

**To:** Vanisha Hairston  
**From:** Gilbert Combs, Associate Planner; 910-341-4661  
**CC:** File;  
**Date:** 6/21/2019  
**Re:** Market Plaza Center ATM Rev1

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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.


Application requirements: Please look over application and provide all information under minimum requirements for plan acceptance

- In addition to having a numeric scale, please provide a graphic scale on all site plan sheets.
- Add owner and owner contact information in title block.
- Add this info to site data table:
  - Parcel id number
  - Zoning district
  - Required district setbacks and proposed setbacks of ATM structure
  - Total amount of acreage within the project boundary
  - Total amount and percent of impervious surface areas, current and proposed
  - Off-street parking calculations, including required and proposed and basis for determination
  - CAMA land use classification
  - Location of existing and proposed boundaries and lot lines
  - Location of all buildings on parent parcel
  - Show names of property owners of adjacent properties, zoning, land use, owner and deed book for properties adjacent to subject property including across the street
  - Topography. Can be spot elevations within proposed project boundary
  - Add Market Street to overall map and provide ROW widths of both Market St and S. Kerr Ave
  - Building lot coverage. Existing and proposed

Site Plan Comments:

- Existing conditions is not correct. Please update
- For future plan review submittals by your company, please include a contact email for your client or property owner so that everyone can be kept in the loop.
- Be sure to include the following stamps on all plan pages:

Approved Construction Plan	
Name	Date
Planning _____	_____
Traffic _____	_____
Fire _____	_____

 <p><b>WILMINGTON</b> NORTH CAROLINA</p> <p>Public Services • Engineering Division</p> <p><b>APPROVED PLAN - NO PERMIT REQUIRED</b></p> <p>Signed: _____</p>
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- In addition to a numeric scale provide a graphic scale on site plans
- If a progress energy easement or power line exists on site, please contact Bill Wilder @ 383- 4042.
- 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.
- Show tree protection fencing on plan.
- Add the following details to plan:
  - <https://www.wilmingtonnc.gov/home/showdocument?id=2082>
  - <https://www.wilmingtonnc.gov/home/showdocument?id=2084>
- 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.
- Show all existing and proposed utilities and if applicable, their associated elements