

SPECIAL USE PERMIT APPLICATION



TOWN OF CHAPEL HILL
Planning Department
405 Martin Luther King Jr. Blvd
phone (919) 968-2728 fax (919) 969-2014
www.townofchapelhill.org

Parcel Identifier Number (PIN): 9870-45-9243;9870-54-3735,0416,4583,5947 Date: 10/26/2011

Section A: Project Information

Project Name: St. Paul Village
Property Address: 1604 Purefoy Drive, Chapel Hill, NC Zip Code: 27514
Use Groups (A, B, and/or C): A, B, C Existing Zoning District: R-1
Project Description: Planned Development, Mixed Use with R-5
Rezoning

Section B: Applicant, Owner and/or Contract Purchaser Information

Applicant Information (to whom correspondence will be mailed)

Name: Michael A. Neal & Associates
Address: 105 W. Corbin Street, Suite 201
City: Hillsborough State: NC Zip Code: 27278
Phone: 919-644-1277 Email: mneal@manaengineers.com

The undersigned applicant hereby certifies that, to the best of his knowledge and belief, all information supplied with this application is true and accurate.

Signature: _____ Date: _____

Owner/Contract Purchaser Information:

Owner **Contract Purchaser**

Name: St. Paul AME Church
Address: 101 N. Merritt Mill Road
City: Chapel Hill State: NC Zip Code: 27516
Phone: 919-967-3961 Email: tonixon@bellsouth.net

The undersigned applicant hereby certifies that, to the best of his knowledge and belief, all information supplied with this application is true and accurate.

Signature: _____ Date: _____

Section A: Project Information



PROJECT FACT SHEET
 TOWN OF CHAPEL HILL
 Planning Department

Application type: Special Use Permit Date: 10/26/2011

Project Name: St. Paul Village

Use Type: (check/list all that apply)

Office/Institutional Residential Mixed-Use Other: Cemetery

Overlay District: (check all those that apply)

Historic District Neighborhood Conservation District Airport Hazard Zone

Section B: Land Area

Net Land Area (NLA): Area within zoning lot boundaries		NLA=	888,624	sq. ft.
Choose one, or both, of the following (a or b,) not to exceed 10% of NLA	a) Credited Street Area (total adjacent frontage) x 1/2 width of public right-of-way	CSA=	19,710	sq. ft.
	b) Credited Permanent Open Space (total adjacent frontage) x 1/2 public or dedicated open space	COS=	0	sq. ft.
TOTAL: NLA + CSA and/or COS = Gross Land Area (not to exceed NLA + 10%)		GLA=	908,334	sq. ft.

Section C: Special Protection Areas, Land Disturbance, and Impervious Area

Special Protection Areas: (check all those that apply)

Jordan Buffer Resource Conservation District 100 Year Floodplain Watershed Protection District

Land Disturbance	Total (sq ft)
Area of Land Disturbance (Includes: Footprint of proposed activity plus work area envelope, staging area for materials, access/equipment paths, all grading, including off-site clearing)	627,809
Area of Land Disturbance within RCD	63,687
Area of Land Disturbance within Jordan Buffer	10,675

Impervious Areas	Existing (sq ft)	Demolition (sq ft)	Proposed (sq ft)	Total (sq ft)
Impervious Surface Area (ISA)	16,575	16,575	333,131	333,131
Impervious Surface Ratio: Percent Impervious Surface Area of Gross Land Area (ISA/GLA) %	1.82%	1.82%	36.7%	36.7%

Section D: Dimensions

If located in Watershed Protection District, % of impervious surface on 7/1/1993				
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PROJECT FACT SHEET

TOWN OF CHAPEL HILL

Planning Department

Dimensional Unit (sq ft)	Existing (sq ft)	Demolition (sq ft)	Proposed (sq ft)	Total (sq ft)
Number of Buildings	6	6	11	11
Number of Floors	varies	varies	varies	varies
Recreational Space	0	0	27,528	27,528

Residential Space

Dimensional Unit (sq ft)	Existing (sq ft)	Demolition (sq ft)	Proposed (sq ft)	Total (sq ft)
Floor Area (all floors – heated and unheated)	6,300	6,300	158,365	158,365
Total Square Footage of All Units			46,000	46,000
Total Square Footage of Affordable Units			12,425	12,425
Total Residential Density			6	6
Number of Dwelling Units			126	126
Number of Affordable Dwelling Units			11	11
Number of Single Bedroom Units			83	83
Number of Two Bedroom Units			42	42
Number of Three Bedroom Units			1	1

Non-Residential Space (Gross Floor Area in Square Feet)

Use Type	Existing	Proposed	Uses	Existing	Proposed
Commercial	0	0			
Restaurant	0	0	# of Seats	0	0
Government	0	0			
Institutional	0	24,450			
Medical	0	5,577			
Office	0	6,443			
Hotel	0	0	# of Rooms	0	0
Industrial	0	0			
Place of Worship	0	20,223	# of Seats	0	1250
Other	Mausoleum	4,549			

Dimensional Requirements		Required by Ordinance	Existing	Proposed
Setbacks (minimum)	Street	20		20
	Interior (neighboring property lines)	6		6
	Solar (northern property line)	8		8
Height (maximum)	Primary	39		39
	Secondary	60		60
	Frontages	40	926	926

Section F: Adjoining or Connecting Streets and Sidewalks

Widths			



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(Note: For approval of proposed street names, contact the Engineering Department)

Street Name	Right-of-way Width	Pavement Width	Number of Lanes	Existing Sidewalk*	Existing curb/gutter
Purefoy Drive	60	19	2	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
Rogers Road	60	19	2	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes

List Proposed Points of Access (Ex: Number, Street Name): 3, Purefoy (2); Rogers (1)

*If existing sidewalks do not exist and the applicant is adding sidewalks, please provide the following information:

Sidewalk Information			
Street Names	Dimensions	Surface	Handicapped Ramps
Purefoy Drive	5	Concrete	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Rogers Road	5	Concrete	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Section G: Parking Information

Parking Spaces	Minimum	Maximum	Proposed**
Regular Spaces	332	553	326
Handicap Spaces	10	N/A	24
Total Spaces	342	561	350
Loading Spaces	7	N/A	0
Bicycle Spaces	55	N/A	58
Surface Type	Asphalt parking;concrete s/w.		

Section H: Landscape Buffers

Location (North, South, Street, Etc.)	Minimum Width	Proposed Width	Alternate Buffer	Modify Buffer
North side of Purefoy Drive	20	20	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes
East side of Rogers Road	20	20	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes
West Property Line	20	20	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes
East Property Line	20	20	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes
North of Cross Road Property Line	15	15	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
Around Cemtery (except crossroad)	10	20	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes

** See attached spreadsheet.



PROJECT FACT SHEET

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Section I: Land Use Intensity

Existing Zoning District: R-1

Proposed Zoning Change (if any): R-5

Note: Refer to Table 3.8-1 (Dimensional Matrix) in the Land Use Management Ordinance for help completing this table.

Zoning – Area – Ratio			Impervious Surface Thresholds			Minimum and Maximum Limitations	
Zoning District(s)	Floor Area Ratio (FAR)	Recreation Space Ratio (RSR)	Low Density Residential (0.24)	High Density Residential (0.50)	Non-Residential (0.70)	Maximum Floor Area (MFA) = FAR x GLA	Minimum Recreation Space (MSR) = RSR x GLA
R-5	0.303	0.05					19,289*
TOTAL						220,340*	
RCD Streamside	0.01	0.01					
RCD Managed	0.019	0.019					
RCD Upland	0.303						

Section J: Utility Service

Check all that apply

Water	<input checked="" type="checkbox"/> OWASA	<input type="checkbox"/> Individual Well	<input type="checkbox"/> Community Well	<input type="checkbox"/> Other
Sewer	<input checked="" type="checkbox"/> OWASA	<input type="checkbox"/> Individual Septic Tank	<input type="checkbox"/> Community Package Plant	<input type="checkbox"/> Other
Electrical	<input checked="" type="checkbox"/> Underground	<input type="checkbox"/> Above Ground		
Telephone	<input checked="" type="checkbox"/> Underground	<input type="checkbox"/> Above Ground		
Solid Waste	<input checked="" type="checkbox"/> Town	<input type="checkbox"/> Private		

* See attached spreadsheet.



**SPECIAL USE PERMIT APPLICATION
SUBMITTAL REQUIREMENTS
TOWN OF CHAPEL HILL
Planning Department**

The following must accompany your application. Failure to do so will result in your application being considered incomplete. For assistance with this application, please contact the Chapel Hill Planning Department (Planning) at (919)968-2728 or at planning@townofchapelhill.org. For detailed information, please refer to the Description of Detailed Information handout.

MAN	Application fee (refer to fee schedule)	Amount Paid \$	23,157.86
MAN	Pre-application meeting – with appropriate staff		
MAN	Digital Files - provide digital files of all plans and documents		
MAN	Recorded Plat or Deed of Property		
MAN	Project Fact Sheet		
MAN	Traffic Impact Statement – completed by Town’s consultant (or exemption)		
MAN	Description of Public Art Proposal		
MAN	Statement of Justification		
GHW	Response to Community Design Commission and Town Council Concept Plan comments		
GHW	Affordable Housing Proposal, if applicable		
N/A	Provide existing Special Use Permit, if Modification		
MAN	Mailing list of owners of property within 1,000 feet perimeter of subject property (see GIS notification tool)		
MAN	Mailing fee for above mailing list	Amount Paid \$	84.00
MAN	Written Narrative describing the proposal		
MAN	Resource Conservation District, Floodplain, & Jordan Buffers Determination - necessary for all submittals		
MAN	Jurisdictional Wetland Determination – if applicable		
N/A	Resource Conservation District Encroachment Exemption or Variance (determined by Planning)		
MAN	Jordan Buffer Authorization Certificate or Mitigation Plan Approval (determined by Planning)		
MAN	Reduced Site Plan Set (reduced to 8.5"x11")		

Stormwater Impact Statement (2 copies to be submitted)

MAN	a)	Written narrative describing existing & proposed conditions, anticipated stormwater impacts and management structures and strategies to mitigate impacts
MAN	b)	Description of land uses and area (in square footage)
MAN	c)	Existing and proposed Impervious surface area in square feet for all subareas and project area
MAN	d)	Ground cover and uses information
MAN	e)	Soil information (classification, infiltration rates, depth to groundwater and bedrock)
MAN	f)	Time of concentration calculations and assumptions
MAN	g)	Topography (2-foot contours)
MAN	h)	Pertinent on-site and off-site drainage conditions
MAN	i)	Upstream and/or downstream volumes
MAN	j)	Discharges and velocities
MAN	k)	Backwater elevations and effects on existing drainage conveyance facilities
MAN	l)	Location of jurisdictional wetlands and regulatory FEMA Special Flood Hazard Areas



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- MAN** m) Water quality volume calculations
- MAN** n) Drainage areas and sub-areas delineated
- MAN** o) Peak discharge calculations and rates (1, 2, and 25-year storms)
- MAN** p) Hydrographs for pre- & post-development without mitigation, post-development with mitigation
- MAN** q) Volume calculations and documentation of retention for 2-year storm
- MAN** r) 85% TSS removal for post-development stormwater run-off
- MAN** s) Nutrient loading calculations
- MAN** t) BMP sizing calculations
- MAN** u) Pipe sizing calculations and schedule (include HGL & EGL calculations and profiles)

Plan Sets (8 copies to be submitted no larger than 24"x36")

- MAN** Plans should be legible and clearly drawn. All plan sets sheets should include the following:
- Project Name
 - Legend
 - Labels
 - North Arrow (North oriented toward top of page)
 - Property Boundaries with bearing and distances
 - Scale (Engineering), denoted graphically and numerically
 - Setbacks
 - Streams, RCD Boundary, Jordan Riparian Buffer Boundary, Floodplain, and Wetlands Boundary, where applicable
 - Revision dates and professional seals and signatures, as applicable

Cover Sheet

- a) **MAN** Include Project Name, Project fact information, PIN, Design team

Area Map

- MAN** a) Project name, applicant, contact information, location, PIN, & legend
- MAN** b) Dedicated open space, parks, greenways
- MAN** c) Overlay Districts, if applicable
- MAN** d) Property lines, zoning district boundaries, land uses, project names of site and surrounding properties, significant buildings, corporate limit lines
- MAN** e) Existing roads (public & private), rights-of-way, sidewalks, driveways, vehicular parking areas, bicycle parking, handicapped parking, street names.
- MAN** f) 1,000' notification boundary

Existing Conditions Plan

- MAN** a) Slopes, soils, environmental constraints, existing vegetation, and any existing land features
- MAN** b) Location of all existing structures and uses
- MAN** c) Existing property line and right-of-way lines



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- d) Existing utilities & easements including location & sizes of water, sewer, electrical, & drainage lines
- e) Nearest fire hydrants
- MAN** f) Nearest bus shelters and transit facilities
- MAN** g) Existing topography at minimum 2-foot intervals and finished grade
- MAN** h) Natural drainage features & water bodies, floodways, floodplain, RCD, Jordan Buffers & Watershed boundaries

Detailed Site Plan

- MAN** a) Existing and proposed building locations
- MAN** b) Description & analysis of adjacent land uses, roads, topography, soils, drainage patterns, environmental constraints, features, existing vegetation, vistas (on & off-site)
- MAN** c) Location, arrangement, & dimension of vehicular parking, width of aisles and bays, angle of parking, number of spaces, handicapped parking, bicycle parking . Typical pavement sections & surface type
- MAN** d) Location of existing and proposed fire hydrants
- MAN** e) Location and dimension of all vehicle entrances, exits, and drives
- MAN** f) Dimensioned street cross-sections and rights-of-way widths
- MAN** g) Pavement and curb & gutter construction details
- MAN** h) Dimensioned sidewalk and tree lawn cross-sections
- MAN** i) Proposed transit improvements including bus pull-off and/or bus shelter
- MAN** j) Required landscape buffers (or proposed alternate/modified buffers)
- MAN** k) Required recreation area/space (including written statement of recreation plans)
- MAN** l) Refuse collection facilities (existing and proposed) or shared dumpster agreement
- MAN** m) Construction parking, staging, storage area, and construction trailer location
- MAN** n) Sight distance triangles at intersections
- MAN** o) Proposed location of street lights and underground utility lines and/or conduit lines to be installed
- MAN** p) Easements
- MAN** q) Clearing and construction limits
- MAN** r) Traffic Calming Plan – detailed construction designs of devices proposed & associated sign & marking plan

Stormwater Management Plan

- MAN** a) Topography (2-foot contours)
- MAN** b) Existing drainage conditions
- MAN** c) RCD and Jordan Riparian Buffer delineation and boundary (perennial & intermittent streams, note ephemeral streams on site)
- MAN** d) Proposed drainage and stormwater conditions
- MAN** e) Drainage conveyance system (piping)
- MAN** f) Roof drains
- MAN** g) Easements
- MAN** h) BMP plans, dimensions, details, and cross-sections
- MAN** i) Planting and stabilization plans and specifications



Landscape Protection Plan

- MAN** a) Rare, specimen, and significant tree survey within 50 feet of construction area
- N/A** b) Rare and specimen tree critical root zones
- N/A** c) Rare and specimen trees proposed to be removed
- N/A** d) Certified arborist tree evaluation, if applicable
- MAN** e) Significant tree stand survey
- MAN** f) Clearing limit line
- MAN** g) Proposed tree protection /silt fence location
- MAN** h) Pre-construction/demolition conference note
- MAN** j) Landscape protection supervisor note
- MAN** k) Existing and proposed tree canopy calculations, if applicable

Planting Plan

- MAN** a) Dimensioned and labeled perimeter landscape bufferyard
- MAN** b) Off-site buffer
- MAN** c) Landscape buffer and parking lot planting plan (including planting strip between parking and building, entryway planting, and 35% shading requirement)

Steep Slope Plan

- MAN** a) Classify and quantify slopes 0-10%, 10-15%, 15-25% and 25% and greater
- MAN** b) Show and quantify areas of disturbance in each slope category
- MAN** c) Provide/show specialized site design and construction techniques

Grading and Erosion Control Plan

- MAN** a) Topography (2-foot contours)
- MAN** b) Limits of Disturbance
- MAN** c) Pertinent off-site drainage features
- MAN** d) Existing and proposed impervious surface tallies

Streetscape Plan, if applicable

- MAN** a) Public right-of-way existing conditions plan
- MAN** b) Streetscape demolition plan
- MAN** c) Streetscape proposed improvement plan
- MAN** d) Streetscape proposed utility plan and details
- MAN** e) Streetscape proposed pavement/sidewalk details
- MAN** f) Streetscape proposed furnishing details
- MAN** g) Streetscape proposed lighting details



Solid Waste Plan

- MAN** a) Preliminary Solid Waste Management Plan
- MAN** b) Existing and proposed dumpster pads
- MAN** c) Proposed dumpster pad layout design
- MAN** d) Proposed heavy duty pavement locations and pavement construction detail

Construction Management Plan

- MAN** a) Construction trailer location
- MAN** b) Location of construction personnel parking and construction equipment parking
- MAN** c) Location and size of staging and materials storage area
- MAN** d) Description of emergency vehicle access to and around project site during construction
- MAN** e) Delivery truck routes shown or noted on plan sheets

Energy Management Plan

- GHW** a) Description of how project will be 20% more energy efficient than ASHRAE Standards
- GHW** b) Description of utilization of sustainable forms of energy (Solar, Wind, Hydroelectric, and Biofuels)
- GHW** c) Participation in NC GreenPower program
- GHW** d) Description of how project will ensure indoor air quality, adequate access to natural lighting, and allow for proposed utilization of sustainable energy
- GHW** e) Description of how project will maintain commitment to energy efficiency and reduced carbon footprint over time
- MAN** f) Description of how the project's Transportation Management Plan will support efforts to reduce energy consumption as it affects the community

Detailed Exterior Elevations

- a) Detailed exterior elevations showing materials, colors, fenestration, entrances, roof forms, architectural detailing such as lintels, cornices, brick bond, and appurtenant fixtures, such as lighting