



DATE: 01.29.2015
TO: ProTrak
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Transportation Planning

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■ **NATIONWIDE INSURANCE OFFICE EXPANSION [TRC Plan Review]**

∞ Initial Review Note ∞

All comments are based on adopted policy documents, specific City of Wilmington Land Development Code (CofW LDC) and City of Wilmington Technical Standards and Specifications Manual (CofWTSSM) requirements in effect at the time of this review. These have been noted after the comment as appropriate for your ease in further research.

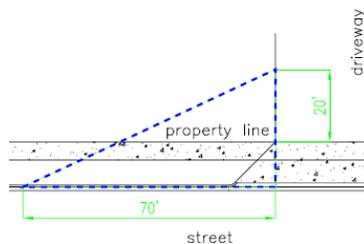
The City Engineer may administratively approve dimensional variance requests per LDC Sec. 18-348. If the Applicant feels further interpretation is in order, please contact Transportation Planning directly to discuss in additional detail. Please apply for all administrative variances in writing, an email is acceptable or this may be included on the plan set. Please see Sec. 18-348 of the Land Development Code for the information required to process a variance request.

TECHNICAL STANDARDS – DRIVEWAY ACCESS (Non-Major Thoroughfares):

1. Technical standards require that the driveway curb return must be at least 6.5' from intersecting property lines. The current driveway actually goes over the property line. A variance request may be required. [Chapter VII, C, Table 4 CofWTSSM]

TECHNICAL STANDARDS – ACCESS (driveway, sidewalk, sight distance):

2. Dimension driveway widths and tapers. [Sec.18-529 CofW LDC]
3. The current driveway does not meet the minimum two-lane driveway width of 23'. The driveway width is approximately 16' wide; therefore, a variance request may be required. [7-9 CofW Tech Stds]
4. Distinguish between existing and proposed sidewalk on the site plan. It is unclear where the 6'6" concrete walk starts and ends. Please provide more detail for the concrete walk.
5. Provide sidewalk detail SD 3-10 on the plan.
6. Show all adjacent traffic signs and pavement markings on the plan. [Sec. 18-529(b)(2) CofW LDC]
7. Show and apply the City's 20'x70' sight distance triangle at each driveway on the site plan and landscaping plan. [Sec.18-529(c)(3)CofW LDC] Add a note indicating that all proposed vegetation within sight triangles shall not interfere with clear visual sight lines from 30"-10'. [Sec.18-566 CofW LDC]



TECHNICAL STANDARDS – PARKING:

8. The minimum radius is 25' for any portion of a parking lot adjacent to a travel way (i.e. islands at the end of a parking bay) for parking that is open to the public. If the travel way will not be used for emergency service vehicles or truck traffic, you may request a tighter radius, the minimum is 15'. This request must be made in writing. [[Chapter VII, Detail SD 15-13 CofWTSSM](#)]
9. Reduce the wheel stop height to 4" within the parking lot to allow 2'6" for vehicle overhang.
10. Parking lot must meet requirements of standard details SD 15-13 and 15-10 for parking lots under 25 stalls. Provide a continuous perimeter border and 6" gravel surface. [[SD 15-11 CofW Tech Stds](#)]
11. Provide the location for the dumpster for this site.
12. Provide bicycle parking in accordance with Section 18-528 of the City of Wilmington Land development Code. Add the number required and proposed to the site development data. [[Sec.18-528 CofW LDC](#)]

GENERAL NOTES TO ADD TO THE PLAN:

- A. All pavement markings in public rights-of-way and for driveways are to be thermoplastic and meet City and/or NCDOT standards. [[Detail SD-13 CofW Tech Stds](#)]
- B. All signs and pavement markings in areas open to public traffic are to meet MUTCD (Manual on Uniform Traffic Control Devices) standards. [[Detail SD 15-13 CofW Tech Stds](#)]
- C. All traffic control signs and markings off the right-of-way are to be maintained by the property owner in accordance with MUTCD standards.
- D. All parking stall markings and lane arrows within the parking areas shall be white.
- E. A utility cut permit is required for each open cut of a City street. Note this on the plan and contact 341-5888 for more details. In certain cases an entire resurfacing of the area being open cut may be required.
- F. Any broken or missing sidewalk panels, driveway panels and curbing will be replaced.
- G. A landscaping plan indicating the location of required street trees shall be submitted to the City of Wilmington Traffic Engineering Division and Parks and Recreation Department for review and approval prior to the recording of the final plat. [[SD 15-14 CofW Tech Stds](#)]
- H. Contact Traffic Engineering at 341-7888 forty-eight hours prior to any excavation in the right of way.

MISCELLANEOUS:

- ❖ Permitting of business identification signage is a separate process. NCDOT/ City of Wilmington will not allow obstructions within the right of way.
- ❖ Contact 341-7888 to discuss street lighting options.
- ❖ Include appropriate City of Wilmington approval stamps prior to submitting final plans.

Please let me know if you have any questions or if I can be of further assistance as this development moves through the review process.