

# Charlotte Department of Transportation

## Memorandum

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**Date:** November 23, 2005

**To:** Keith MacVean  
Planning Commission

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

**Subject:** Rezoning Petition 06-015: Located south of Ballantyne Commons  
Parkway and northwest of Williams Pond  
Lane

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This site could generate approximately 105 trips per day as currently zoned. Under the proposed zoning the site could generate approximately 720 trips per day for general office, and could generate up to 1,200 trips per day if the site develops as a combination of medical office and general office. This will have a minor impact on the surrounding thoroughfare system.

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

1. The site plan should be updated to specify that the proposal for a median opening on Ballantyne Commons Parkway will include the construction a 150-foot left-turn lane and a 15:1 bay taper.

We have the following specific comments that are important to CDOT's support of the rezoning petition. We would like the petitioner to give serious consideration to these comments/requests. These may require coordination with related CMPC issues.

1. To assure that a clear pedestrian space a minimum of five feet in width is maintained on all walkways where parking stalls abut the sidewalk, it is requested that the Petitioner/Developer provide sidewalks that are at least seven feet wide at these locations.
2. It is requested that the Petitioner/Developer revise the site plan to illustrate the installation of a complete sidewalk network that provides internal pedestrian circulation to the front entrance of all buildings, through parking areas, and pedestrian access to Williams Pond Lane.
3. Bicycle parking should be provided to meet the amended parking section of the Zoning Code. It is requested that conformance with all current parking standards be acknowledged on the site plan.

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

Ballantyne Commons Parkway is a major thoroughfare requiring a minimum of 100 feet of right-of-way. It appears that sufficient right-of-way exists to meet this requirement.

Adequate sight triangles must be reserved at the proposed entrances. Two 35' x 35' and two 10' x 70' sight triangles are required for the Ballantyne Commons Parkway driveway to meet requirements. These triangles are measured along the edge of the driveway and the right-of-way lines. All proposed trees, berms, walls, fences, and/or identification signs must not interfere with sight distance at the entrances. Such items should be identified on the site plan.

The proposed driveway connection to/left-turn lane construction on Ballantyne Commons Parkway will require a driveway permit to be submitted to CDOT and the North Carolina Department of Transportation for review and approval. The proposed driveway to Williams Pond will require a driveway permit to be submitted to CDOT for review and approval. The exact driveway locations will be determined by CDOT and NCDOT during the driveway permit process.

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/State maintained street right-of-way by a private individual, group, business, or homeowner's/business association. An encroachment agreement must be approved by CDOT/NCDOT prior to the construction/installation of the non-standard item(s). Contact CDOT/NCDOT 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:

- Dimension width of the existing and proposed driveways.
- Indicate the locations and widths of all adjacent and opposing 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

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Rezoning File (2)