

REVISION

CITY OF WILMINGTON

INTERDEPARTMENTAL MEMORANDUM

DATE: April 1, 2010

TO: Technical Review Committee Members

FROM: Jamison Fair, Senior Planner
(Development Services)

RE: **Discussion by T.R.C. on: April 8, 2010**

The enclosed item is forwarded for your information and review with the request that comments be made at a TRC meeting scheduled for **April 1, 2010** in the Planning conference room located on the left side of the 4th floor at 305 Chestnut Street.

8:30 a.m. Dram Tree Parking Exp. (File No. CPR-10-009). The project is located at 520 Surry Street. This is a **CONCEPT PLAN REVIEW**. Please see attached Concept Development Plan Review application for additional information. The planner tentatively is Jeff Walton (910.341.3260).

Note: Per request of staff the TRC Agenda meeting for Dram Tree Parking Exp. is continued to the April 8, 2010 TRC Meeting date.



Development Services
305 Chestnut Street
Wilmington, NC 28402
Office: 910-254-0900
Fax: 910-341-3264

CONCEPT DEVELOPMENT PLAN REVIEW APPLICATION

Project Name: DRUM TREE PARKING EXP. Acreage: 1.54

Location: 520 SURRY STREET R05312-001-001-000
(site address or description) (Tax parcel ID)

Current Zoning: CS Proposed Zoning: _____

Owner(s)' Name: PROGRESS ENERGY / CITY OF WILMINGTON
by lease conveyance

Applicant Name: Jay Carter / City of Wilmington

Mailing Address: 263 operations Center Drive; Wilmu. 28402

Applicant Phone #: 341-7899 Email Address: Jay.Carter@wilmingtonnc.gov

Existing Use of Property: Partial open-space / Electrical Switching station

Proposed Use of Property: Parking lot / Switching station

Applicant's Signature: [Signature] Date: 3/26/10

All concept review applications will be discussed at the next available Technical Review Committee (TRC) meeting. Fully completed major site plan applications are given priority on the agenda. Every effort will be made to accommodate concept plan reviews at the next meeting, but if more than two full site plan reviews are scheduled, the plan will be reviewed at the next available meeting. To be eligible for consideration for the first available TRC meeting, this application is required to be submitted to the Planning Division with a current tax parcel map of the property location along with the \$100.00 review fee no later than 1:00PM on the Friday prior to the TRC meeting.