

**To:** Jim Cirello, Paramounte Engineering  
**From:** Nicole Smith, Associate Planner; 910-341-1611  
**CC:** File;  
**Date:** 5/19/2020  
**Re:** CFCFI Parking Lot Expansion

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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. A staff summary of comments:

Staff	Department	Notes
Nicole Smith	Planning, Plan Review	Comments attached
Mitesh Baxi	Traffic Engineering	Comments attached
Bill McDow	Transportation	Comments attached
Eric Seidel	Engineering	Comments Attached
Chris Walker	Fire	Approved, No further comments

Site Plan Comments (Nicole Smith, Planning)

- Sec. 18-60 (c)(13): Update zoning to reflect City Council’s approval of the O&I-1(CD) rezoning of the entire property. Please add the approved conditions to the plan set.
  - Please provide a map of combination for staff’s review per Condition #6
  - Please provide details of any site lighting or add a note that there will be no site lighting, consistent with Condition #10
- Please provide details of multiuse path.
- Sec. 18-529(c)(4)(b): Provide a breakout of the compact and standard spaces. The code limits the number of compact spaces to 25% of the total number of required spaces.

Landscape Plan (Nicole Smith, Planning):

- Please provide the fee for the Tree Removal Permit (\$50.00)
- Staff can approve a maximum 10-foot reduced buffer based on tree save. However, the technical memo submitted requests a reduction to 7 feet in some places. Staff can not authorize this reduction. Only Board of Adjustment can provide such relief. I do not see where on the landscape plan this is noted. Please clarify.
- Please remove the trees to be removed from L1.0. Tree removal should be added to an additional sheet for ease at zoning final.
- L1: Update significant tree removal mitigation to be consistent with Sec. 18-460(b).
- L1: Update tree removal to reflect 1, 14” Live Oak, not 2 and 2, 16” Live Oaks, not 1.
- L1: Can the 12” Oak adjacent to the required buffer be saved? Also, confirm the 19” Pine is outside of the required buffer. Trees located in the buffer cannot be removed per Sec. 18-456(d).
- Please identify an area of parking that exceeds the midpoint for parking standards. This area is subject to tree mitigation per the definition of essential site improvement.
- Review total caliper inches for credit calculations. My math is different.

- Sec. 18-477(a): The installation of the multi-use path along Shipyard Boulevard does not reduce the required streetyard area. Please update the streetyard calculations accordingly.
- The shading requirement is 20%, not 40% based on the proposed impervious surface of 8,350 sq. ft. The calculations are correct, but there is an inaccurate note in the site data table on Sheet L1.
- Update 15 trees per acre calculations. Correct existing tree count (63 per preserved tree table).
- Revise note regarding trees exempt from mitigation based on essential site improvements. 14 accounted for in your table, 20 mentioned in a note at the bottom of the table.
- Sec. 18-483: Provide the minimum width of the proposed streetyard to ensure compliance with incorporating the parking screen into the streetyard area. Minimum width that allows the screening materials to be included in the streetyard is 15 feet.

#### Traffic Engineering Comments (Mitesh Baxi)

- **BASE INFORMATION:**
  - Show and label the location of existing street light in front of 703 Shipyard Boulevard on the site plan.
- **NCDOT:**
  - It is the Applicant's responsibility to coordinate directly with NCDOT to determine if any driveway permits/ revisions/ review processes are required. Contact NCDOT at 910-398-9100. Please note additional comments may be forthcoming once coordination occurs.
- **TECHNICAL STANDARDS:**
  1. This segment of Shipyard Boulevard is a major thoroughfare [Chap VII (C) (2) (a) of CofW Tech Stds]. Driveways for lots along major thoroughfares must be at least 75' offset from property lines measured at the curb line. [Chap VII (C) (2) (c) (2) of CofW Tech Stds]. Subject to variance.
  2. When the use of any driveway has been permanently discontinued, replace all necessary curbs, gutters, aprons, sidewalks, and appurtenances thereto [Sec. 18-530 CofW LDC]. Please label all the driveways to be abandoned appropriately.
  3. Dimension driveway widths and tapers. [Sec.18-530 CofW LDC]
  4. Please show location of accessible ramp(s) for accessible parking space/handicap loading space on the plan. If ramp is not required atleast show the detectable warning domes at the transition of accessible aisle to sidewalk. This is recommended since crosswalk turns to accessible aisle and ramp area.
  5. A 'Do not enter' sign shall be installed for one-way drive aisle to restrict the traffic approaching this aisle. [MUTCD]
  6. Site plan shows ramp in the sidewalk in front of one of the handicap parking space. Please clarify the reasoning to provide this ramp.
- **NOTES TO BE AMENDED:**
  - A. General note 8. Sheet C-2.0: Contact 811 prior to contacting City of Wilmington, Traffic Engineering regarding the utilities in ROW.
- Please let me know if you have any questions or if I can be of further assistance.

#### Transportation Comments (Bill McDow)

- **TECHNICAL STANDARDS – ACCESS (driveway, sidewalk, and sight distance):**
  - The site has proposed a new parking lot expansion off Shipyard Blvd.
  - The site plans have a note for Shipyard Blvd Multi-Use Path, however, the 10' Multi-Use Path has not been shown. Please revise the plans to show the 10' multi-use- path along the frontage of property.
  - If the 10' Multi-use path is placed outside the ROW, then a Pedestrian Access Easement will be required.
  - Provide a sidewalk connection between the site and the multi-use path.

- Please let me know if you have any questions regarding the comments.

Engineering Comments (Eric Seidel)

1. Application: IV. Project Information, Line Item#9: Show Pervious Pavement Total as 0 (27,750 sf), with 100% credit.

2. Application: IV. Project Information, Line Item#14: Show Pervious Pavement Total under BMP#1 column as 0 (27,750 sf), with 100% credit.

3. Sheet C.2.0 – Update Wetland Determination Note. Has a determination been made?

4. Sheet C.3.0 – Pervious Paver Details need to show Base Course to be washed and free of fines.

5. Sheet C.3.0 – Provide additional spot elevations along the multi-use path. MUP should cross driveway per standard driveway detail. Why do notes reference MUP location as approximate?

6. Sheet C.3.0 – A site Visit was made to inspect existing permitted Stormwater Control Measures (SCM). It was found that existing Pervious Concrete needs to be maintained. However, remaining infiltration basins and constructed wetlands look to be in good working condition with only minor debris removal required. Please add a note to the plans stating that all existing SCM need to be maintained, per current O&M agreements, prior to CO.

Fire Comments (Chris Walker)

- No further comments, ready to approve