



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

**DATE:** 12-18-2014  
**TO:** ProTrak  
**FROM:** Bill McDow  
Transportation Planning

910 341-3258  
910 341-7801 fax  
www.wilmingtonnc.gov  
Dial 711 TTY/Voice

---

■ **TIME WARNER SWITCHING BUILDING [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.

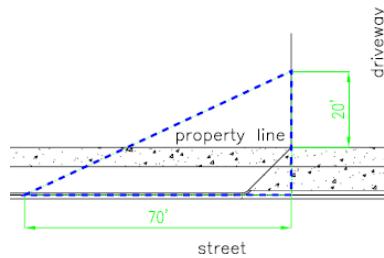
**BASE INFORMATION:**

- If pavement markings on site have weathered to the point they are not in accordance with the MUTCD standard of maintenance, do not show the markings as existing; rather show them as proposed on the site plan.

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

1. The driveway curb return must be at least 6.5' from intersecting property lines. [[Chapter VII, C, Table 4 CofWTSSM](#)]
2. Show driveways for adjacent lots and lots across the street.
3. It appears that one of the site driveways will be closed in this project. Note which existing driveways will be closed. Extend the curb along these driveways and restore the verge area to match the existing/proposed.
4. The rear gate opens onto the Colwell Avenue Right of Way, which is closed to vehicular traffic. Place a note on the plans to ensure vehicles are using this gate to cross this ROW or access Dawson Street from this site.
5. Driveways shall be City-standard ramp-type driveways. Show appropriate City standard detail(s) on plan. [[Chapter VII ,Detail SD 8-02 CofWTSSM](#)]
6. Dimension driveway widths and tapers. [[Sec.18-529 CofW LDC](#)]
7. The minimum two-lane driveway width is 23'. [[7-9 CofW Tech Stds](#)]
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. 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](#)]
13. Protection from vehicles is required around all required landscaped areas within vehicular areas.
14. Provide wheel stops for parking spaces perpendicular to any proposed retaining walls to allow for car overhang and prevention of cars hitting the wall.

#### TECHNICAL STANDARDS – Barrier Free Design:

15. Please show location of handicap ramp(s) and signs and provide details on the plan.
16. 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 traffic control signs and markings off the right-of-way are to be maintained by the property owner in accordance with MUTCD standards.
- C. All parking stall markings and lane arrows within the parking areas shall be white.
- D. 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.
- E. Any broken or missing sidewalk panels, driveway panels and curbing will be replaced.
- F. 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](#)]
- 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. NCDOT/ City of Wilmington will not allow obstructions within the right of way.
- ❖ Contact 341-7888 to discuss street lighting options.
- ❖ 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.