

MEMORANDUM

To: Meredith Gruber, Town of Rolesville, Planning Director
Michael Elabarger, Town of Rolesville, Senior Planner

CC: Kelly Arnold, Town of Rolesville, Manager

From: Liza Monroe
Karen Morgan Mallo, AICP

Date: March 1, 2022

Project: Dental Office at Hampton Pointe
SP 22-01

Subject: Site Plan 1st Review Comments

The following is a review of the site plans for the Dental Office at Hampton Pointe. The plan was completed by the Tarr Group, dated January 5, 2022. The project proposes the construction of a 4,260 square foot dental office on a 1.06-acre site (PIN: 1758461097) along South Main Street (401 Business). The address of the proposed site is to be determined following approval of the subdivision plat. The site is zoned General Commercial (GC) according to the most recent zoning map. The project shall be reviewed under the Land Development Ordinance (LDO).

There is a concurrent final plat under review to establish the new property lines for the site and the remaining portions of the parcel. This plat, FP 22-02, shall be approved prior to the site plan approval.

When resubmitting, please **cloud or highlight in another color any revisions** to the plan set. Staff suggests doing so in **red** for an easier review. We offer the following comments:

1. Cover Sheet.

- a. Update the cover sheet to include the project number SP 22-01 on the cover sheet.
- b. Remove the individual contact information for the Town of Rolesville staff. All communication shall be sent to planning@rolesville.nc.gov
- c. Include date of revision on plans.

2. Site Data Information.

- a. Within the site data table, correct the minimum lot width and area. Per LDO Section 3.2.1B, the minimum lot width shall be 100 feet and minimum lot size shall be 20,000 square feet.
- b. Within the site data table, correct the open space minimum noted. Per LDO Section 6.2.1D, a minimum 5% of open space shall be provided.
- c. Within the parking table in the LDO, the following shows up for Office and Medical. Per the use table and the definitions, a dental office is not a medical office nor a professional office. It is missing from the parking requirements. However, based on determination by the Planning Staff: **Parking shall be 2.00 spaces per 1,000 square feet.**

OFFICE AND MEDICAL		
Hospital	2.0/Hospital Bed	5.0/Hospital Bed
Medical Facility	2.0/1,000 SF	5.0/1,000 SF
Professional Office	2.0/1,000 SF	5.0/1,000 SF

- i. Staff also received the parking letter requesting for a higher maximum. There is no Section 5.11 in the UDO nor the LDO as noted in the letter. However, the applicant may need relief from the parking maximum as outlined in LDO 6.4.3. or provide an Alternative Parking Plan in accordance with 6.4.3.K.

3. Demolition Sheet.

- a. Within the notes on C0.2, existing vegetation to remain is noted as being protected. Limits of disturbance, limits of tree disturbance, and locations of tree protection fencing (details and notes as required) should be added to the plans as required in LDO Section 6.2.4.5.
- b. Any tree removal will require a tree removal permit. No person shall cut, remove, or relocate any trees on any public or private property unless a preservation plan or tree removal permit has been approved. (LDO Section 6.2.4.5D)
- c. Deciduous and evergreen trees shall be preserved to the greatest extent possible. There are two trees over 18 inches dbh that are proposed to be removed. Per LDO Section 6.2.4.5B.3, these trees shall be replaced on site with at least four (4) or more trees of similar species and size.
- d. Label existing and proposed land uses, zoning districts of the subject site and surrounding parcels.
- e. The extent of existing vegetation on the site is not indicated. A preservation plan shall be required as part of any landscaping plan submitted to the Land Development Administrator and meet the standards noted in LDO Section 6.2.4.5C.

4. Buffering / Landscaping

In accordance with Section 6.2.2., buffers are required between the new parcel containing the proposed dental office and the remaining commercially zoned vacant lot. The applicant shall label and provide the required buffer widths on the overall site plan.

- a. The required Type 1 Perimeter Buffer between the two parcels shall not contain any development, impervious surfaces or site features that do not function to meet the standards of this section (LDO Section 6.2.2.2). The required 10' (or wider) buffer shall remain free of other improvements. It appears that the shared access easement is located within the buffer. **Contact Rolesville Planning Staff for further information.**
- b. Within the planting schedule on the Landscape Plan sheet, clearly note what requirement each planting is fulfilling to demonstrate compliance with the varying requirements of the LDO.
- c. Although provided, it should be noted that street buffers are not required along private drives, driveways, alleyways, or single lot infill within existing residential subdivisions (LDO Section 6.2.2.2C). Therefore, a streetscape buffer is not required along Eagles Scholar Drive and South Main Street.

- d. LDO Section 6.2.4.6. requires screening of service areas. The plans should be revised to demonstrate compliance with this Ordinance section:
 - i. Provide a detail of the dumpster enclosure including the height and materials used.
 - ii. Provide screening for the transformer shown to the right of the entrance
- 5. Site Plan Sheet.**
- a. Label all site distance triangles.
 - i. If the applicant intends to have a ground or monument sign, its proposed location should also be shown on site plan. The sign itself will be permitted through the sign permitting process however, its location shall be reviewed during the site plan review process to ensure it is not within the site distance triangle (LDO 6.1.2D & 6.1.5B.4).
 - ii. All monument signs shall be located a minimum of 10' from the road/right-of-way and located outside of the visibility triangle.
 - b. Include the right-of-way width for all streets shown.
 - c. Label the acreage of each open space area to ensure they total the amount shown within the site data table.
 - i. For commercial developments less than twenty-five (25) acres, required open space shall include at least one (1) small open space type. (LDO Section 6.2.1D)
 - ii. The small open space area shall be a minimum of 500 square feet.
 - d. Include a symbol in the legend for the proposed light poles.
 - e. Applicant should verify the number of parking spaces shown matches the labels