



Planning, Development, &  
Transportation Department  
Planning Division  
305 Chestnut Street  
PO Box 1810  
Wilmington, NC 28402-1810

910 254-0900  
910 341-3264 fax  
wilmingtonnc.gov

April 1, 2019

Ms Carrie Tanis, PE  
American Engineering Associates  
8008 Corporate Center Drive  
Suite 110  
Charlotte, NC 28226

RE: **Take 5 Oil Change** project, located at 4440 Market Street

Please make note of the conditions for the release as they appear on the attached release letter. These conditions must be followed and met in order for the construction to be approved. ***Prior to beginning any construction or grading on the site, you must have a pre-construction meeting between City staff and the project's representatives. Any violation of this condition will result in an immediate stop work order and other civil penalties. Please contact our zoning office at 254-0900 to schedule the preconstruction meeting.***

All construction on the site must be in accordance with the City of Wilmington standards and the approved construction plans stamped by the City. All trees and areas designated to be saved or protected must be properly barricaded and/or marked throughout construction. In addition please be aware that to obtain a final zoning inspection for this construction project, the appropriate departments within the City of Wilmington must perform and approve final inspections.

To arrange for inspections please contact the assigned Zoning Enforcement Officer, at 254-0900. Staff will coordinate the inspections and provide a punch-list to the Developer within 5 working days. Upon correction of the punch-list items, a final inspection will be performed. ***NOTE: Zoning will not issue final approval until all requirements of the City of Wilmington are fulfilled.***

Please also be advised that any party aggrieved by the issuance of this approval may file a notice of appeal to the City Clerk within 30 days of receipt of active or constructive notice of this decision. It shall be presumed that all persons with standing to appeal have constructive notice of the decision from the date a sign containing the words "Zoning Decision" or "Subdivision Decision" in letters at least six inches high and identifying the means to contact an official for information about the decision is prominently posted on the property that is the subject of the decision, provided the sign remains on the property for at least 10 days. Posting of signs is not the only form of constructive notice. Any such posting shall be the responsibility of the landowner or applicant. Verification of the posting shall be provided to the official who made the decision. Absent an ordinance provision to the contrary, posting of signs shall not be required.

The City thanks you for your investment in our community and we look forward to working with you towards the construction of a quality development project.

Sincerely,

Megan Crowe  
Associate Planner



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## TRANSMITTAL LETTER

TO: Traci Lunceford, Zoning Enforcement Inspector  
DATE: April 1, 2019  
SUBJECT: **Take 5 Oil Change** Project # 2018096  
LOCATION: 4440 Market Street

The following items are being sent to you via this package.

QUAN.	DWG./NO.	DESCRIPTION
1	Dated 3/29/19	Take 5 Approved Plans
1	Dated 3/5/19	Approved Tree Preservation Permit (TPP 19-076)
1	Dated 3/15/19	City Drainage Plan Permit No. 2019018 (under separate cover)

REMARKS: The **Take 5 Oil Change** project, located at 4440 Market Street, is hereby conditionally released for construction. The following conditions must be satisfied as part of this release:

- A. A PRE-CONSTRUCTION MEETING MUST BE HELD BETWEEN THE SITE CONTRACTOR AND CITY STAFF PRIOR TO ANY SITE WORK, TREE REMOVAL, CLEARING, OR GRADING BEGINNING ON THE SITE. FAILURE TO COMPLY WILL RESULT IN IMMEDIATE CIVIL PENALTIES. CONTACT 910-254-0900.
- B. ANY TREES, INCLUDING THE CRITICAL ROOT ZONE AREA, AND/OR AREA DESIGNATED TO BE SAVED MUST BE PROPERLY BARRICADED OR MARKED WITH FENCING AND PROTECTED THROUGHOUT CONSTRUCTION TO INSURE THAT NO CLEARING AND GRADING WILL OCCUR IN THOSE AREAS.
- C. NO EQUIPMENT IS ALLOWED ON THE SITE AND NO CONSTRUCTION OF ANY BUILDING, STRUCTURE, WALL, UTILITIES, INFRASTRUCTURE, ETC., OF ANY KIND, INCLUDING FOOTINGS AND BUILDING SLABS, WILL BE PERMITTED UNTIL:
  - 1. ALL TREE PROTECTION FENCING AND SILT FENCING HAS BEEN INSTALLED
  - 2. BETH WETHERILL HAS FORMALLY ISSUED THE GRADING PERMIT AND AUTHORIZED THE ACTIVITY
  - 3. THE CFPUA HAS AUTHORIZED THE WATER AND SEWER ACTIVITIES. THE CONTRACTOR MUST HAVE A PRECON WITH CFPUA 332-6560.
  - 4. THE CITY ZONING INSPECTOR AUTHORIZES THE ACTIVITY.

- D. A COPY OF THE RECORDED MAP SHOWING REQUIRED PUBLIC DRAINAGE EASEMENTS, PUBLIC ACCESS EASEMENTS, AND RIGHTS-OF-WAY FOR THE PROJECT MUST BE SUBMITTED PRIOR TO ISSUANCE OF THE FINAL ZONING APPROVAL.**
- E. THIS DEVELOPMENT SHALL COMPLY WITH ALL LOCAL, CITY TECHNICAL STANDARDS, REGIONAL, STATE AND FEDERAL DEVELOPMENT REGULATIONS.**
- F. ALL APPLICABLE TRC REQUIREMENTS SHALL BE COMPLETED PRIOR TO ISSUANCE OF THE FINAL ZONING APPROVAL.**
- G. PER THE REQUIREMENTS OF THE STORMWATER PERMIT, THE FOLLOWING SHALL OCCUR PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY OR OPERATION OF THE PERMITTED FACILITY:**
  - AS-BUILT DRAWINGS FOR ALL STORMWATER MANAGEMENT FACILITIES SHALL BE SUBMITTED TO THE CITY OF WILMINGTON ENGINEERING DIVISION.**
  - AN ENGINEER'S CERTIFICATION SHALL ALSO BE SUBMITTED, ALONG WITH ALL SUPPORTING DOCUMENTATION THAT SPECIFIES, UNDER SEAL THAT THE AS-BUILT STORMWATER MEASURES, CONTROLS AND DEVICES ARE IN COMPLIANCE WITH THE APPROVED STORMWATER MANAGEMENT PLANS.**
  - A FINAL INSPECTION IS REQUIRED BY CITY OF WILMINGTON ENGINEERING PERSONNEL 910.341.0094.**
- H. NO CONSTRUCTION ACTIVITY SHALL OCCUR WITHIN THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION (NCDOT) RIGHT-OF-WAY UNTIL ALL NCDOT PERMITS HAVE BEEN ISSUED AND RECEIVED BY THE CITY. ALL IMPROVEMENTS REQUIRED SHALL BE INSTALLED AND APPROVED BY NCDOT PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY.**
- I. THE DEVELOPER ASSUMES ALL RISKS AND PENALTIES WITH ANY DELAY OR STOP WORK ORDER ASSOCIATED WITH THE VIOLATION OF THIS RELEASE. THE DEVELOPER ACKNOWLEDGES THE CONDITIONS OF THIS RELEASE AND ASSUMES ALL RESPONSIBILITIES AND RISKS ASSOCIATED WITH IT. THE CITY OF WILMINGTON WILL NOT BE HELD LIABLE FOR ANY COSTS ASSOCIATED WITH THE CONSTRUCTION RELEASE.**
- J. APPROVAL OF A MAJOR OR MINOR SITE PLAN SHALL EXPIRE AFTER EIGHTEEN (18) MONTHS FROM THE DATE OF SUCH APPROVAL IF THE APPLICANT HAS FAILED TO MAKE SUBSTANTIAL PROGRESS ON THE SITE. THE TECHNICAL REVIEW COMMITTEE MAY GRANT A SINGLE, SIX-MONTH EXTENSION OF THIS TIME LIMIT FOR MAJOR AND MINOR SITE PLANS, FOR GOOD CAUSE SHOWN, UPON RECEIVING A REQUEST FROM THE APPLICANT BEFORE THE EXPIRATION OF THE APPROVED PLAN. IN THE EVENT APPROVAL OF A SITE PLAN HAS EXPIRED, FOR WHATEVER REASONS, THE OWNER AND/OR APPLICANT WILL BE REQUIRED TO RESUBMIT FOR APPROVAL OF A SITE PLAN THAT MEETS CURRENT DEVELOPMENT STANDARDS UNLESS OTHERWISE NOTED IN THIS CHAPTER.**
- K. IF THE CONDITIONS LISTED ABOVE ARE VIOLATED, A STOP WORK ORDER WILL BE ISSUED.**

Please notify New Hanover County Building Inspections of this release.

Signature: \_\_\_\_\_



Megan Crowe, Associate Planner

Copy: Carrie Tanis PE

Ben Syput

Bret Russell

Rob Gordon

Jim Quinn

Aaron Reese

Rich Christensen

Trent Butler

Chris Elrod

Chris Walker

Brian Blackmon

Jim Sahlie

Bill McDow

Mitesh Baxi

Don Bennett

Bernice Johnson

Beth Easley Wetherill

Michelle Hutchinson

Amy Beatty

Ryan O'Reilly

Joan Mancuso

Amy Schaefer

Amy Dukes

Applicant (email only)

Owner (email only)

Construction Manager

Engineering

Stormwater Specialist

Urban Forestry

Engineering (email only)

Engineering (email only)

Wilmington Fire Department (email only)

Wilmington Fire Department (e-mail only)

Surveyor (e-mail only)

GIS Addressing (email only)

Traffic Engineering (email only)

Traffic Engineering (email only)

Traffic Engineering (email only)

CFPUA (email letter only)

NHC Erosion Control (email only)

GIS Engineer (email only)

Community Services (email only)

Community Services (email only)

City Zoning (email only)

City Attorney's Office (email only)

City Attorney's Office (email only)

File: **Take 5 Oil Change**

Project File # 2018096



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APPROVED: ☒ DENIED: ☐

PERMIT #: 19-076

### Application for Tree Removal Permit

Name of Applicant: Wilmington - Market T5, LLC Phone: 724-759-2683 Date: 1/11/19

Name of Property Owner: Ocean Park Developers, Inc. Phone: 843-293-7050

Property Owner Address: 4722 Highway 17 Bypass South, Myrtle Beach, SC 29588

Address of Proposed Tree Removal: 4440 Market St.

Description of tree(s) to be removed/reason for removal: (provide attachment if necessary)

- |   |           |
|---|-----------|
| 1. <u>15" oak - within proposed exit lane</u> | 6. _____  |
| 2. _____                                      | 7. _____  |
| 3. _____                                      | 8. _____  |
| 4. _____                                      | 9. _____  |
| 5. _____                                      | 10. _____ |

Description of Replacement Tree(s): 1 live oak - 2.5" min. caliper

I, Ben Syput, certify that the property owner has given me permission to apply for this permit on his/her behalf.

Applicant Signature: *Ben Syput*

Date: 01/11/19

\*\*\*\*\*FOR OFFICIAL USE ONLY\*\*\*\*\*

Reviewed By: Umc

Date: 3/5/2019

Remarks:

considered essential site, exempt from mitigation (not coverage under 25%)

ALL WORK MUST BE IN COMPLIANCE WITH THE CITY LAND DEVELOPMENT CODE,  
ARTICLE 8, LANDSCAPING AND TREE PRESERVATION.

NEW CONSTRUCTION: ☐ EXPANSION: ☐ OTHER: ☐ PAID: ☒ on 11/15/2018

#### Tree Preservation Permit Fees

Less than 1 acre	\$25.00
1-5 acres	\$50.00
5-10 acres	\$100.00
Greater than 10 acres	\$150.00

per Umc