

To: Tom Hoytman
From: Nicole Smith, Associate Planner; 910-341-1611
CC: File;
Date: 11/5/2018
Re: Counseling Office of Tara Ferguson

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 in the site data table as follows:
 - Setbacks of Building (required and proposed). Please update required front setback to 60 ft.
 - Please provide information to justify the requested increase over maximum parking per Sec. 18-528.
- Sec. 18-60 (c) (10): Show Location and dimension of on-site parking areas. Revise label of adjacent driveway to existing driveway within the project boundary.
- Sec. 18-60 (c) (11): Show location and dimension of all fencing and screening.
- Sec. 18-60 (c) (15): Show a proposed landscape plan.
- Sec. 18-60 (c) (16): Show site inventory map and tree survey. Updated tree inventory required as discussed post Hurricane Florence.
- Sec. 18-60 (c) (17): Show written statements by the applicant that shall consist of:
 - Bicycle parking may be an amenity to consider, not required by code.
- 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.

RO District Comments:

- Signage
 - Any proposed signage is permitted under a separate permit process and sign permit application. Please provide note regarding the landscape requirements of any proposed signage to ensure compliance with Sec. 18-203(f)(2)(h)(6).
 - Call (910) 254-0900 for sign regulation and permitting questions.
- Add setbacks for parking areas.
- A lighting plan is required.
- Details of proposed trash screening.
- Proposed fence along the alley is required to be a minimum of 6 feet tall. A 10 foot vegetated buffer is also required. A minimum of 1 tree per 30 feet and shrubs a minimum of 3 feet in height at time of planting.