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**DATE:** 03.02.2015  
**TO:** ProTrak  
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 Transportation Planning

**■ GOVERNMENT RESOURCE CENTER [TRC Plan Review]**

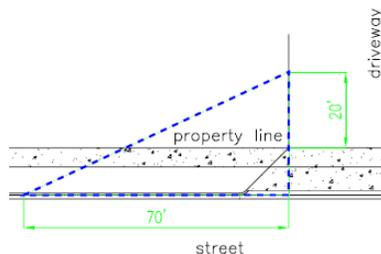
↻ Initial Review Note ↻

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 – ACCESS (driveway, sidewalk, sight distance):**

1. Show driveways for adjacent lots and lots across the street.
2. Driveways shall be City-standard ramp-type driveways. Show appropriate City standard detail(s) on plan. [Chapter VII ,Detail SD 8-02 (curb) CofWTSSM]
3. The proposed sidewalk appears to be outside of the Right of Way for Cardinal Dr. Provide a Pedestrian Access Easement for the parts of the sidewalk that are outside of the Right of Way.
4. Provide a sidewalk connection between the site and the public sidewalk.
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 any traffic signal facilities and equipment in front of the development. Contact Traffic Engineering at 341-7888 for help in identifying these.
8. 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:**

9. Provide the dimensions and radius of the landscaping islands and curbing. 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 (an email message is acceptable). [\[Chapter VII, Detail SD 15-13 CofWTSSM\]](#)

10. The brick planter must be at least 2.5' from the face of curb to prevent vehicles from hitting this object. If the planter is closer than 2.5' from the face of curb, then wheel stops must be installed to protect this planter from being hit by vehicles and to allow for the 2.5' of vehicle overhang.
11. The distance between the two parking lots appears to be less than 5'. Provide wheel stops for parking spaces perpendicular to the eastern side of the parking lot to allow for vehicle overhang and prevention of vehicles in this lot hitting vehicles in the adjacent parking area.
12. The backing stub is to be 10' deep by 15' wide. Please dimension. [\[Chapter VII ,Detail SD 15-12 CofWTSSM\]](#)
13. Provide the location of the trash dumpster for this site.
14. Please contact the Urban Forester to discuss relocating trees within the site.
15. 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 and graphically indicate on the plans the location of bike parking. [\[Sec.18-528 CofW LDC\]](#)

#### **TECHNICAL STANDARDS – Barrier Free Design:**

16. The proposed planter appears to be obstructing the handicap ramps for the 5' sidewalk. Ensure the planter ends prior to the ramps and does not obstruct the sidewalk. 4' of the sidewalk must remain clear for pedestrian use.
17. Please show location of handicap signs and provide details on the plan.

#### **REVISIONS TO NOTES ON THE PLAN:**

18. Please revise notes #15 on the cover sheet to reflect the following verbiage:

#15: Any broken or missing sidewalk panels, driveway panels and curbing will be replaced.

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

- A. 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.
- ❖ 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.