



CITY PLANNING DEPARTMENT

MEMORANDUM

DATE: JULY 12, 2019

TO: DESIGN REVIEW COMMITTEE
BOB CARY

FROM: TIM ACKLIN, PLANNING & DEVELOPMENT DEPARTMENT

SUBJECT: COMMERICAL DESIGN REVIEW PROJECT
3400 LOSEY BLVD- CARY SPECIALIZED SERVICES

Design Review Committee Members Present:

Tim Acklin, Planning & Development Department
Yuri Nasonovs, Engineering Department
Jon Molledahl, Fire Department- Division of Fire Protection and Building Safety
Bernie Lenz, Utilities Department
Tom Walsh, Police Department
Craig Snyder, Fire Department- Division of Fire Prevention and Building Safety
Matt Gallager, Engineering Department

On July 12, 2019 the Design Review Committee **Conditionally Approved** the plans submitted for the project located at 3400 Losey Blvd (Cary Specialized Services subject to the following:

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) (Jon Molledahl- 789-7583/Jason Riley 789-7585)

- 1) Need detail of racking system, including footing and foundation information.
- 2) Need thermal break specifications. Insulation needs to be on the inside and continuous. Work with Jon.
- 3) Will need separate permits for HVAC, Plumbing, Electric, Fence/wall, Signage, Building, Land Disturbance, etc
- 4) Will need 2 sets of plans upon submittal of a Building Permit application. 1 can be electronic.
- 5) Will need State approved Building and HVAC plans.

Planning Department (Tim Acklin-789-7391)

- 1) Revise racking to screen from Fiesta Court. Wood backing.

Police Department -(Tom Walsh-789-7206)

- 1) No issues at this time.
- 2) Would like to tie into any new installed security cameras.

Utilities Department- Bernie Lenz-789-7588

- 1) No Utility Plan to review. May need to review drain in new dock area.
- 2) Less than 12" pipe can tie in to back of catch basin. More than 12" pipe must got to street with a new manhole.

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

- 1) Must provide a Civil Plan that shows drainage of the site. Needs to include proposed green area.

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

- 1) No issues at this time.
- 2) Recommended to coordinate fire extinguisher placement.