

PRE-TRC CONSULTATION

PRELIMINARY PLAN APPLICATION



City of Wilmington
Planning & Development Department
Planning Division

PO Box 1810 | 929 N. Front St.
Wilmington, NC 28401
Telephone 910.254.0900

All subdivisions of land and any statutorily exempt subdivision that includes required improvements must submit a *Pre-TRC Consultation* application prior to submitting a *Preliminary Plan* application. The *Pre-TRC Consultation* will include representatives from city planning, engineering, transportation planning, traffic engineering, the Wilmington Fire Department, the City Arborist, and the Cape Fear Public Utility Authority. This *Pre-TRC Consultation* is intended to identify the following:

- Major preliminary plan issues and any adjustments that will be required (BOA, DAC, Engineering)
- Requirements for access, road design, internal circulation, driveways, sidewalks
- Level of stormwater review required
- Fire protection access
- Traffic related requirements (TIA)
- CFPUA requirements

Following this *Pre-TRC Consultation*, the applicant may choose to bring the project back for an additional consultation(s) or proceed with a *Preliminary Plan* application.

Project Information

Project Name: _____

Location: _____

Acreage: _____ 1945 Corporate Limits: Yes No

Current Zoning: _____ Proposed Zoning: _____

Current Land Use: _____ Proposed Land Use: _____

Owner Information

Owner(s)' Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Consultant/Agent Information

Consultant/Agent Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Owner Authorization: _____ Date: _____

PRE-TRC PRELIMINARY PLAN APPLICATION

Pre-TRC Minimum Preliminary Plan Requirements

A digital copy (pdf) of the proposed preliminary plan is required. Professional seals (engineers, land surveyors, architects, etc) on digital plans will need to be redacted from digital copies submitted to the city for review. Please be sure to mark, strike through, or conceal any professional seal located on your digital (re)submittals (e.g. PDF). This applies to digital copies only. Hard copies may continue to include professional seals. If you have any questions please contact the plan review staff (contact information below).

Preliminary Plan Information (digital PDF copy required)

- Current zoning
- Proposed zoning (as applicable)
- Number of lots/units
- North arrow, noted whether true or magnetic;
- Graphic and numeric scale;
- Adjacent property owner information (names, zoning, land use, deed book)
- Boundaries of the entire contiguous tract
- Existing and proposed lot lines, both on the tract to be subdivided and on adjoining properties
- Topography (1' contour intervals)
- Proposed streets (public or private) including tangent lengths and curve radii
- Proposed street cross-section
- Proposed sidewalks and multi-use paths
- Parking lot dimensions (if applicable) including internal curb radii and driveway dimensions
- Tree inventory (protected trees, pine species) overlaid on proposed improvements
- Existing and proposed utilities (fire hydrants, water, sewer, power, etc)
- Location and size of all proposed recreational areas or open spaces
- Existing impervious areas (buildings, paved areas, sidewalks)
- Wetlands (delineated by qualified professional)
- All flood plain areas with zone and elevation noted (if available)
- 100 year flood plain boundary
- All surface waters (ditches, creeks, and streams) and their classification
- Existing drainage easements and pipes
- Soil types
- CAMA Areas of Environmental Concerns
- Conservation resources
- Historic and archaeological sites