



**Planning, Development
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DATE: 04.19.2016
TO: ProTrak
FROM: Bill McDow
 Transportation Planning

■ **WINDEMERE PARK SUBDIVISION [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:

- The common areas appear to be labeled incorrectly. Please identify Common Area #2 and #3. Two areas are called Common Area #1.
- The Lot 295 Section 14 at 730 Windemere Road has drainage lines and drainage easements shown. Is this lot part of this subdivision?

TECHNICAL STANDARDS – NEW ROADS:

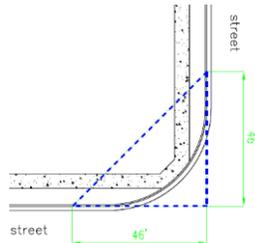
1. The proposed street extension, (Windemere Road Extension), has proposed a valley curb. Please consult Engineering for the appropriate street cross section and crown Standard detail.
2. The Stormwater from the Subdivision lots appears to be draining into the street and catch basins. Consult Engineering for the appropriate crown standard detail.
3. The proposed catch basins must transition from valley curb to standard curbing prior to each catch basin. Show the transitions on the site plans and provide a detail for the catch basins and transition areas.
4. Lot #6 does not appear to have any street frontage due to the shape and size of the 5,549 SF Common Area. Each lot must have access to the street and a driveway area.
5. The minimum street corner radii is 35'. Please show dimensions. [\[7-5 CofW Tech Stds\]](#)

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

6. Lot #6 does not appear to have any street frontage for a driveway. Each lot must have access to the street and a driveway area.
7. Minimum distance between two driveways is 20' as measured between driveway aprons/curb returns at curb line or edge of roadway. [\[7-11 CofW Tech Stds\]](#)
8. The driveway curb return must be at least 6.5' from intersecting property lines. [\[Chapter VII, C, Table 4 CofWTSSM\]](#)

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

9. Driveways shall be City-standard ramp-type driveways. Show appropriate City standard detail(s) on plan. [Chapter VII ,Detail SD 8-02 (curb) CofWTSSM]
10. Provide sidewalk detail SD 3-10 on the plan.
11. The 5' pedestrian path/walkway appears to be on private property, (NHCS for a Middle School). An easement to the school must be obtained. Verify whether an entrance gate to the NHCS property will be required.
12. Show all adjacent traffic signs and pavement markings on the plan. [Sec. 18-529(b)(2) CofW LDC]
13. Show and apply the City's 46'x46' sight distance triangle at each street corner intersection 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 – Barrier Free Design:**

14. Please show location of tactile mats on the proposed wheel chair ramps and provide details on the plan.

REVISIONS TO NOTES ON THE PLAN:

1. Please revise City of Wilmington Standard notes #4, 6, and 7 on sheet C1 to reflect the following verbiage:
 - #4: It shall be the responsibility of the subdivider to erect official street name signs at all intersections associated with the subdivision in accordance with the Technical Standards and Specifications Manual. The subdivider may acquire and erect official street name signs or may choose to contract with the city to install the street signs and the subdivider shall pay the cost of such installation. Contact Traffic Engineering at 341-7888 to discuss installation of traffic and street name signs. Proposed street names must be approved prior to installation of street name signs.
 - #6: Contact Traffic Engineering at (910) 341-7888 to ensure that all Traffic Engineering Equipment and Facilities are shown on the plan. Contact Traffic Engineering at 341-7888 forty-eight hours prior to any excavation in the right of way.
 - #7: Any broken or missing sidewalk panels, driveway panels and curbing will be replaced.

GENERAL NOTES TO ADD TO THE PLAN:

- A. 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.
- B. Install reflectors per City and NCDOT standards. Traffic Engineering must approve of pavement marking layout prior to actual striping.
- C. 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]

MISCELLANEOUS:

- ❖ Contact Alina Dorofeeva at 341-7888, Alina.dorofeeva@wilmingtonnc.gov 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.
- ❖ Transportation Planning Staff reserves the right to review and comment on any additional plans submitted for this development.

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.