



**Planning, Development
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DATE: 06.24.2014
TO: ProTrak
FROM: Bill McDow
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■ **SOLD BY THE SEA REALTY [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:

- 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.

NCDOT:

It is the Applicant's responsibility to coordinate directly with NCDOT to determine if any driveway permits/ revisions/ review processes are required. Contact Allen Hancock, PE at 910.251.2655. Please note additional comments may be forthcoming once coordination occurs.

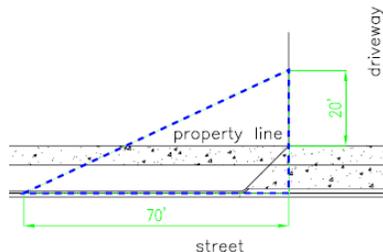
TECHNICAL STANDARDS – DRIVEWAY ACCESS (Major Thoroughfares):

1. Increase the distance of the driveway curb return at intersecting property lines measured at the street corner. 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, 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. Dimension driveway widths and tapers. [[Sec.18-529 CofW LDC](#)]
5. The minimum two-lane driveway width is 23'. [[7-9 CofW Tech Stds](#)]
6. Driveways are to intersect the street at a 90 degree angle. [[7-11 #3 CofW Tech Stds](#)]
7. Provide a sidewalk along Oleander Dr.
8. Provide a sidewalk connection between the site and the public sidewalk.
9. Distinguish between proposed and existing sidewalk(s) and provide dimensions
10. Provide sidewalk detail SD 3-10 on the plan.
11. 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:

12. Dimension parking stalls, radii and parking aisles. [[Sec. 18-529\(b\)\(2\) CofW LDC](#)]
13. 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](#)]
14. Protection from vehicles is required around all required landscaped areas within vehicular areas.
15. Parking lot must meet requirements of standard details SD 15-13 and 15-10 for parking lots under 25 stalls. Provide a continuous perimeter border and 6" gravel surface. [[SD 15-11 CofW Tech Stds](#)]
16. The proposed "backing space" is not standard. This space is required to meet minimum parking requirements for 6 spaces.
17. As the drive aisle behind the parking is greater than 24', a backing stub may not be necessary for this site. If you choose to install a separate backing stub, it shall be 10' deep by 15' wide. Please dimension. [[Chapter VII ,Detail SD 15-12 CofWTSSM](#)]
18. As the developer has chosen to provide automobile spaces, it is requested that bicycle parking be provided in accordance with Sec. 18-528. Please add the required number and 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:

19. The proposed handicap ramp does not appear to meet ADA requirements. Increase the width of the ramp to a minimum of 4'. Provide details on the landings for the ramp and ensure they meet ADA requirements and show the location of the entrance door for the building.
20. The 3' sidewalk as proposed adjacent to the Handicap parking spaces does not meet ADA requirements. 4' of the sidewalk must remain clear for pedestrian use. [[Chapter VII, Detail SD 15-13 CofWTSSM](#)]

21. Please show location of handicap signs and provide details on the plan.
22. 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](#)]
23. Note the required and proposed number of handicapped spaces in the development data. [[Sec. 18-529\(b\)\(2\) CofW LDC](#)]

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. All parking stall markings and lane arrows within the parking areas shall be white.
- E. 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.
- F. Any broken or missing sidewalk panels, driveway panels and curbing will be replaced.
- G. 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](#)]
- H. 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.