



CITY PLANNING DEPARTMENT

MEMORANDUM

DATE: MAY 17, 2019

TO: DESIGN REVIEW COMMITTEE
BILL BECKER, CARY HEATING

FROM: TIM ACKLIN, PLANNING & DEVELOPMENT DEPARTMENT

SUBJECT: COMMERICAL DESIGN REVIEW PROJECT
814 COPELAND AVENUE- CARY HEATING GARAGE

Design Review Committee Members Present:

Tim Acklin, Planning & Development Department

Yuri Nasonovs, Engineering Department

Matt Diehl, Fire Department- Division of Fire Protection and Building Safety

On May 17, 2019 the Design Review Committee **reviewed** the plans submitted for the project located at 814 Copeland Avenue (Cary Heating) and provided the following feedback:

Important:

All revised plans in accordance with this memo must be submitted to the Planning and Development Department for review, unless otherwise stated. No permits will be issued for this project by the Division of Fire Prevention and Building Safety until they receive written confirmation/approval from the Planning and Development Department.

Requirements Prior to Issuance of a Demolition or Footing & Foundation Permit

- 1) Approval of a Certified Survey Map. (If applicable)
- 2) Combination of parcels for project site. (If applicable)
- 3) Approval of Final Plans from the Engineering Department.
- 4) Approval of Final Plans from the Utilities Department.
- 5) Approval of Final Plans from the Division of Fire Prevention and Building Safety (Inspections)

Requirements Prior to Issuance of a Building Permit

- 1) Approval of Final Plans from the Planning and Development Department.

Requirements Prior to Issuance of an Occupancy Permit

- 1) A Letter of Credit in the estimated cost amount of the proposed landscaping has been submitted to the Planning and Development Department to guarantee the proper installation and growth of all landscape improvements proposed in the approved Landscape Plan **OR** all proposed landscaping in the approved Landscape Plan has been installed.
- 2) A stamped letter of substantial completion from the design engineer of the project within 10 days of completion.

Engineering Department - (Matt Gallager-789-7392)

- 1) No issues at this time.

Division of Fire Protection and Building Safety (Building and Inspections Department) (Matt Diehl- 789-7562/Jason Riley 789-7585)

- 1) Will need to meet any requirements associated with the Airport Height Overlay District.
- 2) Will need separate permits for HVAC, Plumbing, Electric, Fence/wall, Signage, Building, etc
- 3) Will need 2 sets of plans upon submittal of a Building Permit application. 1 can be electronic.
- 4) Will need to combine the parcels.
- 5) Will need an Erosion Control Plan. Erosion Control Measures will need to be in place prior to construction and maintained throughout the process. This includes a DOT approved silt fence and clean rock for the tracking pad.
- 6) Will need to have a fire separation between the existing building and the new building. Needs to be a 10ft separation or a 1 hour rated fire wall on the new building.
- 7) Need 16x12ft footings.
- 8) Any proposed fencing will need to meet the Fence Code.

Planning Department (Tim Acklin-789-7391)

- 1) Must show calculations for the facades facing Copeland that they meet the 20% window requirement.
- 2) Must show building materials on the final elevations.
- 3) Must include an architectural feature on the north and south facades of the building to break up any roofline that is longer than 40ft.

Police Department -(Tom Walsh-789-7206)

- 1) No issues at this time.

Utilities Department- Bernie Lenz-789-7588

- 1) If there are any new utility connections a Utility Plan must be submitted for final review that includes location, size, and type.

Engineering Department (Stormwater) (Yuri Nasonovs-789-7594)

- 1) Must submit a detailed stormwater management plan that must include a bio-retention cell and provide details/ cross section of the design.



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- 2) Need to see proposed or existing grades for the site to show how the site and building will drain.
- 3) Will need to combine lots.
- 4) A Post Construction Maintenance Agreement will need to be reviewed and approved by the Engineering Department and recorded with the Register of Deeds prior to receiving a Building Permit.

Fire Department (Craig Snyder/Kyle Soden/Steve Cash 789-7264/789-7271/789-7260)

- 1) No issues at this time.