

# PRE-TRC CONSULTATION



## APPLICATION

City of Wilmington  
Planning, Development & Transportation Department  
Planning Division

PO Box 1810 | 305 Chestnut St.  
Wilmington, NC 28401  
Telephone 910.254.0900

Applicants must submit plans for a *Pre-TRC Consultation* prior to submitting for *Formal TRC Review*. 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. The *Pre-TRC Consultation* is intended to identify the following:

- Major site plan issues and any waivers that will be required (BOA, SRB, Engineering)
- Requirements for internal circulation, driveways, sidewalks
- Level of stormwater review required and provide necessary applications/fees
- Fire protection access, hydrants, building materials, sprinklers, radio signal compliance
- Traffic related requirements (TIA, Driveway Permits)
- CFPUA requirements and provide necessary applications/fees
- All outside permits/documentation needed (e.g. grading, wetlands, CAMA, historic preservation)

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

### 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: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Consultant/Agent Information

Consultant/Agent Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Owner Authorization: \_\_\_\_\_ Date: \_\_\_\_\_

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### Pre-TRC Minimum Site Plan Requirements

#### *Site Data Table Information*

- Parcel ID
- Parcel ownership
- Current zoning
- Proposed zoning (as applicable)
- Proposed use(s) – Square footage(s) of use(s)
- Number of units/bedrooms
- Building construction type
- Building lot coverage percentage
- Building height / # of Stories
- Building setbacks – required and proposed
- Parking spaces – # required and proposed
- Impervious coverage – existing and proposed
- Amount (sq ft) of disturbed area
- Estimated trip generation

#### *Site Plan Information (1 hard copy/digital PDF copy required)*

- Adjacent property owner information (names, zoning, land use, deed book)
- Tree inventory (protected trees, pine species) overlaid on proposed improvements
- Existing impervious areas (buildings, paved areas, sidewalks)
- Existing utilities (water, sewer, power, etc)
- Topography (1' contour intervals)
- Proposed buildings
- Proposed streets (public or private)
- Proposed parking areas, sidewalks, driveways (including dimensions for TSSM compliance)
- 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
- CAMA land use classification boundaries
- Conservation resources
- Historic and archaeological sites