



**Planning, Development  
and Transportation**  
Transportation Planning  
305 Chestnut Street  
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**DATE:** 03.18.2015  
**TO:** ProTrak  
**FROM:** Bill McDow  
Transportation Planning

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■ **STEPHENS BUILDING [Plan Review# 2]**

↻ 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:**

- As previously requested, revise the site plan to accurately illustrate the existing conditions on and surrounding this parcel. Show all adjacent traffic signs, lane configurations, traffic control devices and pavement markings on the site plan. Please refer to the Technical Standards and Specifications Manual (link is below) Ch. VII C.1.a.2. for specific information and distance requirements. These items can be taken from an informal field survey or aerial photograph. Contact Traffic Engineering at 341-7888, if you need assistance locating these elements.

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

1. Provide City Standard sidewalk detail. The sidewalk may be 4" in other locations; however, the thickness of concrete shall be 6" at the driveways.
2. Does the sidewalk connect to the existing sidewalk and the shared walk between building 310 and building 314? There appears to be a gap between the existing sidewalk and the shared walkway.
3. If the site is not providing residential garages, please show the location and dimensions of the resident parking for the proposed duplexes.
4. Although not a requirement, if these units are to be commercial units, then it is requested that the Applicant consider adding some bicycle parking.
5. Please provide an update on the variance for the shared driveway. Was it submitted to City Engineering? [Sec.18-529 CofW LDC]

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.