



**Development Services**  
 Transportation Planning  
 305 Chestnut Street  
 PO Box 1810  
 Wilmington, NC 28402-1810

910 341-3258  
 910 341-7801 fax  
[www.wilmingtonnc.gov](http://www.wilmingtonnc.gov)  
 Dial 711 TTY/Voice

**DATE:** 12.10.2012

**TO:** ProTrack

**FROM:** Tara Murphy, RLA, ASLA, LEED AP                      Dave Brent  
 Transportation Planning    Traffic Engineering

■ **WILLIAMSON MEDICAL OFFICE [initial 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. Some of 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.



**NCDOT:**

It is the Applicant's responsibility to coordinate directly with NCDOT to determine if any driveway permits/ revisions/ review processes are required. Contact David Leonard, PE at 910.251.2655.

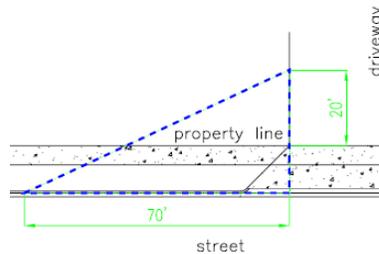
**BASE INFORMATION:**

1. Rotate the site plan to orient north to the top of the page plan to match the vicinity map.
2. Show edge of pavement, driveways on adjacent parcels and across the street, all pavement markings, bike trail, etc.

**TECHNICAL STANDARDS:**

1. Current driveway does not meet city driveway standard for radius and tapers. Driveways shall be City-standard ramp-type driveways. Show appropriate City standard detail SD 8-02 on plan. [\[Chapter VII ,Detail SD 8-02 \(curb\) CofWTSSM\]](#)
2. Show proposed driveway centerline elevations at both the front and the back of the 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\]](#)
3. Provide sidewalk detail SD 8-15 on the plan.
4. Provide a wheelchair ramp detail.

5. Provide vertical protection or horizontal separation for the proposed flush sidewalk located adjacent to the drive lane.
6. Show and apply the City's 20'x70' sight distance triangle at each driveway on the site plan and landscaping plan, as measured from property line. The sight distance triangle is improperly shown on the landscape plan (20' is measured from the ROW line) and also needs to be shown on the site plan. Please refer to the illustration below for proper placement. The proposed sign is within the sight distance triangle and will need to be located elsewhere. [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]



7. 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). The right turn radius to the parking (10') is inadequate for emergency vehicle access. [Chapter VII, Detail SD 15-13 CofWTSSM]
8. Wheel Stops shall be installed 2.5' from the rear of parking spaces, and shall not exceed 4" in height. Please note this on the plans and/or provide a detail.
9. The backing stub is to be a minimum of 10' deep by 15' wide. Please dimension. [Chapter VII, Detail SD 15-12 CofWTSSM]
10. Although not a requirement, it is requested the Applicant consider adding some bicycle parking. This site is in close proximity to the River to Sea Bikeway and Gary Shell Cross City Trail facilities.
11. Please add the following general notes to the plan:
  - A. All pavement markings in public rights-of-way and for driveways are to be thermoplastic and meet City 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 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. Any broken or missing sidewalk panels will be replaced.
  - G. 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.
- ❖ 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.