

**To:** Jimmy Fentress, Stroud Engineering, P.A  
**From:** Nicole Smith, Associate Planner; 910-341-1611  
**CC:** File;  
**Date:** 3/28/2018  
**Re:** Arboretum Village, 294 Military Cutoff Road

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The following is a list of comments for review from planning regarding the project. Please provide your corrections as listed below. Additional review will be required once all the needed documents have been provided. Items or documents not provided on initial submission will be subject to further review. Please contact me for any further questions.

Site Plan Comments:

- Be sure to include the following stamp on all plan pages:

Approved Construction Plan	
Name	Date
Planning _____	
Traffic _____	
Fire _____	

- Sec. 18-60 (c) (5): Additional information is the site data table as follows:
  - Zoning: Pending entitlement process. Final conditions will need to be added to the plan set for signature.
  - Calculations for building lot coverage
  - Number of units
  - Number of buildings
  - Please clarify the height of all buildings (35 ft.)
  - Square feet per floor
  - Revise CAMA land use classification (Watershed Resource Protection)
- Sec. 18-60 (c) (9): Show location and dimension of any easements, public rights-of-way, existing and proposed.
- Sec. 18-60 (c) (10): Show Location and dimension of on-site pedestrian and vehicular access ways, , loading and unloading facilities,
- Sec. 18-60 (c) (11): Show location and dimension of all fencing and screening.
- Sec. 18-60 (c) (15): Show a proposed landscape plan.
- Show bicycle parking compliance. Each new commercial or office development requiring 25 or more auto parking spaces shall make provisions for parking a minimum of 5 bicycles. Each additional 100 auto parking spaces above the minimum 25 spaces shall require provisions for parking of 5 additional bicycles up to a maximum of 25 bicycles. Bicycle parking facilities shall be provided within 200 feet of the primary entrance to the facility.
- Sec. 18-504: Show compliance with screening of dumpsters with living and non-living material.
  - Screening shall be a minimum of 6 feet in height along the front or corner side of any lot and 8 feet in height along any side or rear property line.

- A tree preservation/removal permit is required
- All federal, state and local permits are required prior to full construction release. This includes, but is not limited to: state storm water, state utility extension permits, wetland disturbance permits, city storm water, tree protection permits, etc.

Landscape Plan to Include:

- The interior area of a parking facility shall be shaded by canopy trees either planted or retained to provide twenty (20) percent or greater canopy coverage at maturity. For purposes of this section, a parking facility shall include any areas of a development devoted to pedestrian or vehicular use, including but not limited to parking areas, loading spaces, automobile sales lots, driveways and internal drive aisles. The following standards shall apply to interior parking area landscaping:
  - (a) All single planting islands measuring twelve (12) feet by eighteen (18) feet or having the equivalent square footage shall have at least one (1) tree. All double planting islands measuring twelve (12) feet by thirty-six (36) feet or having the equivalent square footage shall have at least two (2) small mature shade trees or one canopy tree. All larger planting islands will have additional trees in increments of one (1) tree for each additional two hundred (200) square feet if installing small shade trees or one (1) tree for every four hundred (400) square feet if installing canopy trees. All planting islands shall have additional ground cover or shrubbery from the approved plantings list to cover the entire landscaped island, subject to the walkway allowance as indicated below. At least seventy-five (75) percent of the trees required hereunder shall be of a large shade/canopy species as defined in the approved plantings list that have or will have at maturity a DBH of at least twelve (12) inches. Small maturing shade trees may be planted where overhead power lines would interfere with normal growth or for site design considerations, if trees are maintained in their natural form.
  - For purposes of determining if the landscape plan meets the shading requirements of this section, each canopy tree of the type described in this section shall be presumed to shade a circular area of seven hundred and seven (707) square feet (based on having a canopy radius of fifteen (15) feet with the trunk of the tree as the center). When smaller shade trees are planted, each tree shall be presumed to shade a circular area of three hundred and fourteen (314) square feet (based on having a canopy radius of ten (10) feet). Perimeter trees shall be given credit for that portion of the circumference that intersects the parking area. Using this standard, twenty (20) percent of the parking facility area must have canopy coverage. For existing trees, credit shall be given for the actual canopy overhanging the parking facility. The trees counted toward meeting the shading requirement shall be indicated and calculations shall be shown on the site plan.
  - Sec. 18-462 (a): Show date of plan preparation.
  - Sec. 18-462 (b): Show project name and description of land use.
  - Sec. 18-462 (c): Show property owner and mailing address.
  - Sec. 18-462 (d) (1): Show a North Arrow.
  - Sec. 18-462 (d) (2): Show both a graphic scale and a numeric scale
  - Sec. 18-462 (d) (3): Show approximate locations, species and critical root zones of all protected trees. Groves of protected trees that will not be disturbed may be labeled as such on the map, stating the approximate number of protected trees and species mix, without specifying data on each individual tree.
  - Sec. 18-462 (d) (4): Show note on plan stating that prior to any clearing, grading, or construction activity, tree protection fencing will be installed around protected trees or groves of trees. And no construction workers, tools, materials or vehicles are permitted within the tree protection fencing.
  - Sec. 18-462 (d) (5): Show locations, dimensions and square footages of required bufferyards and parking lot landscaping.
  - Sec. 18-462 (d) (6): Show details of required landscaping showing species, dimensions, and spacing of planted materials and the use and protection of existing vegetation.

- Sec. 18-462 (d) (7): Show all existing and proposed utilities and if applicable, their associated elements.
- Sec. 18-462 (d) (8): Show location and square footage of structures and parking lots.
- Sec. 18-462 (d) (9): Show adjacent zoning district including across the street or streets.
- Sec. 18-462 (d) (11): Show setbacks of all structures and specifications and shielding of certain uses as required.
- Sec. 18-462 (d) (13): Show proposed schedule for landscaping.

Multi Family Comments:

- *Special Regulations:* Design standards for multi-family complexes with multiple buildings or a single building with more than eight (8) units. Multi-family and attached developments, must be designed in accordance with the following standards:
  - All locations for recycling containers, solid waste handling areas, dumpsters and/or compactors and their serviced entrances as required shall be shown on site plans for their review and approval.
  - Please break out the active and passive open space calculations to ensure compliance with Sec. 18-184(g)(11).
  - Provide details of HVAC equipment, air conditioning window units, electrical equipment, fire escapes, solid waste facilities, and other utility equipment to ensure compliance with Sec. 18-184(g)(12)(c).
  - Please provide elevations to ensure compliance with Sec. 18-184(g)(12)(d).