



**Planning, Development  
and Transportation**  
 Transportation Planning  
 305 Chestnut Street  
 PO Box 1810  
 Wilmington, NC 28402-1810

910 341-3258  
 910 341-7801 fax  
 www.wilmingtonnc.gov  
 Dial 711 TTY/Voice

**DATE:** 02.21.2019  
**TO:** ProTrak  
**FROM:** Bill McDow  
 Transportation Planning

■ **JAMESBOROUGH COURT [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.

**BASE INFORMATION:**

- If pavement markings on site have weathered to the point they are not in accordance with the MUTCD standard of maintenance, do not show the markings as existing, and rather show them as proposed on the site plan.

**NCDOT:**

It is the Applicant’s responsibility to coordinate directly with NCDOT to determine if any driveway permits/ revisions/ review processes are required. Contact NCDOT at 910. 251.2655. Please note additional comments may be forthcoming once coordination occurs.

**TECHNICAL STANDARDS – DRIVEWAY ACCESS (Major Thoroughfares):**

1. Driveways for lots along major thoroughfares must at least 75’ offset from property lines to the curb line. A variance may be required for this driveway.

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

2. The proposed project does not have a public or private street.
3. Dimension driveway widths and tapers. [Sec. 18-529 CofW LDC]
4. The proposed 16’ drive does not meet minimum technical standards for a two-way driveway. The minimum two-lane driveway width is 23’. [7-9 CofW Tech Stds]
5. The proposed project does not have sidewalk or the Wrightsville Avenue Multi-Use Path shown along Wrightsville Avenue. Provide a Multi-Use Path/ public sidewalk and sidewalk connection between the site and the public sidewalk. A Payment in Lieu may be submitted for this requirement.
6. Show all adjacent traffic signs and pavement markings on the plan. [Sec. 18-529(b)(2) CofW LDC]

**TECHNICAL STANDARDS – PARKING:**

7. Protection from vehicles is required around all required landscaped areas within vehicular areas.

8. The new parking lot must meet requirements of standard details SD 15-13 and 15-10 for parking lots under 25 stalls. Please show whether the lot will be paved with asphalt or constructed of another material. If the project is not paved, then it must provide a continuous perimeter border and 6" gravel surface. [\[SD 15-11 CofW Tech Stds\]](#)
9. The proposed parking area appears to have over 150' distance from the parking area in front of building #3. A Fire Engine Turnaround must be provided.
10. Provide a turning movement analysis of a Fire Engine at the new parking lot.
11. Please show the proposed dumpster location.
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. [\[Sec.18-528 CofW LDC\]](#)

**TECHNICAL STANDARDS – Barrier Free Design:**

13. Please show location of handicap ramp(s) and signs and provide details on the plan.
14. Note/label the plan with spot elevations that clearly indicate the accessible route from the HC space(s) to the building. [\[Sec. 18-529\(b\)\(2\)CofW LDC\]](#)

**GENERAL NOTES TO ADD TO THE PLAN:**

- A. All parking stall markings and lane arrows within the parking areas shall be white.
- B. 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.
- C. Any broken or missing sidewalk panels, driveway panels and curbing will be replaced.
- D. 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. [\[SD 15-14 CofW Tech Stds\]](#)
- E. 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.
- ❖ Transportation Planning Staff will review the landscape plan once submitted for compliance with sight distance requirements.
- ❖ 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.