



# Charlotte Department of Transportation

## Memorandum

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**Date:** August 25, 2008

**To:** Tom Drake & Tammie Keplinger  
Charlotte-Mecklenburg Planning Department

**From:**   
Scott L. Putnam  
Development Services Division

**Subject:** Rezoning Petition 08-139: Located on the north side of Ballantyne Commons Parkway between Rea Road and Williams Pond Lane

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**Consistency with Transportation Action Plan (TAP):** The two goals of the TAP that most directly affected the staff's review of this petition define the integration of land use and transportation, and the provision of transportation choices.

- Goal 1 of the TAP relies on the Centers, Corridors and Wedges land use strategy to be implemented. This project site is located in a Center and appears to support the Centers, Corridors and Wedges land use strategy.
- Goal 2 of the TAP describes various connectivity and design features that are important for motorists, pedestrians and bicyclists. Specific comments are identified below that need to be addressed for CDOT's support of the petition and to bring the site plan into compliance with the TAP and best practices for multimodal transportation.

### Vehicle Trip Generation

This site could generate approximately 900 trips per day as currently zoned. Under the proposed zoning the site could generate approximately 1,800 trips per day. This will have a minor impact on the surrounding thoroughfare system.

The developer/petitioner is recommended to meet with NCDOT early in the development process to identify any issues that they may have.

We have the following specific comments that are critical to CDOT's support of the rezoning petition:

1. Should the developer consider a private street(s) in lieu of a driveway/aisle, we request that it be designed as a Local Office/Commercial Street – Narrow (Urban Street Design Guidelines-USDG). Such typical cross-section has a 25-foot back-of-curb width with a 20-foot wide two-way mixed vehicle zone between curb-and-gutter, as well as 8-foot planting strips and 5-foot sidewalks.
2. This property needs to have cross access/easement with the adjacent property to the east to provide inter-connectivity and access between uses that will not require unnecessary use of

Ballantyne Commons Parkway. To facilitate future cross access, the stub driveway shown on the site plan to Parcel 225-045-08 needs to be shown all the way to the property line.

3. Drive aisles through parking lots should be designed to avoid minor offsets. Near Buildings F and H, the configuration of the drive aisles to the northern-most parking areas needs to be consolidated and better aligned for through movements.

We have the following general comments that are provided to aid the petitioner in planning and subsequent permitting phases:

Adequate sight triangles must be reserved at the existing/proposed street entrance(s). Two 35' x 35' and two 10' x 70' sight triangles are required for the entrance(s) to meet requirements. All proposed trees, berms, walls, fences, and/or identification signs must not interfere with sight distance at the entrance(s). Such items should be identified on the site plan.

Any fence or wall constructed along or adjacent to any sidewalk or street right-of-way requires a certificate issued by CDOT.

A Right-of-Way Encroachment Agreement is required for the installation of any non-standard item(s) (irrigation systems, decorative concrete pavement, brick pavers, etc.) within a proposed/existing City maintained street right-of-way by a private individual, group, business, or homeowner's/business association. An encroachment agreement must be approved by CDOT prior to the construction/installation of the non-standard item(s). Contact CDOT for additional information concerning cost, submittal, and liability insurance coverage requirements.

To facilitate building permit/driveway permit review and approval, the site plan must be revised to include the following:

- Meet applicable standards in the Charlotte Land Development Standards Manual (latest revision).
- Dimension width of the existing and proposed driveways.
- Indicate typical parking module dimensions.
- Include a parking summary with figures for the numbers of parking spaces required and provided.

If we can be of further assistance, please advise.

SLP

c: R. H. Grochoske (via email)	Landmark Development, LLC/
S. L. Habina – Review Engineer (via email)	Randy Smith (via email)
B. D. Horton (via email)	K&L Gates, LLP/
A. Christenbury (via email)	John Carmichael & Laura Simmons (via email)
M. A. Makoid (via email)	NCDOT/Louis Mitchell (via email)
Rezoning File	NCDOT/Scott Cole (via email)