no less than 6-8' in height at the time of planting.
- 4. Provide contour elevations on sheet #1.
- 5. Once developed, properly abandon the gravel, fix the curb and gutter, and make necessary improvements for the sidewalk.
- 6. Minimum width of the shared drive stub out and cross access drive to the adjoining property must be at least 24' wide.
- 7. Handicap signage must be shown for the eastern most handicapped parking space.
- 8. 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. All signage must be located 20' outside of any right-of-way.
- 9. 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.

There were no further comments and the meeting was adjourned at 10:36am.

Date

Mark Hetrick—Planning Director

SEAL

Lisa M. Markland, CMC—Town Clerk