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**DATE:** 08.13.2019  
**TO:** ProTrak  
**FROM:** Bill McDow  
 Transportation Planning

■ **MASONBORO STATION EXPANSION [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 Site Data Table on Sheet C-5, (Preliminary Plan) does not show the GSF for the existing buildings. Please revise this sheets to accurately show the GSF for the existing buildings.

**TRAFFIC IMPACT:**

- ❖ The site data plans indicate a 9200 SF building increase and 2000 SF covered deck increase. Please provide the Estimated Trip Generation Numbers for the existing and proposed Land Uses. If the difference in trips exceeds 100 peak hour trips a TIA may be required.
- ❖ The Trip Generation Estimates must show the land use code and intensity based upon the total Gross SF for the usage, based upon the Institute of Transportation Engineers (ite) Trip Generation 10<sup>th</sup> Edition, 2017, [**LIST PROPOSED USE + INTENSITY** (ite land use code **xxx**) is **xx** total driveway volume in the AM peak hours, **xx** total driveway volume in the PM peak hours and **xx** average weekday 2-way driveway volume].

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

1. Driveways for lots along major thoroughfares must at least 75’ offset from property lines to the curb line.

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

2. The existing Driveways do not appear to meet City Technical Standards. Driveways shall be City-standard ramp-type driveways. Show appropriate City standard detail(s) on plan. [[Chapter VII ,Detail SD 3-03.3\) CofWTSSM](#)]
3. Dimension driveway widths and tapers. [[Sec.18-529 CofW LDC](#)]
4. The maximum two-lane driveway width is 30’. A variance may be required. [[Page 7-9 CofW Tech Stds](#)]

5. The maximum three-lane driveway width is 36'. [[Page 7-9 CofW Tech Stds](#)]
6. The site does not have public sidewalk along the ROW of Masonboro Loop Road and Masonboro Sound Road. Please show the 5' sidewalk on these ROWs.
7. Provide a sidewalk connection between the site and the public sidewalk.
8. Distinguish between proposed and existing sidewalk(s) and provide dimensions.

**TECHNICAL STANDARDS – PARKING:**

9. The site appears to have an approximate 33'X 95' gravel parking area in the ROW along Masonboro Sound Road. Vehicles are not permitted to use the ROW as a parking or overflow area. Please clarify how this area will be used for this project or for existing uses.
10. Please label the dimension the landscape islands. 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](#)]
11. Please dimension the drive aisles. Twenty-four feet (24') is the minimum drive aisle width behind perpendicular parking.
12. Sheets C-4, C-5 and C-7 appear to be missing a graphic scale. Provide a graphic scale.
13. Provide a turning movement analysis of a Trash Truck and Fire Engine for the new Building and from both driveway locations.
14. The site has existing and proposed parking spaces. 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. [[Sec.18-528 CofW LDC](#)]

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

- A. All parking stall markings and lane arrows within the parking areas shall be white.
- B. 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](#)]
- C. 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.

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.