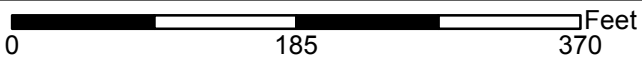
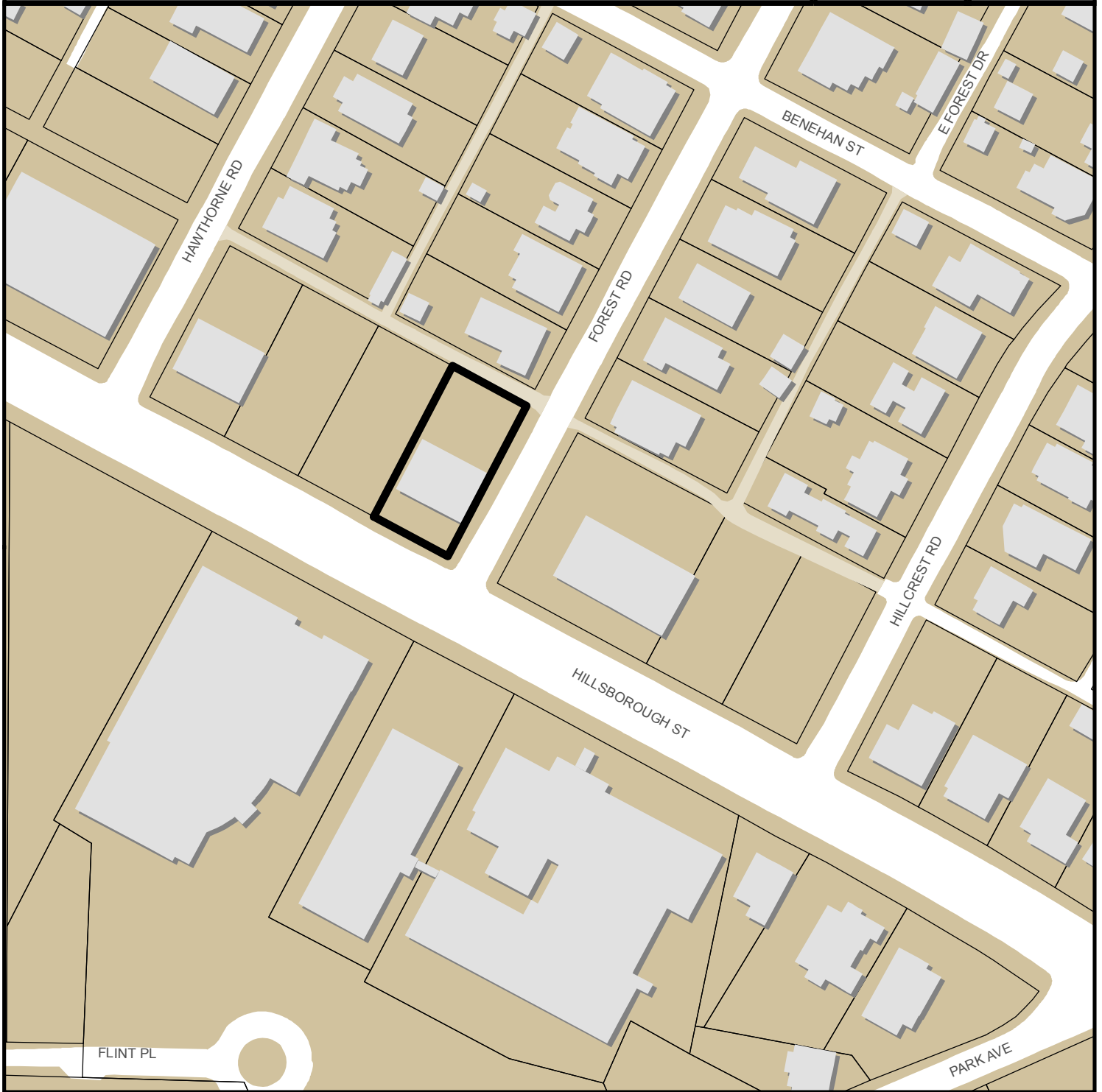


# CAROLINAS IT BUILDING EXPANSION SR-35-2016



Zoning: **OX-3-GR**  
CAC: **Hillsborough**  
Drainage Basin: **Pigeon House**  
Acreage: **1.00**  
Lots sq. ft.: **4,000**

Planner: **Justin Rametta**  
Phone: **(919) 996-2665**  
Applicant: **Mark Cavaliero**  
Phone: **919-856-2300**





# Administrative Approval Action

SR-35-16 / Carolinas IT Office Expansion.  
Transaction# 473909, AA#3678

City of Raleigh  
Development Services  
One Exchange Plaza  
Raleigh, NC 27601  
(919) 996-2626  
DS.help@raleighnc.gov  
www.raleighnc.gov

**REQUEST:** Development on a .26 acre site zoned OX-3-GR which includes a 3,700 square foot expansion to an existing 6,500 square foot office building.

**LOCATION:** 1600 Hillsborough Street. Northwest corner of the intersection of Hillsborough St. and Forest Rd.

**DESIGN  
ADJUSTMENTS/  
ALTERNATES,  
ETC:**

A Design Adjustment was approved to not require right-of-way dedication on Hillsborough Street and to allow reduced general utility easement along Forest Road, and to allow an existing driveway that does not meet minimum spacing requirements to remain in place. A variance was granted by the Board of Adjustment (A-8-17) to permit the proposed building expansion to the rear of the existing building which does not comply with the Green frontage standards. Additionally, this variance permitted parking within 20 feet of the primary street parking setback, parking between the building and the street, and the building expansion setback 5 feet from the side street instead of within the build-to area; (2) a variance to UDO Article 3.5, Neighborhood Transitions, including UDO Section 3.5.1.D., to permit the proposed building expansion to the rear which would permit the expanded building to be setback 7.5' from the alley right-of-way, without having to fully comply with the alley transition standards for Zones A, B and C of the neighborhood transitions; (3) a 4 parking space variance to UDO Article 7.1 to permit the proposed building expansion with only 16 parking spaces instead of the required 20 parking spaces ; and (4) a variance to UDO Section 8.4.7.B to avoid having to dedicate approximately 2.5' of right-of-way along the alley at the rear of the .26 acre property.

**FINDINGS:** City Administration finds that this request, with the below conditions of approval being met, conforms to the Unified Development Ordinance. This approval is based on a preliminary plan submitted by Hager Smith Design PA.

## **CONDITIONS OF APPROVAL AND NEXT STEPS:**

**Prior to issuance of building permits:**

1. ½ of the required right of way for Forest Road must be dedicated to the City of Raleigh and a copy of the recorded plat provided to the City;
2. That in accordance with Part 10A Section 8.1.10, a fee-in-lieu for 1' of sidewalk and any required street trees along Hillsborough Street and 2.3' of sidewalk along Forest Road is paid to the City of Raleigh prior to building permit issuance.



# Administrative Approval Action

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City of Raleigh  
Development Services  
One Exchange Plaza  
Raleigh, NC 27601  
(919) 996-2626  
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**EXPIRATION DATES:** The expiration provisions of UDO Section 10.2.8 E, including the ability to request extensions in the expiration date, apply to this site plan. To avoid allowing this plan approval to expire, the following must take place by the following dates:

**3-Year Expiration Date: 9/7/2020**

Obtain a valid building permit for the total area of the project, or a phase of the project.

**4-Year Completion Date:**

Within four years after issuance of the first building permit for the site plan, the construction of the entire site plan must be completed unless an applicant has been granted vested rights. Failure to complete construction within this specified time frame shall automatically void the approved site plan for which no building permits have been issued.

I hereby certify this administrative decision.

Signed:

(Planning Dir.)

*Ken Powers (J. Rametta)*

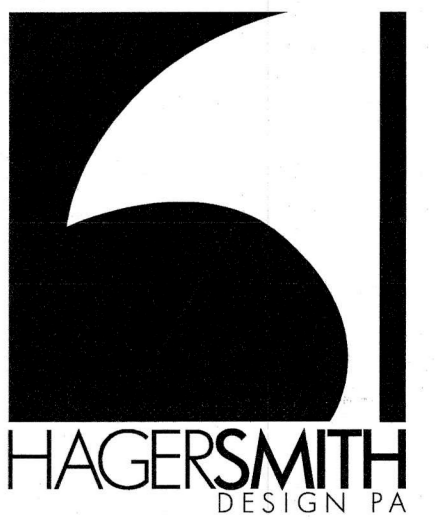
Date:

9/7/17

Staff Coordinator: Justin Rametta

# CAROLINAS IT OFFICE EXPANSION

1600 HILLSBOROUGH STREET - SR-35-16  
TRANSACTION # 473909



ARCHITECTURE  
LANDSCAPE ARCHITECTURE  
PLANNING  
INTERIOR DESIGN  
PO BOX 1308  
300 SOUTH DAWSON ST  
RALEIGH, NC 27602  
919.821.5547  
WWW.HAGERSMITH.COM  
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**Administrative Site Review Application**  
(for UDO Districts only)

Development Services Customer Service Center | Exchange Plaza, Suite 400 | Raleigh, NC 27601 | 919-996-2495 | ext. 919-996-1831  
Litchford Satellite Office | 8320 - 130 Litchford Road | Raleigh, NC 27601 | 919-996-4200

When submitting plans, please check the appropriate building type and include the Plan Checklist document.

BUILDING TYPE	FOR OFFICE USE ONLY
<input type="checkbox"/> Detached	<input type="checkbox"/> General
<input type="checkbox"/> Attached	<input type="checkbox"/> Mixed Use
<input type="checkbox"/> Apartment	<input type="checkbox"/> Open Lot
<input type="checkbox"/> Townhouse	Transaction Number
	Assigned Project Coordinator
	Assigned Team Leader

Has your project previously been through the *Due Diligence* or *Sketch Plan Review* process? If yes, provide the transaction #

**GENERAL INFORMATION**

Development Name: Carolinas IT Building Expansion  
Zoning District: OX3-GR Overlay District (if applicable): n/a Inside City Limits?  Yes  No  
Proposed Use: Office  
Property Address(es): 1600 Hillsborough Street Major Street Locator: Hillsborough Street  
Wake County Property Identification Number(s) for each parcel to which these guidelines will apply:

P.I.N.	P.I.N.	P.I.N.	P.I.N.
1704102765			

What is your project type?  
 Mixed Residential  Non-Residential Condo  Duplex  Other: if other, please describe:  
 Elderly Facilities  School  Religious Institutions  Hospitals  Shopping Center  Residential Condo  Hostels/Motels  Banks  Retail  Office  Industrial Building  Cottage Court

**WORK SCOPE**  
Per City Code Section 10-2.8.D.1, summarize the project work scope. For additions, changes of use, or occupancy (per Chapter 6 of the UDO), indicate impacts on parking requirements.  
This is a second level expansion over existing parking. Building Expansion is approximately 4,000 sf which will require an additional 10 parking spaces. Total parking required is 24 spaces with the 10% parking reduction (7.1.AA.1). The existing site has 17 on-site parking spaces. The remaining parking is accommodated off-site (7.1.B.3) through parking agreements.

**DESIGN ADJUSTMENT OR ADMIN ALTERNATE**  
Per City Code Chapter 8, summarize if your project requires either a design adjustment, or Section 10 - Alternate Administrative AE  
N/A

**CLIENT/DEVELOPER/OWNER**  
Company: Carolinas IT Name (s): Mark Cavaliero  
Address: 1600 Hillsborough Street  
Phone: 919-856-2300 Email: mark.cavaliero@carolinasit.com Fax:

**CONSULTANT (Contact Person for Plans)**  
Company: HagerSmith Design, PA Name (s): Jamie Loyack  
Address: 300 South Dawson Street  
Phone: 919-838-5109 Email: jloyack@hagersmith.com Fax:

PAGE 1 OF 3 WWW.RALEIGHNC.GOV REVISION 05.13.16

**DEVELOPMENT TYPE & SITE DATA TABLE (Applicable to all developments)**

Zoning Information	Building Information
Zoning District(s): OX3-GR	Proposed building use(s): Office
If more than one district, provide the acreage of each:	Existing Building(s) sq. ft. gross: 6,500 sf
Overlay District: N/A	Proposed Building(s) sq. ft. gross: 4,000 sf
Total Site Acres: Inside City Limits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No .26 ACRES	Total sq. ft. gross (existing & proposed): 10,500 sf
Off street parking: Required: 24 Provided: 17 on-site/10 off-site	Proposed height of building(s): 28'
COA (Certificate of Appropriateness) case # NA	# of stories: 2
BOA (Board of Adjustment) case # A-NA	Ceiling height of 1 <sup>st</sup> floor: 11'
CID (Conditional Use District) case # 2- NA	

**Stormwater Information**

Existing Impervious Surface: .22 ac/9,788 sf acres/square feet Flood Hazard Area:  Yes  No  
Proposed Impervious Surface: .003/150 sf acres/square feet If Yes, please provide: Adjacent Soils FEMA Map Panel # Flood Study  
Neuse River Buffer:  Yes  No Wetlands:  Yes  No

**FOR RESIDENTIAL DEVELOPMENTS**

1. Total # Of Apartment, Condominium or Residential Units	5. Bedroom Units: 1br 2br 3br 4br or more
2. Total # Of Congregate Care Or Life Care Dwelling Units	6. Infill Development 2.2.7
3. Total Number of Hotel Units	7. Open Space (only) or Amenity
4. Overall Total # Of Dwelling Units (1-6 Above)	8. Is your project a cottage court? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**SIGNATURE BLOCK (Applicable to all developments)**

In filing this plan as the property owner(s), I/we do hereby agree and firmly bind ourselves, my/our heirs, executors, administrators, successors and assigns jointly and severally to construct all improvements and make all dedications as shown on this proposed development plan as approved by the City.

I hereby designate **Jamie Loyack** to serve as my agent regarding this application, to receive and respond to administrative comments, to resubmit plans on my behalf and to represent me in any public meeting regarding this application.

I/we have read, acknowledge and affirm that this project is conforming to all application requirements applicable with the proposed development use.

Signed: *Mark L. Cavaliero* Date: 5/19/16  
Printed Name: Mark L. Cavaliero - CEO

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Printed Name: \_\_\_\_\_



**BOA ACTION**

**A-8-17**, WHEREAS, Cherokee Holding, LLC, property owner, requests: (1) a variance to article 3.4.2.C and 3.4.6. of the Unified Development Ordinance (UDO) to permit a proposed building expansion to the rear of the existing building which does not comply with the Green frontage standards. Additionally, this variance would permit parking within 20 feet of the primary street parking setback, parking between the building and the street, and the building expansion setback 5 feet from the side street instead of within the build-to area; (2) a variance to UDO Article 3.5, Neighborhood Transitions, including UDO Section 3.5.1.D., to permit the proposed building expansion to the rear which would permit the expanded building to be setback 7.5' from the alley right-of-way, without having to fully comply with the alley transition standards for Zones A, B and C of the neighborhood transitions; (3) a 4 parking space variance to UDO Article 7.1 to permit the proposed building expansion with only 16 parking spaces instead of the required 20 parking spaces; and (4) a variance to UDO Section 8.4.7.B to avoid having to dedicate approximately 2.5' of right-of-way along the alley at the rear of the .26 acre property zoned Office Mixed-use-3-Green located at 1600 Hillsborough Street.

**SITE PLAN SUBMITTAL**

**SHEET INDEX**

	COVER SHEET
L-80	RECORDED PLAT
L-90	EXISTING CONDITIONS/DEMO
L-100	SITE LAYOUT
L-101	GROUND LEVEL
L-201	GRADING
L-301	LANDSCAPE PLAN
L-501	SITE DETAIL SHEET
A-201	BUILDING ELEVATIONS
A-202	BUILDING ELEVATIONS

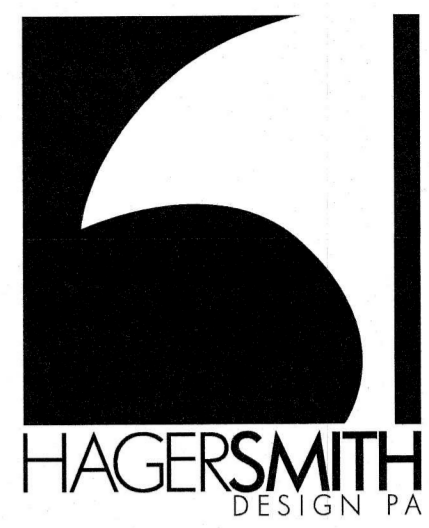
**COVER**

Revisions

Number	Description	Date
1	1st Review Revisions	3-30-17
2	2nd Review Revisions	5-23-17

Drawn By: SMK  
Checked By: JSL  
Date Issued: 5/26/16

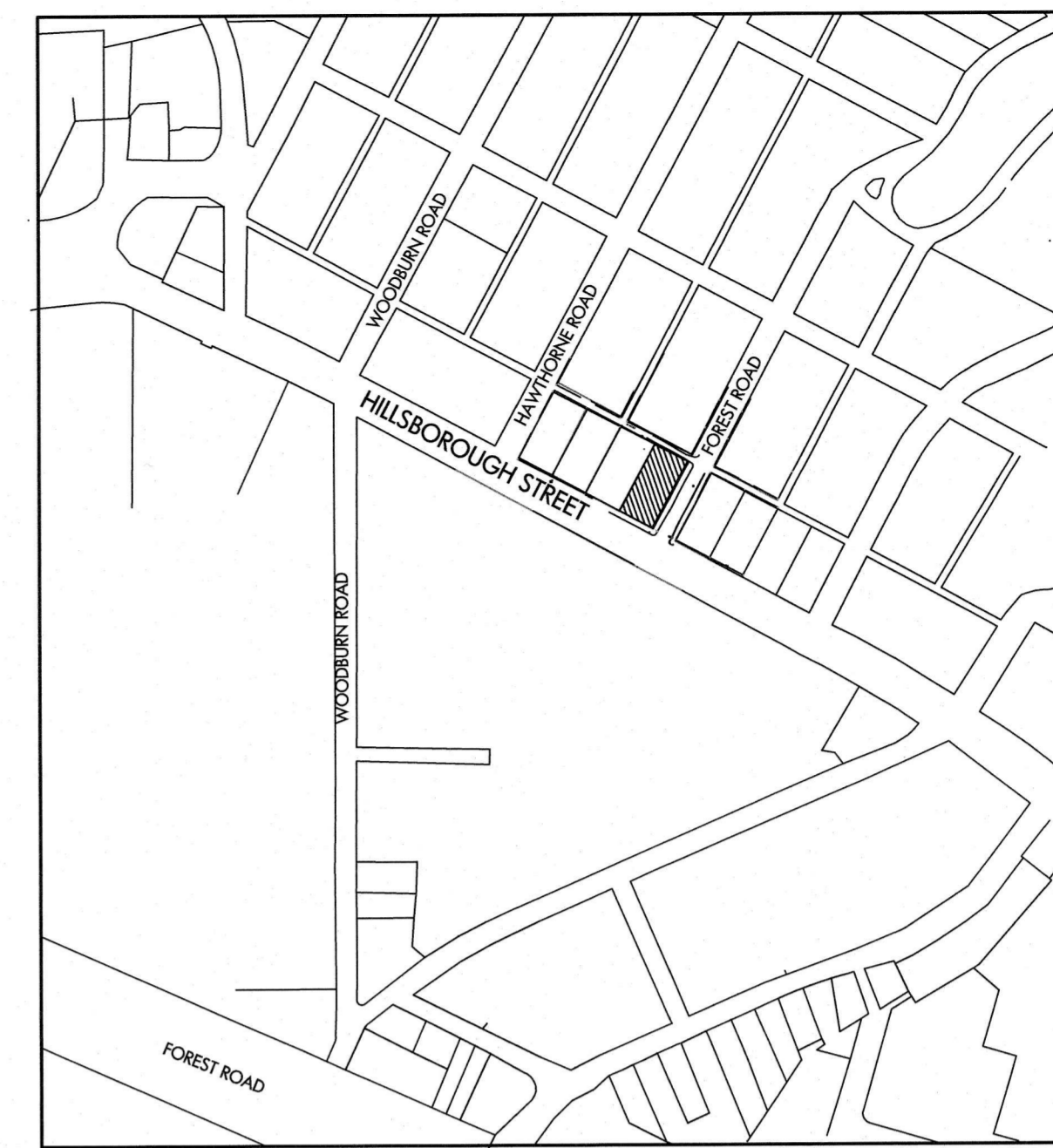
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1 of 1



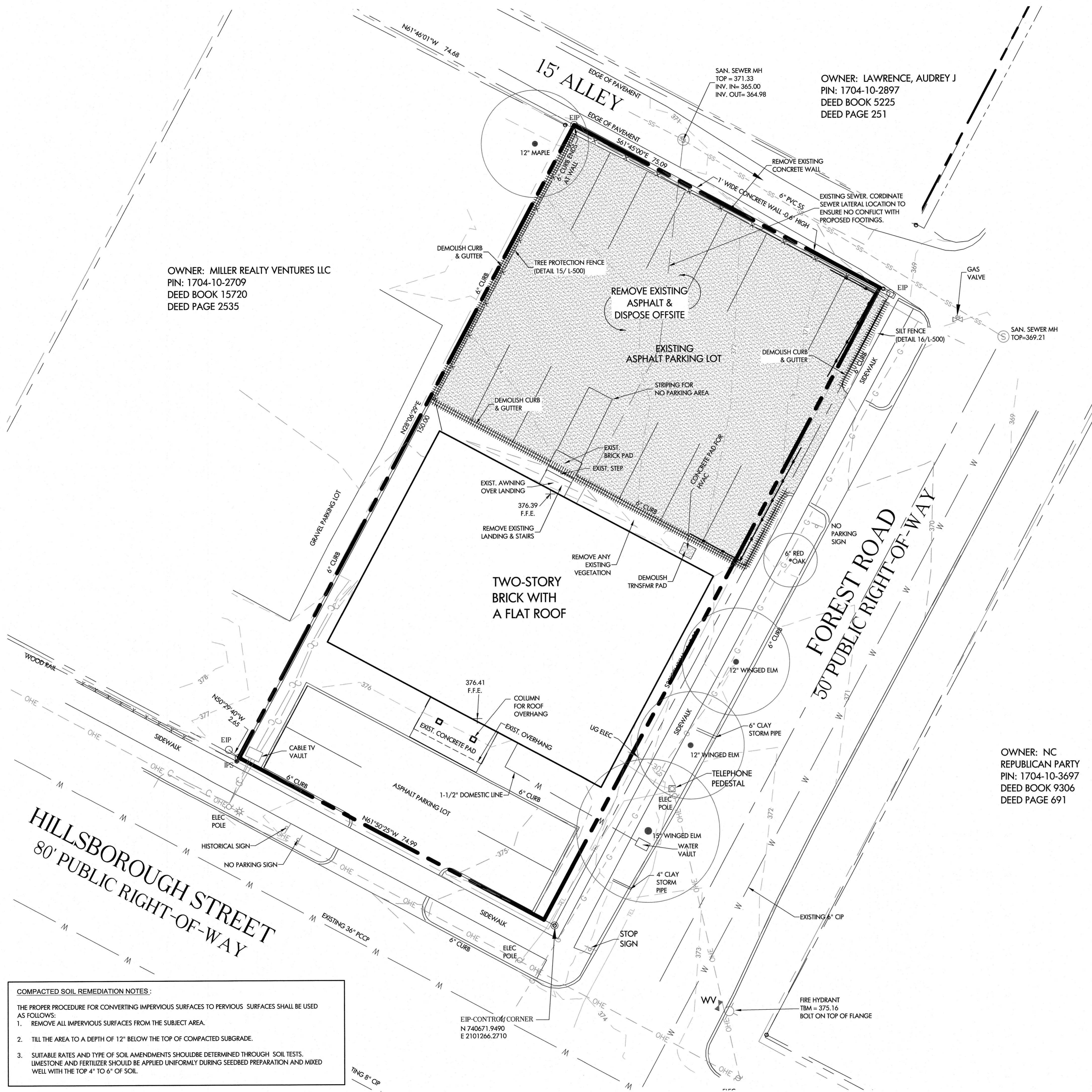
ARCHITECTURE  
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VICINITY MAP

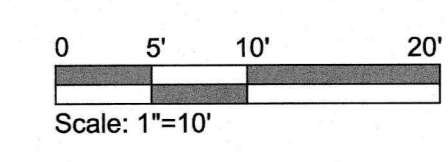
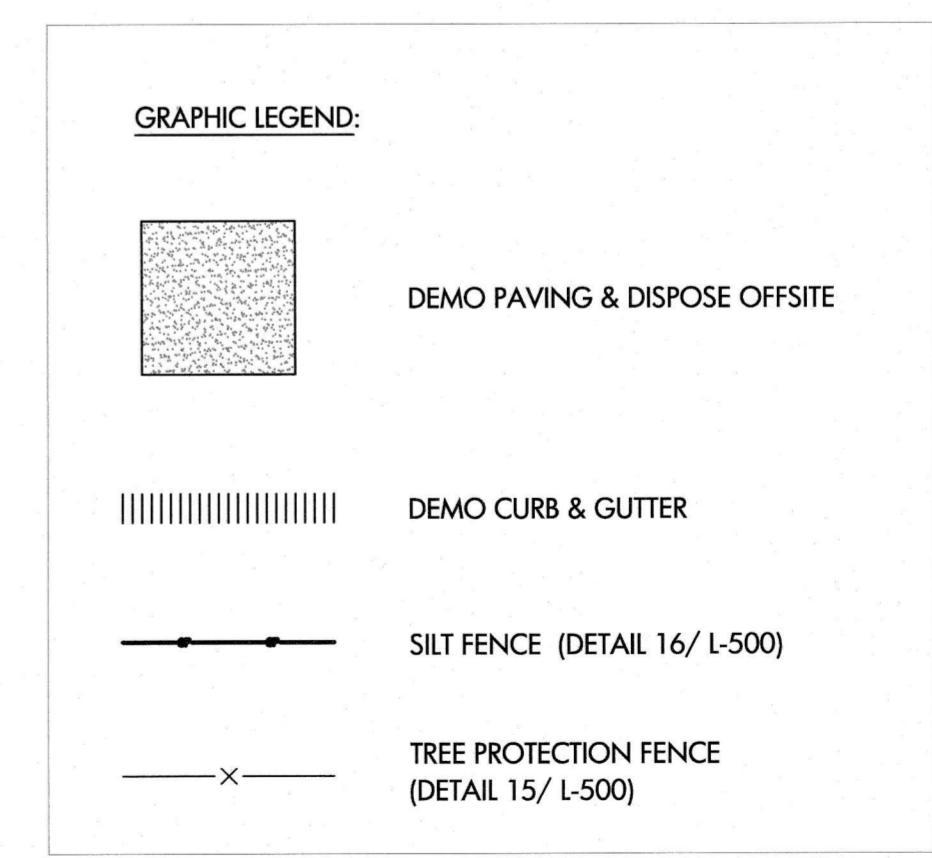


OWNER: MILLER REALTY VENTURES LLC  
PIN: 1704-10-2709  
DEED BOOK 15720  
DEED PAGE 2535

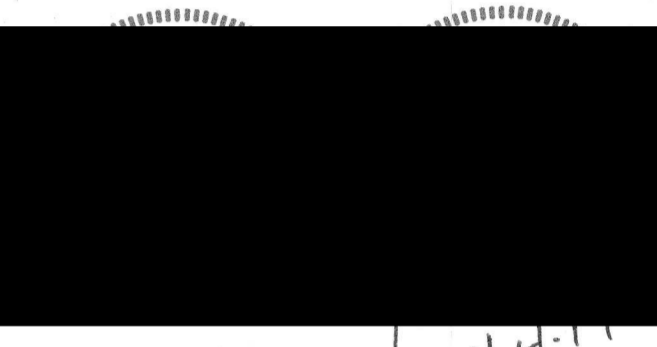
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PIN: 1704-10-2897  
DEED BOOK 5225  
DEED PAGE 251

OWNER: NC  
REPUBLICAN PARTY  
PIN: 1704-10-3697  
DEED BOOK 9306  
DEED PAGE 691

**COMPACTED SOIL REMEDIATION NOTES:**  
THE PROPER PROCEDURE FOR CONVERTING IMPERVIOUS SURFACES TO PERVIOUS SURFACES SHALL BE USED AS FOLLOWS:  
1. REMOVE ALL IMPERVIOUS SURFACES FROM THE SUBJECT AREA.  
2. TILL THE AREA TO A DEPTH OF 12" BELOW THE TOP OF COMPACTED SUBGRADE.  
3. SUITABLE RATES AND TYPE OF SOIL AMENDMENTS SHOULD BE DETERMINED THROUGH SOIL TESTS. LIMESTONE AND FERTILIZER SHOULD BE APPLIED UNIFORMLY DURING SEEDBED PREPARATION AND MIXED WELL WITH THE TOP 4" TO 6" OF SOIL.



Consultants



Scale

Project

CAROLINAS IT  
BUILDING EXPANSION

1600 HILLSBOROUGH ST.  
RALEIGH, NC 27605

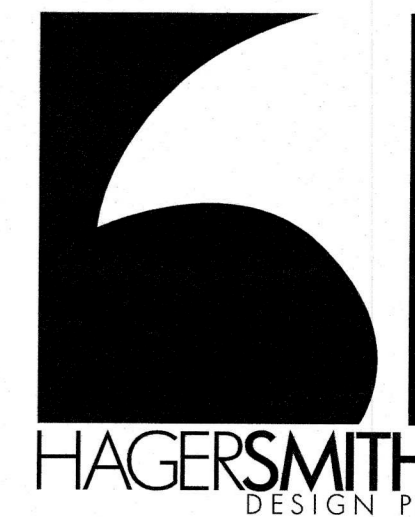
DRAWING INDEX

Drawing Title

EXISTING CONDITIONS/  
DEMOLITION PLAN

Revisions		
Number	Description	Date
1	1st Review Revisions	3-30-17

Drawn By SMK  
Checked By JSL  
Date Issued 5/26/16



ARCHITECTURE  
LANDSCAPE ARCHITECTURE  
PLANNING  
INTERIOR DESIGN

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VICINITY MAP

RALEIGH PROJECT #SR-35-16

DEVELOPMENT NAME: CAROLINAS IT BUILDING EXPANSION  
PROPERTY ADDRESS: 1600 HILLSBOROUGH ROAD  
OWNER: CHEROKEE HOLDINGS  
1600 HILLSBOROUGH ROAD  
RALEIGH, NC

APPLICANT: HAGERSMITH DESIGN  
C/O JAMIE LOYACK, RLA  
300 S DAWSON ST  
RALEIGH, NC 27601  
(919) 821-5547

**SITE DATA:**

PIN: 1704102765  
ZONING: OX-3 GR  
OVERLAY: N/A  
RIVER BASIN: NEUSE RIVER  
WATERSHED:  
RIPARIAN BUFFER: N/A  
SITE ACREAGE: 26 AC (24 AC AFTER R.O.W DEDICATION)

**REQUIRED BLDG SETBACKS:**

STREET YARD (FROM ROW): SEE BOA CASE A-8-17  
SIDE YARD: 0' MIN.  
REAR YARD: 0' MIN.  
FROM ALLEY: 5' MIN.

PER BOARD OF ADJUSTMENT CASE A-8-17 THE SETBACKS AS SHOWN ON THE PLANS SATISFY SETBACK REQUIREMENTS.

**EXISTING USE:** OFFICE  
**PROPOSED EXPANSION USE:** OFFICE

**BUILDING SUMMARY:**

EXISTING OFFICE:	6,500 SF (3,250 ON GROUND FLOOR)
PROPOSED EXPANSION:	3,700 SF (2ND STORY ONLY)
TOTAL SQUARE FOOTAGE:	10,200 SF
MAXIMUM BUILDING HEIGHT:	50'
FLOOR AREA RATIO:	29%

**PARKING:**

OFFICE: (1,500 SF)  
REQUIRED: 1/500 = 20 SPACES  
PROVIDED: 16 SPACES (PER A-8-17 Board of Adjustment decision)

**OUTDOOR AMENITY CALCULATIONS:**

REQUIRED: 10% OF SITE AREA (24 AC) = 1,045 SF  
PROVIDED: 1,055 SF (BIKE RACKS, PICNIC TABLE, OUTDOOR SEATING)

**EXISTING ROW DEDICATION:** 375 SF  
**IMPERVIOUS SURFACE:**

EXISTING IMPERVIOUS SURFACE AREA:	9,788 SF (22 ACRES)
POST DEVELOPMENT:	9,388 SF (22 AC)
TOTAL IMPERVIOUS SURFACE:	9,388 SF (22 ACRES)
= 200 SF NET REDUCTION IN IMPERVIOUS	

**FLOODWAY FRINGE OR NON-ENCROACHMENT AREA FRINGE ON SITE:** N/A  
**DENUDED AREA:** 5,000 SF (.11 ACRES)

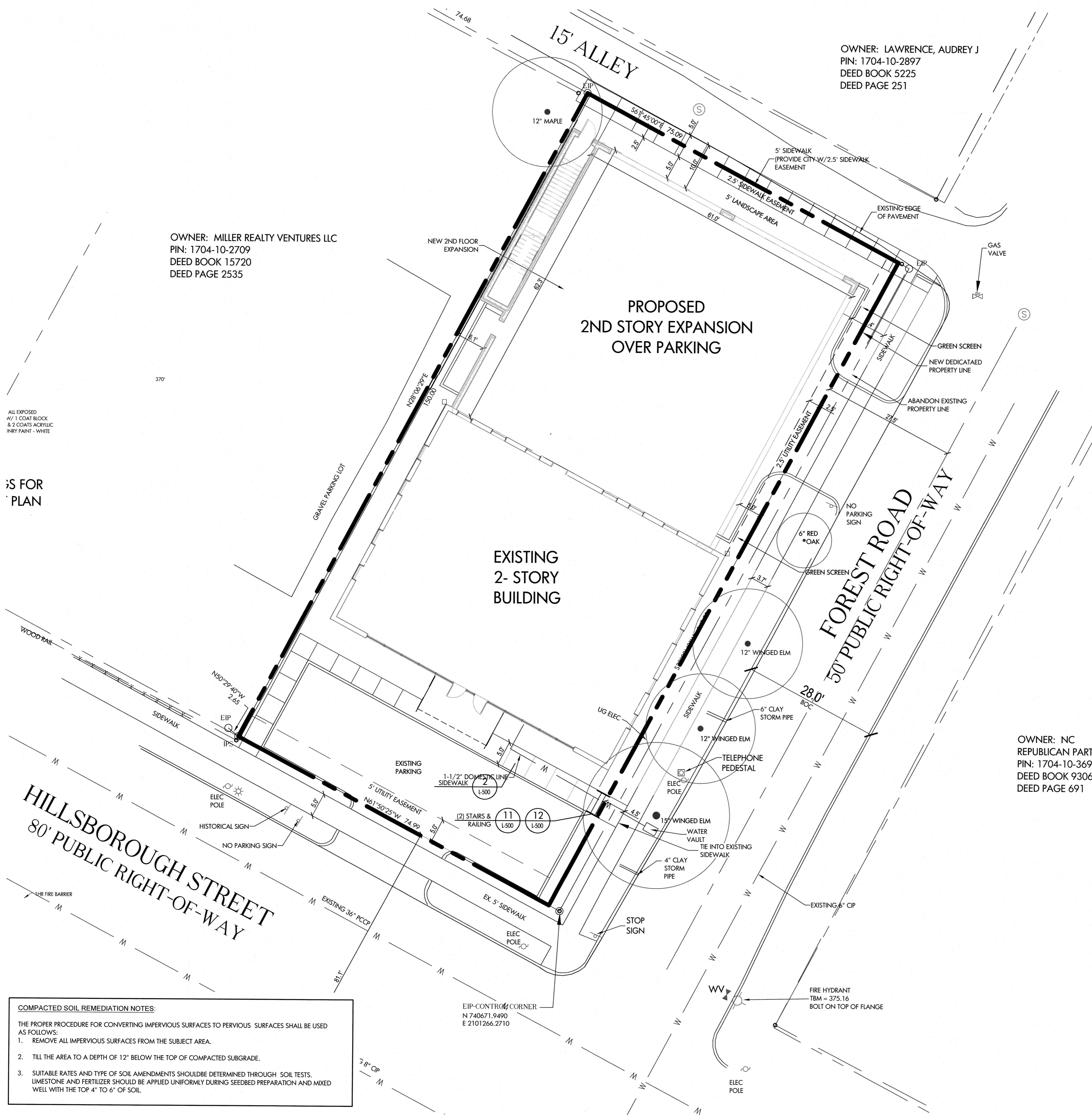
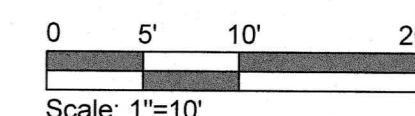
CAROLINAS IT  
BUILDING EXPANSION  
1600 HILLSBOROUGH ST.  
RALEIGH, NC 27605

LAYOUT PLAN

Number	Description	Date
1	1st Review Revisions	3-30-17
2	2nd Review Revisions	5-23-17
3	3rd Review Revisions	6-14-17

Drawn By: SMK  
Checked By: JSL  
Date Issued: 5/26/16  
L-100  
of

- GENERAL NOTES:**
- ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LOCAL MUNICIPALITY AND THE STATE OF NORTH CAROLINA STANDARDS AND SPECIFICATIONS.
  - CONTRACTOR SHALL HAVE NORTH CAROLINA ONE CALL (1-800-632-4949) LOCATE ALL EXISTING UTILITIES PRIOR TO BEGINNING CONSTRUCTION.
  - CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITIES AND NOTIFY THE ENGINEER OF ANY DISCREPANCIES OR CONFLICTS PRIOR TO BEGINNING CONSTRUCTION.
  - SURVEY INFORMATION IS TAKEN FROM A SURVEY BY BNK, WHICH WAS PROVIDED TO HAGERSMITH BY OWNER.
  - REFER TO DEMOLITION PLAN AND SITE PLAN FOR LIMITS OF REMOVALS AND NEW CONSTRUCTION STAKING INFORMATION.
  - WATER AND SEWER CONSTRUCTION IS NOT PROPOSED AS PART OF THIS PROJECT.
  - ALL PASSENGER VEHICULAR DRIVE LANES ARE 24' FACE-TO-FACE OF CURB, UNLESS OTHERWISE NOTED.
  - ALL VEHICULAR DRIVE LANES & WAITING SPACES TO BE HEAVY DUTY ASPHALT PAVEMENT. ALL PASSENGER VEHICLE PARKINGS SPACES TO BE LIGHT ASPHALT PAVEMENT. TRUCK DOCKS TO BE HEAVY DUTY CONCRETE PAVEMENT.

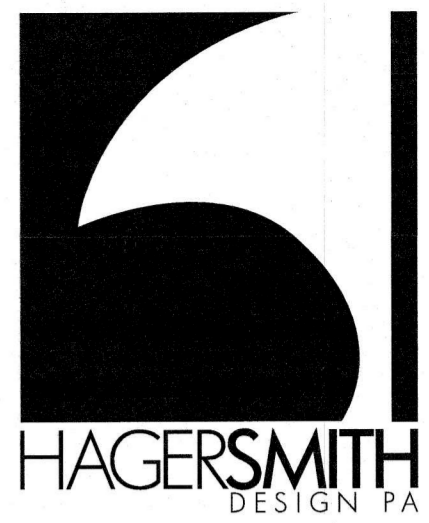


**COMPACTED SOIL REMEDIATION NOTES:**

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IS FOR PLAN



ARCHITECTURE  
LANDSCAPE ARCHITECTURE  
PLANNING  
INTERIOR DESIGN

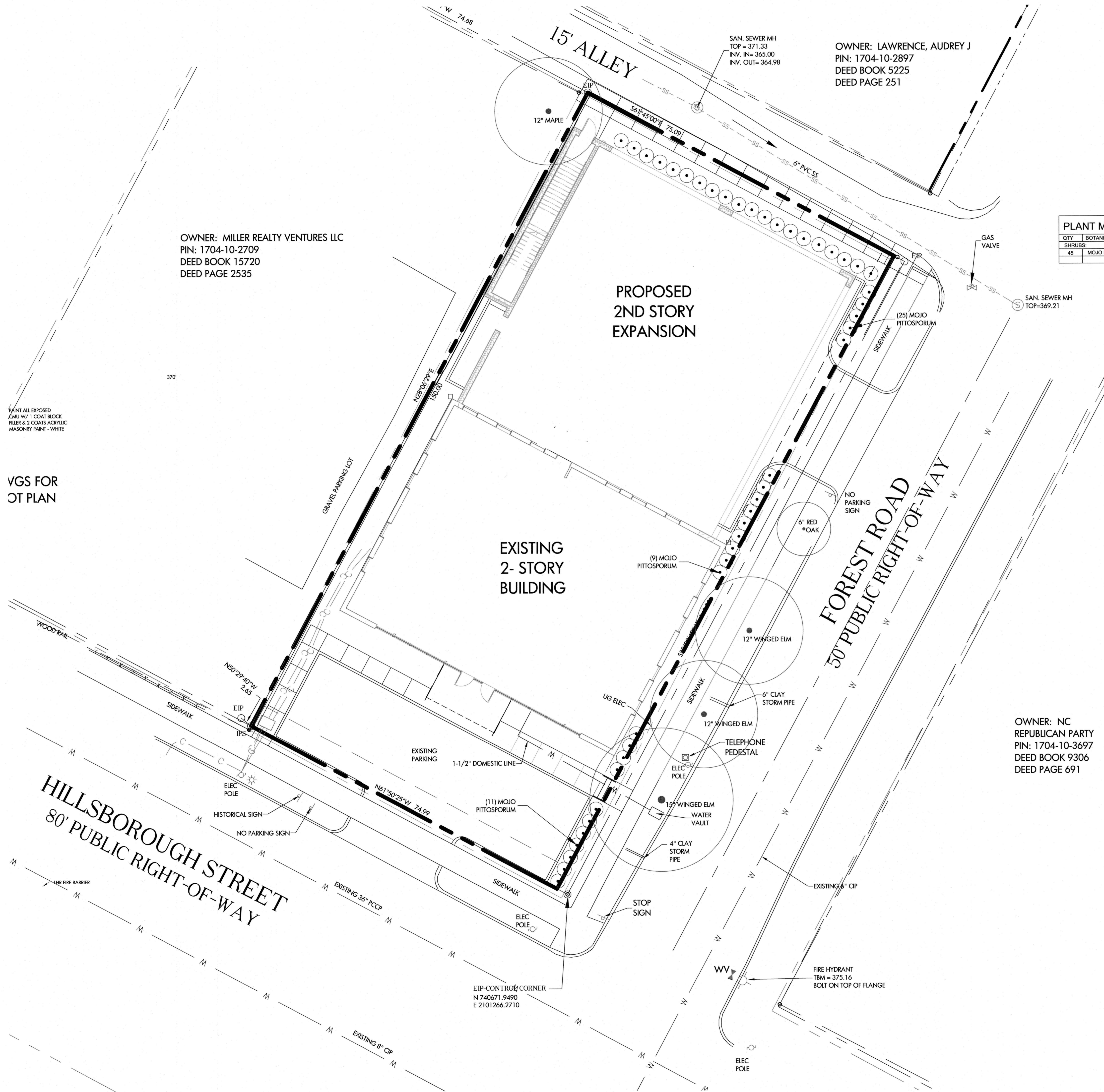
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- LANDSCAPE REQUIREMENTS:
1. A TREE CONSERVATION PLAN IS NOT REQUIRED. LESS THAN 2 ACRES.
  2. A TRANSITIONAL PROTECTIVE YARD NOT REQUIRED FOR OFFICE USE.
  3. STREET PROTECTIVE YARD- EXEMPT, DUE TO EXISTING CONDITIONS. SITE IS CURRENTLY BUILT OUT TO ROW LINES.

- GENERAL NOTES:
1. ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LOCAL MUNICIPALITY AND THE STATE OF NORTH CAROLINA STANDARDS AND SPECIFICATIONS.
  2. CONTRACTOR SHALL HAVE NORTH CAROLINA ONE CALL (1-800-632-4949) LOCATE ALL EXISTING UTILITIES PRIOR TO BEGINNING CONSTRUCTION.
  3. THE STANDARDS FOR ALL TREES AND SHRUBS, INCLUDING THE MINIMUM HEIGHT, ROOT BALL SIZE, NUMBER OF BRANCHES, AND WIDTH, SHALL CONFORM WITH THE AMERICAN STANDARD FOR NURSERY STOCK PUBLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN FOR THAT TYPE OF TREE OR SHRUB AT THE TIME OF INSTALLATION.
  4. ALL LANDSCAPE BEDS TO BE MULCHED WITH 3" DOUBLE-SHREDDED HARDWOOD MULCH.
  5. LANDSCAPING MAY NOT OBSTRUCT THE VIEW OF MOTORISTS USING ANY STREET, DRIVEWAY, OR PARKING AISLE.
  6. ALL DISTURBED AREAS THAT ARE NOT IN A HARDSCAPE AREA OR IN A LANDSCAPE BED, TO BE GRASS TO MATCH EXISTING.
  7. PLANT SYMBOLS OVERRIDE PLANT QUANTITY, IN PLANT MATERIAL LIST TABLE, SHOULD A DISCREPANCY ARISE.

QTY	BOTANICAL NAME	COMMON NAME	SIZE	ROOT
SHRUBS:				
45	MOJO DWARF VARIEGATED PITTOSPORUM	MOJO PITTOSPORUM	18" MIN. HT.	CONT.



OWNER: MILLER REALTY VENTURES LLC  
PIN: 1704-10-2709  
DEED BOOK 15720  
DEED PAGE 2535

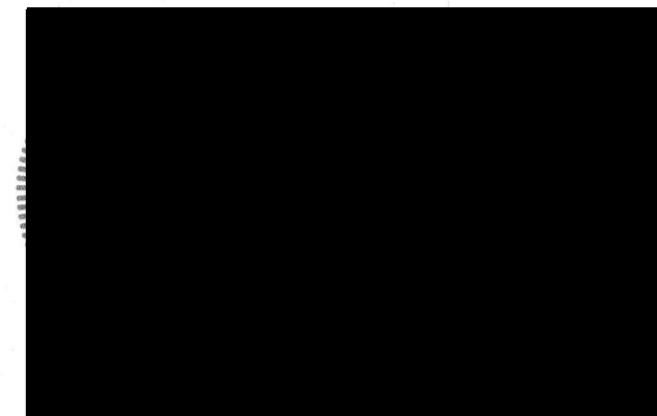
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DEED BOOK 5225  
DEED PAGE 251

OWNER: NC  
REPUBLICAN PARTY  
PIN: 1704-10-3697  
DEED BOOK 9306  
DEED PAGE 691

PAINT ALL EXPOSED  
CMU W/ 1 COAT BLOCK  
FILLER & 2 COATS ACRYLIC  
MASONRY PAINT - WHITE

VGS FOR  
OT PLAN

Consultants



Seals

Project

CAROLINAS IT  
BUILDING EXPANSION

1600 HILLSBOROUGH ST.  
RALEIGH, NC 27605

Drawing Index

Drawing Title

LANDSCAPE PLAN

Number	Description	Date
1	1st Review Revisions	3-30-17

Drawn By: SMK  
Checked By: JSI  
Date Issued: 5/26/16

Scale: 1"=10'

L-300  
of