

POTTS ST RESIDENTIAL MASTER PLAN (LD# 376674)

Village Infill Planning Area

Staff Review Comments: EPM Cycle 5-B

5/17/19

Jason Burdette, Planning Director

STAFF REVIEW COMMENTS

Note: All references to the Davidson Planning Ordinance are abbreviated DPO and pertain to the ordinance in effect at the time of application submission (May 2017). Additionally, a response to each item below must be provided as part of the next plan submittal. If responses are not received as part of the next submittal, intake will not be performed and the documentation will not be reviewed.

SUMMARY

5/14/19

Overall, the documentation package requires numerous clarifications. Review comments are organized by Documentation Requirements and Ordinance Requirements, but at points significant overlap exists between these two sections. Staff will be able to clarify any review comments or ordinance requirements as needed throughout the process.

DOCUMENTATION REQUIREMENTS

1. **Environmental Inventory (DPO 14.15.1):** The following items require clarification or revision:
 - a. **Significant Vegetation (DPO 14.15.1.A):** An inventory documenting existing trees has been provided; thank you. However, a description (i.e. list) of significant trees exceeding 12 inches in diameter has not been provided, nor have the location of any specimen trees been identified.
 - b. **Natural Features (DPO 14.15.1.B):**
 - i. **Overall:** The following features need to be labeled, identified, or a statement confirming their applicability to plan must be provided: Lake Norman (label); conservation easements (confirm presence of on subject site as well as adjoining parcels); and, historic/cultural features (i.e. identified or statement describing any known features).
 - ii. **Main Parcel:** Natural drainage ways do not appear to have been identified. Note: These include features beyond perennial streams (i.e. intermittent and other types of drainage patterns).
 - iii. **Western Parcel:** The following features appear to apply to this parcel but have not been illustrated: Stream buffer; SWIM buffer; floodplain/floodway; and, soil types. Additionally, it is unclear whether the site contains any slopes exceed 20 percent.

- c. **Survey (DPO 14.15.1.C):** Although C-002 specifies that these properties lie within a regulated watershed, this information must also be reported on C-001.
- d. **Solid Waste (DPO 14.15.1.C):** Confirmation of any areas that have been used for the disposal of solid waste must be provided.

Action Required: Please revise the inventory (i.e. C-001) to address the tree/vegetation, natural features, survey, and solid waste requirements noted above. Note: For guidance on how to document the tree requirements, see the Mayes Hall Master Plan documents.

Application Response: XXXX

2. Survey (DPO 14.15.2.A): The following items require clarification or revision:

- a. **Survey Information:** In several instances it does not appear that the exact master plan boundaries are being utilized (i.e. just the Davidson portion of the assembled land area) or that the boundaries reflect current conditions (i.e. whether non-contiguous parcels may be included or the proposed Potts St. alignment).
 - i. **Eastern Parcel:** The survey distances on the North/South/West boundaries are unclear.
 - ii. **Western Parcel:** The survey distances on the North/West boundaries are unclear.
 - iii. **Main Parcel:** The survey distances on the South/West boundaries are unclear.
- b. **Notes:** It is unclear whether the site contains any existing easements or other significant features.
- c. **Water Courses:** The Environmental Inventory (EI) C-001 does not illustrate known wet areas/drainages on the site.
- d. **Parcel IDs:** The Master Plan C-002 does not clearly list the land area assigned to each parcel in the Zoning Code Summary.

Action Required: Please revise the plans to clarify the survey boundaries based on the exact project area, not the assembled parcel area. Additionally, clarify the features listed in b. Notes, the water features in c. Water Courses, and the land area associated with each Parcel ID.

Application Response: XXXX

3. Vicinity Map (DPO 14.15.2.C): The vicinity map is not to scale.

Action Required: Please revise the plans to illustrate a vicinity map to the correct scale.

Application Response: XXXX

4. Site Design (DPO 14.15.2.D): The following items require clarification or revision:

- a. **Streets:** As required by the DPO, proposed streets shall be shown. The approved Potts Street realignment significantly impacts the development's ability to comply with the DPO. Include the approved alignment and requisite right-of-way to verify compliance with the DPO.
- b. **Easements:**
 - i. **Greenway Easement:** Confirmation that the multi-use path easement connecting the main parcel to the western parcel has been secured must be provided.

- ii. **Temporary Construction Easements:** Based on the proposed site work, particularly for access to the western parcel as well as the grading for Public Street D, it is unclear whether any temporary construction easements from adjacent property owners are required.
- c. **Transit Facility Reservations:** It is unclear whether a transit stop has been provided or is required. Per DPO 6.5.3.D, projects with 100 or more units must be reviewed by CATS to determine whether the site merits a stop.
- d. **Building Setback Lines:** Setback lines have not been illustrated as required and it is unclear whether the buildings meet the setbacks listed in Table 2-12.
- e. **Building Labels:** The buildings have not been labeled for clear identification.
- f. **Open Space/Parks:**
 - i. **Consistent Depiction:** Open space has not been shown consistently between C-002 and C-003, with C-002 showing space in the southwest bend of Street A but neither diagram on C-003 showing this space.
 - ii. **Access Points:** Access to the Dog Park, including the types of facilities such as ADA features, has not been illustrated. Nor is it clear how the Neighborhood Park is designed to connect to the intended greenway as described in the Parks & Recreation Master Plan, per DPO 7.4.2.A.E.
 - iii. **Improvements:** Envisioned improvements (i.e. facilities/features) of the neighborhood park have not been illustrated or described.

Action Required: Please provide revised plans illustrating the approved Potts Street realignment, confirmed/needed easements; building set back lines; building labels (i.e. A, B, etc.); and the requested open space/parks information. Based on revisions and the anticipated unit count, TOD staff will contact CATS and request plan review for a stop.

Application Response: XXXX

5. Site Calculations (DPO 14.15.2.E): The following items require clarification or revision:

a. Acreage:

- i. **Sub-Parcel Acreage:** The acreage associated with each parcel has not been provided and it is unclear how the 15.4 total was reached (preliminary calculations suggest a total of 14.77 accurately reflects the included parcels).
- ii. **Acreage Considerations:** The plans do not appear to reflect the Potts Street realignment. The proposed realignment significantly impacts this development's ability to comply with the DPO. Also, the plans shall reflect that the western parcel's inclusion is contingent on dedicated access (easement) and Board of Adjustment approval through the Density Averaging process (DPO 17.8).
- iii. **Reporting:** In addition to acreage, the values must be listed in square feet due to the project's location in the critical area of the watershed.

b. Built-Upon-Area (BUA) Values:

- i. **Zone Labels:** As done on C-004, the specific zones listed in the Impervious Surface Areas table on C-003 should be labeled to clearly correspond to the related illustration (i.e. C: Building Footprints, etc.). Additionally, the "Other Surface" areas listed on C-004 should be illustrated on C-003.

ii. **Reporting:** As noted above, the values of the parcels must be listed in square feet on C-003 and C-004.

c. **Open Space Values:** Project Park Space and Undisturbed Open Space have been listed; however, a value for overall open space (of which those two categories are each a subset) has not been provided.

Action Required: Please revise the plans to clarify the acreage, square footage, BUA, and open space values and labels as noted above. Include the approved Potts Street realignment and verify compliance with DPO standards.

Application Response: XXXX

6. **Site Details (DPO 14.15.2.F):** The following items require clarification or revision:

a. **Owner Address:** It is unclear whether the owner address as been listed. Note: In some cases, the owner may be different than the developing entity.

b. **Current Use:** It is unclear whether the current use has been identified.

c. **Names/Uses of Adjoining Property Owners:** It is unclear whether the names, uses, and zoning classification of adjoining properties have been listed.

d. **County Designation:** It is unclear whether the county has been listed in the title information.

Action Required: Please revise the plans to list the information noted above. For the Adjoining Owners information: This information should be presented in a table.

Application Response: XXXX

7. **Street Cross-Sections (DPO 14.15.2.G):** The current alignment and cross-section for Potts St. has not been provided.

Action Required: Please revise the plans to show the current alignment and cross-section.

Application Response: XXXX

8. **Timetable (DPO 14.15.2.H):** An estimated time table has not been provided. The Estimated Construction Date TBD is not sufficient to meet the ordinance requirement.

Action Required: Please revise the plans to list an estimated timeline.

Application Response: XXXX

9. **Topography (DPO 14.15.2.I):** Off-site topography has not been illustrated as required – 300’ at street connections and 50’ at all other points.

Action Required: Please XXXX

Application Response: XXXX

10. **Illustrative Renderings (DPO 14.15.2.J):** It does not appear that renderings have been provided as part of the application submittal package.

Action Required: Please provide illustrative renderings as described in the ordinance. Note: Renderings for all building types must be provided (i.e. the amenity building, too) and must illustrate the height (DPO 2.3.4.D, Table 2-11).

Application Response: XXXX

11. Restrictions (DPO 14.15.2.K): Any restrictions described in this part of the ordinance need to be described or confirm not present on the site via a note on the plan.

Action Required: Please revise the plans to include a note(s) about any restrictions.

Application Response: XXXX

12. Landscape Schematic Design (DPO 14.15.2.L): A Landscape Schematic Design has not been provided as required. Additionally, the Illustrative Landscape Plan (C-005) does not accurately portray the actual tree canopy along the norther/northeastern boundaries.

Action Required: Please provide a Landscape Schematic Design. Additionally, revise C-005 to illustrate actual or intended plantings.

Application Response: XXXX

13. Environmental Impact Statement (DPO 14.15.2.M): Confirmation of whether an EIS is required has not been provided.

Action Required: Please provide a completed EIS or confirmation from the appropriate entity that it is not required.

Application Response: XXXX

14. Watershed Protection Permit Application (DPO 14.15.2.N): A permit application and supporting calculations and plans in accordance with Section 17, Watershed Protection have not been provided.

Action Required: Please provide the required materials.

Application Response: XXXX

15. Water-Related Structures (DPO 14.15.2.E): It is unclear whether the western parcel will feature any structures requiring approval as described in the ordinance.

Action Required: Please clarify whether any structures requiring approval are envisioned.

Application Response: XXXX

16. Utility Easements (DPO 14.15.2.P): Please clarify whether permission from any utility providers is required.

Action Required: Please XXXX

Application Response: XXXX

ORDINANCE REQUIREMENTS

17. Lakeshore Public Access/Easements (DPO 2.2.4.E Additional Standards Bullet 4; DPO 6.3):

It is unclear whether the western parcel is intended for public access, as required. Nor is it clear whether access within the site or to the site (via easement) has been provided.

Action Required: Please clarify that the site will feature public access, including on-site facilities. Provide confirmation of the required easement to access the site.

Application Response: XXXX

18. Containment Devices (DPO 3.2.12): The site features waste containers and confirmation that the ordinance requirements will be met must be provided.

Action Required: Please provide confirmation that the ordinance requirements will be met, including the design/screening and space allocation requirements.

Application Response: XXXX

19. Site Design (DPO 4.3.1): The following items require clarification or revision:

- a. Pedestrian Way (DPO 4.3.1.A.2):** It is unclear whether all buildings front a primary street, central courtyard, or pedestrian way. Specifically, the building in the southwest bend of Street A does not appear to front any of these features.
- b. Multiple Entrances (DPO 4.3.1.A.3):** It is unclear whether all buildings that front multiple streets feature multiple building entrances on each fronting street.
- c. Front Existing Street (DPO 4.3.1.A.7, 4.3.1.B.1):** It does not appear that any buildings front Potts St., as required. As an existing street, it (including the approved alignment) must be integrated into the plan and include buildings fronting it.
- d. Retaining Walls (DPO 4.3.1.D):** It is unclear whether retaining walls will be used on site and, if so, whether their design meets ordinance requirements.
- e. HVAC Locations (DPO 4.3.1.E.2):** The location of mechanical equipment is unclear, as is whether their footprint has been included in the impervious coverage calculations as Other Surfaces.

Action Required: Please revise the plans so that the site design issues noted above are addressed; include the approved Potts Street realignment on the plans. Include clarification regarding the retaining walls and HVAC locations.

Application Response: XXXX

20. Building Design Standards (DPO 4.4.1): The ordinance notes that prevalent architectural features should be compatible with the surrounding neighborhood, especially where such features are well-documented and valued. Several properties adjacent to the site and in the vicinity are listed in the [National Register Historic District](#).

Action Required: Please describe how the proposed architectural design is consistent with the ordinance description.

Application Response: XXXX

21. Unit Entrances (DPO 4.5.4.B): Multi-family buildings require certain features on the first floor that connect occupants to the public realm.

Action Required: Please describe how the proposed buildings meet the requirements.

Application Response: XXXX

22. Subdivision & Infrastructure Standards (DPO 6.1 Bullet 9): The ordinance standards are intended to coordinate proposed development with existing or planned streets and with other public facilities.

Action Required: Please describe how this project is consistent with the ordinance description, including its integration of the approved Potts Street realignment.

Application Response: XXXX

23. Required Improvements (DPO 6.3.1): The following items require clarification or revision:

a. Public Water/Sewer Required: A determination from CLT Water concerning whether the project is classified as an extension or connection has not been made.

b. Easements: It is unclear whether all required easements have been illustrated or confirmed (i.e. multi-use path connecting to western parcel), or how they will be administered per DPO 6.12.1.

Action Required: Please provide a determination from CLT Water concerning the project's status as a connection or extension. Additionally, clarify easements as described above.

Application Response: XXXX

24. External Street Connections (DPO 6.5.1.E, F.1): The plan illustrates multiple street connections that appear to meet the ordinance requirements. Based on the surrounding site conditions, the north/northeast connection can be removed due to existing development outside the site. The northwest connection illustrated for Street C should continue to be shown as it is depicted in the Davidson Circulation Plan (Pg. 42), as should both connections for Street C. Specifically, this includes a connection to Catawba Street, as required by the Transportation Impact Analysis (TIA).

Action Required: Please revise the plans to remove the north/northeast connection and include a connection to Catawba Street.

Application Response: XXXX

25. Intersections (DPO 6.5.2.A): The following items require clarification or revision:

a. Angle (DPO 6.5.2.A): It is unclear whether the intersection of Streets B-C meets the ordinance requirements.

b. Curb Radii (DPO 6.5.2.A): It is unclear whether the curbs meet the ordinance requirements.

Action Required: Please confirm that the Streets B-C intersection and all curbs meet requirements.

Application Response: XXXX

26. Pedestrian, Bicycle, & Transit Connections (DPO 6.5.3): The following items require clarification or revision:

a. Pedestrian Routes (DPO 6.5.3.A): It is unclear whether the mid-block crossing requirement has been met for the northernmost block featuring two multi-family buildings facing Street B.

b. Greenway Access (DPO 6.5.3.B, 6.8.3.D):

- i. Western Parcel Access:** It is unclear how the proposed multi-use path connects to as well as within the western parcel since no easement has been granted and no facilities on the parcel are shown.
- ii. Connector Width:** It appears that connector facilities a minimum of 6' are required from the buildings to the greenway along the southern boundary, but it appears that only 5' sidewalks have been provided.
- iii. Park Access:** Access to the Neighborhood Park and Dog Park is unclear.

Action Required: Please provide revised plans illustrating that the access/easement requirements described above have been met. Note: All hardscape surfaces must be accounted for in the impervious coverage calculations.

Application Response: XXXX

27. Implementation of Street Standards (DPO 6.6): The following items require clarification or revision:

a. Transportation Plan Conformity (DPO 6.6.1): It is unclear whether the proposed plan meets the ordinance requirements to conform to adopted transportation plans. Specifically, the plan does not accommodate the approved Potts Street section and improvement illustrated in the CRTPO Comprehensive Transportation Plan (Maps, Inset D), adopted January 2017. Link: <http://www.crtpo.org/PDFs/ComprehensiveTransportationPlan/DraftMaps/CRTPO%20Highway%20Map%20Sheet2D.pdf>

b. Existing Substandard Streets (DPO 6.6.3): The proposed plan does not incorporate the Potts St. realignment nor reflect the required right-of-way dedication or facility improvements associated with this realignment.

Action Required: Please revise the plans to reflect the approved Potts Street realignment, cross-section, and requirement improvements.

Application Response: XXXX

28. Interior Sidewalks (DPO 6.8.1.E): It is unclear whether interior sidewalks have been provided at all appropriate locations, including: Connecting across Street A between the two northernmost buildings at their northern point; from the building in the southwest corner of Street A to the street in its more southern area; and, from the south westernmost building to the multi-use path on its western side.

Action Required: Please revise the plans to meet the interior sidewalks requirement.

Application Response: XXXX

29. Crosswalks (DPO 6.8.1.G): Crosswalks have not been identified.

Action Required: Please revise the plans to identify crosswalk locations.

Application Response: XXXX

30. Greenway Topography (DPO 6.8.3.E): It is unclear whether the multi-use path along the southern boundary has been design per the ordinance. Specifically, there are several notable trees (one of 24") that do not appear to have been considered in routing the path.

Action Required: Please revise the plans to acknowledge the existing site conditions.

Application Response: XXXX

31. Transportation Impact Analysis Review (DPO 6.10.4.B): The Planning Director has provided a negative recommendation to the project based on the reasons described in "XXXX."

Action Required: Please revise the plans to accommodate the Planning Director notes.

Application Response: XXXX

32. Open Space vs. Park (DPO 7.1.2.A): Per the earlier Open Space Values comment, the extent of overall open space (including undisturbed open space and park areas) is unclear.

Action Required: Please remove the approved realigned Potts Street from base calculations and verify compliance with DPO standards.

Application Response: XXXX

33. Park Standards (DPO 7.4): The following items require clarification or revision:

a. Focal Point (DPO 7.4.1.A.2): As the site is adjusted to factor in the Pott St. realignment, the requirement that parks shall serve as focal points for the development and town should be kept in view.

b. Size & Dimensions (DPO 7.4.1.C.1): C-002 lists the Total Project Park Space as 1.21 Acres and notes the minimum park size and location requirements. However, it is unclear whether this includes all areas labeled as parks – Neighborhood and Dog – or just Neighborhood Park. Additionally, it is unclear whether these facilities independently meet minimum design requirements for their size and shape (or if they are intended to). DPO 7.4.2.A.D. requires that parks be a minimum of 0.5 acres in size, with the Planning Director able to ensure that park size is appropriate to the intended function.

c. Minimum Amenities (DPO 7.4.1.F.1): The plans do not provide an idea of the amenity requirements for the parks will be met. Features such as seating and tables, active or passive recreational features, and access must be shown for the Neighborhood Park. For the Dog Park, additional considerations include: Fencing with double-gated entry (for animal leashing as well as to facilitate wheelchair access); cleaning supplies (including dog waste stations and waste bags); shade and water for both dogs and owners; adequate drainage.

d. Access/Connection (DPO 7.4.2.A.E): It is unclear whether the proposed Neighborhood Park design meets the greenway connectivity requirements set forth in the Parks & Recreation Master Plan.

e. Maintenance (DPO 7.5): The intended long-term responsibility for the park areas should be clarified based on the options listed in the ordinance.

Action Required: Please include the approved realigned Potts Street from base calculations and verify compliance with DPO standards.

Application Response: XXXX

34. Parking – Amount Required (DPO 8.3.1): The following items require clarification or revision:

- a. Vehicular:** The parking lot area totals have been illustrated; thank you. However, the overall total has not been provided
- b. Bicycle:** The amount of bicycle parking as been listed on C-002 and appears sufficient in terms of quantity for the residential uses; thank you. However, it is unclear whether sufficient bicycle parking has been provided for the Neighborhood Park (DPO 7.4.1.F.3).

Action Required: Please revise the plan to list the overall amount of parking provided and confirm whether sufficient bicycle parking has been provided for the Neighborhood Park.

Application Response: XXXX

35. Parking – General Design (DPO 8.4.1): The following items require clarification or revision:

- a. Curb Cuts (DPO 8.4.1.A):** The width of the curb cuts to parking areas from streets must be clarified.
- b. Parking in Front of Facade (DPO 8.4.1.B):** It appears that off-street parking adjacent to Street C has been placed in front of one of the building facades (i.e. the Type 3 building on the east side of Street C).
- c. Parking Area Size (DPO 8.4.1.C):** It is unclear whether one sub-set of the main parking area has been sufficiently broken up, which is required since it exceeds 36 spaces.
- d. Entrance Driveway (DPO 8.4.1.D):** The entrance driveway widths must be clarified.
- e. Parking Lots Over 100 Spaces (DPO 8.4.1.K):** It is unclear whether the main parking area exceeds 100 spaces. Note: Parking lots over 100 spaces must use low impact development practices (DPO 8.4.8.B).

Action Required: Please revise the plans to address the items noted and/or provide clarification where requested.

Application Response: XXXX

36. Pedestrian Access (DPO 8.4.5): It appears that one portion of the main parking area exceeds 36 spaces, but the appropriate pedestrian infrastructure has not been provided within the area to move pedestrians through the parking lot.

Action Required: Please revise the plans to illustrate that the pedestrian access requirement for the identified parking area has been met.

Application Response: XXXX

37. Bicycle Parking (DPO 8.6): The following items require clarification or revision:

- a. Bicycle Covering (DPO 8.6.4.A):** It is unclear whether at least 50 percent of the short-term parking spaces have been covered as required. Note: If more than 10 short-term spaces are required at least 50 percent must be covered.

b. Racks (DPO 8.6.6.A): It is unclear what type of surface(s) have been envisioned for racks.
Note: Racks must be secured on hard surface (and this must count towards impervious coverage calculations).

Action Required: Please revise the plans to illustrate that the bicycle parking requirements have been met. Ensure that the hardscape areas are accounted for in impervious coverage calculations.

Application Response: XXXX

38. Driveway Visibility (DPO 8.7.2.A.1): With the realignment of Potts St., note that driveway visibility to/from parking areas must be factored into the plans where applicable.

Action Required: Please XXXX

Application Response: XXXX

39. Tree Planting Requirement (DPO 9.3.1.A): The Landscape Schematic Design must confirm that the minimum tree planting requirements specified in Table 9-1 are been met.

Action Required: Please XXXX

Application Response: XXXX

40. Tree Preservation Requirements (DPO 9.3.2.B): Sufficient information has not been provided to determine whether items A.1-4 have been met. Revised documentation must confirm these requirements have been met, and the Potts St. realignment must be factored into the calculations.

Action Required: Please revise the documentation to confirm that the requirements are met. Per DPO 9.3.2.B.1, please note that the decision as to which trees to save shall be jointly made.

Application Response: XXXX

41. Parking Area Landscaping (DPO 9.6): The following items require clarification or revision:

- a. Interior Parking Lot landscaping (DPO 9.6.1.D):** It appears that one sub-lot area exceeds 36 spaces and is therefore subject to the enhanced landscaping requirements.
- b. Perimeter Parking Natural Buffers (DPO 9.6.2.F):** Note that natural areas adjacent to parking areas must remain undisturbed.
- c. Landscape Islands (DPO 9.6.3.A):** It is unclear whether a minimum 8' width has been maintained in the planting area of the parking lot exceeding 36 spaces.

Action Required: Please revise the plans to meet the landscaping requirements noted above.

Application Response: XXXX

42. Additional Requirements (DPO 9.4-9.7): As the plans evolve, there will be additional criteria that come to the fore. Please note that future plans, including the Landscape Schematic Design, will need to carefully consider the following sections' requirements: 9.4 Street Trees, 9.5 Site Landscaping, 9.6 Parking Lot Landscaping, 9.7 Screening.

Action Required: Please revise the plans as necessary to meet the applicable requirements.

Application Response: XXXX

43. Lighting (DPO 10): The approach to lighting – in particular perimeter lighting – is unclear.

Action Required: Please provide a description of the project team’s initial thoughts on addressing the various lighting requirements.

Application Response: XXXX

44. Watershed Overlay District (DPO 17): As noted in the Site Calculations comments within the Documentation Requirements section, the impervious coverage values must be clearly accounted for. Additionally, the approved Potts Street realignment and associated ROW improvements must be removed from the base parcel calculations.

If the development program exceeds 50 percent impervious coverage, then Density Averaging will be required per DOP 17.8. Note: Per the DPO and statutory requirements, the Density Averaging process permits up to two non-contiguous properties to average impervious coverage. Currently, it appears that the calculations consider three parcels, which exceeds the allowance.

Action Required: Please revise the plans to include detailed impervious coverage calculations compliant with the DPO.

Application Response: XXXX