



**Planning, Development  
and Transportation**  
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**DATE:** 03.31.2014  
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■ **ST MARY’S PARISH TILESTON CAMPUS [Initial Plan Review]**

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:**

- Revise all sheets 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 inventory 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. Contact Traffic Engineering at 341-7888 if you need assistance locating these elements.

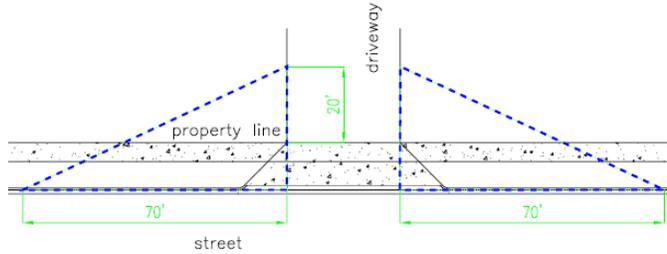
**TECHNICAL STANDARDS – DRIVEWAY ACCESS (Non-Major Thoroughfares):**

1. Driveways along side streets not classified as a major thoroughfare must have corner clearance of 60’ measured along the curb line. The proposed driveway and driveway flare appears to be too close to the stop sign. Please reduce taper for the driveway flare to ~6’ to allow for additional distance between the driveway and the stop sign. [\[7-13 CofW Tech Stds\]](#)

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

2. Show driveways for adjacent lots and lots across the street.
3. Driveways shall be City-standard ramp-type driveways. Show appropriate City standard detail(s) on plan. [\[Chapter VII ,Detail SD 8-02 \(curb\) CofWTSSM\]](#)
4. Show proposed driveway centerline elevations at both the front and the back of each concrete driveway apron, at the curb line, property line & points at 26’ and 52’ behind the property line. [\[Chapter VII, C\(1\)\(a\)\(2\)12 CofWTSSM\]](#)
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. 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]
10. Ensure the Brick Planters adjacent to 1937 addition do not obstruct the 4' sidewalk, as required to meet ADA requirements. 4' of the sidewalk must remain clear for pedestrian use.
11. The proposed wheel stops for the handicap parking spaces must be located 2.5 from the end of the parking spaces to allow for car overhang.
12. Although not a requirement, it is requested the Applicant consider adding some bicycle parking. Please add the proposed number to the site data table and graphically indicate on the plans the location of bike parking. [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]
15. Note the required and proposed number of handicapped spaces in the development data. [Sec. 18-529(b)(2) CofW LDC]

#### REVISIONS TO NOTES ON THE PLAN:

16. Please revise notes #12 on sheet C1 and C2 to reflect the following verbiage:  
#12: All parking stall markings and lane arrows **within** the parking areas shall be white.

#### 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. Any broken or missing sidewalk panels, driveway panels and curbing will be replaced.
- E. 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]
- F. Contact Traffic Engineering at 341-7888 forty-eight hours prior to any excavation in the right of way.

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.