

# Memo

**To:** Phil Tripp, PE  
**From:** Jeff Walton, Associate Planner; 910-341-3260  
**CC:** File;  
**Date:** 9/20/2016  
**Re:** Project

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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/Landscape Plan Comments:

- Please dimension all landscape islands. Streetyard and landscape islands cannot be counted together, they must be separate.
  - Not shown on Landscape plan. Tripp has stated that this info will be on landscape plan. See attached letter stating from Tripp that this info will be shown on Freeman Plans.
- Please show minimum compliance of required and proposed streetyard, parking landscaping islands, and foundation plantings.
  - Not shown on Landscape plan. Tripp has stated that this info will be on landscape plan. See attached letter stating from Tripp that this info will be shown on Freeman Plans.
  - Please show minimum proposed and required square footages.
  - Please show proposed and required landscaping for compliance.

11. Private underground fire lines require a separate underground fire line permit from the Wilmington Fire and Life Safety Division 910-343-0696.
  - Contractor will apply for permit.
12. Any deviation from standard comments require approval from the fire code official.
  - Acknowledged.

**Associate Planner – Jeff Walton**

1. Sec. 18-60 (c) (5): show actual setbacks from each street side since everything is considered a front setback.
  - Setbacks from each street side are shown for both buildings.
2. Sec. 18-60 (c) (15): show a proposed landscape plan.
  - Landscape plan to be provided by Jim Freeman.
3. Sec. 18-504: show compliance with screening of dumpsters with living and non-living material.
  - Dumpster detail is provided depicted non-living material. Refer to landscape plan by Jim Freeman for living material.
- 4. Please dimension all landscape islands. Streetyard and landscape islands cannot be counted together, they must be separate.
  - Landscape island and streetyard landscaping will be separate. Refer to landscape plan by Jim Freeman.
- 5. Please show minimum compliance of required and proposed streetyard, parking landscaping islands, foundation plantings and parking lot shading.
  - Refer to landscape plan by Jim Freeman.
6. What type of school is proposed? How do you plan to handle stacking and pick-up during peak hours. The goal is to prevent stacking of vehicles on the public streets.
  - The Hill School is 1<sup>st</sup>-8<sup>th</sup> grade, non-profit, learning disabilities. Oasis School is K-12, private, special education (autism). Drop off/pickup areas are shown on the plan.
7. A tree preservation/removal permit is required.
  - A tree preservation/removal permit is enclosed.

**Transportation – Bill McDow**

1. Driveways along side streets not classified as a major thoroughfare must have corner clearance of 60' measured along the curb line. The Brailsford Drive entrance appears to be less than 60' from the corner. [7-13 CofW Tech Stds]
  - Per our meeting on August 26, 2016, the Brailsford Drive entrance is acceptable.
2. Show driveways for adjacent lots and lots across the street.
  - Driveways are shown for adjacent lots and lots across the street.
3. Provide a sidewalk connection between the site and the public sidewalk for Jaeckle Drive near the 6,250 sf building, Burnt Mill Drive and Brailsford Drive.
  - A sidewalk connection to Jaeckle Drive near the 6,250 sf building was previously shown. Sidewalk connections to Burnt Mill and Brailsford Drives are provided.
4. Distinguish between proposed and existing sidewalks and provide dimensions.
  - Existing sidewalks are hatched and labeled with the width. Proposed sidewalks are hatched with dimensions.
5. Show all adjacent traffic signs and pavement markings on the plan. [Sec. 18-529(b)(2) CoW LDC]
  - Traffic signs and pavement markings are shown on the plan.