



Raleigh

Planning and Development

# Development Services Advisory Meeting

August 8, 2024



# Agenda

- Organization Chart
- Text Changes
- Comprehensive Plan and Amendments
- Staffing Update
- Department Updates
  - CICS
  - Reminders-Application Updates
  - Raleigh Water
- Process Improvements
- Q&A with questions for Fire Code Changes

# Organization Chart

Daniel Stegall – Isaac Roldan

<https://raleighnc.gov/planning/services/planning-and-development-directory>





# Organization Chart





# Contact Information





# Administration Division

Alyssa Halle-Schramm  
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Manager  
**Administration**

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Intern management

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# Building and Safety Division





# Comprehensive Planning







# Continuous Improvement and Customer Service Division





# Current Planning and Zoning Administration





# Urban Projects Group



# Text Change Updates

Keegan McDonald





# Text Change Updates

## **TC-5-23 Omnibus List 2023**

- 8/20 CC PH

## **TC-1A-24 and TC-1B-24 Stormwater Design Manual Update and Related UDO Changes**

- 9/3 CC PH

## **TC-5-24 Cameron Park NCOD Name Change**

- 9/3 CC PH

## **TC-4-24 Temporary and Accessory Emergency Shelters**

- 8/21 TCC



# Text Change Updates

## Live on Portal:

- TC-6-24 Raleigh Water Departmental Handbook
- TC-7-22 Co-Living



# Comprehensive Plan Amendments & Raleigh's Next Comprehensive Plan

Development Services Advisory Committee

August 8, 2024



# Overview

- Comprehensive Plan Amendments
  - Recent approvals
  - Pending requests
- Raleigh's Next Comprehensive Plan
  - Background
  - Changes to Raleigh's context
  - Project details and timeline





# Comprehensive Plan Amendments

## Recently Approved:

- CP-6-23 Blue Run Ln Street Plan  
Removal of proposed street; associated with rezoning request
- CP-1-24 Jones Franklin Rd Street Plan  
Reduction of proposed street type

## Pending:

- CP-2-24 Jelynn St Street Plan  
At Planning Commission 8/13
- CP-3-24 Capital Area Greenway Master Plan

# 2030 Comprehensive Plan

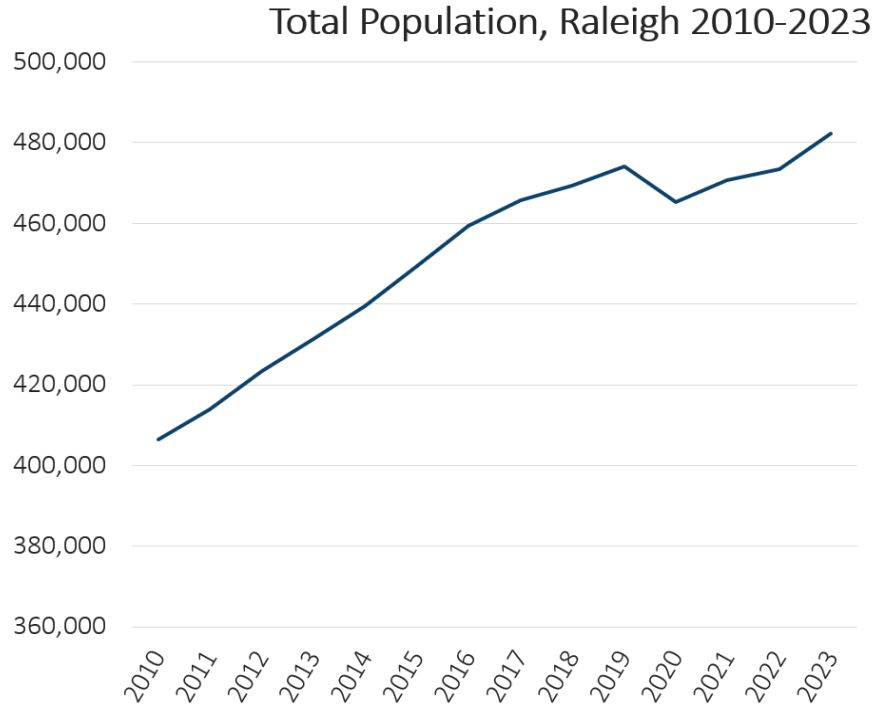
- Required by state law to enforce zoning and development regulations
- Foundation for zoning code, development regulations
- Long-term vision for the built environment
- Originally adopted 2009; updated 2014-2019
- Content includes
  - 5 Vision Themes
  - 18 sections, 1,138 policies, 1,000+ actions
  - 30 area plans
  - Growth Framework, Future Land Use Map, Urban Form Map, Street Plan

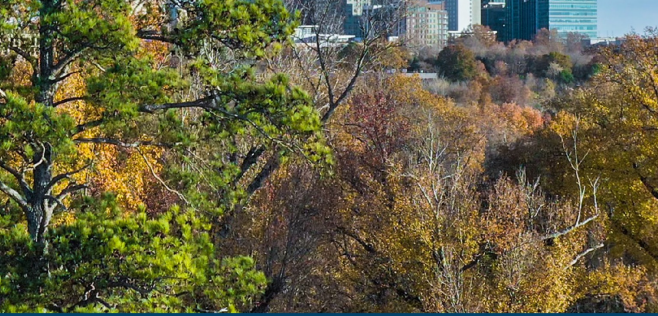


# Raleigh Since 2009

## Continued Growth

- 1.2% average annual increase in population
- 4,000 + acres annexed since 2019
- 5,700 + acres rezoned since 2017





## Raleigh Community Climate Action Plan

March 2021

[raleighnc.gov/sustainability](http://raleighnc.gov/sustainability)



# Raleigh Since 2009

## New policy & regulatory context

- Involuntary annexation limited
- City Strategic Plan
- Community Climate Action Plan
- Department Business Plans
- Revised Stormwater Design Manual, Public Utilities Handbook



# Raleigh Since 2009

## Changes in Planning Practice

- Multi-modal inclusivity
- Housing diversity & choice
- Housing affordability
- Racial equity
- Sustainability & resilience planning
- Remote work & travel behavior





# Major Themes



HOUSING AND BUSINESS  
OPPORTUNITIES  
ACCESSIBLE TO ALL



SUSTAINABLE PROVISION  
OF INFRASTRUCTURE &  
SERVICES



ALIGNMENT WITH CIP,  
OTHER ADOPTED CITY  
PLANS



# Project Timeline

Phase	Preliminary Timeline
Phase I – Engagement	July 2024 – July 2025
Phase II – Plan Development	Aug. 2025 – Mar. 2026
Phase III – Plan Drafting	April 2025 – Dec. 2026
Phase IV – Review & Engagement	Jan. 2027 – June 2027
Phase V – Final Review & Adoption	July 2027 – Dec. 2027



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# Community Conversations

- Keynote and expert speakers
- Online polling and in-person surveys
- Community conversation
- Ask-A-Planner events

## Affordable Housing Summit Aug. 17

Streamed and Recorded

Raleighnc.gov | Search: Affordable Housing Summit





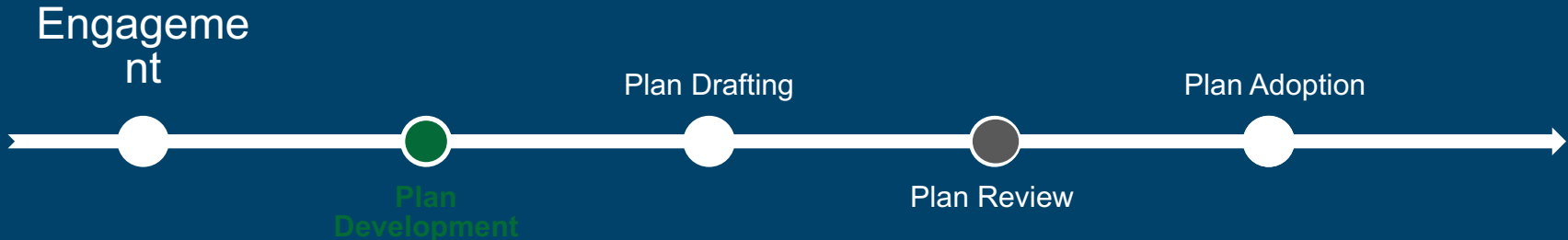


# Technical Working Groups

- City staff
- Local practitioners
- Representatives from boards & commissions

# Citizen Assembly

- Representative sample of Raleigh population





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# Ongoing Engagement

- Artist collaboration
- Pop-up events
- Community group presentations
- Online surveys
- Ask-a-planner events



Engagement

Plan Drafting

Plan Adoption

Plan  
Development

Plan Review



# Reflecting Raleigh

THE NEXT COMPREHENSIVE PLAN



Raleigh  
Planning

Raleighnc.gov  
Search: Raleigh's Next Comprehensive  
Plan

Sarah Shaughnessy  
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# Staffing Update

Daniel Stegall – Isaac Roldan – Janet Saa





# Personnel

**Planning and Development**

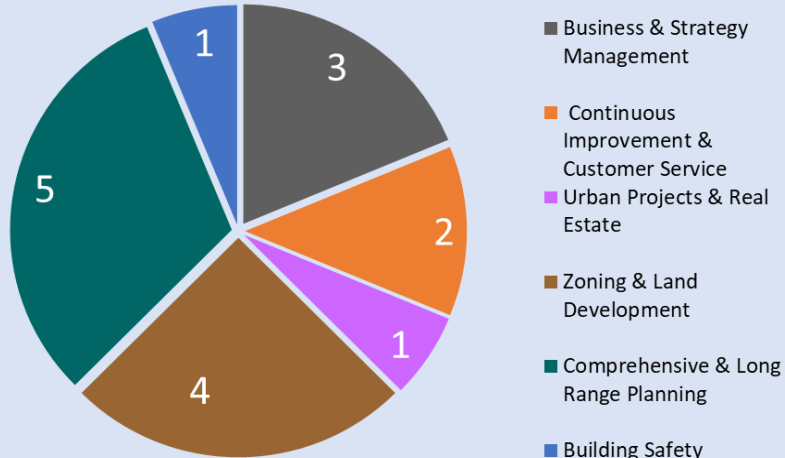
**194**

**Vacant Positions as of August 24**

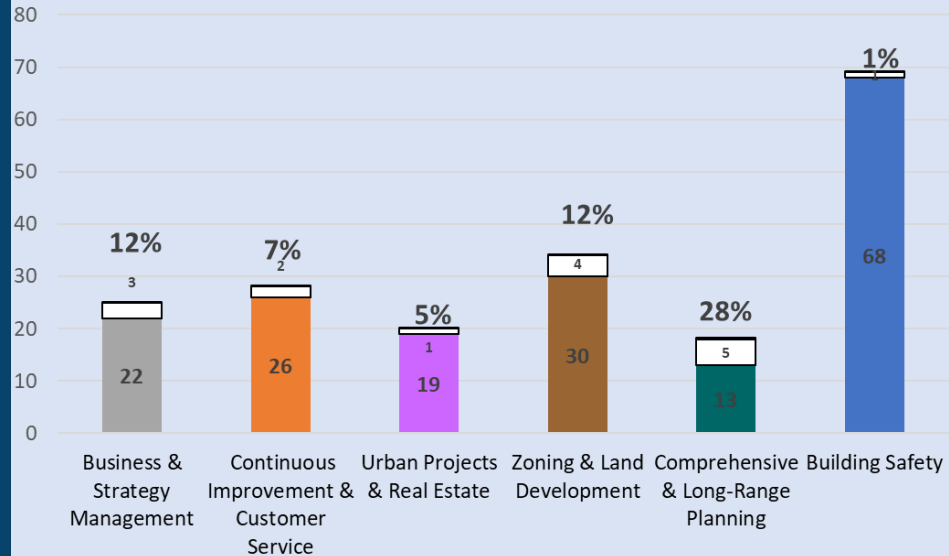
**16**

**8%**

PlanDev Vacancies as of August 2024



Vacancy % per division as of August 2024



Note: The vacancy in Urban Projects & Real Estate is a new position funded in FY25.



# Matrix Department Vacancies

Department	Position	Number of Vacancies
Raleigh Water*	Engineer	2
Transportation	Senior Engineer (Development Review)	1
Stormwater Management	Inspector	1

\*Offers have been extended and vacancies will be filled at the end of August

# Department Updates

Isaac Roldan



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# Continuous Improvement and Customer Service

## Portal updates

- On Target for 8/15 release date for Phase 1 of eLite Portal Applications for Non-Res New Building and Non-Res Additions
- Phase 2: Non-Res Alterations & Mass Grading TBD
- Phase 3: Non-Res Change of Use & Site Permit Review TBD
- Minimal Customization/Configurations, upload of all required applications, plans and documentation. Eliminates email submittals for these work-types
- Non-Residential and Residential Permit Apps Updated



# Raleigh Water Updates

Rene Haagen





# Raleigh Water Handbook

- Handbook Update
  - Public Engagement Portal
- Fees
  - Raleigh Water specific review fees
- Informational
  - Start/Stop Utility Services – This includes Meter sets
  - Reimbursement Submittals
  - Future Process updates
  - Information – Plumbing Utility Permitting on SPR's



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# Handbook Update

- TC-6-24 - Public Utility Design Manual Update
- Replaces 2014 version
- Now available on the Engagement Portal:
- <https://content.govdelivery.com/accounts/NCRALEIGH/bulletins/3ac73b8>
- Please comment!



# Proposed Updates Summary

- Raleigh Water Public Utilities Design Manual
- Updates to 2014 Handbook for organization, readability and reference in plan review comments
- Addition of Paragraph/item numbering
- Incorporating regulatory changes since 2014



# Proposed Updates

- Policy Updates:
  - Sewer Only Accounts Policy
  - Updates to Urban Main and Oversized Reimbursement Policies
  - Downstream Sewer Capacity Analysis Policy
  - Pump Station Reimbursement Policy
  - Capacity Allocation and Management Policy
  - Watershed Protection Policy
    - Falls/Little River/Swift Creek



# Proposed Updates (continued)

- Prioritizing PVC on Gravity Sewer
- Minimum Easement Width Changes
- Revisions and updates to Raleigh Water standard details



# Proposed Updates

- Updated Appendices
  - Appendix A – Cross-Connection Handbook
  - Appendix B – Standard Details for Water/Sewer/Reuse
  - Appendix C – Standard Checklists
  - Appendix D – Standard Utility Notes & Permit Blocks
  - Appendix E – NO LONGER USED
  - Appendix F – Permitting Scenarios
  - Appendix G – Approved Products List



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# Fees

- Fees implemented July 1, 2023
- Updated in FY24 fee schedule
- Page 37 and 38 of FY25 fee schedule
- \$150 per review by Raleigh Water (PU)
- ASR and Site Plans (Merger)
- Subdivision Plans
- SPR Major and Minor, Construction Drawings (Merger)





# Informational - Reimbursements

- Portal submittal
- Submit required documents
- When amount is approved, register as a vendor
- Fill out Reimbursement Contract and submit to reviewer
- <https://raleighnc.gov/water-and-sewer/services/steps-raleigh-water-reimbursement-requests>
- Do not email requests to the reviewer directly



## Public Infrastructure Reimbursement - Utilities

Category Name:  
Infrastructure

Description:  
Request for reimbursements of water and sewer mains in accordance with the Public Utilities Handbook and the Major Mains and Urban Redevelopment Main Replacement Reimbursement Policy.

Apply



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# Informational – Process updates

- Downstream Sewer Analysis process
  - Portal submittal
  - Applicant requests data
  - Applicant returns sewer study for evaluation
- Merger Town Permitting
  - Utility Connection Permits
  - Portal submittal – residential and non-residential
  - Routed to reviewer or Merger Town
  - Pay over Portal



# Informational – Start/Stop Utilities

- New process implemented by Customer Care and Billing
- [Start/Stop Utility Services](#)
- [Contract for Utility Services](#)
- Submit requests at least five (5) business days in advance
- Requests are performed weekdays during normal business hours
- [customer care@raleighnc.gov](mailto:customer care@raleighnc.gov) or call 919-996-3245



# Informational – Plumbing Utility

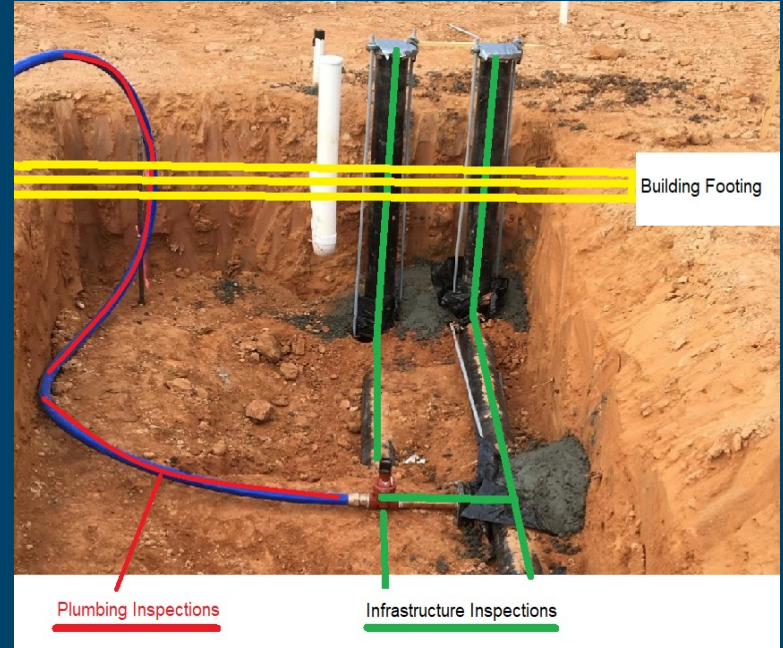
7. Public Improvement Quantity Table (required on ALL SPR Majors even if there are no improvements. Put "0" if there are not improvements)
  - A. Raleigh Water permits all public water and sewer mains with an Infrastructure permit.
  - B. Private water mains 4" and larger as part of a distribution system are inspected under the private Infrastructure permit for water.
  - C. Private sewer mains as part of a collection system are permitted and inspected under the private Infrastructure permit for sewer.
  - D. Any water or sewer services on private property installed under an SPR, may require a Plumbing Utility Permit. Consult with the Engineering Inspector during the Pre-construction meeting on the necessary permits.



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# What does that mean???

- Infrastructure Inspections
- Inspect private sewer mains and manholes
- • Inspect private water mains 4” and larger
- Plumbing Inspections
- Inspect private water service pipe laterals smaller than 4 inches from the connection at the water or sewer main service pipe







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# Raleigh Water Team and contacts

Team email for general information – [water.review@raleighnc.gov](mailto:water.review@raleighnc.gov)

Development plan review group Raleigh   Water			
Team member		Title	Area
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Vacant		Engineer, Senior	
Tim Beasley	<a href="mailto:Timothy.beasley@raleighnc.gov">Timothy.beasley@raleighnc.gov</a>	Engineer, Senior	Wake Forest/Rolesville/Raleigh
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Vacant		Engineer	
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# Stormwater Design Manual

## August 2024 Recap

Sean Eggleston







# Stormwater Design Manual Timeline

- Public Hearing at City Council –  
Tues, September 3 at 7 PM

## *Earliest Possible Dates*

- City Council Adoption – Tues, September 3
- Effective Date – Saturday, November 2



# Trainings and Outreach

*~15 days after adoption*

- Website for Public Audience

*~30 days after adoption*

- Home Builder/Small Site Workshop (Hybrid)
- Designer/Large Site Workshop (Hybrid)
- Website for Applicants with Checklists

# Process Improvements

Daniel Stegall – Isaac Roldan





# Process Improvements

## Building Permit Submittals with Site improvements

- Building Review with Tier 1 Site Plan (UDO 10.2.8.B.1)
  - Projects with site improvements that have less than 12,000 sf or more of Land Disturbance activity, No increase in impervious, No installation of Stormwater Control measures or No Public Utility improvements can be included with Building plan submittal
  - More information and implementation date will be available by next DSAC meeting



# Process Improvements

## Reduced Triage Requirements

- Projects associated with a Development Plan will no longer require Triage review, which will reduce processing delays by 2 days. More information and implementation date will be shared at the next DSAC meeting.



# Process Improvements

## Land Development Process

- Awaiting Consultant Review results
- Concurrent submittal and review of Subdivision and Administrative Site plans with Administrative Holds to be placed at checkpoints in the Review process if needed
- Further information to be provided in Fall post consultant review and staff input. This aims to reduce the Development Review process by several months



# Process Improvements

## Development Holds

- Collaborating with review staff to place holds on projects pending Administrative items in lieu of requiring re-submittals. This will reduce delays in turnaround times and eliminate unnecessary re-submittals of unchanged plans.

# Questions?

