

Email: 5-8-2024



Development Services

433 Hay Street  
Fayetteville, NC 28301  
Phone: (910) 433-1612

## **Technical Review Committee (TRC) Comments:**

**Development Name:** Cedar Creek

**Case Number:**

**Development Summary:** Site Plan: Housing development.

**Location:** 1674 Cedar Creek Rd, 1678 Fields Rd

**Zoning:** RR Residential District (Awaiting Annexation & rezoning)

**Reference:**

### **Project Review Dates:**

Pre Application: March 20, 2024

Pre Application: May 8, 2024 **DRAFT**

Preliminary:

Final:

**Prepared By:** Chester Green, Senior Planner

**Contact Information:** (910) 433-1497 – email: [chestergreen@fayettevillenc.gov](mailto:chestergreen@fayettevillenc.gov)

**Emailed To:**

Engineer: The Charleston Group  
Victoria Clarkson

email: [vclarkson@charlestongroup.com](mailto:vclarkson@charlestongroup.com)

Owner: Cedar Creek Road, LLC  
Darrin Collins

email: [darrin@cresfund.com](mailto:darrin@cresfund.com)

**Review Status:** **Submit application and fee - To receive Final TRC/Site Plan Approval - a Landscape, Lighting, and Building Elevation Plan Approval are required.**

### **Additional Submittals That May Be Required:**

- City Engineering (Development Application, Stormwater/Drainage, Street and Sidewalks Plans) – Approval Required prior to the issuance of building permits
- City Traffic Services and NCDOT (Driveway Permit Application and Roadway Improvements) – Approval Required prior to the issuance of building permits
- Public Works Commission (PWC) (Water, Sewer, and Electrical Applications and Plans, Fire Flow Data, Main Extensions when required)
- Army Corp of Engineers and/or NCDENR-DWQ – (when applicable) – Approval Required prior to land disturbance
- City Inspections (Construction Drawings for Building Permitting)

**Ordinance** <http://online.encodeplus.com/regs/fayetteville-nc/index.aspx>

**For Additional Assistance you may contact:** Chester Green, Senior Planner (910) 4331497 email: [chestergreen@fayettevillenc.gov](mailto:chestergreen@fayettevillenc.gov)

**TRC Staff Comments:** (Staff has compiled the various review agencies' comments for you as a courtesy. These should be used to supplement your notes from the TRC meeting you attended. Additionally, preliminary comments are emailed to those listed on the submittal application in draft form prior to the scheduled TRC meeting. As a courtesy, these comments are revised as needed based on the TRC meeting discussion and again emailed to those listed on the application.)

<p><b>Fire Department</b>  <b>Contact:</b> Jeff Olund  <b>Title:</b> Asst. Fire Marshall  <b>Email:</b> <a href="mailto:jeffrevolund@fayettevillenc.gov">jeffrevolund@fayettevillenc.gov</a>  <b>Phone:</b> 910-433-1730</p>	<ol style="list-style-type: none"> <li>1. The fire department access road shall have a minimum width of 20 feet of clearance and shall reach within 150 feet of all portions of the exterior walls of the first story of each building. The 150 feet can be extended to 300 feet if buildings have sprinklers. Streets and/or drives in excess of 150 feet shall provide an approved turn-around for emergency vehicles. <b>As phased final plats are submitted temporary turn-around shall be required for street sections that are in excess of 150 feet.</b></li> <li>2. Fire hydrants shall be provided within 400 feet of all portions of the building as <b>measured by an approved route</b> around the exterior of the building. Buildings with an approved sprinkler system shall be allowed a distance of 600 feet. <u>If this distance cannot be met a new hydrant shall be required to be installed.</u></li> <li>3. Location of the FDC shall be away from the building and shall be approved by the Fire Dept. All water lines, type(s) of control valves and indication of where the utility company/fire department service ends/begins, in regards to the sprinkler system, shall be shown on plans. FDC detail plan shall be provided with TRC preliminary submittal and approved as part of the TRC final approval.</li> <li>4. Developments shall comply with the Fire Flow requirements of Appendix B of the N.C. Fire Code; higher standards may be required by the providing utility. A request for a Fire Flow test can be submitted to the Public Works Commission (PWC). <a href="mailto:Robert.turner@faypwc.com">Robert.turner@faypwc.com</a></li> </ol>
<p><b>Planning Department</b>  <b>Contact:</b> Chet Green  <b>Title:</b> Senior Planner  <b>Email:</b> <a href="mailto:chestergreen@fayettevillenc.gov">chestergreen@fayettevillenc.gov</a>  <b>Phone:</b> 910-433-1497</p>	<ol style="list-style-type: none"> <li>1. Rezoning required</li> <li>2. Street address numbers shall be assigned prior to building permits being issued. The builder shall post the address numbers (minimum 4") in full view of the street immediately upon beginning construction. (Please contact: Cumberland County Address Dept. 678-7666)</li> <li>3. Street names shall be approved prior to final plats being approved. (Please contact: Cumberland County 678-7665)</li> <li>4. Lateral access shall be provided to the adjacent properties in accordance with <b>Article 30-5.A.3.f</b> Stub to the property line for future cross-connection.</li> <li>5. The U.S. Postal Service requires cluster mailboxes in new subdivisions with 4 or more lots and in multi-unit buildings. In accordance with <b>Article 30-6.A.3.g. and 30-6.A.4</b> Centralized mail receptacle areas are required and must have a minimum setback of 4 feet from the curb. Cluster mailbox areas shall be approved by the USPS and the City Traffic Services to ensure that access does not impede traffic and that the area is handicap accessible. Cluster mailboxes shall be installed prior to final plat approval and/or a building certificate of occupancy being issued. (Contact: Margaret Blackann, Growth Coordinator, Mid-Carolinas District, <a href="mailto:Margaret.L.Blackann@usps.gov">Margaret.L.Blackann@usps.gov</a>)</li> </ol>

	<ol style="list-style-type: none"> <li>6. A recombination plat shall be required prior to the issuance of building permits. The owner's signature shall be on the plat.-</li> <li>7. The owner(s) shall develop in accordance with the approved site plan, engineering plan, and utility plan. Deviation from the approved plan may result in additional submittals/approvals.</li> <li>8. Revisions to plans shall require resubmission for review/approval).</li> <li>9. Any future development shall be submitted for review/approval.</li> <li>10. The developer shall be aware that subsequent application for zoning and building permits constitutes the developers understanding and acceptance of these Comments.</li> <li>11. <b>Building orientation and elevation</b> information shall be required for Final Site Plan Approval. See <b>Article 30-5.H: Multi-Family Design Standards</b>.</li> <li>12. A sidewalk with approved handicap ramps and striping shall be required from the public sidewalk system to the development per <b>Article 30-5.F.9.b.8</b>.</li> </ol>
<p><b>Planning Department</b>  <b>Contact: Chet Green</b>  <b>Title: Senior Planner</b>  <b>Email: <a href="mailto:chestergreen@fayettevillenc.gov">chestergreen@fayettevillenc.gov</a></b>  <b>Phone: 910-433-1497</b></p>	<ol style="list-style-type: none"> <li>1. <b>Lighting plan required.</b></li> <li>2. Coordination with PWC for landscaping and lighting plans, to confirm no interference with easements will be required. PWC approval of these plans will be required prior to TRC approval.</li> <li>3. For Final Site Plan Approval an <b>Exterior Lighting plan</b> for all new exterior lighting shall be required. <b>See Article 30-5.E</b> <ul style="list-style-type: none"> <li>• All exterior lights shall be full cut off fixtures.</li> <li>• The Lighting Plan shall indicate the pole height (max. 20 feet in residential districts and OI, NC, MU, and DT districts, max. 30 feet in LC, CC, BP and industrial districts.)</li> <li>• Maximum illumination, measured in foot-candles at ground level, at a property line shall not exceed the standards in <b>Table 30-5.E.5</b></li> <li>• Light poles shall be located at least 15 feet from canopy and 5 feet from understory tree trunks.</li> <li>• Any adjustments in the field need to comply with this standard and be approved.</li> </ul> </li> <li>4. <b>Landscape Plan</b> prepared by someone knowledgeable of plant material and design is required. <b>See Article 30-5.B</b>  It is recommended that the landscape plan be included on a separate sheet. The plan shall include all applicable street trees, site and building landscaping, VUA (parking lot and drive aisle) landscaping, screening, property perimeter and/or street yard buffers. (Type D along the residentially zoned property lines).  <u>Recommended Plant Lists</u> <ul style="list-style-type: none"> <li>• A planting legend summarizing quantity, size, type and spacing of plants should be included on plan.</li> <li>• Existing vegetation may be used to satisfy required buffers. Staff will determine if additional plantings are needed to satisfy this requirement.</li> <li>• Identify easement locations to ensure that there is no conflict between utilities and required landscaping.</li> <li>• Tree islands must meet minimum soil area requirements.</li> <li>• Canopy trees require 274 SF of uninterrupted soil area and min. width of 10'.</li> <li>• Understory trees require 180 SF of uninterrupted soil area and min. width of 7'.</li> </ul> </li> </ol>

	<ul style="list-style-type: none"> <li>• Shrubbery to be a minimum of 2.5 feet from front end of the parking spaces to prevent damage from car overhang.</li> <li>• All shrubs installed as vehicular use screening are to be maintained as a continuous hedge at a minimum height of 36 inches.</li> </ul> <p>5. Please add the following notes to the plan for the installer:</p> <ul style="list-style-type: none"> <li>• Shrubbery is to be planted at least 30" from curbing and from end of parking spaces to prevent damage from car overhang.</li> <li>• Shrubs installed as vehicular use screening are to be maintained at a min. height of 36"; Min. installation height is 24".</li> <li>• Site lighting plans require lights to be a min. of 15 feet from trees. Any adjustments in the field need to comply with this standard and be approved by staff.</li> <li>• Each tree must be planted such that the root flare is visible at the top of the root ball. Trees where the root flare is not visible will be rejected. Do not cover the root flare with mulch.</li> <li>• Do not place mulch in contact with the tree trunk. Keep mulch a min. of 4" away from the trunk base.</li> <li>• Any changes to the proposed plant schedule must be approved by the designer of record and staff. In cases where the plant schedule only includes the plant type and does not include the plant species, the contractor shall be required to submit to the City for approval, a detailed plant schedule and associated planting plan prepared by someone knowledgeable about plant material and design, prior to proceeding with installation.</li> <li>• Property Perimeter Buffer - In areas where existing vegetation is to be used to satisfy perimeter landscape buffer, the City may determine, after an on-site inspection, that additional planting is required to satisfy the required buffer.</li> </ul> <p>6. In accordance with <b>Article 30-5.B.6. Tree Preservation</b> - Trees 30 inches or greater in diameter at breast height (4.5 feet) are considered Specimen Trees. The location of all specimen trees shall be noted on the plan along with their size. Removal of healthy specimen trees is discouraged and a fee-in-lieu of preservation is imposed (\$50 per caliper inch if removed or if the critical root zone is not protected during construction.)</p> <p>7. <b>Article 30-2.C.9 Clear-Cutting Permit:</b> Do not remove any trees prior to final site plan approval. A <u>Clear-Cutting Permit</u> may be required if land clearing is to begin prior to site plan approval. If trees are improperly removed a fine and/or mitigation plan shall be required. A <u>State Soil and Erosion Control Permit</u> shall also be required prior to clearing the site.</p> <p>8. <b>Article 30-5.B.7. Tree Preservation Incentives:</b> Saving existing trees may result in a reduction of open space dedication and/or may count toward required landscaping. A 300 percent credit for the preservation of the critical root zoned is available.</p> <p>9. Tree protection areas based on a tree's critical root zone (one foot radius per one inch of tree diameter) shall be noted and drawn to scale on demolition, grading, erosion control, and landscaping plans. <b>Include the following information:</b>  <u>PRIOR TO CONSTRUCTION:</u>  The contractor shall install and maintain, for each protected tree or group of trees fencing that encircles the outer limits of the tree(s) critical root zone to protect them from construction activity. All fencing shall be in place prior to any site work and shall remain in place until all exterior work is completed.</p>
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	<p><b><u>PROTECTIVE FENCING:</u></b> Orange Vinyl construction fencing, chain link fencing, snow fencing or other similar fencing at least four feet high and supported at a maximum of ten-foot intervals, enough to keep the fence upright and in place. The fencing shall have a tree protection sign affixed every twenty feet and be clearly visible to the workers.</p> <p>10. <b>Open Space</b> Requirement: Residential sites (<i>greater than 20 acres</i>) - Twenty percent of the site shall be dedicated as Open Space. A minimum of 10% shall be provided with at least 50% being usable for active or passive amenities and shall be planned and improved with those amenities. Indicate the location, square footage, and details of the area and the amenities on the plan. Payment-in-Lieu is available for the remaining 10% required Open Space, calculated at the rate of \$12,038.96 per acre. <b>See Article 30-5.C</b></p>
<p><b>Zoning Department</b> <b>Contact:</b> Dave Winstead <b>Title:</b> Zoning Administrator <b>Email:</b> <a href="mailto:davidwinstead@fayettevillenc.gov">davidwinstead@fayettevillenc.gov</a> <b>Phone:</b> 910-433-1062 <b>Or</b> <b>Joseph Senn</b> <b>Title:</b> Zoning Administrator <b>Email:</b> <a href="mailto:JosephSenn@Fayettevillenc.gov">JosephSenn@Fayettevillenc.gov</a> <b>Phone:</b> 910-433-1437 <b>Or</b> <b>Contact:</b> Sabrina McLaurin <b>Title:</b> Zoning Technician <b>Email:</b> <a href="mailto:SabrinaMcLaurin@fayettevillenc.gov">SabrinaMcLaurin@fayettevillenc.gov</a> <b>Phone:</b> 910-433-1385</p>	<ol style="list-style-type: none"> <li>1. Will need to meet all dimensional standards (density, setback, &amp; lot size) for the future zoning district. Will need a recorded recombination/subdivision plat be for approval.</li> <li>2. <b>Parking</b> shall be provided in accordance with the Code; parking counts are based on the type of use; for multi-family is based on 1.8 spaces for every unit and all required parking space stalls shall be a minimum of 9' x 20'. Please provide the necessary information for staff to determine compliance. An Alternative Parking Plan to reduce the number of required spaces may be an option, if necessary. <b>See Article 30-5.A.</b></li> <li>3. This review does not approval for any location of signage, all required permits shall be obtained prior to any installation permanent signage.</li> <li>4. No Certificate of Occupancy Permit shall be issued until a zoning officer inspects the site and certifies that the site is developed in accordance with the plan and that all comments have been satisfied.</li> </ol>
<p><b>Inspections Department</b> <b>Contact:</b> Jason Everage <b>Title:</b> Chief Building Official <b>Email:</b> <a href="mailto:jasoneverage@fayettevillenc.gov">jasoneverage@fayettevillenc.gov</a> <b>Phone:</b> 910-433-1703</p>	<ol style="list-style-type: none"> <li>1. ADA parking compliance shall be required: One ADA parking space is required for every 25 parking spaces; for every 6 ADA spaces one shall be a van accessible space.</li> <li>2. The building plans shall be in compliance with the <b>2018 NC Building Code.</b></li> </ol>
<p><b>Engineering Department</b> <b>Contact:</b> Michael Monge <b>Title:</b> Engineering Inspector <b>Email:</b> <a href="mailto:michaelmonge@fayettevillenc.gov">michaelmonge@fayettevillenc.gov</a> <b>Phone:</b> 910-433-1655</p> <p><b>Submit application, fee and plans directly to City Engineering.</b></p>	<ol style="list-style-type: none"> <li>1. Your project requires an infrastructure permit, which requires a new application to be created. Please visit the link below to begin the application process.  Begin Infrastructure Permit Application Process</li> <li>2. An undeveloped site that adds 20,000+ SF of impervious area is required to meet the Stormwater Control Ordinance.</li> </ol>

	<p>3. Stormwater management facilities must limit the one-year and ten-year developed peak discharge rates to predeveloped peak discharge rates or to the amount that can be accommodated by the receiving downstream drainage system, whichever is more restrictive. (Sec. 23-28 of the Stormwater Control Ordinance)</p> <p>4. This project is located in a watershed that has well-documented water quantity problems. More stringent/modified design criteria (such as controlling the 25-year developed peak discharge rate to the predeveloped peak discharge rate) determined by the city engineer may be required. (Sec. 23-28 of the Stormwater Control Ordinance)</p> <p>5. This site is greater than an acre and requires an Erosion Control Permit. Please coordinate with NCDEQ and submit an approved permit prior to any land disturbance or issuance of the Infrastructure Permit.</p> <p>6. Please coordinate with NCDEQ to obtain the appropriate 401 &amp; 404 permit related to the potential wetland impact that will occur during development.</p>
<b>NC Dept. Environmental &amp; Natural Resources</b> <b>Contact:</b> Bailey Taylor or Melissa Joyner <b>Email:</b> <a href="mailto:bailey.taylor@deq.nc.gov">bailey.taylor@deq.nc.gov</a> <a href="mailto:melissa.joyner@deq.nc.gov">melissa.joyner@deq.nc.gov</a>	<b><u>Standard Comments:</u></b> <ol style="list-style-type: none"> <li>1. Any project having one or more acres of disturbance requires a plan be submitted with our office.</li> <li>2. Person(s) conducting land disturbing activity shall take all reasonable measures to protect public and private property from damage caused by such activities.</li> <li>3. Sedimentation and erosion control measures are required to be installed to protect adjacent properties.</li> </ol>
<b>Solid Waste Department</b> <b>Contact:</b> Daniel Edwards <b>Title:</b> Assistant Public Services Director <b>Email:</b> <a href="mailto:danieledwards@fayettevillenc.gov">danieledwards@fayettevillenc.gov</a> <b>Phone:</b> 910-433-1691	<b><u>Standard Comments:</u></b> <ol style="list-style-type: none"> <li>1. A start-up kit for recycling in multi-family communities is on the City's webpage. (<a href="http://www.fayettevillenc.gov">www.fayettevillenc.gov</a> - Departments, Environmental Services Department, Public Services, Solid Waste Division, Recycling)</li> <li>2. There should be an area on-site for the garbage dumpsters and/or carts; providing an area for recycling is strongly encouraged.</li> <li>3. Dumpster and/or cart enclosures shall be constructed or retrofitted to comply with City standards and shall be screened from off-site view. If block or concrete walls are used and/or a drain is provided a building permit and/or plumbing permit may be required.</li> <li>4. Dumpster pad should include an area no less than 6 feet in front of the dumpster so the weight bearing front wheels of the collection truck will be resting on a reinforced concrete pad when the dumpster is lifted by the truck.</li> </ol>
<b>PWC</b> <b>Contact:</b> Sam Powers <b>Title:</b> Engineer (Water Resources) <b>Email:</b> <a href="mailto:samuel.powers@faypwc.com">samuel.powers@faypwc.com</a> <b>Phone:</b> 910-223-4370 <b>Or</b> <b>Contact:</b> Tiffany B. Faulk <b>Title:</b> Engineer I (Water Resources) <b>Email:</b> <a href="mailto:tiffany.faulk@faypwc.com">tiffany.faulk@faypwc.com</a>	<ol style="list-style-type: none"> <li>1. All projects are required to submit separately to PWC for review and/or approval. Submit required information through the PWC GeoCivix portal at <a href="https://faypwc.geocivix.com/secure/">https://faypwc.geocivix.com/secure/</a>.</li> <li>2. The Submittal Checklist and plans for the project are required to be included with the submittal to PWC. Additional documents that may be required are identified in the Submittal Checklist that is available at <a href="https://www.faypwc.com/design-standards/">https://www.faypwc.com/design-standards/</a>.</li> </ol>



<p><b>Phone: 910-233-4759</b></p> <p><b>Submit application, fee and plans directly to PWC.</b></p>	<ol style="list-style-type: none"> <li>3. For projects requiring water and/or sewer main extensions, PWC has local delegated permitting authority from the State and may issue your water and sewer permits.</li> <li>4. Water and sewer mains shall be extended in accordance with PWC's policies.</li> <li>5. You may contact PWC for information on obtaining water and sewer services. (PWC – Water Resources Engineering, 910-223-4730)</li> <li>6. No permanent structure(s) shall be permitted within any PWC utility easements.</li> <li>7. Landscaping plan(s) shall be included in the submittal to PWC. No trees are allowed to be planted in PWC water and sewer utility easements. Non-invasive shrubs can be placed in the rear 5 feet of easements (if necessary). Chet Green can provide a list of vegetation allowed within easement areas. Existing and proposed PWC easements must be shown on the landscaping plan in addition to being shown on the utility plan(s).</li> <li>8. Any existing water and/or sewer laterals that are not utilized on the project must be killed out at the main in accordance with PWC requirements.</li> <li>9. A fire hydrant flow test may be required as determined by the fire marshal's office. As of July 1, 2019 the hydrant flow test fee is \$500. Application may be submitted through the PWC GeoCivix portal at <a href="https://faypwc.geocivix.com/secure/">https://faypwc.geocivix.com/secure/</a>.</li> <li>10. The application form is available at <a href="https://www.faypwc.com/design-standards/">https://www.faypwc.com/design-standards/</a>. Contact Robert Turner (910-223-4746, <a href="mailto:robert.turner@faypwc.com">robert.turner@faypwc.com</a>) at PWC with any questions.</li> <li>11. A water permit is not required for fire lines of any size for projects submitted to PWC for review after January 01, 2017.</li> <li>12. A hydraulic analysis (i.e. fire hydrant flow calculations) shall be submitted to PWC for review as determined by the fire marshal's office. These calculations shall demonstrate that the required fire flow may be supplied by the approved fire hydrant(s), as determined by the fire marshal's office, while maintaining 20 psi residual pressure on the PWC water system.</li> <li>13. For projects in PWC's electric service area, a copy of the electrical panel schedule shall be included with the PWC submittal. For additional information, please contact PWC Electrical Engineering at 910-223-4514.</li> </ol>
<p><b>PWC</b>  <b>Contact: Zachary Hall</b>  <b>Title: Engineer (Electrical Service)</b>  <b>Email:</b>  <a href="mailto:zachary.hall@faypwc.com">zachary.hall@faypwc.com</a>  <b>Phone: 910-988-0228</b></p>	<ol style="list-style-type: none"> <li>1. Utility Plans, Application and Fees shall be submitted directly to the Public Works Commission (PWC). You may contact PWC for information on obtaining electrical services. (PWC – Electrical Resources Engineering, 910- 818-2250) The link to the PWC electric service standards is: <a href="http://www.faypwc.com/wp-content/uploads/2014/03/electric_standards.pdf">http://www.faypwc.com/wp-content/uploads/2014/03/electric_standards.pdf</a></li> <li>2. A panel schedule shall be required.</li> <li>3. Provide a landscape plan in auto-cad format to coordinate landscaping with utilities and easements.</li> </ol> <p>Understory trees are allowed to be planted in PWC electrical utility easements. Canopy trees can be placed 15 feet off the center line of distribution lines and 25 feet off the center line of transmission lines if</p>

	necessary. Chet Green, can provide a list of vegetation allowed within easement areas. Existing and proposed PWC easements must be shown on the landscaping plan.
<b>NC Department of Transportation</b> <b>Contact:</b> Troy Baker <b>Title:</b> Traffic Engineer <b>Email:</b> <a href="mailto:tlbaker@ncdot.gov">tlbaker@ncdot.gov</a> <b>Phone:</b> 910-364-0601	<p><b><u>Site Specific Comments:</u></b></p> <p><b><u>Standard Comments:</u></b></p> <ol style="list-style-type: none"> <li>1. Construction of any new connection or alteration of any existing connection may require an approved Driveway Permit. For additional information contact the Division 6/District 2 office.</li> <li>2. Change of use may require a new Driveway Permit. Permits MUST be secured prior to the change of property use.</li> <li>3. Failure to secure required permits prior to construction or change in property usage may result in the removal of the driveway or street connections at the property owner's expense. For additional information contact the Division 6/District 2 office.</li> <li>4. In the event that a house is built by a contractor for commercial gain and/or if property changes ownership from existing owner to builder, an approved Driveway Permit must be secured.</li> <li>5. All concrete curb and gutter within Departmental rights-of-way shall be 30" and constructed to NCDOT Specifications and Standards. All existing curb cuts shall be removed and replaced with the standard 30" concrete curb and gutter.</li> <li>6. Additional rights-of-way may be required as associated with the construction of the roadway improvements. All right-of-way dedication/reservation shall be conveyed by North Carolina General Warranty Deed (metes and bounds) referencing the required recorded plat dedicating/reserving the rights-of-way. Any plats and deeds must be reviewed and approved by the Department prior to recordation. <b>NCDOT signature is required prior to the City's approval of the plat.</b></li> <li>7. Performance and Indemnity Bond will be required as conditions of the Driveway Permit (roadway improvements).</li> <li>8. When working within NCDOT rights-of-way requiring lane, shoulder closures or other affected areas will require strict adherence to NCDOT Specifications and Standards.</li> <li>9. Proposed sidewalks and utility installations within NCDOT rights-of-way shall be approved by separate encroachment agreements.</li> <li>10. Design engineers should contact the District office for more information on site improvements, required pavement schedules and bonding requirements.</li> </ol>
<b>Traffic Services Department</b> <b>Contact:</b> Virginia Small <b>Title:</b> Transportation Planner <b>Email:</b> <a href="mailto:virginiasmall@fayettevillenc.gov">virginiasmall@fayettevillenc.gov</a> <b>Phone:</b> (910) 433-1148 <b>Or</b> <b>Brian McGill</b> <b>Title:</b> Deputy City Traffic Engineer <b>Email:</b> <a href="mailto:brianmcgill@fayettevillenc.gov">brianmcgill@fayettevillenc.gov</a> <b>Phone:</b> 910-433-1170	<ol style="list-style-type: none"> <li>1. Submit the <b>N.C. Department of Transportation Street and Driveway Access Permit Application</b> (<a href="https://connect.ncdot.gov/resources/BusinessForms/TEB-65-04.doc">https://connect.ncdot.gov/resources/BusinessForms/TEB-65-04.doc</a>) to the City Traffic Services Division online by visiting <a href="https://fayetteville.idtplans.com/secure/">https://fayetteville.idtplans.com/secure/</a>. Application will be created as a <b>separate submission</b> in IDT from the original TRC submission and will <b>need to include</b> PDFs of both the <b>permit application and site plan</b>. Please note: where signatures are required, <b>NCDOT acceptable signature methods</b> include: Original wet signature (scanned in color), Docusign verified, and Adobe Pro verified. Approval of the permit will be conducted online through IDT from the City of</li> </ol>



**Submit NCDOT and City Driveway Permit application directly to City Traffic Services Dept.**

Fayetteville. **Payments** to The City of Fayetteville will also be **made online through IDT (\*preferred\*)** or by check (please contact City of Fayetteville Traffic Services staff person prior if you must pay via this method). Please note, paying offline may significantly slow down approval of the driveway permit. The City will approve driveway permits prior to NCDOT's approval. Following the City's approval, the applicant will need to meet all of NCDOT's requirements. The NCDOT driveway permit point of contact is Troy Baker [tlbaker@ncdot.gov](mailto:tlbaker@ncdot.gov) Driveway permits also will **not be approved until TRC has approved the final site plan layout**. Reference Article 24-101. Fees are as follows

**-\$50.00 PER DRIVEWAY CONNECTION ON SITE** payable to **NC Department of Transportation** (Driveway Permit)

-Please note: The City will not accept payments made to NCDOT. This will need to be sent directly to them separately.

**-\$200.00** (or \$400 if building square footage is > 75,000) payable to **City of Fayetteville** (Driveway Permit)

-If NCDOT Driveway Permit is required, City driveway permit fees must still be paid, however, the developer is only required to fill out the NCDOT Driveway Permit Application.

**Steps For Submitting a Driveway Permit Online Have Been Provided In a Separate Comment/Issue in IDT.** The City Will **ONLY** Accept Driveway Permits Online Now & The Process Has Changed Significantly, So Please Read Carefully.

**IMPORTANT UPDATE:** As of 10/18/2021, following NCDOT approval, the **applicant will now be required to upload the NCDOT driveway permit approval package back into the City's IDT portal** under the previously submitted driveway permit project application. Thank you for understanding as this new requirement will significantly enhance coordination & may also help significantly expedite the approval process for your project.

3. **Minimum 20' radii** are required on all city access driveways. Driveway radii and driveway widths are to be labeled on the site plan. Reference Article 24-102 + NCDOT Policy on Street & Driveway Access Chapter 7 Section B
4. Any **existing curb cuts** and/or **driveway apron(s)** that are **no longer being used** or no longer allowed shall be removed and replaced with curb and gutter. This is to be depicted on the site plan in that manner.
5. Where any new driveway is constructed or an existing driveway reconstructed that requires a driveway permit, **a city standard sidewalk shall be constructed along the entire length of the property served by such driveway**. NOTE: Sidewalk installation may require curb drop(s) and curb ramp(s). Appropriate ramp type detail shall be provided with

	<p>the driveway permit and labeled on the site plan. Reference Article 24-101</p> <ol style="list-style-type: none"> <li>6. A <b>sidewalk</b> with <u>approved handicap ramps, truncated domes, and a 5 foot landing (except with parallel handicapped ramps)</u> shall be constructed along the property that abuts all public and private streets. Sidewalk must be 5' wide and 4" thick. Sidewalks across driveways shall be 5' wide and 6" thick. <b>All sidewalk details must be site specific and not a compilation of all the available sidewalk details.</b></li> <li>7. Future <b>sidewalk placement</b> will depend on pavement end treatment/conditions: <ol style="list-style-type: none"> <li>a. -If strip pavement is used, sidewalk improvements will require an easement.</li> <li>b. -If rollback curb and gutter is used, sidewalk improvements require a 2' offset.</li> <li>c. -If vertical curb and gutter is used, sidewalk improvements may be placed directly behind.</li> </ol> </li> <li>8. A <b>sidewalk easement</b> shall be required for sidewalk and ramps within the property lines. Sidewalk easements are to be labeled on the site plan.</li> <li>9. Sidewalks within the right-of-way will be included in the driveway permit approval and a <b>three-party encroachment</b> agreement shall be required for all sidewalks within NCDOT maintained right-of-way. Reference: <a href="https://connect.ncdot.gov/municipalities/Utilities/Pages/Encroachment-Agreements.aspx">https://connect.ncdot.gov/municipalities/Utilities/Pages/Encroachment-Agreements.aspx</a></li> <li>10. Should <b>cross sections</b> of existing sidewalk at adjacent properties be greater than the minimum width, installation of new sidewalk should match the existing cross section width.</li> <li>11. Sidewalks shall be constructed or a bond issued <b>prior to final plat approval</b> and/or issuance of a Certificate of Occupancy. Reference Article 24/102 + NCDOT Policy on Street &amp; Driveway Access Chapter 2 Section A, Chapter 3 Section E</li> <li>13. Appropriate <b>stacking distance</b> is required: (Measured from the edge of the street travel lane to the intersection of the driveway and parking area.) Reference Article 30-5.A.11 <ol style="list-style-type: none"> <li>1. -1-49 parking spaces requires 35 feet</li> <li>2. -50-249 parking spaces requires 45 feet</li> <li>3. -250-499 parking spaces requires 100 feet</li> <li>4. -500 or more requires 100 feet plus 15 feet for every additional 50 parking spaces</li> </ol> </li> <li>14. A <b>sight distance triangle</b> may be required: 20' x 20' and/or 10' x 70'. No object (including signs) shall interfere with visibility within the sight distance triangle of an intersection of streets. Reference Article 30-5.F.4</li> </ol>
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	15. For cluster mailbox/kiosk areas, adequate vehicle storage shall be provided to ensure that no disruption in the normal flow of traffic along the adjacent roadway is created. Reference Article 30-6.A.3 and 30-6.A.4
<b>Transit Department</b> <b>Contact: Jaimie Walters</b> <b>Title: Transit Planner</b> <b>Email:</b> <a href="mailto:JaimieWalters@FayettevilleNC.gov">JaimieWalters@FayettevilleNC.gov</a> <b>Phone: 910-433-1626</b>	Route 3 currently serves this area with an existing ADA compliant stop nearby. FAST would not request a new stop.