

*CITY OF WILMINGTON*

*INTERDEPARTMENTAL MEMORANDUM*

**DATE:** July 17, 2015  
**TO:** Technical Review Committee members  
**FROM:** Ron Satterfield, TRC Chairman  
**RE:** **TRC Meeting: July 30, 2015**

The enclosed item is forwarded for your information and review with the request that comments be made at a staff meeting scheduled for **Thursday, July 30, 2015** in the traffic conference room located on the left side of the 4<sup>th</sup> floor at 305 Chestnut Street.

**8:30 a.m. The Parker Building (2015050):** This is the *FIRST REVIEW* of a proposed 4,500 square foot professional/contractor's office on 0.28 of an acre. The property is located at 7242 Wrightsville Avenue and it is zoned CB. The applicant is Frank Braxton, PE with Coastal Land Design ([fbraxton@cldeng.com](mailto:fbraxton@cldeng.com)) 910.520.3347. The planner assigned is Jeff Walton ([jeff.walton@wilmingtonnc.gov](mailto:jeff.walton@wilmingtonnc.gov)) 910.341.3260.

<http://protrak.wilmingtonnc.gov/Plans/List.aspx?ProjectId=2623>