

**To:** Phil Tripp  
**From:** Jeff Walton, Associate Planner; 910-341-3260  
**CC:** File;  
**Date:** 9/19/2014  
**Re:** New Centre Lot 3R

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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:

- Sec. 18-60 (c) (4): Show the official address of the project per the addressing comment on plans:
  - 4712 New Centre Drive
- Sec. 18-60 (c) (10): Show pedestrian access from a public street.
  - One idea is to run sidewalk from Dunlea Ct through the landscape island and then a painted crosswalk to the sidewalk in front of the building. Need to also show the handicap ramps for transition from sidewalk to parking lot.
- Sec. 18-60 (c) (15): Show a proposed landscape plan.
- 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.
    - Show landscaping compliance on the future landscape plan.
- Show and dimension all parking lot islands on site plan. All single rows must be 216 SF and each end.
- For the new curb and gutter adding to the commercial park condominium property, please include striping of those spaces since no striping exists.
- A tree preservation/removal permit is required
  - Since no trees are being removed, no fee, but I will need the application completed.
  - Show tree protection fencing on site plan for every tree.
- 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:

- Reminder to show a low buffer of shrubs since parking faces a right-of-way.
- 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.
- 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). The legend will need to be tweaked for your planting schedule. Can you separate into four categories: 1. Large Shade Tree 2. Small Shade tree 3. Shrubs 4. Groundcovers.
- 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) (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 parking lot, streetyard, foundation and low shrubs buffer 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) (13): Show proposed schedule for landscaping.