FINAL PLAN APPLICATION

TOWN OF CHAPEL HILL
Planning Department
405 Martin Luther King Jr. Blvd
Phone (919) 969-5066 *fax* (919) 969-2014
www.townofchapelhill.org

Parcel Identifier Number (PIN): 9880-24-7453 Date: 03 Aug 2018

Section A: Project Information

Project Name: SECU Charterwood Branch (Charterwood Phase 2)

Property Address: 1621 Martin Luther King Jr. Blvd Zip Code: 27514

Use Groups (A, B, and/or C): C Existing Zoning District: R-2 & MU-V

Project Description: Construction and occupancy of proposed bank branch and teller outpost.

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

Applicant Information (to whom correspondence will be mailed)

Name: Dillon Smith

Address: 221 Providence Road

City: Chapel Hill State: NC Zip Code: 27514

Phone: 919-929-0481 ext 111 Email: dillons@bapa.eng.pro

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: Dillon W. Smith Date: 03 Aug 2018

Owner/Contract Purchaser Information:

☑ **Owner** ☐ **Contract Purchaser**

Name: State Employees' Credit Union

Address: 119 N. Salisbury Street

City: Raleigh State: North Carolina Zip Code: 27603

Phone: 800-438-1104 Email: jamie.applequist@ncsecu.org

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: Jamie Applequist Date: 7-12-18

Click here http://chplan.us/TechnicalReviewSubmittals for application submittal instructions.

PROJECT FACT SHEET

TOWN OF CHAPEL HILL
Planning Department

Section A: Project Information

Application Type: Final Plan - ZCP

Date: 03 Aug 2018

Project Name: SECU - Charterwood Branch (Charterwood Phase 2)

Use Type: (*check/list all that apply)*

☑ Office/Institutional ☐ Residential ☐ Mixed-Use ☐ Other: _____

Overlay District: *(check all that apply)*

☐ Historic District ☐ Neighborhood Conservation District ☐ Airport Hazard Zone

Section B: Land Area

Net Land Area (NLA): Area within zoning lot boundaries		NLA=	175,221	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 ½ width of public right-of-way	CSA=	17,522	sq. ft.
	b) Credit Permanent Open Space (total adjacent frontage) x ½ public or dedicated open space	COS=	N/A	sq. ft.
TOTAL: NLA + CSA and/or COS = Gross Land Area (not to exceed NLA + 10%)		GLA=	192,743	sq. ft.

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

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)	128,252
Area of Land Disturbance within RCD	N/A
Area of Land Disturbance within Jordan Buffer	N/A

Impervious Areas	**Existing (sq. ft.)**	**Demolition (sq. ft.)**	**Proposed (sq. ft.)**	**Total (sq. ft.)**
Impervious Surface Area (ISA)	7,637	4,198	61,561	65,000
Impervious Surface Ratio: Percent Impervious Surface Area of Gross Land Area (ISA/GLA) %	4.0%	2.2%	31.9%	33.6%
If located in Watershed Protection District, % of impervious surface on 7/1/1993	N/A	N/A	N/A	N/A

Section D: Dimensions

Dimensional Unit (sq. ft.)	Existing (sq. ft.)	Demolition (sq. ft.)	Proposed (sq. ft.)	Total (sq. ft.)
Number of Buildings	4,589	4,198	9,683	10,074
Number of Floors				
Recreational Space				

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)	4,198	4,198	N/A	0
Total Square Footage of All Units	4,198	4,198	N/A	0
Total Square Footage of Affordable Units	N/A	N/A	N/A	N/A
Total Residential Density	N/A	N/A	N/A	N/A
Number of Dwelling Units	N/A	N/A	N/A	N/A
Number of Affordable Dwelling Units	N/A	N/A	N/A	N/A
Number of Single Bedroom Units	N/A	N/A	N/A	N/A
Number of Two Bedroom Units	N/A	N/A	N/A	N/A
Number of Three Bedroom Units	N/A	N/A	N/A	N/A

Non-Residential Space *(Gross Floor Area in Square Feet)*					
Use Type	**Existing**	**Proposed**	**Uses**	**Existing**	**Proposed**
Commercial	391	9,683			
Restaurant	N/A	N/A	**# of Seats**		
Government	N/A	N/A			
Institutional	N/A	N/A			
Medical	N/A	N/A			
Office	N/A	N/A			
Hotel	N/A	N/A	**# of Rooms**		
Industrial	N/A	N/A			
Place of Worship	N/A	N/A	**# of Seats**		
Other	N/A	N/A			

Dimensional Requirements		Required by Ordinance		Existing	Proposed
Setbacks (minimum)	Street	0*	26**	3	24
	Interior (neighboring property lines)	0*	11**	21	81
	Solar (northern property line)	20*	13**	376	81
Height (maximum)	Primary	60*	29**	N/A	N/A
	Secondary	114*	50**	15	34
Streets	Frontages	80*	52**	413	413
	Widths	62*	65**	413	413

*MU-V Zoning District **R-2 Zoning District

Section E: Adjoining or Connecting Streets and Sidewalks

(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
Martin Luther King Jr. Blvd.	Variable	Approx. 80'	4 (divided)	☑ Yes	☑ Yes
				☐ Yes	☐ Yes

List Proposed Points of Access (Ex: Number, Street Name):

*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**
			☐ Yes ☐ No ☐ N/A
			☐ Yes ☐ No ☐ N/A

Section F: Parking Information

Parking Spaces	Minimum	Maximum	Proposed
Regular Spaces			
Handicap Spaces	3 (Phase 2)		3 (2 van)
Total Spaces	266*	381*	Ph 2: 68 (Total: 362)
Loading Spaces			N/A
Bicycle Spaces	89*		Ph 2: 12 (Total: 95)
Surface Type			Asphalt

*Required for entire site (Phase 1, 2 & 3) per 24 Sep 2012 SUP

Section G: Landscape Buffers

Location (North, South, Street, Etc.)	Minimum Width	Proposed Width	Alternate Buffer	Modify Buffer
Street	20' Type C	20	☐ Yes	☐ Yes
South	20' Type C	20	☐ Yes	☐ Yes
West	50' Type C	Variable*	☐ Yes	☐ Yes
			☐ Yes	☐ Yes

*Variable width Consent Order Buffer

Section H: Land Use Intensity

Existing Zoning District: R-2 & MU-V
Proposed Zoning Change *(if any)*:

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-2							7,063 SF*
MU-V							13,923 SF*
TOTAL							
RCD Streamside		0.01					
RCD Managed		0.019					
RCD Upland							

*Required for entire site (Phase 1, 2 & 3) per 24 Sep 2012 SUP

Section I: Utility Service

Water	☑ OWASA	☐ Individual Well	☐ Community Well	☐ Other
Sewer	☑ OWASA	☐ Individual Septic Tank	☐ Community Package Plant	☐ Other
Electrical	☑ Underground	☐ Above Ground		
Telephone	☑ Underground	☐ Above Ground		
Solid Waste	☐ Town	☑ Private		

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) 969-5066 or at planning@townofchapelhill.org. For detailed information, please refer to the Description of Detailed Information handout.

✓	**Application fee** (refer to fee schedule) — Amount Paid $ 6,892.45
✓	**Digital Files** – provide digital files of all plans and documents
✓	**Recorded Plat or Deed of Property**
✓	**Project Fact Sheet**
✓	**Mailing list of owners of property within 1,000 feet perimeter of subject property** (see GIS notification tool)
✓	**Mailing fee for above mailing list** — Amount Paid $ 151.20
✓	**Written Narrative describing the proposal**
✓	**Stream Determination – necessary for all submittals**
N/A	**Jurisdictional Wetland Determination – if applicable**
N/A	**Resource Conservation District Encroachment Exemption or Variance (determined by Planning)**
N/A	**Jordan Buffer Authorization Certificate or Mitigation Plan (determined by Planning)**
✓	**Reduced Site Plan Set (reduced to 8.5" x 11")**

Fee Summary:
ZCP: $3,890 + $15 / 100 SF ($15 x 96.83): $5,342.45
Eng: $500 + $350 / AC (1 AC min.): + $1,550.00
Total: $6,892.45

Stormwater Impact Statement (1 copy to be submitted)

a) Written narrative describing existing and proposed conditions, anticipated stormwater impacts and management structures, and strategies to mitigate impacts
b) Description of land uses and area (in square footage)
c) Existing and proposed impervious surface area (in square feet) for all subareas and project area)
d) Ground cover and uses information
e) Soil information (classification, infiltration rates, depth to groundwater and bedrock)
f) Time of concentration calculations and assumptions
g) Topography (2-foot contours)
h) Pertinent on-site and off-site drainage conditions
i) Upstream and/or downstream volumes
j) Discharges and velocities
k) Backwater elevations and effects on existing drainage conveyance facilities
l) Location of jurisdictional wetlands and regulatory FEMA Special Flood Hazard Areas
m) Water quality volume calculations
n) Drainage areas and sub-areas delineated
o) Peak discharge calculations and rates (1, 2, and 25-year storms)
p) Hydrographs for pre- & post- development without mitigation, post-development with mitigation
q) Volume calculations and documentation of retention for 2-year storm
r) 85% TSS removal for post-development stormwater run-off
s) Nutrient loading calculations
t) BMP sizing calculations
u) Pipe sizing calculations and schedule (include HGL & EGL calculations and profiles)

Recorded Documents

a) HOA Documents
b) Special Use Permit
c) Utility Easements
d) ROW Plats
e) Access Easements
f) Drainage Easements
g) Any other easement or document

Plan Sets (10 copies to be submitted no larger than 24" x 36")

Plans should be legible and clearly drawn. All plan set 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) Include Project Name, Project fact information, PIN, & Design Team

Area Map

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

Existing Conditions Plan

a) Slopes, soils, environmental constraints, existing vegetation, and any existing land features
b) Location of all existing structures and uses
c) Existing property line and right-of-way lines
d) Existing utilities & easements including location & sizes of water, sewer, electrical, & drainage lines

e) Nearest fire hydrants
f) Nearest bus shelters and transit facilities
g) Existing topography at minimum 2-foot intervals and finished grade
h) Natural drainage features & water bodies, floodways, floodplain, RCD, Jordan Buffers, & Watershed boundaries

Detailed Site Plan

a) Existing and proposed building locations
b) Description & analysis of adjacent land uses, roads, topography, soils, drainage patterns, environmental constraints, features, existing vegetation, vistas (on & off-site)
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
d) Location of existing and proposed fire hydrants
e) Location and dimension of all vehicle entrances, exits, and drives
f) Dimensioned street cross-sections and rights-of-way widths
g) Pavement and curb & gutter construction details
h) Dimensioned sidewalk and tree lawn cross-sections
i) Proposed transit improvements including bus pull-off and/or bus shelter
j) Required buffers (or proposed alternate buffers)
k) Required recreation area/space (including written statement of recreation plans)
l) Refuse collection facilities (existing and proposed) or shared dumpster agreement
m) Construction parking, staging, storage area, and construction trailer location

Roadway Design Plan

a) Horizontal alignment with curve data (if applicable)
b) Vertical alignment (profile, curve length, grades, k-values, PVI stations)
c) Typical street cross-section
d) Cut and fill limits on topography
e) Intersection curb radii
f) Driveway locations and widths
g) Sight distance triangles at intersections
h) Geotechnical analysis (if applicable)
i) Right-of-way widths
j) Easements
k) Drainage facilities (materials used, slopes, invert elevations, HGL, spread/intercepted flow, pipe & channel size calculations for 10 and 25-year storm, pertinent off-site drainage features
l) Work zone traffic control plan
m) Pavement removals/demolitions

Traffic Plans

a) Traffic Calming Plan – detailed construction designs of devices proposed & associated sign & marking plan
b) Traffic Sign, Street Name Sign, and Pavement Marking Plan – in accordance with Manual on Uniform Traffic Control Devices. Street name signs in accordance with Town of Chapel Hill standards.
c) Traffic Signal Plan – in accordance with Manual on Uniform Traffic Control Devices and NCDOT traffic signal design standards (prepared by licensed professional engineer)

Street Light Plan/Streetscape Plan

a) In accordance with Town of Chapel Hill and Duke Energy standards; sealed by professional engineer
b) Proposed location of street lights and underground utility lines and/or conduit lines to be installed
c) Description and/or detail of proposed light poles, fixture, watts, lumens, and spacing
d) Other improvements, such as benches or bus stops, if proposed within public right-of-way
e) If Downtown Streetscape area, utilize standard downtown conduit detail
f) Location of street edge of pavement and/or curb and gutter, sidewalk, and property lines

Stormwater Management Plan

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

Landscape Protection Plan

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

Steep Slopes Plan

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

Grading and Erosion Control Plan

a) Topography (2-foot contours)
b) Cut and fill lines
c) Cross-sections (Streets)
d) Detailed drawings of infrastructure (BMPs, curb inlets, infiltration systems, erosion control, etc.)
e) Limits of Disturbance
f) Pertinent off-site drainage features
g) Existing and proposed impervious surface tallies
h) Ground cover
i) Spot elevations when necessary
j) Size calculations

Planting Plan

a) Dimensioned and labeled perimeter buffers
b) Landscape buffer and parking lot planting plan (including planting strip between parking and building, entryway planning)
c) Off-site buffer easement, if applicable
d) Detailed buffer planting plan
e) Detailed parking lot shading/screening plan
f) Detailed composite plant list with installation sizes
g) Landscape installation details and maintenance plan

Streetscape Plan, if applicable

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

Phasing Plan (if applicable)

Solid Waste Plan

a) Solid Waste Management Plan approval by Orange County
b) Existing and proposed dumpster pads
c) Proposed dumpster pad layout design
d) Proposed dumpster pad construction section
e) Proposed dumpster pad protective bollard and screening fence details
f) Proposed heavy duty pavement locations and pavement construction detail
g) Existing pavement damage waiver note
h) Refuse facility lighting plan
i) Shared dumpster agreement, in lieu of above

Fire Protection and Utility Plan

a) Fire Flow Report: for a fire hydrant within 500 feet of each building, provide that the calculated gallons per minute of residual pressure is 20 pounds per square inch. The calculations should be sealed by a licensed professional engineer in North Carolina and accompanied by a water supply flow test conducted within one year of the submittal (see Town of Chapel Hill Design Manual for required gallons per minute)
b) Indicate location and size of water, sewer, electric, cable, telephone, gas, and fire safety apparatus.

Transportation Management Plan

A Transportation Management Plan (TMP), for the development process, shall be approved by the Town Manager prior to issuance of a Zoning Compliance Permit. This plan shall be updated annually and approved by the Town Manager.

a) Installation of a shower for use by any building employees utilizing alternative transportation.
b) Designated spaces will be provided for car poolers as well as alternative fuel vehicles.
c) Designation of a Transportation Management Plan (TMP) Coordinator – name, title, email, phone, and address to be provided
    1. Regularly communicate and promote alternate modes of transportation, year round, to all those employed in the building.
    2. Attend the annual Go Chapel Hill TMP Conference to receive updates and training regarding TMP information distribution and application.
    3. Submit to the Town of Chapel Hill Planning Department an Occupancy Survey due 90 days after issuance of the final Certificate of Occupancy.
    4. Submit to the Town of Chapel Hill Planning Department an updated annual Transportation Management Plan Report.
    5. Conduct Employee and Resident surveys during survey years. Employee surveys will be distributed to each employee working in the building and then returned to the Town of Chapel Hill Planning Department by the specified deadline.
    6. Will take steps to gradually attain the goals of the Go Chapel Hill TMP Program.
    7. Conduct annual survey of employees for any increased demand for additional bicycle parking and installation of those facilities on an as-needed basis, if determined to be appropriate by the Town Manager.