



CURRITUCK COUNTY NORTH CAROLINA

March 18, 2019

Minutes – Regular Meeting of the Board of Commissioners

WORK SESSION

1. 3:30 PM McClees Consulting, Inc.

The Currituck County Board of Commissioners met at 3:30 PM in the Historic Courthouse Conference Room to receive an update from lobby and consulting firm, McClees Consulting, Inc, on the legislation under consideration at the state level. Henri McClees presented information on membership changes in the House and Senate and reviewed legislative discussions relative to the state budget, rural transportation funding, education, potential reforms to the Alcohol and Beverage Commission controls and statewide Broadband initiatives. Commissioners were asked to notify them of any issues important to Currituck County so they can be addressed at state level, if needed, during the current legislative session. After presentation, Commissioners briefly discussed the firm's contract that is up for renewal. County Manager, Dan Scanlon, said a proposal will be presented to the Board at the upcoming budget work sessions. The discussion concluded at 4:16 PM.

2. 4:30 PM Ocean Rescue Service/Airport Management

A second work session began at 4:30 PM to discuss Airport operations and Ocean Rescue services. Assistant County Manager, Ben Stikeleather, said interviews have been scheduled for the vacant Airport Manager position and unsolicited Freight Based Operations (FBO) bids have been received from companies interested in contracting with the county to operate the airport. Mr. Stikeleather reviewed the pros and cons of contracting with an FBO and said based on bids received an FBO would cost a minimum of \$40,000 more per year over hiring a Manager position. Mr. Stikeleather asked the Board how they would like to proceed. After discussion Commissioners chose to proceed with interviews for an Airport Manager and continue discussion when completed.

Mr. Stikeleather then discussed lifeguard services and told the Board stand locations must be establish by April 1, 2019, per the contract with ocean rescue provider Lighthouse Resort Services. Mr. Stikeleather reviewed a map of stand locations and presented recommendations to fill gaps in service areas. Commissioners, after discussion, directed Mr. Stikeleather to notify the contractor of lifeguard stand locations as presented.

3. 5:00 PM Proposed Stormwater District & Fire District Boundaries

The Board of Commissioners held a work session at 5:00 PM to hear information related to the expansion and creation of service districts in the county. Consideration is being given to expanding both the Carova Road Service District and the Guinea Mill Stormwater District. New districts being considered are a Carova stormwater district and a Knotts Island fire

service district. County Engineer, Eric Weatherly, reviewed data related to the Guinea Mill expansion, the Carova roads expansion, and the new Carova stormwater district. Assistant County Manager, Ben Stikeleather, discussed the proposed creation of the Knotts Island fire district. Information included potential projects within the districts, maintenance, related costs, and levels of service based on various revenue scenarios. Dan Scanlon, County Manager, reviewed the statutory processes that must be followed, and he provided a timeline for implementation. After discussion, the Board directed staff to begin the steps necessary to move forward with all of the districts under consideration.

6:00 PM CALL TO ORDER

The Currituck County Board of Commissioners met at 6:00 PM in the Board Meeting Room of the Historic Courthouse, 153 Courthouse Road, Currituck, North Carolina, for a regular meeting.

Attendee Name	Title	Status	Arrived
Bob White	Commissioner	Present	
Mike H. Payment	Vice Chairman	Present	
Paul M. Beaumont	Commissioner	Present	
J. Owen Etheridge	Commissioner	Present	
Mary "Kitty" Etheridge	Commissioner	Present	
Selina S. Jarvis	Commissioner	Present	
Kevin E. McCord	Commissioner	Present	

Chairman White called the meeting to order.

A) Invocation & Pledge of Allegiance-Reverend Susan Fitch-Slater, Sharon United Methodist Church

Reverend Susan Fitch-Slater attended to offer the Invocation and lead the Pledge of Allegiance.

B) Approval of Agenda

Commissioner Payment motioned to amend the agenda:

- Insert a Resolution of censure as the first item under New Business.
- Move the County Manager's Report to take place just prior to the Commissioner's Report
- Add Closed Session pursuant to G.S. 143-318.11(a)(6) to discuss personnel matters as the last agenda item before adjourning.

The motion was seconded by Commissioner Mary Etheridge. The motion passed unanimously.

Approved agenda:

Work Session

3:30 PM McClees Consulting, Inc.

4:30 PM Ocean Rescue Service/Airport Management

5:00 PM Proposed Stormwater District & Fire District Boundaries

6:00 PM Call to Order

A) Invocation & Pledge of Allegiance-Reverend Susan Fitch-Slater,
Sharon United Methodist Church

B) Approval of Agenda

Public Comment

Please limit comments to matters other than those appearing on this agenda as a Public Hearing. Public comments are limited to 3 minutes.

County Manager's**Report-Amended****Commissioner's Report****Administrative Reports**

A) Trillium Health Annual Report-Bland
Baker, Regional Director

Public Hearings

A) **Public Hearing & Action: PB 18-27 University Park LLC:** Amend 2006 Land Use Plan/future classification map from Limited Service to Full Service to allow an increase in density from 1.5 units per acre to 3 units per acre located at the University Park development, Poplar Branch township.

New Business

A) **Amended Item: Resolution of Censure**

B) **Board Appointments**

1. Planning Board
2. Social Services Board

C) **Consent Agenda**

1. Approval Of Minutes-March 4, 2019
2. Master Fee Schedule Revision
3. Trillium Quarterly Report and Audit

Closed Session

Amended: Closed Session Pursuant to G.S. 143-318.11(a)(6) to discuss personnel matters

Adjourn

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike H. Payment, Vice Chairman
SECONDER:	Mary "Kitty" Etheridge, Commissioner
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner

PUBLIC COMMENT

Please limit comments to matters other than those appearing on this agenda as a Public Hearing. Public comments are limited to 3 minutes.

Chairman White opened the Public Comment period.

County residents belonging to various Ruritan clubs within the county spoke to the Board over concerns with conditions at many of the county's waste recycling centers. Harvey Roberts, Jim Hoever, Lee Jepsen, Jason Banks and Pamela Murray asked Commissioners to consider paving each center, along with other upgrades, to repair potholes, improve drainage, and enhance safety and the overall aesthetics at the centers. Ruritan members in the audience were acknowledged and a list of signatures from Ruritan club members who support the initiative were presented to the Board.

No one else was signed up nor wished to speak. Chairman White closed the Public Comment period.

COUNTY MANAGER'S REPORT-AMENDED

County Manager, Dan Scanlon, acknowledged the County could do better keeping up with maintenance of the gravel surface areas at the convenience centers. He updated the Board on the planned expansion at Moyock's Panther Landing convenience site and said although he sees issues with asphaltting an entire site, perhaps concrete pads could be expanded to eliminate patrons having to walk through standing water. He said the County could price costs for various paving scenarios and bring back proposals for consideration.

COMMISSIONER'S REPORT

Chairman White announced the earlier work sessions and reminded citizens that they are open to the public. He encouraged people to attend if there is a topic of interest.

Commissioner McCord talked about a recent roadside trash pickup and said inmates collected over forty bags of trash. He encouraged people to make an effort to clean up after themselves.

Commissioner Owen Etheridge asked that a study be performed by the North Carolina Department of Transportation NCDOT to consider installing a left hand turn lane on Tulls Creek Road at the North Carolina Highway 168 intersection in Moyock.

Commissioner Jarvis said she is looking forward to serving on the Trillium Regional Advisory Board and reported her attendance at their regional meeting held March 12.

ADMINISTRATIVE REPORTS

A. Trillium Health Annual Report-Bland Baker, Regional Director

Mr. Bland Baker, Northern Regional Director for Trillium Health Resources, presented the annual report to the Board of Commissioners. He acknowledged Currituck County's Trillium Board members, Commissioner Selina Jarvis and citizen appointee Barbara Courtney, and used a powerpoint to review legislative, funding, and organizational changes implemented over the past year. Mr. Baker reviewed service statistics for the 26 county region, with 724 served in Currituck County. He introduced Currituck County's Assistance Coordinator, Tracy Webster, and he responded to questions posed by the Board related to medical plan selection processes, medical transports and associated costs, and the mental health assessment kiosk in the Barco Library. Mr. Baker said the kiosk was utilized, but it can be moved if there is a more accessible location.

PUBLIC HEARINGS

A. Public Hearing & Action: PB 18-27 University Park LLC:

APPLICATION SUMMARY	
Property Owner: University Park LLC 8648 Caratoke Highway Powells Point NC 27966	Applicant: House Engineering PC Bryan Sewell PO Box 466 Kitty Hawk NC 27949
Case Number: PB 18-27	Application Type: Land Use Plan Map Amendment
Parcel Identification Numbers: 0131-000-097A-0000 124J-000-OSP2-0000 0131-000-095A-0000 0131-000-095A-0000 124J-000-00B1 through 00B6-0000 124J-000-00C1 through 00C6-0000 124J-000-00D1 through 00D6-0000 124J-000-00E1 through 00E6-0000 124J-000-00F1 through 00F6-0000 124J-000-00G1 through 00G3-0000	Existing Use: Multi-family dwellings, office, warehouse, recreation, telecommunications tower
Land Use Plan Classification: Limited Services	Proposed Land Use Plan Classification: Full Service
Parcel Size (Acres): 25.857	Current Zoning: PD-M
Request: Amend future land use classification map from Limited Service to Full Service to allow an increase in density from 1.5 units per acre to 3 units per acre located at the University Park development.	

NARRATIVE

The property owner is requesting the Land Use Plan (LUP) Map amendment from Limited Service to Full Service to allow an increase in density from 1.5 units per acre to 3 units per acre. University

Park, Phase 2, has approval for 39 residential townhome units. The owner is approaching buildout of Phase 2 and every unit is either rented or under contract to be rented once the units receive a Certification of Compliance from the Building Inspector. The applicant states, "The proposed amendment to the LUP map will allow for needed affordable housing in southern Currituck County in a safe community that offers the residents amenities such as a community pool and clubhouse, basketball courts, tennis court, picnic area, and walking trails. It should be noted that there is currently a waiting list for these apartments. This also provides housing for local workers and people who want to reside close to the beach but prefer to live in Currituck County." Phase 3 of University Park was intended for future development with the desire to develop as 39 additional residential townhome units once the update to the 2006 Land Use Plan/Map, Imagine Currituck, was adopted that does allow for densities up to 3 units per acre in this location. Since the 2006 Land Use Plan Update, Imagine Currituck, is in the final review stage, the owner desires to move forward with the map amendment to the existing LUP.

This property is in the Point Harbor subarea of the 2006 Land Use Plan. The policy emphasis for the Point Harbor subarea is to allow portions of the area to continue to evolve as a full service community, but with better attention to the planning needed to protect residential areas and the natural features that make the area so attractive. Housing in the Point Harbor subarea should continue to reflect a range of housing types and prices with emphasis on single-family site built homes.

It should be noted that an existing full service designation is located approximately 825' north of this property. While a better planning practice is to have continuously designated property without the separation, staff finds this request acceptable since it is in line with the draft update to the 2006 Land Use Plan/Map, Imagine Currituck. Additionally there is a significant area of commercial development proposed within University Park along Caratoke Highway, which is compatible with the higher residential designation. Given these reasons and the fact that the update to the 2006 Land Use Plan allows for the requested density, the requested change in the 2006 LUP Map is appropriate.

Finally, should the LUP Map amendment be approved, the application must be reviewed and approved by the Division of Coastal management. The applicant must also follow through with an amended master plan, terms and conditions document, preliminary plat/use permit, and final plat.

COMMUNITY MEETING

The applicant held a community meeting on November 16, 2018 at the University Park clubhouse with approximately 20 people in attendance. Concerns were expressed over access to West Mobile Road, moving amenities, the undisturbed buffer, and the conflict with the farm/owners of the property to the rear.

STAFF NOTE: During the approval of the master plan for University Park, the Board of Commissioners prohibited a connection to West Mobile Road for the development. While the attached site plan is for reference purposes only, it shows a connection to West Mobile Road. To make this connection, the applicant must request an amendment to the master plan and that request must be approved by the Board of Commissioners.

APPLICANT'S STATEMENTS OF JUSTIFICATION FOR REQUEST

1. Will the proposed amendment support uses that are suitable in the view of the use and development of adjacent and nearby properties?
 - Yes, the property use does not change. The proposed amendment only changes the density from 1.5 units/acre to 3.0 units per acre.
2. Will the proposed amendment adversely affect the existing use or usability of adjacent or nearby properties?
 - No, the use of the property does not change.
3. Will the proposed amendment support uses that could result in an excessive or burdensome use of existing public facilities such as streets, schools, transportation facilities, or utilities?

- No. Septic is on-site. Power is on-site by Dominion Power. Waterlines are existing on-site and along Caratoke Highway. Based on existing usage, minimal impact on schools is expected. The property is bordered by Caratoke Highway (and Mobile Road* - see Conditions below) which provide safe ingress and egress to the property.
- 4. How does the proposed amendment conform to the recommendations of the Future Land Use Plan and any other applicable long range plans?
 - The proposed amendment changes the density from 1.5 units/acre to 3.0 units/acre with no change to the existing zoning or use.
- 5. Are there any existing or changing conditions affecting the use or development of the property which justifies either approval or disapproval of the request?
 - No change in the use.
- 6. Is there a public need for additional land space to be classified to this request?
 - Yes, the proposed amendment to the LUP allows for more housing variety in southern Currituck County.
- 7. How does this request relate to the land suitability analysis found in the Land Use Plan? Are there factors that have changed since the suitability analysis was completed?
 - No effect or change. The properties are listed as "highly suitable."
- Statement of how the Land Use Plan amendment otherwise advances public health, safety, and general welfare:
 - The proposed amendment to the LUP map will allow for needed affordable housing in southern Currituck County in a safe community that offers the residents amenities such as a community pool and clubhouse, basketball courts, tennis court, picnic area, and walking trails. It should be noted that there is currently a waiting list for these apartments. This also provides housing for local workers and people who want to reside close to the beach but prefer to live in Currituck County.

SURROUNDING PARCELS		
	LAND USE	LUP CLASSIFICATION
NORTH	RESIDENTIAL/COMMERCIAL	LIMITED SERVICE
SOUTH	RESIDENTIAL/COMMERCIAL	LIMITED SERVICE
EAST	WAREHOUSE/CULTIVATED FARMLAND	LIMITED SERVICE
WEST	RESIDENTIAL/AGRICULTURAL	LIMITED SERVICE

Staff recommends approval because of the following:

- The Future Land Use Map in the Draft 2006 Land use Plan Update, Imagine Currituck, shows this area at a density of up to three units per acre.
- The policy emphasis for the Point Harbor subarea is to allow portions of the area to continue to evolve as a full service community.

NOTE: During the approval of the master plan for University Park, the Board of Commissioners prohibited a connection to West Mobile Road for the development. While the attached site plan is for reference purposes only, it shows a connection to West Mobile Road. To make this connection, the applicant will have to request an amendment to the master plan and that request will have to be approved by the Board of Commissioners.

Planning Board recommends approval because of the following:

- The Future Land Use Map in the Draft 2006 Land use Plan Update, Imagine Currituck, shows this area at a density of up to three units per acre.
- The policy emphasis for the Point Harbor subarea is to allow portions of the area to continue to evolve as a full service community.

Planning Board Discussion 12/11/2018

Senior Planner, Tammy Glave presented the staff report. The property owner is requesting the Land Use Plan (LUP) Map amendment from Limited Service to Full Service to allow an increase in density from 1.5 units per acre to 3 units per acre. University Park, Phase 2, has approval for 39 residential townhome units. The owner is approaching buildout of Phase 2 and every unit is either rented or under contract to be rented once the units receive a Certification of Compliance from the Building Inspector. The proposed amendment to the LUP map will allow for needed affordable housing in Currituck County in a safe community. There is currently a waiting list for these apartments. This also provides housing for local workers and people who want to reside close to the beach but prefer to live in Currituck County. Phase 3 of University Park was intended for future development with the desire to develop as 39 additional residential townhome units once the update to the 2006 Land Use Plan/Map, Imagine Currituck, was adopted that does allow for densities up to 3 units per acre in this location. Since the 2006 Land Use Plan Update, Imagine Currituck, is in the final review stage, the owner desires to move forward with the map amendment to the existing LUP. Staff recommends approval as presented.

Mr. Craddock asked if CAMA would reject this plan. Mr. Glave said she did speak with Charlene Owens, the district representative for CAMA and she said if the Board of Commissioners approved this they typically follow their recommendations.

Bryan Sewell with House Engineering came before the board to represent the applicant. He said they did have a community meeting and their biggest concern was traffic on West Mobile Road. We tried to assure them that everything we will do is going to be done right and according to the rules and regulations from the governing entities.

Chairman Whiteman asked if anyone else would like to speak.

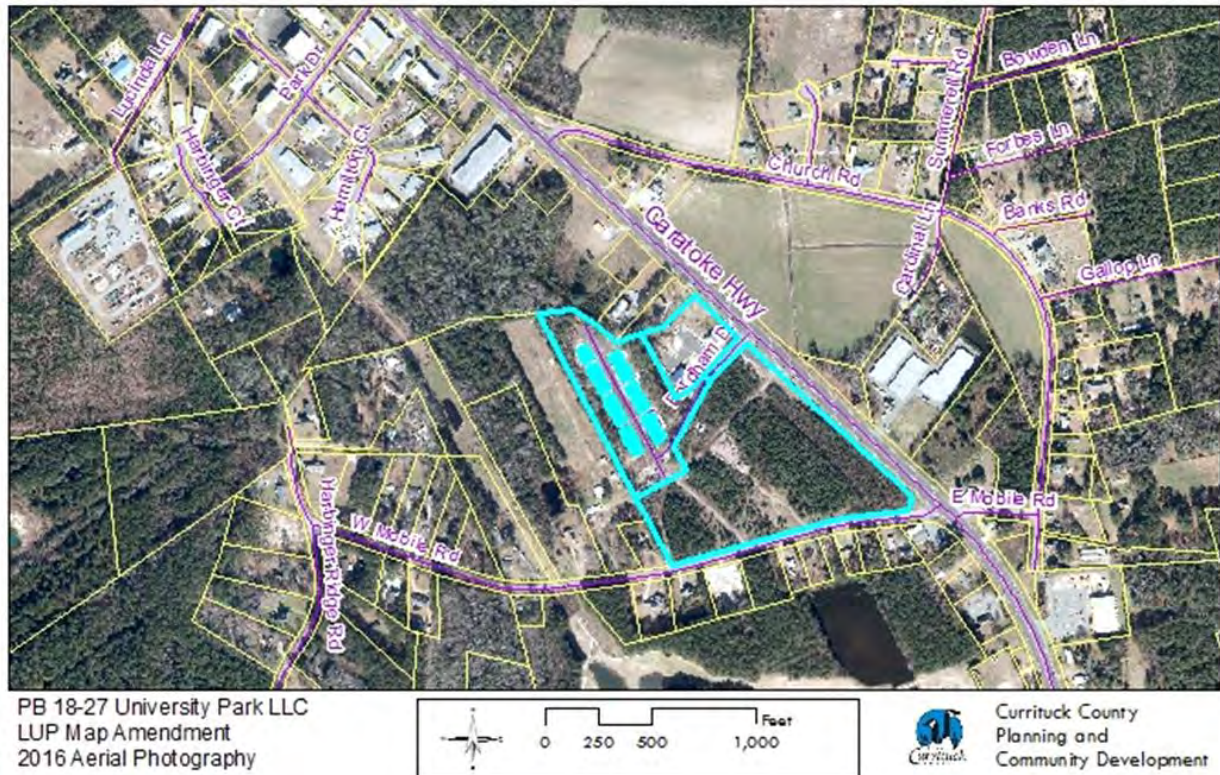
Emmett McMillan from West Mobile Road, Powells Point, came before the board. He said he is the largest property owner near this development. He spoke about ongoing concerns he has had with the applicant and his project. He spoke about the applicant being in violation of a current restriction and asked if this application can go further because of it. Chairman Whiteman said this is not the issue that is in front of this board tonight. Mr. McMillan continued to speak about problems he continues to have with the applicant and asked where the protection for the property owners beside this project is. He said he has to defend his property rights and he shouldn't have to from the beginning and asked how these issues can be fixed. He spoke about a basketball court that was put in that was not supposed to be since it was not in the original storm water project. He said the applicant is in violation and he cannot afford to fight anymore. He said he doesn't have the money, but the applicant does and his family has suffered because of these difficulties.

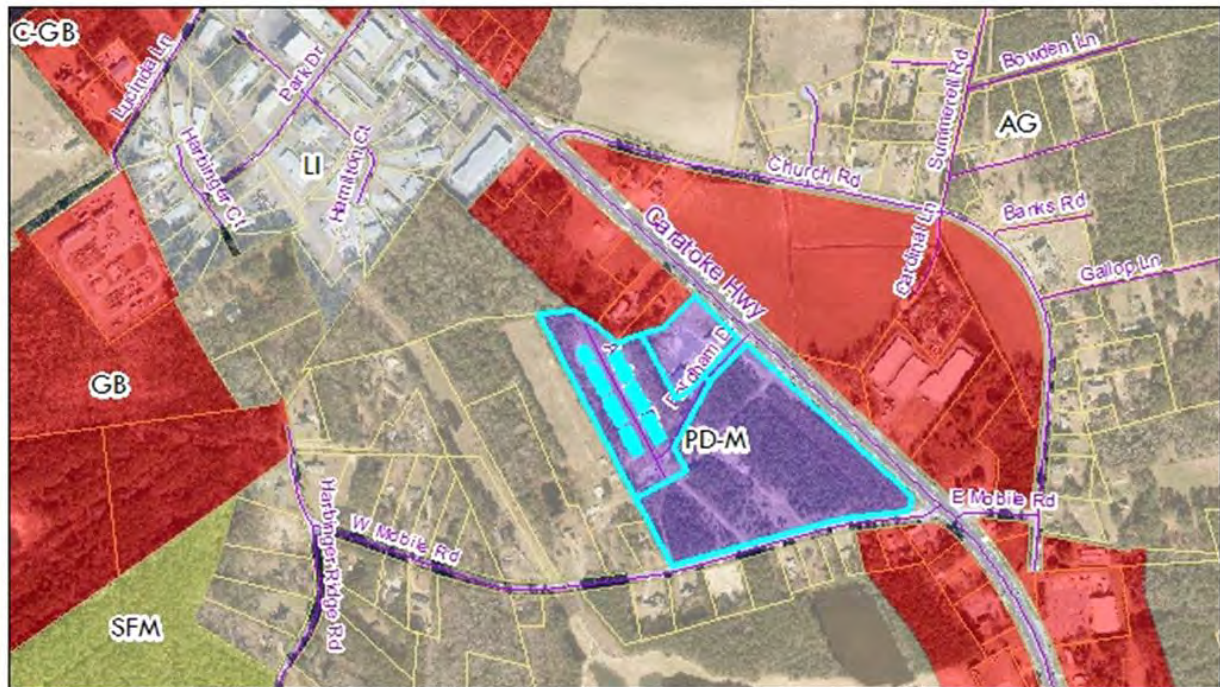
Mr. Craddock said he is sorry you have had these difficulties, but it sounds like you need to get an attorney or you may have a code enforcement issue, but this is not the issue at hand tonight. Mr. Craddock said they both need to talk to each other and work their issues out. Mr. Craddock asked Ms. Glave what is being done to rectify the issues that these two property owners are having, just for informational purposes. Ms. Glave said the Stormwater has to be inspected and completed at the state stormwater agency at the end of the project by that agency. They have one additional building to build. The basketball court, they did submit an amended plan that was approved by the Technical Review Committee. There is an undisturbed buffer that had some disturbance. There were some trees that fell down or may not have fallen down and the applicant added trees to replace the missing trees.

Ms. Higendorf asked if there were some things that are not being enforced that have to do with this application. Chairman Whiteman and Ms. LoCicero said these were two separate issues. Ms. Glave said if there are some potential violations they need to be turned into the Code Enforcement Officer.

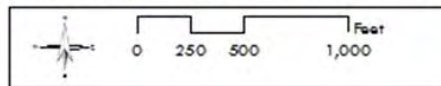
Mr. Ballance motioned to approve PB 18-27 University Park adjustment of the 2006 Land Use Plan since it is consistent with the use of the property.

Chairman Whiteman seconded the motion and the motion carried with 4 board members in favor and Ms. Overstreet as a nay.





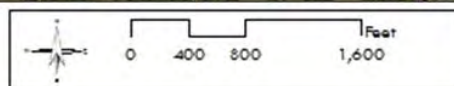
PB 18-27 University Park LLC
LUP Map Amendment
Zoning



Currituck County
Planning and
Community Development



PB 18-27 University Park LLC
LUP Map Amendment
LUP Land Use Classification



Currituck County
Planning and
Community Development

At Chairman White's request, County Manager, Dan Scanlon, noted there has been some confusion with the item and explained the issue before the Board for consideration is an amendment to the Land Use Plan (LUP) to change the area's designation from limited service to full service. He said the county is in the process of updating the LUP and the updated map currently tracking through the state review process is in sync with the new designation being requested by the applicant. He said a site specific plan for construction would be brought back at a later date for board review and public comment.

Laurie LoCicero, Planning and Community Development Director, approached the Board and reviewed the request with the Board of Commissioners. She noted both staff and the Planning Board recommended approval and supporting county policies were reviewed. Ms. LoCicero and Mr. Scanlon responded to Board questions, and there was discussion as to confusion over what was before the Board due to the inclusion of a site plan in the agenda documents. Mr. Scanlon suggested it be ignored.

Bryan Seawell, House Engineering, addressed the Board on behalf of the applicant. He spoke in support of the request and presented a list of signatures from neighboring property owners who also support amending the LUP. Using a powerpoint Mr. Seawell presented information relative to the application and included a map of the area under consideration, reviewed the current Phase II project and, if approved, the process that will be followed for Phase III.

Commissioners had no questions for Mr. Seawell and Chairman White opened the Public Hearing.

Owner of University Park, LLC, Norm Bibeau, talked about the success of the project, and he asked the Board to support the request so they can move forward with the next phase.

Owners of a farm adjacent to University Park, Carry and Emmett McMillan, spoke to Commissioners. Ms. McMillan said she believes the process is being rushed and said she is unable to continue a pork product farming business due to being confronted as a nuisance by the applicant. She said she has tried to work with Mr. Bibeau, but he refuses to work with them. Emmett McMillan spoke to earlier phases of construction and initial concerns he expressed about their adjacent farm. He questioned the letters of support presented by Mr. Seawell, and said he is the majority owner of adjacent property. He discussed concerns associated with earlier phases of construction, violations of the permit by the applicant, and said he warned Commissioners when the project was initially approved that the development would not work with their adjacent farm. Mr. McMillan asked the Board to step back and fix what is wrong.

No others were signed up nor wished to speak. Chairman White closed the Public Hearing.

Commissioner Jarvis moved to approve PB 18-27, University Park, LLC, Land Use Plan Amendment because the request is consistent with the Land Use Plan because the future land use map in the draft 2006 Land Use Plan update, Imagine Currituck, shows this area at a density of up to three units per acre. The policy emphasis for Point Harbor sub-area is to allow portions of the area to continue to evolve as a full-service community. The request is reasonable and in the public interest because it addresses a community need for diversity in housing stock in lower Currituck.

The motion was seconded by Commissioner Owen Etheridge. The motion carried unanimously.

RESULT:	MOTION PASSED-ITEM APPROVED [UNANIMOUS]
MOVER:	Selina S. Jarvis, Commissioner
SECONDER:	J. Owen Etheridge, Commissioner
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner

RECESS

Chairman White called a recess at 7:19 PM. The meeting was reconvened at 7:25

NEW BUSINESS

A. Amended Item: Resolution of Censure

Chairman White asked Commissioner Owen Etheridge if he would comment on the Resolution of Censure before the Board of Commissioners, which the Board was considering based on Commissioner Owen Etheridge's participation in a January 22, 2019, vote to approve a solar ordinance and allow solar as a use in Currituck County. Commissioner Owen Etheridge said he disagreed with the censure and that he voted on the zoning text amendment ordinance because the ordinance would benefit the county as a whole and affected every citizen in the county. He suggested the censure action may open others to censure, and suggested that property tax items could be deemed a conflict of interest.

Ike McRee, County Attorney, reviewed the General Statutes related to Commissioners voting on a zoning amendment and the individual circumstances and criteria that prohibits a Commissioner from voting on a zoning text amendment. He reviewed the January 22 meeting discussion and action included in the Resolution and responded to Board questions regarding the language in the General Statutes. Commissioners discussed the status of solar development on Commissioner Owen Etheridge's land, to which he said no money has exchanged hands and there is no signed contract. Board discussion continued, some of which revolved around recent ethics training attended by Commissioners, comments made by Commissioner Owen Etheridge's brother at the January 22 meeting, and a January meeting attended by Planning staff with a solar company for an initial review of plans for a solar project that illustrated solar array on property in which Commissioner Owen Etheridge has an interest.

Commissioner Mary Etheridge said Commissioners need to hold themselves to the highest standards of truthfulness, honesty and integrity so citizens will not lose confidence in the Board and believes Commissioner Owen Etheridge knew when he voted he would financially benefit. Commissioner Mary Etheridge moved to accept the Resolution of the Currituck County Board of Commissioners censuring Commissioner J. Owen Etheridge. Commissioner Beaumont seconded. The motion passed with a vote of 5-2. Commissioners J. Owen Etheridge and Kevin McCord voted against the motion.

RESOLUTION OF THE CURRITUCK COUNTY BOARD OF COMMISSIONERS CENSURING COMMISSIONER J. OWEN ETHERIDGE

WHEREAS, N. C. Gen. Stat. §153A-340(g) provides that “[a] member of the board of county commissioners shall not vote on any zoning map or text amendment where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member; and

WHEREAS, the Code of Ethics for the Currituck County Board of Commissioners codified in Chapter 2, Article II, Division 3 of the Currituck County Code of Ordinances, (the “Code of Ethics”); and

WHEREAS, pursuant to Section 2-86 of the Code of Ethics, county commissioners should demonstrate the highest standards of personal integrity, truthfulness, honesty and fortitude in all their public activities in order to inspire public confidence and trust in county government. County commissioners should participate in establishing, maintaining, and enforcing, and should themselves observe, high standards of conduct so that the integrity and independence of their office may be preserved; and

WHEREAS, pursuant to Section 2-87 of the Code of Ethics a county commissioner is to avoid impropriety and the appearance of impropriety in all the county commissioner’s activities and further provides:

- (a) It is essential that county government attract those citizens best qualified and willing to serve. County commissioners have legitimate interests-economic, professional and vocational-of a private nature. County commissioners should not be denied, and should not deny to other county commissioners or citizens, the opportunity to acquire, retain and pursue private interests, economic or otherwise, except when conflicts with their responsibility to the public cannot be avoided. County commissioners must exercise their best judgment to determine when this is the case.
- (b) County commissioners should respect and comply with the law and should conduct themselves at all times in a manner that promotes public confidence in the integrity of the office of county commissioner and of county government.
- (c) County commissioners should not allow family, social, or other relationships to unduly influence their conduct or judgment and should not lend the prestige of the office of county commissioner to advance the private interests of others; nor should they convey or permit others to convey the impression that they are in a special position to influence them; and

WHEREAS, Section 2-90 of the Code of Ethics provides that:

- (a) County commissioners should inform themselves concerning campaign finance, conflict of interest and other appropriate state and federal laws and should scrupulously comply with the provisions of such laws.
- (b) County commissioners should refrain from financial and business dealings that tend to reflect adversely on the board or on county government or to interfere with the proper performance of official duties.
- (c) County commissioners should manage their personal financial interests to minimize the number of cases in which they must abstain from voting on matters coming before the board; and

WHEREAS, on the agenda for the January 22, 2019 regular meeting of the Currituck County Board of Commissioners was Item PB 17-14 Currituck County -Solar Text Amendment: Amendment to the Unified Development Ordinance Chapter 4: Use Standards, and Chapter 10: Definitions and Measurements, to add solar energy facilities as an allowable use in the county; and

WHEREAS, when Item PB-17-14 was called for public hearing the Chairman asked the County Attorney to explain the steps for determining whether a county commissioner might be prohibited from voting on a legislative zoning text amendment. Following the County Attorney’s explanation the Chair asked whether in light of the

County Attorney's comments any county commissioner needed to make a disclosure of interest in Item PB 17-14; and

WHEREAS, in response to the Chairman's query, Commissioner Mary Etheridge stated that years ago a solar company contacted her husband and brother-in-law regarding the lease of a piece of their land but that her husband and brother-in-law told the solar company they were not interested in leasing their land; and

WHEREAS, in response to the Chairman's query, Commissioner J. Owen Etheridge stated that "My family has had discussions with one of the solar companies about the possibility of a lease but nothing concrete" and following the public hearing voted with three other county commissioners to approve Item PB17-14 and solar arrays as an allowed use in the county ; and

WHEREAS, Currituck County public records show that Commissioner J. Owen Etheridge is an owner, with others, of property in Currituck County identified with Global Parcel Identification Numbers 8968-69-0149, 8968-02-9620, 8968-50-1414; and

WHEREAS, on February 1, 2019, ten days after the January 22, 2019 meeting of the Board of Commissioners, the Currituck County Planning Department received a pre-application meeting request from Sun Energy and a plat entitled in part "Shawboro East Ridge Solar, LLC, For 150 MW AC PV Power Plant In Shawboro, North Carolina" showing the location of a proposed solar array across various properties in Shawboro, North Carolina including those properties identified with Global Parcel Identification Numbers 8968-69-0149, 8968-02-9620, 8968-50-1414 owned by Commissioner J. Owen Etheridge with others; and

WHEREAS, the plat presented by Sun Energy contains an "original date" of February 19, 2015 and "latest revision date" of January 31, 2019; and

WHEREAS, it is apparent that on January 22, 2019 when Commissioner J. Owen Etheridge voted on Item PB17-14 it was reasonably likely that the outcome of the zoning text amendment to allow solar arrays as a use in Currituck County would have a direct, substantial, and readily identifiable financial impact on Commissioner J. Owen Etheridge; and

WHEREAS, by voting on Item PB17-14 at the January 22, 2019 meeting of the Board of Commissioners, Commissioner J. Owen Etheridge has acted contrary to the statute and Code of Ethics sections set forth above and his voting action places the zoning text amendment allowing solar arrays as a use in Currituck County, and permits issued for such projects under the zoning text amendment, at risk for invalidation should they be challenged.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for Currituck County, North Carolina that:

Section 1. Commissioner J. Owen Etheridge is hereby censured and his action voting on Item PB17-14 at the January 22, 2019 meeting of the board is repudiated as not befitting a county commissioner bound to uphold the laws of the State of North Carolina and bound to follow the Code of Ethics.

Section 2. The Board of Commissioners is confident that this censure will be heeded by Commissioner J. Owen Etheridge to the end that Commissioner J. Owen Etheridge will be reminded to weigh carefully his responsibility to the citizens of Currituck County to at all times act in a manner that respects and promotes open government and the public's confidence in the integrity of the office of county commissioner and in county government.

Section 3. This resolution shall be spread upon the minutes of the Currituck County Board of Commissioners.

ADOPTED the _____ day of _____, 2019.

Bob White, Chairman
Board of Commissioners

ATTEST:

Leeann Walton, Clerk to the Board

RESULT:	APPROVED [5 TO 2]
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner
NAYS:	J. Owen Etheridge, Commissioner, Kevin E. McCord, Commissioner

B) Board Appointments

1. Planning Board

Commissioner Owen Etheridge moved to appoint Juanita Krause to the Planning Board. The motion was seconded by Commissioner Payment and the nominee was approved unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	J. Owen Etheridge, Commissioner
SECONDER:	Mike H. Payment, Vice Chairman
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner

2. Social Services Board

Commissioner Mary Etheridge moved to reappoint Margarette Etheridge to the Social Services Board. The motion was seconded by Commissioner Payment and passed unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mary "Kitty" Etheridge, Commissioner
SECONDER:	Mike H. Payment, Vice Chairman
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner

C) Consent Agenda

Commissioner Mary Etheridge moved for approval of the Consent Agenda. The motion was seconded by Commissioner McCord. The motion passed unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mary "Kitty" Etheridge, Commissioner
SECONDER:	Kevin E. McCord, Commissioner
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner

1) Approval Of Minutes-March 4, 2019

1. Minutes for March 4, 2019

2. Master Fee Schedule Revision

Currituck County Master Fee Schedule									
Rate and Fee Schedule effective July 1, 2018									
Dept.	Description	Cost							
Airport	Concession Fees - Aviation Maintenance & Repair Services	\$75.00	annual						
Airport	Concession Fees - Based Charter Aircraft Travel Services	5% of booked fee	due on 10th following quarter end: Jan 10, Apr 10, Jul 10 & Sep 10						
Airport	Concession Fees - Banner Towing Operations	\$75.00	annual						
Airport	Concession Fees - Crop Dusting	\$300.00	annual						
Airport	Concession Fees - Flight Lessons two or more Currituck based aircraft	\$75.00	annual						
Airport	Concession Fees- Flight Lessons no Currituck based aircraft	\$300.00	annual						
Airport	Concession Fees- Flight Lessons one Currituck based aircraft	\$150.00	annual						
Airport	Concession Fees- Hang Gliding	\$7,000.00	annual						
Airport	Concession Fees - Rental Car Services	\$300.00	annual						
Airport	Hangar leases, non-commercial	\$2,760.00	annual, payable \$230 per month - Effective 8/1/2013	Monthly	5% Disc	10% Disc	monthly		
Airport	Hangars, commercial A-5-T, A-11-T & Office space 2 combined	\$5,796.00	Effective 8/1/2013	\$483.00	\$ 5,506	\$ 5,216	\$ 435		
Airport	Hangars, commercial C-2, C-3, C-4, C-5	\$6,555.00	Effective 8/1/2013	\$546.25	\$ 6,227	\$ 5,900	\$ 492		
Airport	Hangars, commercial A-1-T, A-6-T & office space 1 combined	\$5,520.00	Effective 8/1/2013	\$460.00	\$ 5,244	\$ 4,968	\$ 414		
Airport	Hangars, commercial B-1-C & B-2-C	\$5,520.00	Effective 8/1/2013	\$460.00	\$ 5,244	\$ 4,968	\$ 414		
Airport	Hangars, commercial C-1	\$7,590.00	Effective 8/1/2013	\$632.50	\$ 7,211	\$ 6,831	\$ 569		
Airport	Late Fee	\$15.00	lease						
Airport	Tie-down leases	\$10.00	per month						
Animal Services & Control	Adoption Fee- Dog	\$125.00	Discounts up to 50% off at the discretion of the Director and/or Shelter						
Animal Services & Control	Adoption Fee- Cat	\$75.00							
Animal Services & Control	Reclaim Fee- 1st offense	\$25.00 + \$10.00 a day							
Animal Services & Control	Reclaim Fee- 2nd offense	\$50.00 + \$10.00 a day							
Animal Services & Control	Reclaim Fee- 3rd offense	\$75.00 + \$10.00 a day							
Animal Services & Control	Reclaim Fee- 4th offense	\$100.00 + \$10.00 a day							
Animal Services & Control	Rabies Shot at County Sponsored Rabies Clinics	\$10.00							
CCRC	Facility rental fees								
CCRC	Apartment	\$35.00	per night						
CCRC	Complete facility rental fee/Exclusive right to grounds	\$500.00	per day.						
CCRC	Picnic Shelter- half day rental	\$25.00	per day/per room (up to 4 hours)						
CCRC	Picnic Shelter- full day rental	\$50.00	per day/per room (up to 8 hours)						
CCRC	Indoor Arena:	\$175.00	per weekend day						
CCRC		\$125.00	per week day						
CCRC	Hourly rental of indoor arena	\$25.00	per hour						
CCRC	Outdoor Arena:	\$125.00	per weekend day						
CCRC		\$100.00	per week day						
CCRC	Hourly rental of outdoor arena	\$25.00	per hour						
CCRC	Park Attendant	\$18.00	per hour - nights/weekends/holidays						
CCRC	Stall Rental:								
CCRC	Overnight, no event	\$35.00	per nights						
CCRC	With event	\$15.00	day stall						
CCRC		\$25.00	2 day show						
CCRC		\$30.00	3 day show						
CCRC	Shavings must be used with any stall rental. No one can stall a horse without shavings.								
CCRC	Shavings	\$6.75	per bag						
CCRC	RV/Camper Hook-up	\$25.00	per night						
CCRC	Weekend schooling (No event)	\$25.00	per hour						
CCRC	Vendor Hook-up	\$25.00	per day						
CCRC	Technology fee	\$50.00	Includes wifi, phone, copier, fax access						
CCRC	Notary Fees								
CCRC	Official County business	No charge							
CCRC	Other	\$5 per document							
CCRC	Returned check/credit card/eft fee	\$25.00							
Communications	CD: 911 Data	\$25.00							
Communications	911 Incident Report/911 Transcripts	\$1.00	per page						
Community Development	Central Permitting Fees:	Residential	Commercial						
Community Development	New construction and additions	\$0.30 per sf	\$0.35 per sf						
Community Development	Alterations	\$0.15 per sf	\$0.12 per sf						
Community Development	Cell Tower Evaluation	\$2,000 minimum; actual cost for more complex evaluations							

Community Development	Chimney/Wood stove			\$35.00	\$50
Community Development	Decks			\$0.30 per sf	\$0.35 per sf
Community Development	Dune decks and walkways			\$0.30 per sf	\$0.35 per sf
Community Development	Demolition			\$35.00	\$75
Community Development	Detached Buildings			\$0.15 per sf	\$0.15 per sf
Community Development	Farm Building			N/A	\$0.35 per sf
Community Development	Fuel Pumps			N/A	\$50 per pump
Community Development	Gas (Propane/Natural)			\$50.00	\$100
Community Development	HVAC changeout (includes all trade permits)			\$35.00	\$50
Community Development	Insulation (new)			\$50.00	\$100
Community Development	Insulation (alteration)			\$25.00	\$50
Community Development	Metal Carport, pre-manufactured		Greater than 400 sq ft	\$50	\$100
Community Development	Mobile Homes			\$0.20 per sf	N/A
Community Development	Modulars			\$0.25 per sf	\$0.30 per sf
Community Development	P M E (New)			\$50 each	\$100 each/per suite
Community Development	P M E (Alterations)			\$25 each	\$50each/ per suite
Community Development	Roofing (sheathing replacement)			\$50.00	\$50
Community Development	Roofing (shingles only)		Greater than 15,000 sq ft	\$35	\$50
Community Development	Solar array			\$50 base + \$0.20 per panel	\$200 base + \$0.20 per panel
Community Development	County, State, Federal, Non-profit			No fee	No fee
Community Development	Miscellaneous:				
Community Development	Bulkhead, Pier, Dock, Boatlift			\$50.00	\$100
Community Development	CAMA Minor Permit			\$100.00	\$100
Community Development	Elevator (includes trade permits)			\$75.00	\$150
Community Development	Fire Alarm			N/A	\$50
Community Development	Fire Sprinklers			\$50.00	\$100
Community Development	Historic Structure Application Fee			\$100.00	\$100
Community Development	Hot Tub (includes trade permits)			\$50.00	\$100
Community Development	Moving Permit			\$0.20 per sf	\$0.20 per sf
Community Development	Retaining wall			\$50 each	\$100 each
Community Development	Siding replacement >\$15,000 project cost		> \$15,000 project	\$50	\$75
Community Development	Swimming Pool (flat fee includes trade permits)			\$75.00	\$200
Community Development	Signs (on premise)			N/A	\$50 per sign
Community Development	Signs (off premise)			N/A	\$50 per sign
Community Development	Temporary Office			N/A	\$60
Community Development	Tents and Membrane Structures		Greater than 800 sq ft	\$50	\$50 per structure
Community Development	Towers				\$500 each
Community Development	Window, Door replacement >\$15,000 project cost		> \$15,000 project	\$50	\$75
Community Development	Wind Turbine			\$200 each	\$500 each
Community Development	Amusement rides, water slides			N/A	\$500 each ride
Community Development	Minimum permit fee			\$25.00	\$50
Community Development	Projects that do not fall within the categories above shall be figured on a cost of construction basis as follows:				
Community Development	\$1-\$5,000			\$50.00	\$100
Community Development	Over \$5,000			\$10 per \$1,000	\$20 per \$1,000
Community Development	Inspection Division Fees:				
Community Development	Re-inspection			\$50 per trip	\$50 per trip
Community Development	Working without a permit		Greater of \$50 or 25% of cost	\$100 or 25% of cost	
Community Development	Private Schools/Daycare inspection			N/A	\$100
Community Development	ABC Inspections			N/A	\$100
Community Development	Commercial Exhaust Hoods			N/A	\$100 each
Community Development	Generators (includes trade permits)			\$100.00	\$200
Community Development	Home Occupations			\$50.00	NA
Community Development	Planning Division Fees:				
Community Development	Administrative Adjustment			\$100.00	\$100
Community Development	Clear-Cut Permit			\$50.00	\$50
Community Development	Minor Subdivision (Conventional)			\$25 per lot	\$25 per lot
Community Development	Private Access or Family Subdivision			\$50 per lot	N/A
Community Development	Sign Return Fee (Unlawfully placed signs)			\$25.00	\$25
Community Development	Site Plan - Major			N/A	\$0.02 sf gross floor area; \$50 minimum
Community Development	Site Plan - Minor			\$50.00	\$50
Community Development	Subdivision - Major		\$100 per lot/\$250 Amended Plat		\$100 per lot/\$250 Amended Plat
Community Development	Subdivision - Minor			\$50 per lot	\$50 per lot
Community Development	Temporary Use Permit			\$50.00	\$50
Community Development	Zoning/Flood determination letter			\$25.00	\$25
Community Development	Board of Adjustment Fees:				
Community Development	Appeal or Interpretation			\$150.00	\$150
Community Development	Variance			\$150.00	\$150
Community Development	Literature and Materials				
Community Development	Unified Development Ordinance (UDO)			\$30.00	\$30.00
Community Development	Land Use Plan			\$30.00	\$30.00
Community Development	Small Area Plans or Technical Documents			\$20.00	\$20.00
Community Development	Official Zoning Map (Copy)			\$10.00	\$10.00
Community Development	Planning Board				
Community Development	Conditional Rezoning			\$150 + \$5/acre	\$150 + \$5/acre
Community Development	Development Agreement			\$150 + \$5/acre	\$150 + \$5/acre
Community Development	Planned Development			\$300 + \$5/acre	\$300 + \$5/acre

Community Development	Text Amendment		\$150.00	\$150
Community Development	Land Use Plan Amendment		\$150.00	\$150
Community Development	Use Permit-or Amended Use Permit		\$150.00	\$150
Community Development	Zoning Map Amendment		\$150 + \$5/acre	\$150 + \$5/acre
Community Development	Public Copies - 1 sided		\$0.10	\$ 0.10
Community Development	Public Copies - 2 sided		\$0.15	\$ 0.15
Community Development	Public Copies color up the 8.5" X 14"		\$0.25	\$ 0.25
Community Development	Notary Fees			
Community Development	Official County business		No charge	No charge
Community Development	Other		\$5 per document	\$5 per document
Community Development	Returned check/credit card/eft fee		\$25.00	
Community Development	Note: Preliminary, amended preliminary, final and amended final plats will be assessed at \$33 per lot fee if the sketch plan was approved prior to March 3, 2003.			
Community Development	Beach Parking Permit - Seasonal/Non-resident		\$150.00	per season - 12:01 AM Friday before Memorial Day through 11:59 PM Labor Day
Community Development	Beach Parking Permit - Seasonal/Resident Guest Pass - County address specific/not vehicle specific		\$150.00	per season - 12:01 AM Friday before Memorial Day through 11:59 PM Labor Day
Community Development	Beach Parking Permit - 10 Day		\$50.00	10 days from date of permit - Nonresident
Community Development	Beach Parking Permit - Currituck Property Owners and Residents			
	Seasonal Pass with valid registration - 1 per vehicle		No charge	
	Seasonal Guest Permit - Two for each house located in Off-road area in a verified rental program		No charge	
	Seasonal Guest Permit - Two for each owner occupied FULL-TIME residence located in the off-road area		No charge	
Community Development	Outdoor Tour Operator License		\$950.00	per vehicle
Community Development	Technology fee		\$1 per permit	\$1 per permit
Cooperative Extension	Facility rental fees			
Cooperative Extension	Auditorium		\$500.00	per day
Cooperative Extension	Auditorium set up day		\$100.00	per event
Cooperative Extension	Conference Room		\$100.00	per day/per room
Cooperative Extension	Classrooms		\$50.00	per day/per room
Cooperative Extension	Custodian		\$20.00	per hour - nights/weekends/holidays
Cooperative Extension	Public Copies - 1 sided		\$0.10	
Cooperative Extension	Public Copies - 2 sided		\$0.15	
Cooperative Extension	Public Copies color up the 8.5" X 14"		\$0.25	per side
Cooperative Extension	Notary Fees			
Cooperative Extension	Official County business		\$0.00	
Cooperative Extension	Other		\$5.00	per document
Cooperative Extension	Returned check/credit card/eft fee		\$25.00	
Elections	Copies, color double sided		\$0.45	
Elections	Copies, color single sided		\$0.25	
Elections	Copies, standard letter or legal, per copy		\$0.10	
Elections	Diskette		\$10.00	
Elections	Labels, per label		\$0.01	Minimum \$.30
Elections	Print-out, per page		\$0.05	Minimum \$.25
EMS	Public Copies - 1 sided		\$0.10	
EMS	Public Copies - 2 sided		\$0.15	
EMS	Public Copies color up the 8.5" X 14"		\$0.25	per side
EMS	Notary Fees			
EMS	Official County business		\$0.00	no charge
EMS	Other		\$5.00	per document
EMS	Returned check/credit card/eft fee		\$25.00	
EMS	Stand-by events		\$50.00	hour
ITS	CD1: GIS data CD		\$50.00	
ITS	CD2: 2003, 2008, 2010 or 2012 Color Aerial Photography		\$100.00	per year requested
ITS	Copies, GIS Data, Laser 11 x 17 black and white		\$1.00	
ITS	Copies, GIS Data, Laser 11 x 17 color		\$2.00	
ITS	Copies, GIS Data, Laser 8 1/2 x 11 black and white		\$0.50	
ITS	Copies, GIS Data, Laser 8 1/2 x 11 color		\$1.00	
ITS	Copies, GIS Data, Laser 8 1/2 x 14 black and white		\$0.75	
ITS	Copies, GIS Data, Laser 8 1/2 x 14 color		\$1.50	
ITS	Copies, GIS Data, Plotter 20 x 24 up to 28 x 36		\$5.00	
ITS	Copies, GIS Data, Plotter Greater than 28 x 36 to 36 x 42		\$8.00	
ITS	Copies, GIS Data, Plotter Greater than 36 x 42		\$10.00	

ITS	Copies, GIS Data, Plotter less than 20 x 24		\$3.00	
ITS	Official Zoning Map		\$10.00	
ITS	CD3: 1995 Aerial Photography (black & white only)		\$50.00	
ITS	Street Naming/Name Changing (payable to U.S. Sign Co.)		\$75.00	plus variable (Exception: Subdivisions created prior to 4/2/89 & sign never installed)
Library	Books, Fines for Overdues		\$0.10	per day
Library	Copies, standard letter or legal, per copy		\$0.10	
Library	Fax - Incoming		\$1.00	
Library	Fax - Outgoing		\$2.50	plus \$1.00 each additional page
Mainland Water	3" Riser		Actual cost + 20%	
Mainland Water	6" Riser		Actual cost + 20%	
Mainland Water	Backhoe per hour		\$125.00	
Mainland Water	Bacteriological tests		\$50.00	
Mainland Water	Check Valve		Actual cost + 20%	
Mainland Water	Chloride tests		\$20.00	
Mainland Water	Ditch Witch per hour		\$125.00	
Mainland Water	ERT for Radio Read meter		Actual cost + 20%	
Mainland Water	Excavator per hour		\$125.00	
Mainland Water	Fire hydrant meter - Deposit		\$2,500.00	
Mainland Water	Fire hydrant meter setup fee		\$50.00	
Mainland Water	High-risk deposit (owner or renter)		\$200.00	or three months' billing of previous usage, whichever is greater
Mainland Water	Impact Fees for Centers of Worship		\$3,000.00	
Mainland Water	Impact Fee 3/4 inch Irrigation Meter		\$1,000.00	
Mainland Water	Impact Fee 1 inch Irrigation Meter		\$1,300.00	
Mainland Water	Impact Fees 3/4 inch		\$6,000.00	
Mainland Water	Impact Fees 1 inch		\$6,500.00	
Mainland Water	Impact Fees 2 inch		\$7,000.00	minimum - price quoted at time of application for 2" and larger
Mainland Water	Impact Fees 3 inch		\$7,500.00	"
Mainland Water	Impact Fees 4 inch		\$8,000.00	"
Mainland Water	Impact Fees 6 inch		\$8,500.00	"
Mainland Water	Impact Fees 6 inch Fire Service		\$6,000.00	
Mainland Water	Labor per man hour		\$60.00	
Mainland Water	Lid only		Actual cost + 20%	
Mainland Water	Lock		Actual cost + 20%	
Mainland Water	Meter		Actual cost + 20%	
Mainland Water	Meter accessibility charge		\$35.00	
Mainland Water	Meter Box		Actual cost + 20%	
Mainland Water	Meter tampering fee		\$75.00	
Mainland Water	Meter testing fee		\$50.00	If meter accurate
Mainland Water	Meter testing fee		No Charge	If more than 2.5% inaccurate
Mainland Water	Open/reopen/transfer account		\$25.00	
Mainland Water	Pipe pressure/leakage retest		\$150.00	
Mainland Water	Pipe pressure/leakage test		\$150.00	
Mainland Water	Reconnection fee (after cutoff for nonpayment)		\$50.00	8AM - 5PM
Mainland Water	Renter deposit		\$150.00	
Mainland Water	Reread meter - our reading correct		\$25.00	
Mainland Water	Reread meter - our reading incorrect		No Charge	
Mainland Water	Retro		Actual cost + 20%	
Mainland Water	Returned check fee		\$25.00	
Mainland Water	Road Bore		Actual cost + 20%	
Mainland Water	Special request meter reading		\$25.00	
Mainland Water	Turn on/off fee, per occurrence		\$25.00	Normal working hours
Mainland Water	Turn on/off fee, per occurrence		\$50.00	After normal working hours
Mainland Water	Union half with nut		Actual cost + 20%	
Mainland Water	Water Charge Fire Service (sprinkler systems)		Same as all other water consumption charges	
Mainland Water	Water Charge Local Government/Board of Education		Same as all other water consumption charges	
Mainland Water	Water Charge base 0-2000 gallons		\$20.00	month
Mainland Water	Water Charge up to 5000 gallons		\$4.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge up to 10,000 gallons		\$5.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge up to 15,000 gallons		\$6.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge up to 20,000 gallons		\$7.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge all over 20,000 gallons		\$8.50	per 1000 gal./effective 7/1/2011
Mainland Water	Yoke		Actual cost + 20%	
Mainland Water	Yoke valve with meter nut		Actual cost + 20%	
Mainland Sewer	Tap Fee in Maple Commerce Park		\$7,700.00	per EDU (250 gpd)
Mainland Sewer	Tap Fee in Moyock		\$5,500.00	per EDU (250 gpd)
Mainland Sewer	Tap Fee in Walnut Island/Waterside Villages		\$4,500.00	
Mainland Sewer	Sewer Utility Charge	1.5x Water Usage Charge	\$30	minimum base rate
Mainland Sewer	Residential renter deposit		\$150.00	
Mainland Sewer	Residential renter deposit (High Risk)		\$200.00	3 months past usage with \$200 min
Mainland Sewer	Open/reopen/transfer account		\$25.00	
Mainland Sewer	Reconnection fee		\$50.00	
Mainland Sewer	Meter tampering fee		\$75.00	Min \$75 plus cost of damages
Parks & Rec	Knotts Island		\$200.00	per day

Parks & Rec	Maple Athletic Complex - Baseball/Softball Fields		\$200.00	per field/per day
Parks & Rec	Maple Athletic Complex - Soccer Fields		\$200.00	per field/per day
Parks & Rec	Maple Park		\$300.00	per day
Parks & Rec	Maple Skate Park		\$200.00	per day
Parks & Rec	Sound Park		\$500.00	per day
Parks & Rec	Veteran's Memorial Park		\$200.00	per day
Parks & Rec	Walnut Island Park		\$200.00	per day
Parks & Rec	Adult Softball (men and women)		\$200.00	per team
Parks & Rec	Youth Cheerleading		\$20.00	per child - Maximum of \$40.00 per family
Parks & Rec	Youth Flag Football		\$20.00	per child - Maximum of \$40.00 per family
Parks & Rec	Youth Soccer (Fall and Spring)		\$20.00	per child - Maximum of \$40.00 per family
Parks & Rec	Youth Tackle Football		\$25.00	per child - No Maximum Fee
Parks & Rec	Youth T-Ball/Baseball/Softball		\$25.00	per child - \$35.00 (2 children) Maximum of \$50.00 for a family of 3 or more
Parks & Rec	Youth/Junior Basketball		\$20.00	per child - Maximum of \$40.00 per family
Parks & Rec	Tournament Admission Fees- Under 5		No Charge	
Parks & Rec	Tournament Admission Fees- Ages 6-12		\$3.00	
Parks & Rec	Tournament Admission Fees-13 and up		\$5.00	
Parks & Rec	Concessions		Cost + 100% to 300%	
Parks & Rec	Field Fees - Soccer, Baseball/Softball, Tennis Courts		\$25.00	1/2 day - does not include staff, security or clean-up charges
Parks & Rec	Field Fees - Soccer, Baseball/Softball, Tennis Courts		\$50.00	daily - does not include staff, security or clean-up charges
Parks & Rec	Field Set-up Fees - Baseball/Softball		\$20.00	per field - does not include staff, security or clean-up charges
Parks & Rec	Field Set-up Fees - Soccer		\$25.00	per field - does not include staff, security or clean-up charges
Parks & Rec	Park Picnic Shelter		\$25.00	per 1/2 day/\$50 daily
Parks & Rec	Parks			
Parks & Rec	Staff for Events (if required) - Park Attendant		\$18.00	per hour/per attendant
Parks & Rec	Staff for Events (if required) - Park Superintendent		\$18.00	per hour
Parks & Rec	Staff for Events (if required) - Recreation Director		\$28.00	per hour
Parks & Rec	Staff for Events (if required) - Recreation Specialist		\$18.00	per hour
Ocean Sands	Water rates - See Souther Outer Banks Water			Same as SOBWS rates
Ocean Sands	Sewer rate		\$7.95 base + 1.5x Water	Rate increase effective with billings on or after January 1, 2014
Ocean Sands	Sewer Tap Fee		\$450.00	
Ocean Sands	Water Tap 3/4 inch meter		\$2,000.00	
Solid Waste	Tipping Fees per ton for all solid waste that originates outside the County		\$83.00	per ton
Solid Waste	Tipping Fees per ton for mixed solid waste MSW		\$73.00	per ton
Register of Deeds	Birth or Death Amendments (preparation)		\$10.00	
Register of Deeds	Birth or Death Amendments, NC Vital Records		\$15.00	payable to N.C. Vital Records Section
Register of Deeds	Birth or Death Legitimations County		\$10.00	
Register of Deeds	Birth or Death Legitimations State (via check)		\$10.00	
Register of Deeds	Birth or Death Record, Certified Copy		\$10.00	
Register of Deeds	Birth, Delayed Birth Applications		\$20.00	
Register of Deeds	Copies, Certified 1st page		\$5.00	plus \$2.00 each page of document
Register of Deeds	Copies, Uncertified		\$0.25	
Register of Deeds	Copies, Uncertified Plats (11"x17")-per page		\$0.50	
Register of Deeds	Copies, Uncertified Plats (11"x17")-per page VIA Mail or Fax		\$1.00	
Register of Deeds	Copies, Uncertified Plats (18"x24")-per page		\$2.00	
Register of Deeds	Copies, Uncertified Plats (18"x24")-per page VIA Mail		\$3.00	
Register of Deeds	Copies, Uncertified VIA Mail		\$1.00	
Register of Deeds	Deeds of Trust and Mortgages		\$64.00	Minimum fee for pages 1-35
Register of Deeds	Deeds of Trust and Mortgages per page for pages over 35		\$4.00	
Register of Deeds	Deeds of Trust and Mortgages Additional (multi-instrument)		\$10.00	
Register of Deeds	Deeds of Trust and Mortgages Satisfaction/Cancellation		Free	
Register of Deeds	Highway Maps 1st page		\$21.00	
Register of Deeds	Highway Maps Additional Page(s)		\$5.00	
Register of Deeds	Highway Maps Certified Copy (per 1st page)		\$5.00	
Register of Deeds	Instrument, General		\$26.00	Minimum fee for pages 1-15
Register of Deeds	Instrument, General per page for pages over 15		\$4.00	
Register of Deeds	Instrument, General Additional (multi-instrument)		\$10.00	
Register of Deeds	Marriage License		\$60.00	
Register of Deeds	Marriage License Certified Copy		\$10.00	
Register of Deeds	Marriage License Corrections		\$10.00	
Register of Deeds	Notary Oath		\$10.00	
Register of Deeds	Plats 1st page (GS 161-10)		\$21.00	
Register of Deeds	Plats Additional Page(s)		\$21.00	

Register of Deeds	Plats Certified Copy (per 1st page)		\$5.00	
Register of Deeds	Plats Certified Copy - each additional page after first page		\$2.00	
Register of Deeds	Uniform Commercial Code Fixture Filing Only 1-2 pages		\$38.00	
Register of Deeds	Uniform Commercial Code Fixture Filing Only 3-10 pages		\$45.00	
Register of Deeds	Uniform Commercial Code Fixture Filing Only over 10 pages		\$45.00	plus \$2.00 each additional page over 10
Register of Deeds	Excessive Recording Data - more than 20 distinct parties		\$2.00	each name over 20 - G.S. 161-10(a)(1)
Register of Deeds	Non-standard Fee		\$25.00	G.S. 161-14(b)
Soil Conservation	Soil surveys/publications		Free	
Sheriff	Peddler License initial fee		\$35.00	
Sheriff	Peddler License renewal fee		\$20.00	
Sheriff	Noise permits		\$25.00	
Sheriff	Adult Entertainment Business Permit - New		\$100.00	
Sheriff	Adult Entertainment Business Permit - Renew		\$50.00	
Sheriff	Copies		\$1.00	
Sheriff	CD - Detention Interviews		\$10.00	
Sheriff	Entertainer's License - New		\$50.00	
Sheriff	Entertainer's License - Renew		\$25.00	
Sheriff	Handgun Purchase Permit		\$5.00	
Sheriff	Concealed Weapon Permit - New		\$90.00	
Sheriff	Concealed Weapon Permit - Renew		\$80.00	
S Outer Banks Water	3" Riser		Actual cost + 20%	
S Outer Banks Water	6" Riser		Actual cost + 20%	
S Outer Banks Water	Backhoe per hour		\$125.00	
S Outer Banks Water	Excavator per hour		\$125.00	
S Outer Banks Water	Bacteriological tests		\$50.00	
S Outer Banks Water	Check Valve		Actual cost + 20%	
S Outer Banks Water	Chloride tests		\$20.00	
S Outer Banks Water	Ditch Witch per hour		\$125.00	
S Outer Banks Water	ERT for Radio Read meter		Actual cost + 20%	
S Outer Banks Water	Fire hydrant meter - Deposit		\$2,500.00	
S Outer Banks Water	Fire hydrant meter setup fee		\$50.00	
S Outer Banks Water	High risk deposit (owner or renter)		\$200.00	or three months' billing of previous usage, whichever is greater
S Outer Banks Water	Impact Fee 1 inch for Centers of Worship		\$3,000.00	
S Outer Banks Water	Impact Fee 3/4 inch Irrigation Meter		\$1,000.00	
S Outer Banks Water	Impact Fee 1 inch Irrigation Meter		\$1,300.00	
S Outer Banks Water	Impact Fee 3/4" Meter		\$6,000.00	
S Outer Banks Water	Impact Fee 1" Meter		\$6,500.00	
S Outer Banks Water	Impact Fee 2 inch		\$7,000.00	minimum - price quoted at time of application for 2" and larger
S Outer Banks Water	Impact Fee 3 inch		\$7,500.00	"
S Outer Banks Water	Impact Fee 4 inch		\$8,000.00	"
S Outer Banks Water	Impact Fee 6 inch		\$8,500.00	"
S Outer Banks Water	Impact Fee 6 inch Fire Services		\$6,000.00	"
S Outer Banks Water	Impact Fee standard 3/4" meter, commercial	VOH	\$1,000.00	
S Outer Banks Water	Impact Fee standard 3/4" meter, hotels/motels per two rooms	VOH	\$1,000.00	
S Outer Banks Water	Impact Fee standard 3/4" meter, laundry	VOH	\$1,000.00	per 3 machines
S Outer Banks Water	Impact Fee standard 3/4" meter, multifamily	VOH	\$1,000.00	(condos, cottage courts, apartments)
S Outer Banks Water	Impact Fee standard 3/4" meter, restaurants	VOH	\$1,000.00	Each habitable unit
S Outer Banks Water	Impact Fee standard 3/4" meter, sewer	VOH	\$700.00	per 16 seats or fraction thereof
S Outer Banks Water	Impact Fee standard 3/4" meter, single family residential	VOH	\$1,000.00	
S Outer Banks Water	Labor per man hour		\$60.00	
S Outer Banks Water	Lid only		Actual cost + 20%	
S Outer Banks Water	Lock		Actual cost + 20%	
S Outer Banks Water	Meter		Actual cost + 20%	
S Outer Banks Water	Meter accessibility charge		\$35.00	
S Outer Banks Water	Meter Box		Actual cost + 20%	
S Outer Banks Water	Meter tampering fee		\$75.00	
S Outer Banks Water	Meter testing fee		\$50.00	If meter accurate
S Outer Banks Water	Meter testing fee		No Charge	If more than 2.5% inaccurate
S Outer Banks Water	Open/reopen/transfer account		\$25.00	
S Outer Banks Water	Pipe pressure/leakage retest		\$150.00	
S Outer Banks Water	Pipe pressure/leakage test		\$150.00	
S Outer Banks Water	Reconnection fee (after cutoff for nonpayment)		\$50.00	8AM - 5PM
S Outer Banks Water	Renter deposit		\$150.00	
S Outer Banks Water	Reread meter - our reading correct		\$25.00	
S Outer Banks Water	Reread meter - our reading incorrect		No Charge	
S Outer Banks Water	Retro		Actual cost + 20%	
S Outer Banks Water	Returned check fee		\$25.00	
S Outer Banks Water	Road Bore		Actual cost + 20%	
S Outer Banks Water	Special request meter reading		\$25.00	

S Outer Banks Water	Turn on/off fee, per occurrence		\$25.00	Normal working hours
S Outer Banks Water	Turn on/off fee, per occurrence		\$50.00	After normal working hours
S Outer Banks Water	Union half with nut		Actual cost + 20%	
S Outer Banks Water	Water Charge - Pine Island Base Rate		\$30.00	month
S Outer Banks Water	Water Charge - Pine Island per 1,000 gallons		\$4.50	per 1000 gal
S Outer Banks Water	Water Charge Base Rate		\$20.00	month
S Outer Banks Water	Water Charge up to 5000 gallons, commercial		\$4.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 5000 gallons, residential		\$4.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 10,000 gallons, commercial		\$5.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 10,000 gallons, residential		\$5.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 15,000 gallons, commercial		\$6.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 15,000 gallons, residential		\$6.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 20,000 gallons, commercial		\$7.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 20,000 gallons, residential		\$7.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge all over 20,000 gallons, commercial		\$8.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge all over 20,000 gallons, residential		\$8.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Yoke		Actual cost + 20%	
S Outer Banks Water	Yoke valve with meter nut		Actual cost + 20%	
S Outer Banks Water	Pipe pressure/leakage retest		\$150.00	
Sr. Center	Deposit, Rental of Senior Center Space (Refundable)		\$100.00	
Sr. Center	Powells Point Bldg- Deposit		\$100.00	per event
Sr. Center	Powells Point Bldg- Rent		\$100.00	per event
Sr. Center	Fax - outgoing		\$2.50 first page	\$1.00 each additional page
Sr. Center	Fax - Incoming		\$1.00	
Sr. Center	Public Copies - 1 sided		\$0.10	
Sr. Center	Public Copies - 2 sided		\$0.15	
Sr. Center	Notary Fees			
Sr. Center	Official County business		\$0.00	
Sr. Center	Other		\$5.00	per document
Sr. Center	Returned check/credit card/eft fee		\$25.00	
Tax	Public Copies - 1 sided		\$0.10	
Tax	Public Copies - 2 sided		\$0.15	
Tax	Public Copies - Color (Up to 8.5" X 14")		\$0.25	per side
Tax	Public Copies - Color (11" x 17")		\$0.50	per side
Tax	Labels, per label		\$0.03	Minimum \$10.00
Tax	Aerial Tax Maps		\$8.00	
Tax	Subdivision Tax Maps		\$3.00	per sheet
Tax	Street Atlas		\$8.00	
Tax	Returned check/credit card/debit card/EFT/ACH fee		\$0.10	Payment for Taxes; Minimum \$25.00
Tax	Returned check/credit card/debit card/EFT/ACH fee		\$25.00	G.S. 105-357(b)(2)
Tax	Property Record Card		\$0.50	All other than taxes
Tourism	Heritage Festival - BBQ Contest Registration		\$300.00	each
Tourism	Heritage Festival - Rodeo admission - Ages 13+	\$15 Adv/\$20 Day of Event		per team - includes RV hookup fee
Tourism	Heritage Festival - Rodeo admission - Ages 6-12	\$10 Adv/\$15 Day of Event		
Tourism	Heritage Festival - Rodeo admission - Ages 0-5	No Charge		
Tourism	Heritage Festival - Rodeo admission - Family (2 Adult/2 Under 12)		\$45.00	Advance sales only
Tourism	Heritage Festival - Rodeo admission - BBQ Participants		\$10.00	Advance sales only
Tourism	Legacy Tours Whalehead Ages 0-5		No charge	
Tourism	Legacy Tours Whalehead Ages 6-12		\$5.00	
Tourism	Legacy Tours Whalehead Ages 13-54		\$7.00	
Tourism	Legacy Tours Whalehead Ages 55+		\$5.00	
Tourism	Legacy Tours Whalehead Active Military		\$5.00	
Tourism	Legacy Tours Wounded Warrior		No charge	
Tourism	Legacy Tours Whalehead Group Student		\$3.00	Coordinator/Bus Driver No charge
Tourism	Legacy Tours Whalehead Group Adult		\$5.00	Coordinator/Bus Driver No charge
Tourism	Specialty Tours		TBD	Based on type of Tour and Resources
Tourism	Whalehead Wednesday		\$15.00	involved
	Events requiring tent rentals or other structures on grounds must be rented for the day before, day of and day after event.			Price includes wine tasting and glass
Tourism	Grounds Rental - Primary Site (N Lawn/S Lawn/Point)		\$750.00	
Tourism	Grounds Rental - Secondary Site		\$400.00	
Tourism	Grounds Rental - Picnic Shelter		\$50.00	
Tourism	Grounds Rental - Gazebo		\$150.00	
Tourism	Grounds Rental - Side Porch		\$50.00	
Tourism	Grounds Refundable Security Deposit		\$750.00	
Tourism	Picnic Shelter Refundable Security Deposit		\$25.00	
Tourism	Golf Cart Rental per 8 hours		\$300.00	each per day
Tourism	Tourism and Whalehead \$0.00 - \$6.99 our cost retail merchandise			Cost + 100%
Tourism	Tourism and Whalehead \$7.00 - \$10.99 our cost retail merchandise			Cost + 50%
Tourism	Tourism and Whalehead \$11.00 - \$19.99 our cost retail merchandise			Cost + 35%

Tourism	Tourism and Whalehead \$20.00 & up our cost retail merchandise			Cost + 25%
Tourism	Vendor Booth Fee		No Charge - Currituck County Property Owner	
Tourism	Vendor Booth Fee		\$25 - Out of County Resident/Business	
Tourism	Historic Corolla Park Usage- unlimited usage with the exception of stated hours		\$400.00	per month for June, July & August
Tourism	Historic Corolla Park Usage- unlimited usage with the exception of stated hours		\$250.00	per month January - May and September - December
Tourism	Historic Corolla Park Usage- for businesses needing the Park 1 day a week or less		\$50.00	per day for all months
Other	Notary Fees		Free	Official County Business
Other	Notary Fees		\$5.00	Other than County Business
Other	Returned Check Fee		\$25.00	
NOTES:				
Occupancy Tax and Sales Taxes will be charged if applicable.				
All Water Systems	3/4" irrigation meter \$1,000 and 1" irrigation meter \$1,300 are available to any customer with an existing paid tap.			
Mainland Water	Water Charge: Commercial master meter accts charged at above rates per unit served. Hotels and motels: Four rooms equal one commercial master meter billing unit.			
Mainland Water	Impact Fees: All installation costs for labor, materials and equipment shall be paid by the owner/developer/purchaser.			
Mainland Water	Subdivisions with active sketch plan approval prior to July 1, 2007 included on attached list will be assessed impact fees at the rate in effect on June 30, 2007 until June 30, 2009. Beginning July 1, 2009 any subdivisions that have not paid the fees will be charged the rate in place at this time of payment.			
Inspections	Movable agricultural buildings occupied for farm purposes shall be exempt from fees prescribed above.			
Inspections	*Alterations include work within existing structures and upgrading existing service do not include additions, new construction, providing power to structures not previously having power, or new service to existing buildings.			
Planning	Preliminary, amended preliminary, final, and amended final plats will be assessed a \$33.00 per lot fee if the sketch plan was approved prior to March 3, 2003.			
Revised this 18th day of March 2019.				

3. Trillium Quarterly Report and Audit

CLOSED SESSION

1. Amended: Closed Session Pursuant to G.S. 143-318.11(a)(6) to discuss personnel matters

Chairman White moved to enter Closed Session pursuant to G.S. 143-318.11(a)(6) to discuss personnel matters. The motion was seconded by Commissioner Mary Etheridge. The motion passed unanimously and the Board entered Closed Session at 7:55 PM.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bob White, Commissioner
SECONDER:	Mary "Kitty" Etheridge, Commissioner
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner

ADJOURN

Motion to Adjourn Meeting

The Board returned from Closed Session and had no further business. Commissioner Mary Etheridge moved to adjourn. Commissioner Jarvis seconded, the motion passed unanimously, and the meeting of the Board of Commissioners concluded at 8:33 PM.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mary "Kitty" Etheridge, Commissioner
SECONDER:	Selina S. Jarvis, Commissioner
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner



STAFF REPORT PB 18-27 UNIVERSITY PARK BOARD OF COMMISSIONERS FEBRUARY 4, 2019

APPLICATION SUMMARY

Property Owner: University Park LLC 8648 Caratoke Highway Powells Point NC 27966	Applicant: House Engineering PC Bryan Sewell PO Box 466 Kitty Hawk NC 27949
Case Number: PB 18-27	Application Type: Land Use Plan Map Amendment
Parcel Identification Numbers: 0131-000-097A-0000 124J-000-OSP2-0000 0131-000-095A-0000 0131-000-095A-0000 124J-000-00B1 through 00B6-0000 124J-000-00C1 through 00C6-0000 124J-000-00D1 through 00D6-0000 124J-000-00E1 through 00E6-0000 124J-000-00F1 through 00F6-0000 124J-000-00G1 through 00G3-0000	Existing Use: Multi-family dwellings, office, warehouse, recreation, telecommunications tower
Land Use Plan Classification: Limited Services	Proposed Land Use Plan Classification: Full Service
Parcel Size (Acres): 25.857	Current Zoning: PD-M
Request: Amend future land use classification map from Limited Service to Full Service to allow an increase in density from 1.5 units per acre to 3 units per acre located at the University Park development.	

REQUEST NARRATIVE

The property owner is requesting the Land Use Plan (LUP) Map amendment from Limited Service to Full Service to allow an increase in density from 1.5 units per acre to 3 units per acre. University Park, Phase 2, has approval for 39 residential townhome units. The owner is approaching buildout of Phase 2 and every unit is either rented or under contract to be rented once the units receive a Certification of Compliance from the Building Inspector. The applicant states, "The proposed amendment to the LUP map will allow for needed affordable housing in southern Currituck County in a safe community that offers the residents amenities such as a community pool and clubhouse, basketball courts, tennis court, picnic area, and walking trails. It should be noted that there is currently a waiting list for these apartments. This also provides housing for local workers and people who want to reside close to the beach but prefer to live in Currituck County." Phase 3 of University Park was intended for future development with the desire to develop as 39 additional residential townhome units once the update to the 2006 Land Use Plan/Map, Imagine Currituck, was adopted that does allow for densities up to 3 units per acre in this location. Since the 2006 Land Use Plan Update, Imagine Currituck, is in the final review stage, the owner desires to move forward with the map amendment to the existing LUP.

This property is in the Point Harbor subarea of the 2006 Land Use Plan. The policy emphasis for the Point Harbor subarea is to allow portions of the area to continue to evolve as a full service community, but with better attention to the planning needed to protect residential areas and the natural features that make the area so attractive. Housing in the Point Harbor subarea should continue to reflect a range of housing types and prices with emphasis on single-family site built homes.

It should be noted that an existing full service designation is located approximately 825' north of this property. While a better planning practice is to have continuously designated property without the separation, staff finds this request acceptable since it is in line with the draft update to the 2006 Land Use Plan/Map, Imagine Currituck. Additionally there is a significant area of commercial development proposed within University Park along Caratoke Highway, which is compatible with the higher residential designation. Given these reasons and the fact that the update to the 2006 Land Use Plan allows for the requested density, the requested change in the 2006 LUP Map is appropriate.

Finally, should the LUP Map amendment be approved, the application must be reviewed and approved by the Division of Coastal management. The applicant must also follow through with an amended master plan, terms and conditions document, preliminary plat/use permit, and final plat.

COMMUNITY MEETING

The applicant held a community meeting on November 16, 2018 at the University Park clubhouse with approximately 20 people in attendance. Concerns were expressed over access to West Mobile Road, moving amenities, the undisturbed buffer, and the conflict with the farm/owners of the property to the rear.

STAFF NOTE: During the approval of the master plan for University Park, the Board of Commissioners prohibited a connection to West Mobile Road for the development. While the attached site plan is for reference purposes only, it shows a connection to West Mobile Road. To make this connection, the applicant must request an amendment to the master plan and that request must be approved by the Board of Commissioners.

APPLICANT'S STATEMENTS OF JUSTIFICATION FOR REQUEST

1. Will the proposed amendment support uses that are suitable in the view of the use and development of adjacent and nearby properties?
 - Yes, the property use does not change. The proposed amendment only changes the density from 1.5 units/acre to 3.0 units per acre.
2. Will the proposed amendment adversely affect the existing use or usability of adjacent or nearby properties?
 - No, the use of the property does not change.
3. Will the proposed amendment support uses that could result in an excessive or burdensome use of existing public facilities such as streets, schools, transportation facilities, or utilities?
 - No. Septic is on-site. Power is on-site by Dominion Power. Waterlines are existing on-site and along Caratoke Highway. Based on existing usage, minimal impact on schools is expected. The property is bordered by Caratoke Highway (and Mobile Road* - see Conditions below) which provide safe ingress and egress to the property.
4. How does the proposed amendment conform to the recommendations of the Future Land Use Plan and any other applicable long range plans?
 - The proposed amendment changes the density from 1.5 units/acre to 3.0 units/acre with no change to the existing zoning or use.

5. Are there any existing or changing conditions affecting the use or development of the property which justifies either approval or disapproval of the request?
 - No change in the use.
 6. Is there a public need for additional land space to be classified to this request?
 - Yes, the proposed amendment to the LUP allows for more housing variety in southern Currituck County.
 7. How does this request relate to the land suitability analysis found in the Land Use Plan? Are there factors that have changed since the suitability analysis was completed?
 - No effect or change. The properties are listed as “highly suitable.”
- Statement of how the Land Use Plan amendment otherwise advances public health, safety, and general welfare:
 - The proposed amendment to the LUP map will allow for needed affordable housing in southern Currituck County in a safe community that offers the residents amenities such as a community pool and clubhouse, basketball courts, tennis court, picnic area, and walking trails. It should be noted that there is currently a waiting list for these apartments. This also provides housing for local workers and people who want to reside close to the beach but prefer to live in Currituck County.

SURROUNDING PARCELS		
	Land Use	LUP Classification
North	Residential/Commercial	Limited Service
South	Residential/Commercial	Limited Service
East	Warehouse/Cultivated Farmland	Limited Service
West	Residential/Agricultural	Limited Service

STAFF RECOMMENDATION

A Land Use Plan Amendment is a legislative decision of the Board of Commissioners.

Staff recommends approval because of the following:

- The Future Land Use Map in the Draft 2006 Land use Plan Update, Imagine Currituck, shows this area at a density of up to three units per acre.
- The policy emphasis for the Point Harbor subarea is to allow portions of the area to continue to evolve as a full service community.

NOTE: During the approval of the master plan for University Park, the Board of Commissioners prohibited a connection to West Mobile Road for the development. While the attached site plan is for reference purposes only, it shows a connection to West Mobile Road. To make this connection, the applicant will have to request an amendment to the master plan and that request will have to be approved by the Board of Commissioners.

PLANNING BOARD RECOMMENDATION

A Land Use Plan Amendment is a legislative decision of the Board of Commissioners.

Planning Board recommends approval because of the following:

- The Future Land Use Map in the Draft 2006 Land use Plan Update, Imagine Currituck, shows this area at a density of up to three units per acre.
- The policy emphasis for the Point Harbor subarea is to allow portions of the area to continue to evolve as a full service community.

Planning Board Discussion 12/11/2018

Senior Planner, Tammy Glave presented the staff report. The property owner is requesting the Land Use Plan (LUP) Map amendment from Limited Service to Full Service to allow an increase in density from 1.5 units per acre to 3 units per acre. University Park, Phase 2, has approval for 39 residential townhome units. The owner is approaching buildout of Phase 2 and every unit is either rented or under contract to be rented once the units receive a Certification of Compliance from the Building Inspector. The proposed amendment to the LUP map will allow for needed affordable housing in Currituck County in a safe community. There is currently a waiting list for these apartments. This also provides housing for local workers and people who want to reside close to the beach but prefer to live in Currituck County. Phase 3 of University Park was intended for future development with the desire to develop as 39 additional residential townhome units once the update to the 2006 Land Use Plan/Map, Imagine Currituck, was adopted that does allow for densities up to 3 units per acre in this location. Since the 2006 Land Use Plan Update, Imagine Currituck, is in the final review stage, the owner desires to move forward with the map amendment to the existing LUP. Staff recommends approval as presented.

Mr. Craddock asked if CAMA would reject this plan. Mr. Glave said she did speak with Charlene Owens, the district representative for CAMA and she said if the Board of Commissioners approved this they typically follow their recommendations.

Bryan Sewell with House Engineering came before the board to represent the applicant. He said they did have a community meeting and their biggest concern was traffic on West Mobile Road. We tried to assure them that everything we will do is going to be done right and according to the rules and regulations from the governing entities.

Chairman Whiteman asked if anyone else would like to speak.

Emmett McMillan from West Mobile Road, Powells Point, came before the board. He said he is the largest property owner near this development. He spoke about ongoing concerns he has had with the applicant and his project. He spoke about the applicant being in violation of a current restriction and asked if this application can go further because of it. Chairman Whiteman said this is not the issue that is in front of this board tonight. Mr. McMillian continued to speak about problems he continues to have with the applicant and asked where the protection for the property owners beside this project is. He said he has to defend his property rights and he shouldn't have to from the beginning and asked how these issues can be fixed. He spoke about a basketball court that was put in that was not supposed to be since it was not in the original storm water project. He said the applicant is in violation and he cannot afford to fight anymore. He said he doesn't have the money, but the applicant does and his family has suffered because of these difficulties.

Mr. Craddock said he is sorry you have had these difficulties, but it sounds like you need to get an attorney or you may have a code enforcement issue, but this is not the issue at hand tonight. Mr. Craddock said they both need to talk to each other and work their issues out. Mr. Craddock asked Ms. Glave what is being done to rectify the issues that these two property owners are having, just for informational purposes. Ms. Glave said the Stormwater has to be inspected and completed at the state stormwater agency at the end of the project by that agency. They have one additional building to build. The basketball court, they did submit an amended plan that was approved by the Technical Review Committee. There is an undisturbed buffer that had some disturbance. There were some trees that fell down or may not have fallen down and the applicant added trees to replace the missing trees.

Ms. Higendorf asked if there were some things that are not being enforced that have to do with this application. Chairman Whiteman and Ms. LoCicero said these were two separate issues. Ms. Glave said if there are some potential violations they need to be turned into the Code Enforcement Officer.

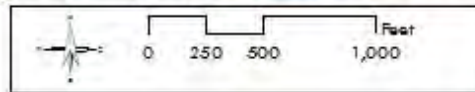
Mr. Ballance motioned to approve PB 18-27 University Park adjustment of the 2006 Land Use Plan since it is consistent with the use of the property.

Chairman Whiteman seconded the motion and the motion carried with 4 board members in favor and Ms. Overstreet as a nay.

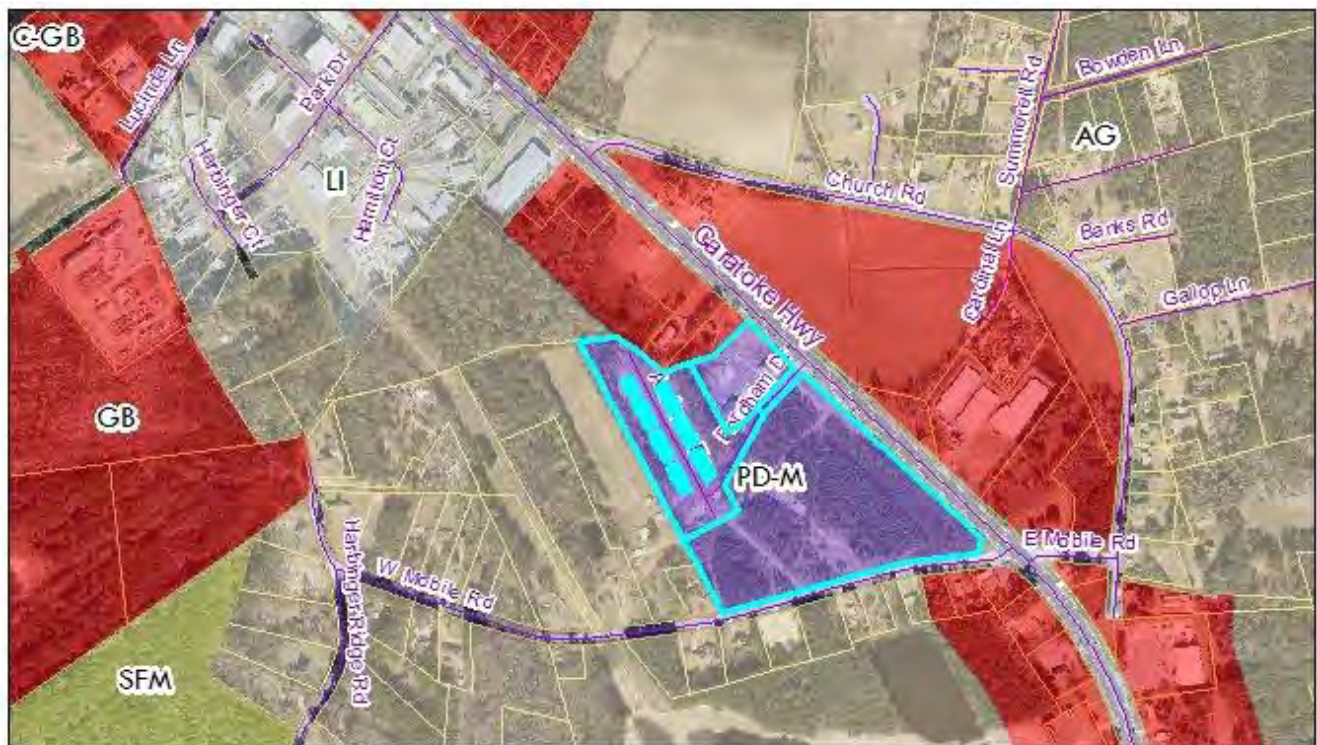
THE APPLICATION AND RELATED MATERIALS ARE AVAILABLE ON THE COUNTY'S WEBSITE
www.co.currituck.nc.us/board-of-commissioners-minutes-current.cfm



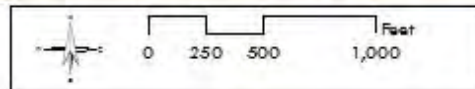
PB 18-27 University Park LLC
LUP Map Amendment
2016 Aerial Photography



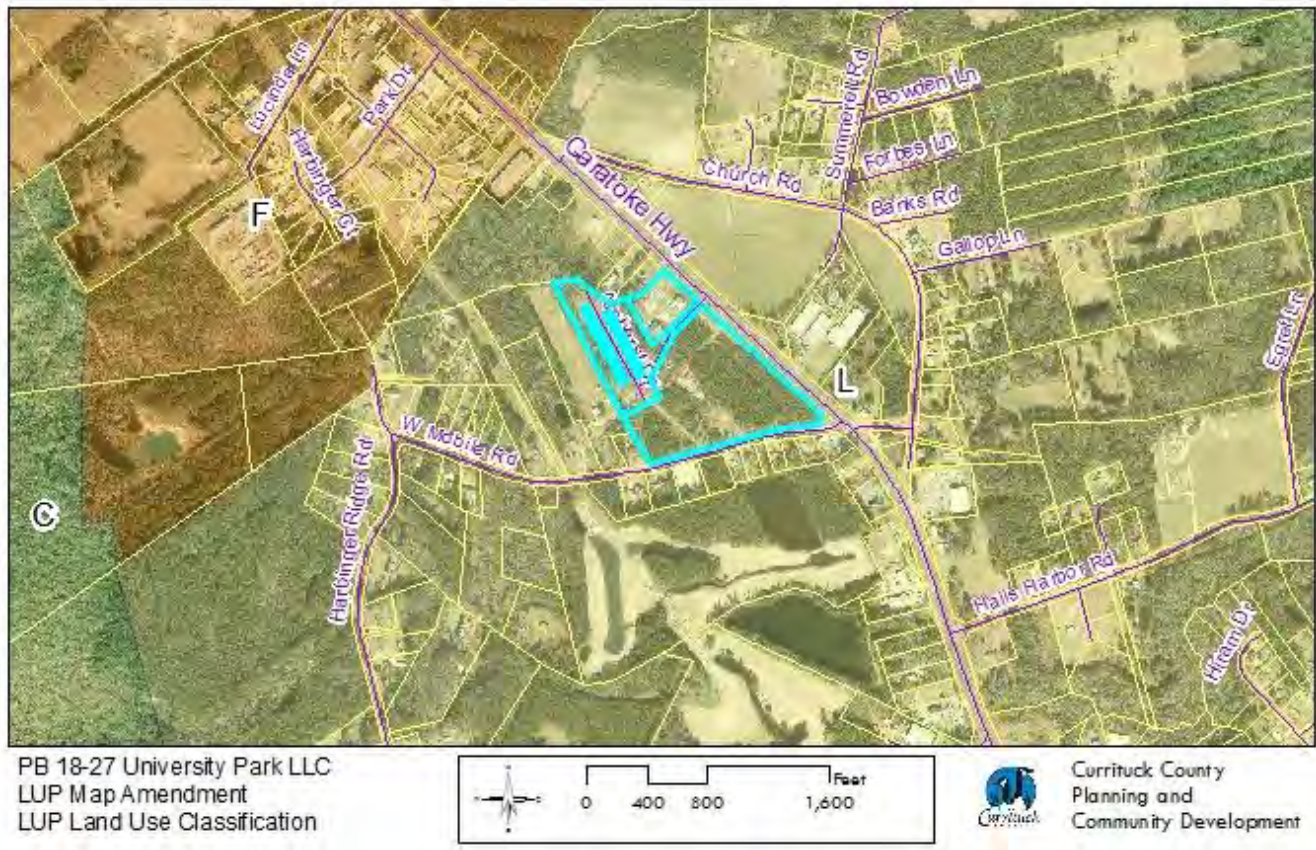
Currituck County
Planning and
Community Development



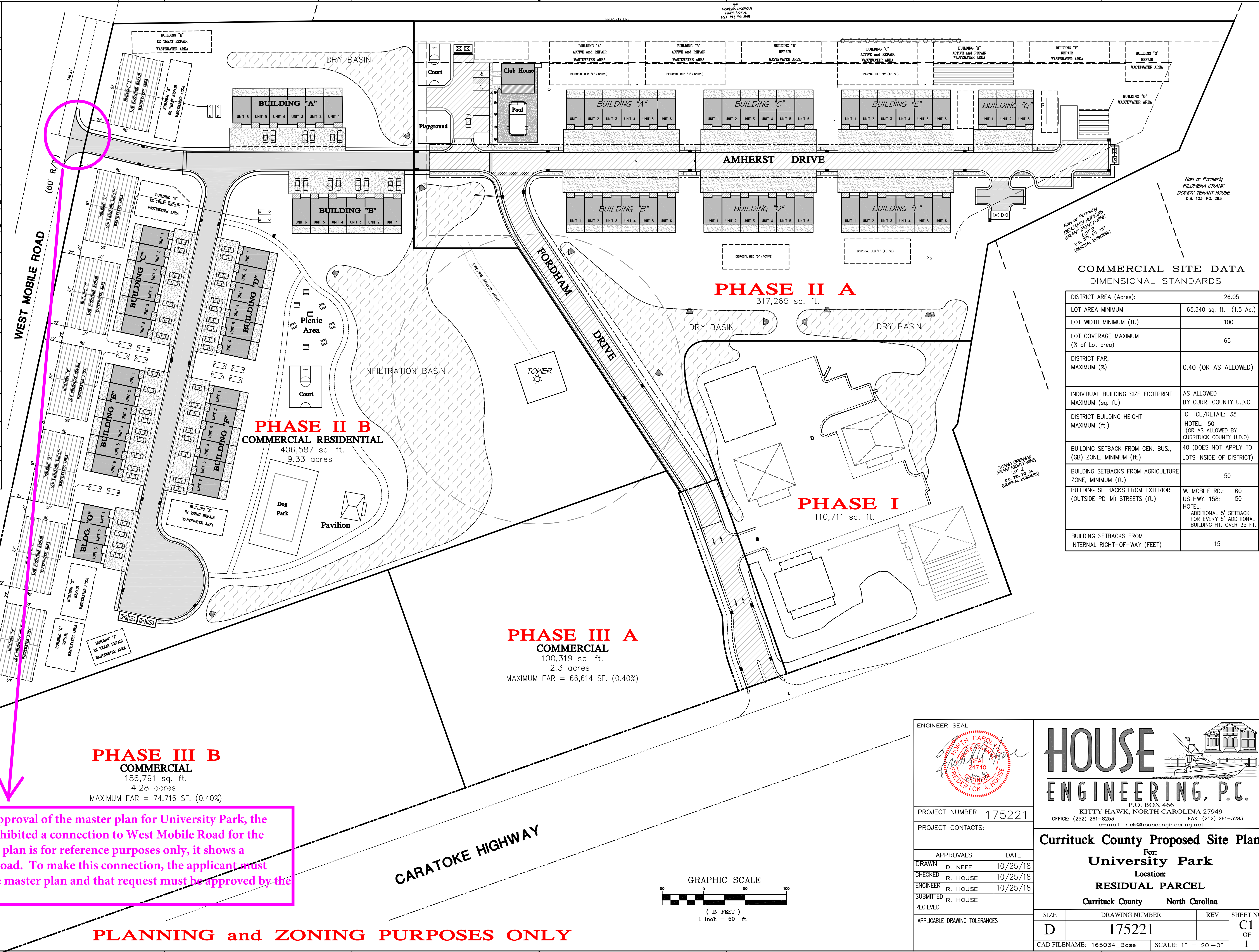
PB 18-27 University Park LLC
LUP Map Amendment
Zoning



Currituck County
Planning and
Community Development



RESIDENTIAL SITE DATA	
DIMENSIONAL STANDARDS	
DISTRICT AREA (Acres):	26.05
GROSS DENSITY, MAXIMUM (Dwelling units/Acres)	LIMITED SERVICE: 1.5 FULL SERVICE: 3 (OR MAXIMUM SET BY COUNTY LAND USE PLAN)
RESIDENTIAL LAND AREA, MAXIMUM (EXCLUDES OPEN SPACE) (% of District)	35
MINIMUM SPACING BETWEEN BUILDINGS (Feet)	20
MAXIMUM BUILDING LENGTH (Feet)	150
MAXIMUM BUILDING SIZE (FOOTPRINT), (Feet)	6,600
LOT COVERAGE MAXIMUM (% of Lot area)	65
DISTRICT BUILDING HEIGHT MAXIMUM (ft.)	35 (OR AS ALLOWED BY CURRITUCK COUNTY U.D.O.)
BUILDING SETBACK FROM GEN. BUS., (GB) ZONE, MINIMUM (ft.)	40 (DOES NOT APPLY TO LOTS INSIDE OF DISTRICT)
BUILDING SETBACKS FROM AGRICULTURE ZONE, MINIMUM (ft.)	50
BUILDING SETBACKS FROM EXTERIOR (OUTSIDE PD-M), R.O.W. (FEET)	W. MOBILE RD. 60 US HWY. 158 50
BUILDING SETBACKS FROM INTERNAL RIGHT-OF-WAY (FEET)	15
DEVELOPMENT STANDARDS	
DISTRICT AREA (Acres):	26.05
OFF - STREET PARKING and LOADING FOR OFFICE/RETAIL	AS PER U.D.O. FOR SHOPPING CENTERS, AS DETAILED IN TERMS & CONDITIONS DOC.
OFF - STREET PARKING and LOADING FOR HOTEL	1/GUEST ROOM AS DETAILED IN TERMS & CONDITIONS DOC.
OFF - STREET PARKING and LOADING FOR THEATER	1 SPACE /4 SEATS AS DETAILED IN TERMS & CONDITIONS DOC.
LANDSCAPING	ALTERNATIVE LANDSCAPE PLAN AS DETAILED IN TERMS & CONDITIONS DOC.
OPEN SPACE SET-ASIDE	20% (MIN.)
FENCES and WALLS	ALTERNATIVE PLAN AS DETAILED IN TERMS & CONDITIONS DOCUMENT
EXTERIOR LIGHTING	



ENGINEER SEAL	
PROJECT NUMBER 175221	
PROJECT CONTACTS:	
APPROVALS	DATE
DRAWN D. NEFF	10/25/18
CHECKED R. HOUSE	10/25/18
ENGINEER R. HOUSE	10/25/18
SUBMITTED R. HOUSE	
RECEIVED	
APPLICABLE DRAWING TOLERANCES	

HOUSE ENGINEERING, P.C.

P.O. BOX 466
KITTY HAWK, NORTH CAROLINA 27949
OFFICE: (252) 261-8253 FAX: (252) 261-3283
e-mail: rick@houseengineering.net

Currituck County Proposed Site Plan

For:
University Park
Location:
RESIDUAL PARCEL
Currituck County North Carolina

SIZE	DRAWING NUMBER	REV	SHEET NO.
D	175221		C1 OF 1
CAD FILENAME: 165034_Base		SCALE: 1" = 20'-0"	



Land Use Plan Amendment Application

OFFICIAL USE ONLY:

Case Number: _____
 Date Filed: _____
 Gate Keeper: _____
 Amount Paid: _____

Contact Information
APPLICANT:

Name: House Engineering, P.C.
 Address: PO Box 466
Kitty Hawk, NC 27949
 Telephone: 252-261-8253
 E-Mail Address: bryans@houseengineering, P.C.

PROPERTY OWNER:

Name: Elan Vacations, Inc.
 Address: 8624 Caratoke Highway
Powells Point NC 27966
 Telephone: 252-491-8787
 E-Mail Address: nbibeau@aol.com

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Authorized Agent

Property Information

Physical Street Address: 8648 Caratoke Highway, Powells Point, NC 27966
 Location: University Park Phase 3
 Parcel Identification Number(s): 013100097A000, 013100095A5045, 124J00000D10000 See attached
 Total Parcel(s) Acreage: 26.05 Zoning District: PD-M / GB
 Present Land Use: Residential with infrastructure, General Business, Offices
 Current Land Use Plan designation: Limited Use

Request (attach additional sheets as necessary)

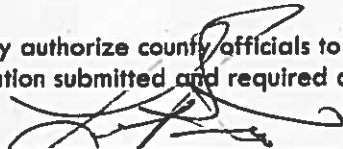
- Section of plan to be amended: Point Harbor Sub District, Limited Use to Full Use
- If the request is to amend the Future Land Use Map, please submit a plan showing:
 - General site survey showing lot/parcel dimension
 - Existing uses and structures
 - Zoning of site and surrounding area
 - Current and proposed future land use map designation including sub-area
 - Proposed boundaries of change
 - Location of existing streets that border parcel
- Statements of Justification – provide sufficient information to explain and justify how the Land Use Plan Amendment request satisfies the following questions:
 1. Will the proposed amendment support uses that are suitable in the view of the use and development of adjacent and nearby properties? Yes, the property use does not change. The proposed amendment only changes the density from 1.5 units/ acre to 3.0 units per acre

2. Will the proposed amendment adversely affect the existing use or usability of adjacent or nearby properties? No. The use of the property does not change.
 3. Will the proposed amendment support uses that could result in an excessive or burdensome use of existing public facilities such as streets, schools, transportation facilities, or utilities? No. Septic is on-site. Power is on-site by Dominion Power. Water lines are existing on-site and along Caratoke Highway. Based on existing useage, minimal impact on the schools are expected. The property is bordered by Caratoke Highway and Mobile Road which provides safe ingress and egress to the property.
 4. How does the proposed amendment conform to the recommendations of the Future Land Use Plan and any other applicable long range plans? The proposed amendment changes the density from 1.5 units/acre to 3.0 units/ acre with no change to the existing Zoning use.
 5. Are there any existing or changing conditions affecting the use or development of the property which justifies either approval or disapproval of the request? No change in the use.
 6. Is there a public need for additional land space to be classified to this request? Yes, the proposed amendment to the LUP allows for more affordable housing in Southern Currituck County.
 7. How does this request relate to the land suitability analysis found in the Land Use Plan? Are there factors that have changed since the suitability analysis was completed? No effect or change. The properties are list as "highly suitable".
- Statement of how the Land Use Plan amendment otherwise advances public health, safety, and general welfare: The proposed amendment to the LUP will allow for needed affordable housing in Southern Currituck County in a safe community that offers the residents amenities as a community pool and clubhouse, basketbal courts, tennis court, picnic area and walking trails. It should be noted that there is currently a waiting list for these apartments. This also provides housing for local workers and people who want to reside close to the beach but perfer to live in Currituck County.

Community Meeting

Date Meeting Held: November 16, 2018 Meeting Location: University Park Clubhouse

I hereby authorize county officials to enter my property for purposes of determining compliance. All information submitted and required as part of this process shall become public record.


Property Owner(s)

10/25/2108
Date

***NOTE:** Form must be signed all owner(s) of record. If there are multiple property owners, a signature is required for each.



P.O. Box 466
Kitty Hawk, NC 27949
Phone: 252-261-8253
e-mail: rick@houseengineering.net



November 15, 2018

Tammy Glave, CZO
Senior Planner
Currituck County Planning and Community Dev.
Phone: 252-232-6025
E-mail: tammy.glave@currituckcountync.gov

RE: Parcel ID Numbers for University Park Apartments (39 Units)

Dear Tammy,

Per our previous conversations, please find attached the Parcel ID Numbers for University Park Apartments that is an addendum to be added to the proposed Land Use Plan amendment.

BUILDING - A

1. UNIT 106 A - 124J00000A60000
2. UNIT 106 B - 124J00000A50000
3. UNIT 106 C - 124J00000A40000
4. UNIT 106 D - 124J00000A30000
5. UNIT 106 E - 124J00000A20000
6. UNIT 106 F - 124J00000A10000

BUILDING - B

7. UNIT 107 A - 124J00000B60000
8. UNIT 107 B - 124J00000B50000
9. UNIT 107 C - 124J00000B40000
10. UNIT 107 D - 124J00000B30000
11. UNIT 107 E - 124J00000B20000
12. UNIT 107 F - 124J00000B10000

BUILDING - C

13. UNIT 104 A - 124J00000C60000
14. UNIT 104 B - 124J00000C50000
15. UNIT 104 C - 124J00000C40000
16. UNIT 104 D - 124J00000C30000
17. UNIT 104 E - 124J00000C20000
18. UNIT 104 F - 124J00000C10000

BUILDING - D

- 19. UNIT 105 A - 124J00000D60000
- 20. UNIT 105 B - 124J00000D50000
- 21. UNIT 105 C - 124J00000D40000
- 22. UNIT 105 D - 124J00000D30000
- 23. UNIT 105 E - 124J00000D20000
- 24. UNIT 105 F - 124J00000D10000

BUILDING - E

- 25. UNIT 102 A - 124J00000E60000
- 26. UNIT 102 B - 124J00000E50000
- 27. UNIT 102 C - 124J00000E40000
- 28. UNIT 102 D - 124J00000E30000
- 29. UNIT 102 E - 124J00000E20000
- 30. UNIT 102 F - 124J00000E10000

BUILDING - F

- 31. UNIT 103 A - 124J00000F60000
- 32. UNIT 103 B - 124J00000F50000
- 33. UNIT 103 C - 124J00000F40000
- 34. UNIT 103 D - 124J00000F30000
- 35. UNIT 103 E - 124J00000F20000
- 36. UNIT 103 F - 124J00000F10000

BUILDING - G

- 37. UNIT 100 A - 124J00000G30000
- 38. UNIT 100 B - 124J00000G20000
- 39. UNIT 100 C - 124J00000G10000

Respectfully Submitted,



Frederick A. House, P.E.
President, House Engineering, P.C.

Description of Land Classifications

Conservation Areas

The purpose of the Conservation class is to provide for the long-term management and protection of significant, limited, or irreplaceable areas. Proper management is needed to conserve the natural, cultural, recreational, scenic or biologically productive values of these areas. Infrastructure and services, public or private, should not be provided in these areas as a catalyst that could stimulate development. Much of the land included in the Conservation classification is environmentally sensitive and therefore already protected through existing, federal, state, and local regulations. However, for areas within the classification that would be considered developable, uses such as agriculture, agriculture related services, and extremely low density residential development (1 unit per 3 acres or less) would be permitted. With the exception of agricultural related uses, nonresidential uses should not be encouraged. It is anticipated that any uses within the Conservation area would be served by individual on-site water and wastewater.

Rural Areas (Areas Preferred for Open Space and Agricultural Preservation)

The Rural class is intended to provide for agriculture, forestry, and other allied uses traditionally associated with a rural area. Interior land areas including a significant amount of prime farmland, away from the ocean and sound, and not assigned to the Conservation Class, have been designated Rural. Preferred uses include very low-density dispersed development associated directly with farm uses. Residential dwellings associated with farm activity typically employ on-site water supply (e.g. individual wells) and waste disposal (i.e. septic systems). Areas meeting the intent of this classification are appropriate for or presently used for agriculture, forestry, and other similar uses. Agri-tourism related uses should also be considered appropriate.

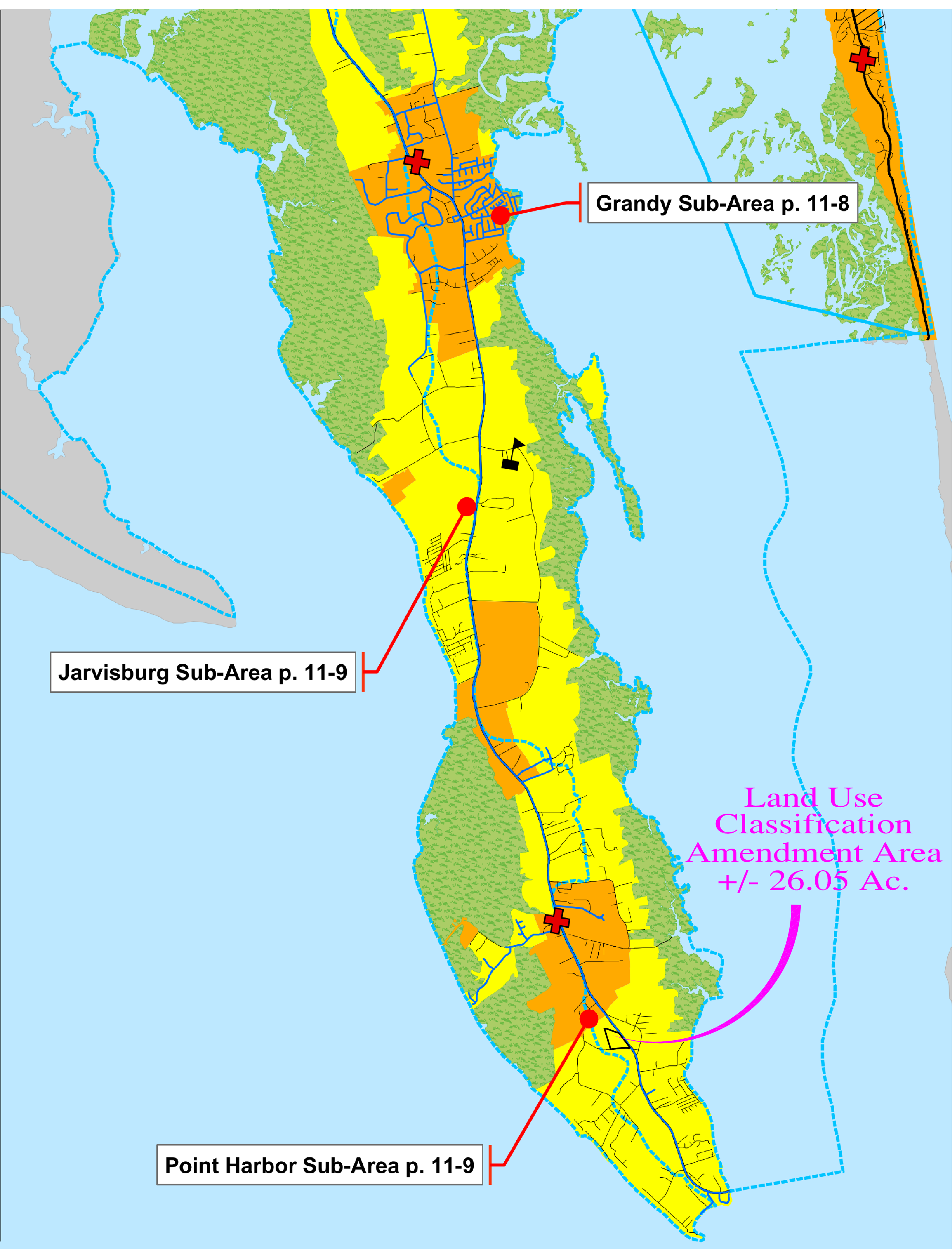
Population densities are generally very low and development density is anticipated at no more than 1 unit per 3 acres. In addition, any development in the Rural Areas would be served by individual on-site water and septic.

Limited Service Areas (Areas Preferred for Low Density Development)

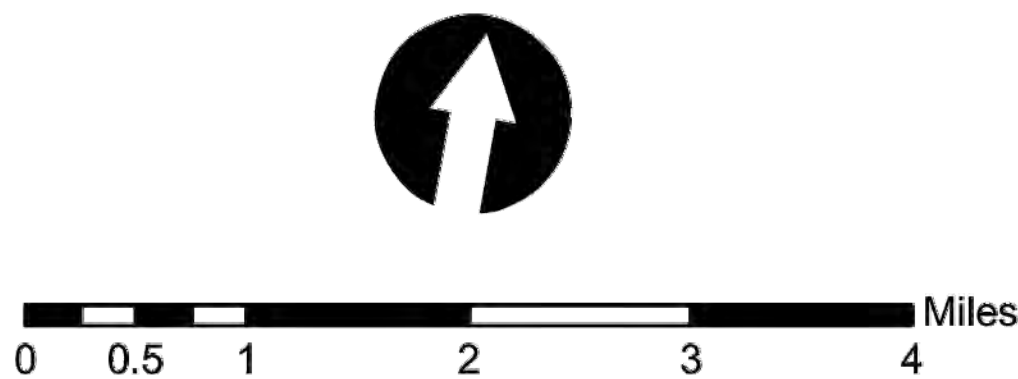
The purpose of the Limited Services Area class is to provide for primarily residential development at low densities. Despite the overall low density of these areas, efforts should be made to encourage clusters of residential uses to preserve open space and to provide for a sense of a "community". Base development density should be 1 unit per acre but could be increased to 1.5 units per acre through overlay zoning depending upon whether service facilities are in place or planned and the potential impact on the surrounding community. In the same instances where slightly higher density is considered appropriate a moderate mix of housing types such as semi-detached would also be considered reasonable. With respect to nonresidential uses, it is essential that the existing community character be preserved. In general, neighborhood commercial uses are more appropriate than large scale commercial complexes. However, business designed to serve the tourist industry such as small gift shops or agri-tourism related uses should not be prohibited provided the character and intensity of the use is in keeping with the character of the surrounding area. Very limited municipal-type services, such as fire protection, emergency services, and community water, may be available. Centralized sewage collection and treatment systems whether public or community may be appropriate for these areas.

Full Service Areas (Areas Preferred for Community Centers)

Areas designated as Full Service are those parts of the county where a broad range of infrastructure and service investments have been provided or will be made available by the public and/or private sectors. Infrastructure investments may include, for example, community level or centralized water, parks, schools, fire and rescue facilities. Central wastewater treatment and disposal whether public or community is considered reasonable in the Full Service Areas. With respect to residential development, base development density is contemplated to be 2 units per acre but could be increased to 3-4 units per acre through overlay zoning depending upon services available and the potential impact on the surrounding area. A greater diversity in housing types (i.e. semi-detached, attached, multi-family) would be considered appropriate in the Full Service areas. With respect to nonresidential uses, it is essential that the existing community character be preserved. Nonresidential uses may include clusters of businesses serving the immediate area and, where appropriate, a more extensive market territory.



The preparation of this map was financed in part through a grant provided by the North Carolina Coastal Management Program, through the funds provided by the North Carolina Coastal Management Act of 1972, as amended, which is administered by the Office of Ocean and Coastal Resource Management, National Oceanic and Atmospheric Administration.



Map 11.1
Future Land Use Plan Map



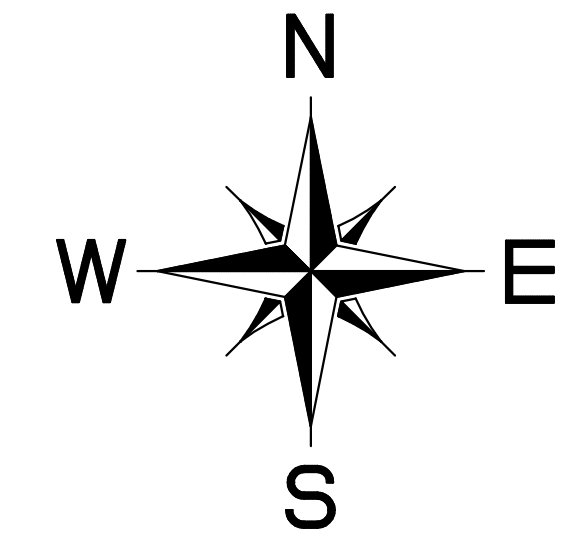
Currituck County, North Carolina

Adopted by the Board of Commissioners November 20, 2006: Amended August 2008 and August 2009.

- Waterline (Incomplete Data)
- Major Street
- Proposed Transportation Feature
- Ferry Route
- Fire/EMS Station
- School
- Area Served by Ocean Sands Water and Sewer District
- 14 Digit Hydrologic Units (Watersheds)

Currituck County Land Use Map Amendment

Location:
Currituck County North Carolina



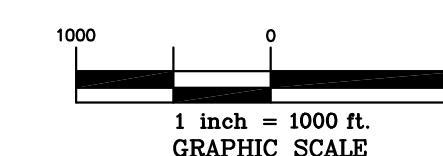
Existing
Limited Service Area

Existing
Full Service Area

Land Use Classification
Amendment Area
+/- 26.05 Ac.

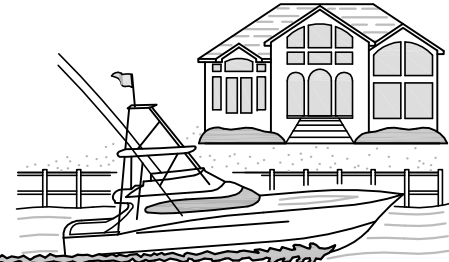
Existing
Limited Service Area

Planning Purposes Only



US 168 WRIGHT MEMORIAL BRIDGE

HOUSE
ENGINEERING, P.C.

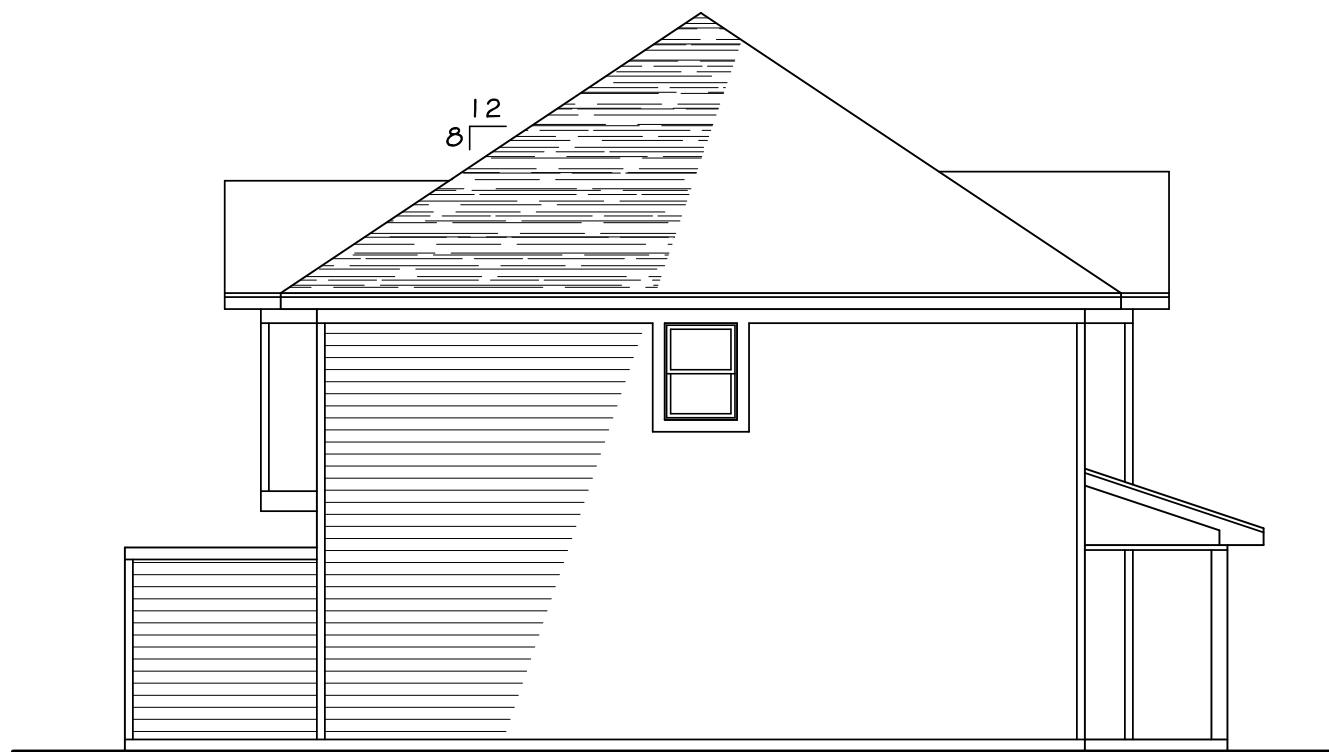


P.O. BOX 466
KITTY HAWK, NORTH CAROLINA 27949
OFFICE: (252) 261-8253 FAX: (252) 261-3283
e-mail: rick@houseengineering.net



TYPICAL BUILDING
FRONT ELEVATION

1/8" = 1'-0"



TYPICAL BUILDING
SIDE ELEVATION

1/8" = 1'-0"



TYPICAL BUILDING
REAR ELEVATION

1/8" = 1'-0"

PRELIMINARY
NOT FOR CONSTRUCTION

EDMOND P. VIRGILI, R.A.
ARCHITECT
720 NORFOLK AVE.
VIRGINIA BEACH, VIRGINIA 23451

UNIVERSITY PARK
TOWNHOUSES
CURRITUCK CO., NC
ELEVATIONS

FILE 1503

DATE 3 MAR 15

SHEET



P.O. Box 466
Kitty Hawk, NC 27949
Phone: 252-261-8253
e-mail: rick@houseengineering.net



UNIVERSITY PARK COMMUNITY MEETING
MEETING SUMMARY
Friday, November 16, 2018

Meeting Time: 10:00 am to 11:00 am

Attendees: (See attached sign-in sheet)

Norman Bibeau, Property Owner
Carolyn Hickok-Bibeau, Elan Vacations
Tod Coyle, Todd Coyle Construction
Jennie Turner, Currituck County
Bryan Seawell, House Engineering, P.C.
David Neff, House Engineering, P.C.

Meeting Overview:

An outline of the approval process to amend the current Land Use Plan was reviewed. Also, clarification that this proposed application is to only amend the current Land Use Plan and not to amend the approved Zoning use. Multiple maps were provided for review showing both the existing Land Use Plan and the proposed Land Use Plan. A preliminary site plan was also available for review showing a proposed 7 buildings with 39 apartments that match the existing adjacent development.

Community Comments and Response

What type of buffers will be required for privacy?

Before development will be allowed to start, permits from Currituck County will be required to ensure that any development meets the required standards. Typically, the buffer is vegetated. However, it could be a combination of vegetation and fences.

Where will the additional stormwater runoff go?

Before development will be allowed to start, permits from Currituck County and The State of North Carolina will be required to ensure that any development meets the required standards. Typically, this is achieved by an on-site stormwater system.

How will this change effect traffic on West Mobile Road?

The main entrance to University Park will remain on Caratoke Highway. The second entrance /exit is proposed on West Mobile Road to provide a secondary entrance/exit. This allows better internal traffic flow and second way for public services to access the property.

What type of septic systems will be installed?

Each building is proposed to have its own system and will be required to obtain permits for Albemarle Regional Health.

Concern about a second entrance/exit on West Mobile Road?

Traffic impacts will be minimal on West Mobile Road. The main entrance/exit will remain on Caratoke Highway.

Concern that the infrastructure should be installed completely prior to the start of building.

Our construction process will install all required measures as early as possible. This is important to be able to handle stormwater runoff due the building construction.

Will a water line extension be installed on West Mobile Road?

A waterline extension is proposed to second entrance/exit to University Park on West Mobile Road

How long before work will start?

This is a two-stage process. The first stage is the proposed amendment to the Land Use Plan and the second stage being the proposed site plan development approval. We are estimating that construction could start in approximately 1 year.

Will the community be kept informed during the approval process?

During the process there will multiple board meetings (Planning Board/Board of Commissioners) for the community to attend as well as Public Hearings.

Respectfully Submitted,



Frederick A. House, P.E.
President – House Engineering, P.E.

House Eng, P.C. file no._185640_ UP Mtg. Summary

Meeting Sign In

Project: UNIVERSITY PARK LUP AMENDMENTDate: NOVEMBER 16, 2018Facilitator: HOUSE ENGINEERING, P.C.Time: 10:00AM - 11:00AMPlace/Room: UNIVERSITY PARK CLUBHOUSE

	PRINT NAME	PHONE	EMAIL
1.	JAY NICKERSON	757-753-2310	JAYBARBNICK@GMAIL.COM
2.	BARBARA NICKERSON	757-332-0821	//
3.	AR GYOUNG / Deb Bauer		gyoung10@aol.com
4.	CHRIS MULL	252-491-2436	CMULL@KENTUCKYBUILDING.CO
5.	ALEX RAINES	252-261-0454	AR105@COMCAST.NET
6.	JUE RAINES	804-621-3078	JRAINER@COMCAST.NET
7.	Jeffrey Newbern Jr	252-569-5162	Newbernconcreteinc@gmail.com
8.	SHANE PATTERSON	252-202-7833	SOUNDSIDEPLUMBINGFLA
9.	Jeff Newbern	202-1028	9a102121@gmail.com
10.	Jennie Turner	252-232-6031	jennie.turner@currituck.nc.gov
11.	C. Shay Ballance	252-207-5656	ShayBallance@hotmail.com
12.	Bobby Harris	207-5479	
13.	Mike Payment	757-763-8110	
14.	Carry McMillen		
15.	Emmett McMillen		
16.	Lessee Creech	951-202-9222	
17.			
18.			
19.			
20.			
21.			
22.			

Attachment: 7 University Park Meeting Summary (PB 18-27 University Park LLC)



4114 Laurel Ridge Drive
Raleigh, North Carolina 27612

Protocol Sampling Service, Inc.
"Experts in Environmental Compliance"
(919) 210-6547

Protocolsampling@yahoo.com
Environmentalservicesnc.com

October 25, 2018

Mr. David Neff
House Engineering, P.C.
Post Office Box 466
Kitty Hawk, North Carolina 27949

Re: Soil Suitability
University Park Townhomes Phase II B
138 West Mobile Road
Harbinger, Currituck County, North Carolina 27966
Protocol Project No. 15-20

Dear Mr. Neff:

Protocol Sampling Service, Inc. personnel has initiated soil and aquifer testing in the proposed Phase II B portion of the project that will contain seven (7) multi-unit apartment buildings. The soil and sand aquifer in the proposed disposal areas should be considered suitable for pretreatment LPP disposal systems at a LTAR of at least 0.5 gpd/ft². Further testing as well as mound modelling which is currently under way will determine the final LTAR.

Please call me at (919) 210-6547 if you have any questions or comments.

Sincerely,
Protocol Sampling Service, Inc.

David E. Meyer, N.C.L.S.S.
President



cc: TCC, LLC
file

RESOLUTION OF THE CURRITUCK COUNTY BOARD OF COMMISSIONERS CENSURING COMMISSIONER J. OWEN ETHERIDGE

WHEREAS, N. C. Gen. Stat. §153A-340(g) provides that “[a] member of the board of county commissioners shall not vote on any zoning map or text amendment where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member; and

WHEREAS, the Code of Ethics for the Currituck County Board of Commissioners codified in Chapter 2, Article II, Division 3 of the Currituck County Code of Ordinances, (the “Code of Ethics”); and

WHEREAS, pursuant to Section 2-86 of the Code of Ethics, county commissioners should demonstrate the highest standards of personal integrity, truthfulness, honesty and fortitude in all their public activities in order to inspire public confidence and trust in county government. County commissioners should participate in establishing, maintaining, and enforcing, and should themselves observe, high standards of conduct so that the integrity and independence of their office may be preserved; and

WHEREAS, pursuant to Section 2-87 of the Code of Ethics a county commissioner is to avoid impropriety and the appearance of impropriety in all the county commissioner’s activities and further provides:

(a) It is essential that county government attract those citizens best qualified and willing to serve. County commissioners have legitimate interests—economic, professional and vocational—of a private nature. County commissioners should not be denied, and should not deny to other county commissioners or citizens, the opportunity to acquire, retain and pursue private interests, economic or otherwise, except when conflicts with their responsibility to the public cannot be avoided. County commissioners must exercise their best judgment to determine when this is the case.

(b) County commissioners should respect and comply with the law and should conduct themselves at all times in a manner that promotes public confidence in the integrity of the office of county commissioner and of county government.

(c) County commissioners should not allow family, social, or other relationships to unduly influence their

conduct or judgment and should not lend the prestige of the office of county commissioner to advance the private interests of others; nor should they convey or permit others to convey the impression that they are in a special position to influence them; and

WHEREAS, Section 2-90 of the Code of Ethics provides that:

(a) County commissioners should inform themselves concerning campaign finance, conflict of interest and other appropriate state and federal laws and should scrupulously comply with the provisions of such laws.

(b) County commissioners should refrain from financial and business dealings that tend to reflect adversely on the board or on county government or to interfere with the proper performance of official duties.

(c) County commissioners should manage their personal financial interests to minimize the number of cases in which they must abstain from voting on matters coming before the board; and

WHEREAS, on the agenda for the January 22, 2019 regular meeting of the Currituck County Board of Commissioners was Item PB 17-14 Currituck County - Solar Text Amendment: Amendment to the Unified Development Ordinance Chapter 4: Use Standards, and Chapter 10: Definitions and Measurements, to add solar energy facilities as an allowable use in the county; and

WHEREAS, when Item PB-17-14 was called for public hearing the Chairman asked the County Attorney to explain the steps for determining whether a county commissioner might be prohibited from voting on a legislative zoning text amendment. Following the County Attorney's explanation the Chair asked whether in light of the County Attorney's comments any county commissioner needed to make a disclosure of interest in Item PB 17-14; and

WHEREAS, in response to the Chairman's query, Commissioner Mary Etheridge stated that years ago a solar company contacted her husband and brother-in-law regarding the lease of a piece of their land but that her husband and brother-in-law told the solar company they were not interested in leasing their land; and

WHEREAS, in response to the Chairman's query, Commissioner J. Owen Etheridge stated that "My family has had discussions with one of the solar companies about the possibility of a lease but nothing concrete" and following the

public hearing voted with three other county commissioners to approve Item PB17-14 and solar arrays as an allowed use in the county ; and

WHEREAS, Currituck County public records show that Commissioner J. Owen Etheridge is an owner, with others, of property in Currituck County identified with Global Parcel Identification Numbers 8968-69-0149, 8968-02-9620, 8968-50-1414; and

WHEREAS, on February 1, 2019, ten days after the January 22, 2019 meeting of the Board of Commissioners, the Currituck County Planning Department received a pre-application meeting request from Sun Energy and a plat entitled in part "Shawboro East Ridge Solar, LLC, For 150 MW AC PV Power Plant In Shawboro, North Carolina" showing the location of a proposed solar array across various properties in Shawboro, North Carolina including those properties identified with Global Parcel Identification Numbers 8968-69-0149, 8968-02-9620, 8968-50-1414 owned by Commissioner J. Owen Etheridge with others; and

WHEREAS, the plat presented by Sun Energy contains an "original date" of February 19, 2015 and "latest revision date" of January 31, 2019; and

WHEREAS, it is apparent that on January 22, 2019 when Commissioner J. Owen Etheridge voted on Item PB17-14 it was reasonably likely that the outcome of the zoning text amendment to allow solar arrays as a use in Currituck County would have a direct, substantial, and readily identifiable financial impact on Commissioner J. Owen Etheridge; and

WHEREAS, by voting on Item PB17-14 at the January 22, 2019 meeting of the Board of Commissioners, Commissioner J. Owen Etheridge has acted contrary to the statute and Code of Ethics sections set forth above and his voting action places the zoning text amendment allowing solar arrays as a use in Currituck County, and permits issued for such projects under the zoning text amendment, at risk for invalidation should they be challenged.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for Currituck County, North Carolina that:

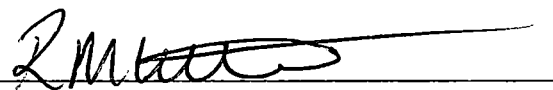
Section 1. Commissioner J. Owen Etheridge is hereby censured and his action voting on Item PB17-14 at the January 22, 2019 meeting of the board is repudiated as not befitting a county commissioner bound to uphold the laws of the State of North Carolina and bound to follow the Code of Ethics.

Section 2. The Board of Commissioners is confident that this censure will be heeded by Commissioner J. Owen Etheridge to the end that Commissioner J. Owen Etheridge will be reminded to weigh carefully his responsibility to the

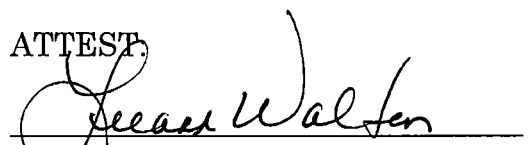
citizens of Currituck County to at all times act in a manner that respects and promotes open government and the public's confidence in the integrity of the office of county commissioner and in county government.

Section 3. This resolution shall be spread upon the minutes of the Currituck County Board of Commissioners.

ADOPTED the 18TH day of March, 2019.


 Bob White, Chairman
 Board of Commissioners

ATTEST:


 Leeann Walton, Clerk to the Board



[COUNTY SEAL]

PLANNING BOARD
2 Year Terms

Incumbent	Nominated by	New Appointee	Nominated by	Date of Appointment	End of Term
Ana Hilgendorf	District 1		Bob White	December 3, 2018	1st Term 12/31/2020
Garry Owens	District 2		Selina Jarvis	February 18, 2019	Unexp Term 12/31/2020
James Timothy Thomas	District 3		Mike Payment	February 18, 2019	2nd Term 12/31/2020
Bryan Bass	District 4		Paul Beaumont	February 18, 2019	Unexp Term 12/31/2020
Carol Bell	District 5		J. Owen Etheridge	January 4, 2016	2nd Term 12/31/2017
C. Shay Ballance	At-Large		Kevin McCord	February 18, 2019	2nd Term 12/31/2020
Joanne DiBello	At-Large		Kitty Etheridge	Nov 5, 2018	Unexp. 12/31/2019

Must be replaced



CURRITUCK COUNTY NORTH CAROLINA

March 4, 2019

Minutes – Regular Meeting of the Board of Commissioners

WORK SESSION

1. 4:30 PM Historic Preservation Commission Fees

The Currituck County Board of Commissioners met at 4:30 PM in a work session to discuss the application fee to be charged for historic property designations in the county. The Historic Preservation Commission (HPC) would review applications and had suggested a nominal fee of \$100 to encourage participation in the program. Dan Scanlon, County Manager, said the cost for the Commission to meet to consider applications is \$250. After discussion, the Board agreed to set the fee at \$100 as requested by the HPC. The work session closed at 4:38 PM.

2. 5:00 PM Public Safety Building Design Review

The Board of Commissioners attended a 5:00 PM work session for a review of the county's new Public Safety Complex, slated for construction this year. County Engineer, Michelle Perry, used the overhead and displayed a map of the complex located off of Short Cut Road in the vicinity of the College of the Albemarle's (COA) Regional Aviation and Technical Training Center. The Public Safety building, accessory buildings, and communications tower locations were shown and the Public Safety building interior design was highlighted to show space locations for offices, emergency operations facilities, and classroom and accessory space for COA training programs. Ms. Perry said minor modifications may still be needed. She responded to questions during presentation. An August or September, 2019 ground breaking is anticipated, with a cost estimated at \$18 million. County Manager, Dan Scanlon, reviewed the bid process for the design/build project. Commissioners asked about the angled design at the front of the building and Ms. Perry said she would address the concept with the architect. The work session concluded at 5:35 PM.

6:00 PM CALL TO ORDER

The Currituck County Board of Commissioners met in regular session at 6:00 PM in the Historic Courthouse Board Meeting Room, 153 Courthouse Road, Currituck, North Carolina.

Attendee Name	Title	Status	Arrived
Bob White	Commissioner	Present	
Mike H. Payment	Vice Chairman	Present	
Paul M. Beaumont	Commissioner	Present	
J. Owen Etheridge	Commissioner	Absent	
Mary "Kitty" Etheridge	Commissioner	Absent	
Selina S. Jarvis	Commissioner	Present	
Kevin E. McCord	Commissioner	Present	

Communication: Minutes for March 4, 2019 (Approval Of Minutes-March 4, 2019)

Chairman White called the meeting to order.

A) Invocation & Pledge of Allegiance-Reverend Jerry Cribb, Pilmoor United Methodist Church

Reverend Jerry Cribb attended the meeting to offer the Invocation and lead the Pledge of Allegiance.

B) Approval of Agenda

Commissioner Payment moved to amend the agenda by removing Old Business Item A, Fost Tract Entry of Order, as the applicant has requested more time for review. Commissioner Beaumont seconded and the motion passed unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike H. Payment, Vice Chairman
SECONDER:	Paul M. Beaumont, Commissioner
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner
ABSENT:	J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner

1. Motion to add Closed Session to Discuss Personnel Matters

Prior to the Senior Center's presentation under Administrative Reports, Chairman White requested a second amendment to the agenda and added Closed Session to discuss personnel matters after the special meeting of the Tourism Development Authority. Commissioner Payment seconded and the motion passed unanimously.

Approved agenda:

Work Session

4:30 PM Historic Preservation Commission Fees

5:00 PM Public Safety Building Design Review

6:00 PM Call to Order

A) Invocation & Pledge of Allegiance-Reverend Jerry Cribb, Pilmoor United Methodist Church

B) Approval of Agenda

Public Comment

Please limit comments to matters other than those appearing on this agenda as a Public Hearing. Public comments are limited to 3 minutes.

Commissioner's

Report

Administrative

Reports

A) NC Complete Count Commission Presentation on the 2020 Census-James E. Cofield, Jr.

B) Senior Center Annual Report-Stacy Joseph, Senior Center Coordinator

Public Hearings

- A) **PB 19-02 Hunter Stuart Text Amendment (Crab Shedding)** Request to amend Chapter 4 of the Unified Development Ordinance to allow crab shedding within a fully enclosed building in the General Business zoning district.
- B) **PB 19-04 Currituck County - Revised Solar Text Amendment:** Clarification regarding size limits on solar energy facilities, certifications for required landscaping, ditch maintenance, inverter building door placement, and updating the decommissioning plan when property changes ownership beyond two degrees of kinship.
- C) **PB 19-01 Currituck County:** Request a text amendment to the Unified Development Ordinance, Chapter 4, Use Standards, to allow freestanding telecommunication towers in the Single Family Residential Outer Banks Remote (SFR) zoning district with a use permit.

Old Business

- ~~A) **Consideration and Action: Review and Adoption of Ordinance for Conditional Zoning, PB 18-23 Fest Tract** The agenda was amended and this item was removed from consideration.~~

New Business**A) Board Appointments**

1. ABC Board
2. Board of Adjustment
3. Planning Board
4. Senior Citizens Advisory
5. Whalehead Stormwater Drainage Service District Advisory

B) Consent Agenda

1. Approval Of Minutes for February 18, 2019
2. Budget Amendments
3. Resolution Opposing the Proposed Increase for Homeowners Insurance
4. ITS Surplus Resolution
5. Surplus Resolution-Folder/Sealer, Finance Dept
6. Project Ordinance-Corolla ABC Store
7. Report of Unpaid 2018 Real Estate Taxes & Order of Tax Lien Advertisement
8. Approval of the Establishment of a Public Information Committee as Part of the Community Rating System

C) County Manager's Report**Special Meeting-Tourism Development Authority**

TDA Budget Amendments

Adjourn Special Meeting**Closed Session**

Amended Item: Closed Session Pursuant to G.S. 143-318.11 (a)(6) to Discuss a Personnel Matter

Adjourn**PUBLIC COMMENT**

Please limit comments to matters other than those appearing on this agenda as a Public Hearing. Public comments are limited to 3 minutes.

Chairman White opened the Public Comment period. No one was signed up nor wished to speak and the Public Comment period was closed.

COMMISSIONER'S REPORT

Chairman White thanked the Corolla Civic Association for meeting with him last week. He acknowledged the absences of Commissioner Mary Etheridge, who was attending training, and Commissioner Owen Etheridge, due to health issues.

Commissioner Payment, who serves on the ABC Board, discussed the Save a Life Tour and other student awareness initiatives sponsored and funded by the ABC Board. He described a recent event where students were able to use a simulator device to experience effects of distracted driving or driving under the influence.

Commissioner Beaumont said he attended the Currituck County Business Expo and thanked the Currituck Chamber of Commerce for sponsoring the event.

Commissioner Jarvis thanked Assistant County Manager, Ben Stikeleather, for her recent tour of several Currituck County facilities. She said she learned a lot and complemented County staff on their knowledge and enthusiasm for what they do.

ADMINISTRATIVE REPORTS

A. NC Complete Count Commission Presentation on the 2020 Census-James E. Cofield, Jr.

James Cofield, Jr., member of the Complete Count Commission, provided information on the upcoming 2020 census. He reviewed the importance of census data, its uses, and challenges with census counts. He stressed the need for community outreach to ensure all residents are counted. State migration trends, population and immigration data, and a breakdown of demographic data for Currituck County were presented. Mr. Cofield asked the county for assistance to help spread the word on the importance of participation and responded to Commissioner questions after presentation.

B. Senior Center Annual Report-Stacy Joseph, Senior Center Coordinator

Stacy Joseph, Currituck County Senior Center Coordinator, provided an update on activities and services available through the county's senior centers. She presented statistics on home delivered and congregate meals, volunteer hours, and highlighted program offerings throughout the county. She updated the Board on facility renovations and new software that will be installed and used to better track senior participation. She spoke of the importance of home delivered meals to seniors, and she encouraged people to volunteer during this year's March for Meals program. Upcoming activities, programs and an overview of information found in the Senior Center newsletter were discussed. She thanked Commissioners and county departments for their contributions and encouraged Board members to drop in and meet Senior Center staff.

PUBLIC HEARINGS

A. PB 19-02 Hunter Stuart Text Amendment (Crab Shedding)

To: Board of Commissioners
Planning Board

From: Planning Staff
 Date: February 12, 2019
 Subject: PB 19-02 Hunter Stuart (Crabshedding)

The purpose of this text amendment is to allowing crab shedding on a General Business (GB) lot within a fully enclosed business.

Staff is taking this opportunity to cleanup this section of the UDO as corrections are necessary since this section sets standards for crab shedding in a residential zoning district; however, crab shedding is not a permitted use in a residential zoning district. This is an incorrect carryover from a previous ordinance. Staff changes are highlighted in yellow and the applicant's request is highlighted in blue on the attached staff report.

Background

- Currently crab shedding is allowed in the Agricultural (AG) and Mixed Residential (MXR) zoning district with use specific standards appropriate to those zoning districts. The use does not have to be within a building in these zoning districts.
- The applicant is proposing to allow crab shedding in the GB zoning district. All equipment (i.e. tanks, coolers, freezers) must be within a fully enclosed building. In addition to retail sales, wholesale sales are allowed.

Text Amendment Review Standards

The advisability of amending the text of the UDO is a matter committed to the legislative discretion of the Board of Commissioners and is not controlled by any one factor. In determining whether to adopt or deny the proposed text amendment, the Board of Commissioners may weigh the relevance of and consider whether and the extent to which the proposed text amendment:

- (1) Is consistent with the goals, objectives, and policies of the Land Use Plan and other applicable county-adopted plans;
 - a. The request is consistent with the goals, objectives, and policies of the Land Use Plan (See Policies CD1, ED1, ED3, and CA1) and other adopted plans.
- (2) Is not in conflict with any provision of this Ordinance or the County Code of Ordinances;
 - a. The request is consistent with the allowed uses in the UDO within the GB zoning district.
 - b. The request is consistent with the County Code of Ordinances.
- (3) Is required by changed conditions;
 - a. With an increased pressure from consumers for locally grown and harvested food, this request will further the availability of locally harvested products from the Currituck Sound.
 - b. NC Department of Agriculture, Got to be NC Program, stresses the positive economic impact of choosing locally grown products as a result of increased consumer demands.
- (4) Addresses a demonstrated community need;
 - a. With an increased pressure from consumers for locally grown and harvested food, this request will further the availability of locally harvested products from the Currituck Sound.
- (5) Is consistent with the purpose and intent of the zoning districts in this Ordinance, or would improve compatibility among uses and ensure efficient development within the county;
 - a. The request is consistent with the GB District purpose in that the district is intended to accommodate small to medium-sized commercial, office, personal services, and institutional uses that provide goods and services to county residents and visitors in ways that protect the county's scenic corridors.
 - b. There is a multitude of assurances of efficient development with this request. Crab shedding in Currituck's waters is regulated by federal and state agencies including the

FDA, the NC Department of Health and Human Services, the NC Department of Agriculture and Consumer Services, the NC Department of Environmental Quality, and the NC Marine Fisheries Division, insuring that only safe wholesome seafood reaches our customers.

- (6) Would result in a logical and orderly development pattern; and
 - a. Since all crab shedding equipment would be within a fully enclosed business, this request would make the use consistent with other retail operations in a GB zoning district.
- (7) Would not result in significantly adverse impacts on the natural environment, including but not limited to water, air, noise, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment.
 - a. Crab shedding is an environmentally sensitive operation as it depends upon clean waters to harvest from and shed crabs in; therefore, the industry remains vigilant in protecting the environment.
 - b. Crab shedding in Currituck's waters is regulated by federal and state agencies including the FDA, the NC Department of Health and Human Services, the NC Department of Agriculture and Consumer Services, the NC Department of Environmental Quality, and the NC Marine Fisheries Division, insuring environmental protection.

Staff Recommendation

Staff recommends approval as presented.

Planning Board Meeting - February 12, 2019

Planning Board recommends approval as presented.

Vice Chairman Ballance asked if there was anyone present as a representative of this case.

The applicant came forward and stated his name as Hunter Stuart and address as 102 Old Oaks, Bells Island. Chairman Ballance asked Mr. Hunter to have a seat while staff gives their report.

Planner II, Jason Litteral briefed the board on the requested text amendment to allow crab shedding in the General Business (GB) zoning district with the requirement for the business to be located within a fully enclosed building. Mr. Litteral stated staff is also taking this opportunity to cleanup this section of the Unified Development Ordinance (UDO) as corrections are necessary since this section sets standards for crab shedding in a residential zoning district; however, crab shedding is not a permitted use in a residential zoning district. This is an incorrect carryover from a previous ordinance.

Vice Chairman Ballance asked if the board had any questions for staff. There were no questions.

Hunter Stuart came before the board. Mr. Craddock asked what happens after the crab has molted and Mr. Stuart explained the process. The board members had questions by placing them in the water and the shells do not have any odor.

No one else wished to speak. Vice Chairman Ballance closed the public hearing and asked for a motion.

Ms. Hilgendorf motioned to approve and Ms. Bell seconded her motion. Mr. Craddock requested to amend the motion to include the consistency and reasonableness statement.

Mr. Craddock said the request is reasonable and in the public interest because:

- It allows for the appropriate expansion of an industry (Crab shedding) in a commercial zoning district (GB) that has been a part of Currituck's historic fishing and crabbing culture since inception.
- It encourages small-scale business start-ups in appropriate locations to serve neighborhoods and the general public.
- Crab shedding is an environmentally sensitive operation as it depends upon clean waters to harvest from and shed crabs in; therefore, the industry remains vigilant in protecting the environment.

Ms. Hilgendorf accepted the amended motion. There was no further discussion and the motion passed unanimously.

STAFF REPORT PB 19-02 HUNTER STUART PLANNING BOARD FEBRUARY 12, 2019

Hunter Stuart requests an amendment to the Unified Development Ordinance, Chapter 4 Use Standards, to allow crab shedding in the General Business (GB) zoning district within a fully enclosed building.

BE IT ORDAINED by the Board of Commissioners of the County of Currituck, North Carolina that the Unified Development Ordinance of the County of Currituck be amended as follows:

NOTE: This is a combination of staff's request to correct an error in this section of the UDO and the applicant's request. Staff's corrections are necessary since this section sets standards for crab shedding in a residential zoning district; however, crab shedding is not a permitted use in a residential zoning district. This is an incorrect carryover from a previous ordinance. Staff changes are highlighted in yellow and the applicant's request is highlighted in blue.

Item 1: That Chapter 4 is amended by adding the following bold and underlined language in Section 4.1.2 Table of Permissible Uses:

TABLE 4.1.1: SUMMARY USE TABLE

Z = Zoning Compliance Permit; U = Use Permit; MP = Allowed with Master Plan; CZ= Allowed in a Conditional Zoning District
blank cell = Prohibited

USE CATEG ORY	USE TYPE	ZONING DISTRICT [NOTE: OVERLAY OR SUB-DISTRICT REQUIREMENTS MAY FURTHER LIMIT USES]																A D D I T I O N A L R E Q . (4 . 2 . - - -)
	Crab Shedding																	

Item 1: That Chapter 4 is amended by deleting the following strikethrough language and adding the following bold and underlined language in Section 4.2.5.B:

B. Industrial Services

Communication: Minutes for March 4, 2019 (Approval Of Minutes-March 4, 2019)

(1) Crab Shedding

Crab shedding uses located within **all allowed a residential** (Staff) zoning districts shall comply with the following standards:

(a) General Standards

- (i) All phases of the operation must be conducted not less than 10 feet from the property line and not less than 50 feet from any adjacent dwelling; (Staff - Moved to AG and MXR Section)**
- (ii) No odor, fumes, excessive noise, or traffic shall be allowed;**
- (iii) On-premise freezing, packing, and preparation for shipping is allowed;**
- (iv) No more than one truck, van, car, or other vehicle, or part of a vehicle, which is visible from adjacent public streets may be kept on the site; and (Staff - Moved to AG and MXR Section)**
- (v) No vehicle or trailer which is larger than 8 feet by 32 feet shall be maintained on-site. (Staff- Moved to AG and MXR Section)**
- (vi) Open storage must be fenced with opaque fencing a minimum of six feet in height; and, (Staff - to also apply to GB and not just AG and MXR)**
- (vii) On-premise sale of soft crabs and peeler crabs is allowed. (Staff - to also apply to GB and not just AG and MXR)**

(b) Additional Standards in the AG and MXR Districts

- (i) A sign not exceeding six square feet is allowed;**
- (ii) All phases of the operation must be conducted not less than 10 feet from the property line and not less than 50 feet from any adjacent dwelling; (Staff - to apply to AG and MXR only)**
- (iii) No more than one truck, van, car, or other vehicle, or part of a vehicle, which is visible from adjacent public streets may be kept on the site; and, (Staff - to apply to AG and MXR only)**
- (iv) No vehicle or trailer which is larger than 8 feet by 32 feet shall be maintained on-site. (Staff - to apply to AG and MXR only)**

(c) Additional Standards in the GB District (Applicant)

- (i) All equipment of the operation (i.e. tanks, coolers, freezers) must be within a fully enclosed building. (Applicant)**
- (ii) On-premise wholesale of soft crabs and peeler crabs is allowed.**

Item 2: Statement of Consistency and Reasonableness:

The requested zoning text amendment is consistent with the 2006 Land Use Plan because:

- Neighborhood serving commercial districts and small-scale businesses are encouraged. (Policy CD1)
- The county encourages new and expanding industries and businesses that: 1) diversify the local economy, 2) train and utilized a more highly skilled labor force, and 3) are compatible with the environmental quality and natural amenity-based economy of Currituck County. (Policy ED1)
- The county recognizes the considerable value of small business start-ups, expansions, and spin-offs. (Policy ED3)

- The majority of GB zoned property in the county is either on or visible from Caratoke Highway. The county recognizes the important economic, tourism, and community image benefits of an attractive highway corridor. (Policy CA1) The UDO requires that non-residential uses on or visible from Caratoke adhere to strict design and community compatibility standards.

The request is reasonable and in the public interest because:

- It allows for the appropriate expansion of an industry (Crab shedding) in a commercial zoning district (GB) that has been a part of Currituck's historic fishing and crabbing culture since inception.
- It encourages small-scale business start-ups in appropriate locations to serve neighborhoods and the general public.
- Crab shedding is an environmentally sensitive operation as it depends upon clean waters to harvest from and shed crabs in; therefore, the industry remains vigilant in protecting the environment.

Item 3: The provisions of this Ordinance are severable and if any of its provisions or any sentence, clause, or paragraph or the application thereof to any person or circumstance shall be held unconstitutional or violative of the Laws of the State of North Carolina by any court of competent jurisdiction, the decision of such court shall not affect or impair any of the remaining provisions which can be given effect without the invalid provision or application.

Item 4: This ordinance amendment shall be in effect from and after the _____ day of _____, 2017.

Laurie LoCicero, Planning and Community Development Director, reviewed the request for the text amendment and revised language proposed for the Unified Development Ordinance to permit crabshedding in the General Business district. She said both the Planning Board and staff recommend approval and supportive policies were reviewed. Commissioners questioned verbage in the text pertaining to vehicles. After discussion, the Board asked that the language be clarified to denote the one vehicle maximum references vehicles associated with the crabshedding operation.

Applicant, Hunter Stuart, addressed the Board and asked for them to vote in support of the text amendment.

Chairman White opened the Public Hearing. No one was signed up nor wished to speak and the Public Hearing was closed.

Commissioner Beaumont moved to approve PB 19-02 text amendment concerning crab shedding with additional language in the description of the vehicles associated with the business, specifically paragraph iii, to state "no more than one car, truck, van or other vehicle allowed on site associated with the crab shedding business". The approval is based on the Land Use Plan (LUP) vision statement references protection of vital water resources while building a thriving and sustainable local economy.

Commissioner McCord seconded the motion and the motion carried unanimously.

RESULT:	MOTION PASSED-ITEM APPROVED [UNANIMOUS]
MOVER:	Paul M. Beaumont, Commissioner
SECONDER:	Kevin E. McCord, Commissioner
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner
ABSENT:	J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner

B. PB 19-04 Currituck County - Revised Solar Text Amendment:

Planning and Community Development Director, Laurie LoCicero, reviewed the proposed language revisions for the county's Solar Ordinance. She said staff recommends approval of the language as presented. The Planning Board suggested removing maximum size limitation and the abutting parcel requirement. County plan policies were reviewed.

County Attorney, Ike McRee, reviewed and clarified terms abutting and adjacent as defined in the county's Unified Development Ordinance. There was discussion amongst Board members whether to keep the abutting property requirement or allow a single project for adjacent properties, which is defined as properties that are dissected by a roadway. The Board chose to amend the language to "adjacent", and allow properties that may be separated by a roadway to develop as a single project. No changes were made to setback and opacity requirements.

Chairman White opened the Public hearing. No one was signed up nor wished to speak and the Public Hearing was closed.

Commissioner McCord moved to approve PB 19-04, Currituck County Solar Text Amendment, because the request is consistent with the goals, objectives, and policies of the 2006 Land Use Plan (LUP). The Vision Statement in the LUP specifically directs protection of our vital land and water natural resources. A Solar Energy Facility (SEF) protects active agricultural lands having a high productive potential and conserves those lands for continued agricultural use and meets LUP Policy AG1; it provides a new and expanding industry that trains and utilizes a more highly skilled labor force and diversifies the local economy; and the request is reasonable and in the public interest because it prevents incompatible solar array projects from being established that could adversely impact the quality of life for county residents; it limits the size of a SEF. This size reduction, coupled with the increased setbacks in the existing ordinance, protects the public from a SEF encroaching into unwanted areas; it has little to no impact on adequate public facilities (ie: fire, sheriff, schools, water). Conditions include changing the words "adjoining and abutting" to "adjacent and abutting". Size will be limited to 1,000 acres for a single owner and up to 1,500 acres for two or more owners; certification from a landscape contractor, landscape architect or arborist that the opacity will be reached at the maximum panel height within five years shall be submitted; the location of access doors for buildings housing inverter equipment must be facing away from the Naval Support Northwest Annex; SEF is responsible for maintaining all drainage ditches adjoining or traversing the site to keep the ditches free and clear of drainage impediments; development subject to these standards shall provide a 25' maintenance access drainage easement along at least one side of waterway conveyance systems that

drains more than five acres. The easement shall include the conveyance measured from the top of embankment; the decommissioning plan shall be updated with the Planning and Community Development Department every three years or upon change of property or SEF ownership, beyond two degrees of kinship.

The motion was seconded by Commissioner Jarvis. The motion carried unanimously.

To: Board of Commissioners
 From: Planning Staff
 Date: February 13, 2019
 Subject: PB 19-04 Currituck County - Revised Solar Text Amendment Language
 (Board of Commissioners Version)

Background

The Board of Commissioners adopted the attached solar standards on January 22, 2019. After the adoption of the language, it was determined that additional clarification was needed regarding size limits on solar energy facilities, certifications for required landscaping, inverter building door placement, and updating the decommissioning plan when property changes ownership beyond two degrees of kinship.

Text Amendment Review Standards

The advisability of amending the text of the UDO is a matter committed to the legislative discretion of the Board of Commissioners and is not controlled by any one factor. In determining whether to adopt or deny the proposed text amendment, the Board of Commissioners may weigh the relevance of and consider whether and the extent to which the proposed text amendment:

- (1) Is consistent with the goals, objectives, and policies of the Land Use Plan and other applicable county-adopted plans;
 - a. This request is consistent with the goals, objectives, and policies of the Land Use Plan and other applicable county-adopted plans.
 - b. The Land Use Plan encourages new and expanding industries and business that diversify the local economy, train and utilize a more highly skilled labor force, and are compatible with the environmental quality and natural amenity-based economy of Currituck County.
- (2) Is not in conflict with any provision of this Ordinance or the County Code of Ordinances;
 - a. The request is consistent with this Ordinance and the County Code of Ordinances.
 - b. A solar energy facility is an allowable use in the UDO Table of Permitted Uses and is subject to specific development standards.
- (3) Is required by changed conditions;
 - a. North Carolina's Renewable Energy and Energy Efficiency Portfolio Standards, established by Senate Bill 3 in August 2007, requires all investor-owned utilities to supply 12.5% of 2020 retail electricity sales from

eligible renewable energy resources by 2021. Municipal utilities and electric cooperatives must meet a target of 10% renewables.

- (4) Addresses a demonstrated community need;
 - a. According to Dominion Energy that services our area, solar energy is key to its clean energy growth. Since 2013, Dominion Energy has helped bring 1,200-megawatts of large-scale solar into operation into nine states, including North Carolina. (www.dominionenergy.com)
- (5) Is consistent with the purpose and intent of the zoning districts in this Ordinance, or would improve compatibility among uses and ensure efficient development within the county;
 - a. It is consistent and prevents incompatible solar array projects from being established that could adversely impact the quality of life for county residents.
- (6) Would result in a logical and orderly development pattern; and
 - a. It prevents incompatible solar array projects from being established that could adversely impact the quality of life for county residents.
- (7) Would not result in significantly adverse impacts on the natural environment, including but not limited to water, air, noise, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment.
 - a. A solar energy facility should have insignificant impacts on the natural environment.
 - b. Potential drinking water contamination concerns are address through monitoring wells located throughout the site.

Staff Recommendation

Staff recommends approval as presented.

PB 19-04

CURRITUCK COUNTY Solar Energy Facilities - Revised Board of Commissioners Versions

Amendment to the Unified Development Ordinance Chapter 4: Use Standards, to clarify development standards for Solar Energy Facilities.

BE IT ORDAINED by the Board of Commissioners of the County of Currituck, North Carolina that the Unified Development Ordinance of the County of Currituck be amended as follows:

Item 1: That Chapter 4 is amended by adding the following bold and underlined language and deleting the bold, underlined, and struck through language as Section 4.2.3.K:

K. Solar Energy Facility (SEF)

A SEF shall comply with the following standards:

1. Location
 - a. No SEF project shall be located in a Full-Service area designated by the Land Use Plan.
 - b. No SEF project shall be located in a Significant Natural Heritage Areas as identified by the NC Natural Heritage Program.
2. **Maximum Size**
 - a. **The maximum SEF project size for parcel(s) under single ownership is 1,000 acres.**
 - b. **The maximum SEF project size for adjoining parcels under different ownership is 1,500 acres.**
 - c. **If two or more parcels are a part of the same SEF project, the parcels must be abutting.**
3. Setbacks
 - a. All panels, equipment, and associated security fencing shall be setback 300' from a major arterial street right-of-way and 150' from all other NCDOT street rights-of-way and property lines.
 - b. All panels, equipment, and associated security fencing shall be setback 100' from any CAMA designated navigable water bodies, Army Corps of Engineers or CAMA wetlands, and Significant Natural Heritage areas.
 - c. Plantings are allowed in setback areas.
4. Height and Configuration
 - a. The maximum height of the SEF, including all mounts, panels, and other equipment, shall not exceed 20' above grade when oriented at maximum height.
 - b. The panels and equipment shall be configured to avoid glare beyond the exterior property lines.
5. Sound
 - a. The hours of operation during construction phase of the SEF shall be from 7:00am to 7:00pm, Monday through Saturday;
 - b. If the construction area for the SEF is located within 1500' of a public school or licensed pre-school, no pile driving shall be allowed during regular school session times.
6. Buffers and screening
 - a. Prior to issuance of a Certificate of Compliance by the Building Inspector, a Type D opaque buffer or an earthen berm as tall as the tallest panel at maximum height shall be installed.
 - b. **Certification from a landscape contractor, landscape architect, or an International Society of Arboriculture certified arborist that 100% opacity will be reached at maximum panel height within 5 years shall be submitted.**
 - c. Opacity of the buffer shall be assessed from the exterior property lines and rights-of-way.
 - d. A performance guarantee in the amount of 115% of the cost of the landscaping used for screening shall be submitted prior to the issuance of a building permit and remain valid until 100% opacity is reached. Should 100% opacity not be reached within 5 years of building permit issuance, the county will draw upon the performance guarantee as outlined in Section 6.3.F Default and Forfeiture of Performance Guarantee and install required supplemental landscaping.

- e. If supplemental landscaping is installed pursuant to this section, additional time for growth will be allowed and the balance of the performance guarantee shall be maintained valid until 100% opacity is reached.
- f. For SEF projects that have a common interior property line, the Type D buffer is not required on the common, interior property line.

7. Development Plan

- a. The SEF project shall be developed in accordance with an approved major site plan that includes the following information:
 - i. The location of the SEF, including the arrangement of any existing or proposed buildings, structures or panels.
 - ii. **The location of the access door(s) for buildings that house inverter equipment must face away from the Naval Support Activity Northwest Annex.**
 - iii. The distance from any proposed SEF building, structure, panels, and fence to the surrounding property lines.
 - iv. Existing or proposed signs, fencing, lighting, construction and permanent parking areas, driveways, landscaping, vegetative screening, or required buffers.
 - v. Horizontal and vertical elevation to-scale drawings with dimensions.
 - vi. Certification that all panels have passed UL 1703 regarding PV module safety.
 - vii. Approval from access controlling agencies for street access (i.e. NCDOT, Rail Road).
- b. The SEF project shall designate 30% of the total land area in one or a combination of the following plans:
 - i. Approved plan from the North Carolina Wildlife Resources Commission, Habitat Conservation Division, designating 30% of the total land area of the SEF as an acceptable native pollinator habitat; or,
 - ii. An annual cultivation plan detailing crops and harvest schedule should at least 30% of the total land area of the SEF remain active farmland.

8. Environmental Concerns

- a. Appropriate ground cover/grass is required for soil stabilization and shall be maintained in a manner that does not create a fire hazard.
 - i. Grass and weeds not associated with the pollinator habitat shall not exceed two feet in height at any time.
- b. Ground water monitoring wells
 - i. Shall be a minimum of 20' deep.
 - ii. Monitoring wells shall be installed prior to construction of any of the SEF components.
 - iii. Monitoring wells shall be located near the center of the site and along either the north and south or east and west exterior property lines at approximately the lowest ground elevation point on the respective property line.
 - iv. Testing data prepared by a laboratory certified by the North Carolina Department of Health and Human Services to analyze water subject to the regulations under the North Carolina Drinking Water Act shall be submitted prior to construction of the SEF. If evidence of contaminants (from list provided in Section K.7.b.v) is shown,

another test shall be performed every year until no contaminants are detected. If no contaminants are detected, a follow up test will be conducted in two years. If no contaminants are found with the first two tests, a test will be conducted every five years and then at decommissioning. All test results must be submitted to the Planning and Community Development Department until the SEF is decommissioned.

v. Testing data shall show compliance with the NC Department of Health and Human Services Private Well Inorganic Chemical Contaminants standards for the following contaminants:

1. Arsenic
2. Barium
3. Cadmium
4. Chromium
5. Copper
6. Iron
7. Lead
8. Magnesium
9. Manganese
10. Mercury
11. Nitrate/Nitrite
12. Selenium
13. Silver
14. Zinc

vi. The Board of Commissioners may require testing for other contaminants.

vii. Should the initial ground water testing indicate that the site is not in compliance with N.C. Department of Health and Human Services Private Well Inorganic Chemical standards, subsequent annual reports shall indicate no increase in noncompliance with those standards.

9. Solar Energy Facility Impact Analysis

a. As part of an application for a SEF project, a Solar Energy Facility Impact Analysis shall be submitted and contain the following information:

i. General project description

ii. Construction Activity Plan:

1. Amount of land disturbance
2. Land surface clearing and grading plan
3. Energy, water, and material needs
4. Fencing and lighting plans
5. Waste stream management plan
6. Construction work force and timeframe
7. Protection plans for soil, disturbed areas, and surface water

iii. Operational Plan

1. Maintenance activities and schedule
2. Vegetation management plan
3. Protection plans for soil, disturbed areas, and surface water

iv. Impacts and Resources affected

1. Geology
2. Environmentally sensitive areas
 - a. CAMA jurisdictional areas

- b. USACE designated wetlands
- c. Natural Heritage Areas
- 3. Soils
- 4. Air Quality
- 5. Noise
- 6. Water Resources
- 7. Ecology
- 8. Land Use
- 9. Water management
- 10. Socioeconomics
- 11. Health and safety

10. Ditch Maintenance

- a. The SEF is responsible for maintaining all drainage ditches adjoining or traversing the site to keep the ditches free and clear of drainage impediments.
- b. Development subject to these standards shall provide a 25' maintenance access drainage easement along at least one side of waterway conveyance systems that drains more than five acres. The easement shall include the conveyance measured from the top of embankment.

11. Discontinued Use and Decommissioning

- a. Decommissioning shall include removal of solar collectors, cabling, electrical components, and any other SEF associated facilities, grading, and re-seeding disturbed earth from the project.
- b. A decommissioning plan certified by a North Carolina licensed engineer or a licensed contractor is required and shall include the following:
 - i. A description of any lease or other agreement with all landowners regarding decommissioning.
 - ii. The identification of the party responsible for decommissioning, if not the property owner.
 - iii. The type of panels and material specifications used at the SEF.
 - iv. All costs for the removal of solar panels, buildings, cabling, electrical components, road, fencing, and any other associated facilities below grade.
 - v. All costs associated with the grading and re-seeding of disturbed earth from the project.
- c. The decommissioning plan shall be updated with the Planning and Community Development Department every three years or upon change of property or SEF ownership, beyond two degrees of kinship, of the property or the SEF.
- d. The SEF owner shall have 12 months to complete decommissioning of the facility if no electricity is generated for a continuous 12 month period.
- e. Disturbed earth shall be graded and re-seeded unless a written request is submitted by the property owner specifying areas not to be restored.
- f. A Decommissioning Performance Guarantee (See Section 6.3) is required that meets the following standards:
 - i. Shall be submitted prior to issuance of a building permit,
 - ii. Shall equal 115 percent of the estimated decommissioning costs.
 - iii. Shall not be reduced by salvage value.
 - iv. The performance guarantee amount shall be reviewed every three years as part of the decommissioning plan update and adjusted based upon current costs. In the event the decommissioning costs

decrease, the performance guarantee shall not be changed to reflect the lower cost.

- v. The performance guarantee shall remain in effect until decommissioning and site restoration is complete.

Item 2: Staff Suggested Statement of Consistency and Reasonableness:

The requested zoning text amendment is consistent with the 2006 Land Use Plan because:

1. It protects active agricultural lands having a high productive potential and conserves those lands for continued agricultural use. (LUP POLICY AG1) - Solar
2. It provides a new and expanding industry that trains and utilizes a more highly skilled labor force and diversifies the local economy. (LUP ED1) - Solar

The request is reasonable and in the public interest because:

3. It prevents incompatible solar array projects from being established that could adversely impact the quality of life for county residents.

Item 3: The provisions of this Ordinance are severable and if any of its provisions or any sentence, clause, or paragraph or the application thereof to any person or circumstance shall be held unconstitutional or violative of the Laws of the State of North Carolina by any court of competent jurisdiction, the decision of such court shall not affect or impair any of the remaining provisions which can be given effect without the invalid provision or application.

Item 4: This ordinance amendment shall be in effect from and after the __ day of __, 2019.

RESULT:	MOTION PASSED-ITEM APPROVED [UNANIMOUS]
MOVER:	Kevin E. McCord, Commissioner
SECONDER:	Selina S. Jarvis, Commissioner
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner
ABSENT:	J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner

) Recess

Chairman White called for a recess at 7:14 PM. The Board reconvened at 7:20 PM.

C. PB 19-01 Currituck County:

To: Board of Commissioners

From: Planning Staff

Date: February 22, 2019

Subject: PB 19-01 Currituck County

The county is submitting a text amendment to the Unified Development Ordinance, Chapter 4, Use Standards to allow freestanding telecommunication towers in limited areas of the Single Family Residential Outer Banks Remote (SFR) zoning district with a use permit. The SFR zoning district is located north of Corolla in the 4-wheel drive area of the county.

The proposed language requires:

- A use permit;
- 1,000' from the Atlantic Ocean mean high water mark;
- 190' maximum tower height; and,
- 4-mile setback from existing towers in the SFR zoning district.

Background

Since the adoption of a Unified Development Ordinance in 1989, towers greater than 50 feet in height were not a permitted use in the zoning district now known as the SFR zoning district. Historically, towers have not been allowed in residential zoning districts.

Text Amendment Review Standards

The advisability of amending the text of the UDO is a matter committed to the legislative discretion of the Board of Commissioners and is not controlled by any one factor. In determining whether to adopt or deny the proposed text amendment, the Board of Commissioners may weigh the relevance of and consider whether and the extent to which the proposed text amendment:

1. Is consistent with the goals, objectives, and policies of the Land Use Plan and other applicable county-adopted plans;
 - a. This request is consistent with the goals, objectives, and policies of the Land Use Plan and other applicable county-adopted plans.
 - b. The county supports infrastructures and services to meet the quality of life and public health and safety requirements of residents on the Outer Banks that does not stimulate inappropriate intensive development in environmentally fragile, hazardous barrier island areas. (POLICY OB1)
2. Is not in conflict with any provision of this Ordinance or the County Code of Ordinances;
 - a. The UDO encourages towers and antennas to be carefully sited, designed, and screened to minimize their adverse visual impact.
3. Is required by changed conditions;
 - a. There are no known changed conditions that require this amendment.
4. Addresses a demonstrated community need;
 - a. The Carova sub-area maintains hundreds of previously platted lots that are not developed. As these lots continue to develop with houses, the proposed text amendment addresses a community need by allowing telecommunication towers in a limited, remote, and underserved area of the county.
 - b. The allowance of a telecommunication tower in the off-road area could provide increased cellular and emergency communication services.
5. Is consistent with the purpose and intent of the zoning districts in this Ordinance, or would improve compatibility among uses and ensure efficient development within the county;
 - a. An increased setback from the Atlantic Ocean mean high water mark, maximum tower height, and the strategic location of potential telecommunication towers limits the adverse impacts to nearby properties and provides a buffer from the ocean erodible area of environmental concern.
6. Would result in a logical and orderly development pattern; and
 - a. The 1,000' setback from the Atlantic Ocean mean high water mark and established maximum height will result in an orderly development pattern and is consistent with the UDO telecommunication towers purpose statement by:

7. Would not result in significantly adverse impacts on the natural environment, including but not limited to water, air, noise, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment.
 - a. There are no known significantly adverse impacts on the natural environment created as a result of this amendment.

Staff Recommendation

The 2006 Land Use Plan policy emphasis for the Carova sub-area identifies the lack of infrastructure and services in this remote area of the county, and the plan does not support investments that could stimulate growth and development. However, the policy emphasis also allows only services that protect the health, safety, and welfare (law enforcement, fire and rescue). The Carova sub-area policy emphasis does not support commercial and other convenience services. The telecommunication towers purpose statements in the UDO does not support towers in the residential zoning districts. A request to rezone properties in the SFR zoning district to a district that would allow telecommunication towers would not be considered consistent with the 2006 Land Use Plan and could be an action that stimulates growth and development or other commercial uses in this remote area of the county. It is staff's opinion that a telecommunication tower that improves emergency communications and limits adverse impacts to the residential areas and land uses would be consistent with the adopted plans of the county. Staff recommends approval of the request as submitted and suggests the following:

Staff Suggested Statement of Consistency and Reasonableness:

The requested zoning text amendment is consistent with the goals, objectives, and policies of the 2006 Land Use Plan because:

1. A telecommunication tower would provide improved communication services (cellular and emergency communications) in an effort to protect the health, safety, and welfare of the residents and visitors in the remote off-road area. (POLICY OB1) (The Vision Statement in the LUP)
2. An increased setback from the Atlantic Ocean mean high water mark, maximum tower height, and the strategic location of potential telecommunication towers limits the adverse impacts to nearby properties and provides a buffer from the ocean erodible area of environmental concern. (POLICY CA7)

The request is reasonable and in the public interest because:

1. The Carova sub-area maintains hundreds of previously platted lots that are not developed. As these lots continue to develop with houses, the proposed text amendment addresses a community need by allowing telecommunication towers in a limited, remote, and underserved area of the county.
2. The 1,000' setback from the Atlantic Ocean mean high water mark and established maximum height will result in an orderly development pattern and is consistent with the UDO telecommunication towers purpose statement by:
 - a. Encouraging the location of towers in areas where the adverse impact on the community is minimal; (UDO)
 - b. Protects the residential areas of land uses from potential adverse impacts of towers and antennas; and (UDO)
 - c. Encourages towers and antennas to be carefully sited, designed, and screened to minimize their adverse visual impact. (UDO)

Planning Board Meeting - February 12, 2019

Planning Board recommends approval as presented.

The Planning & Community Development Assistant Planning Director, Donna Voliva presented the staff report for the requested text amendment to allow freestanding telecommunication towers in limited areas of the Single Family Residential Outer Banks Remote (SFR) zoning district with a use permit. Ms. Voliva gave maps to the board members showing the existing towers and their setbacks from existing towers and a map showing the zoning.

Vice Chairman Ballance asked if the board had any questions for staff. There were no questions. Vice Chairman Ballance opened the public hearing and asked if anyone would like to speak. No one wished to speak and the public hearing was closed.

Board member discussion was held with staff on setbacks and the land that the fire department currently owns. Mr. Craddock asked Ms. Voliva about the limitation on height being set at 190' instead of the county's usual 450' limit. Ms. Voliva said it was for aesthetic purposes due to the beach location. Also, 200' height would require a light and this will not.

Discussion was held over the reasoning for this text amendment and Ms. Voliva said the intent is for safety by allowing communication.

Planning Board Recommendation

Mr. Craddock motioned to approve PB 19-01 Currituck County Telecommunication Towers text amendment because the text amendment request is consistent with the goals, objectives, and policies of the 2006 Land Use Plan (LUP) because:

- The County shall monitor the placement of communication and other towers and shall take action as necessary to regulate their design and location. (POLICY CA7)
- It is consistent with POLICY OB1

And the request is reasonable and in the public interest because:

- The Carova sub-area maintains hundreds of previously platted lots that are not developed. As these lots continue to develop with houses, the proposed text amendment addresses a community need by allowing telecommunication towers in a limited, remote, and underserved area of the county.

Ms. Bell seconded the motion and the motion carried unanimously.

STAFF REPORT PB 19-01 CURRITUCK COUNTY BOARD OF COMMISSIONERS MARCH 4, 2019

BE IT ORDAINED by the Board of Commissioners of the County of Currituck, North Carolina that the Unified Development Ordinance of the County of Currituck be amended as follows:

Item 1: That Chapter 4. Use Standards is amended by adding the following underlined language and removing the following strike-through language:

TABLE 4.1.1: SUMMARY USE TABLE

Z = Zoning Compliance Permit; U = Use Permit; MP = Allowed with Master Plan; CZ= Allowed in a Conditional Zoning District
blank cell = Prohibited

USE CATEG ORY	USE TYPE	ZONING DISTRICT [NOTE: OVERLAY OR SUB-DISTRICT REQUIREMENTS MAY FURTHER LIMIT USES]	A D D I T I O N A L R

																	E C . (4 . 2 . -)	
Telecommunications tower, freestanding																		3 : H : 2

4.2.3. Institutional Uses

H. Utilities

(1) Telecommunication Towers

(a) Purpose

This section is intended to establish general standards for the siting of telecommunications towers and antennas that will:

- (i) Protect residential areas and land uses from potential adverse impacts of towers and antennas;
- (ii) Encourage the location of towers in nonresidential areas;
- (iii) Minimize the total number of new towers throughout the county;
- (iv) Strongly encourage the joint use of new and existing tower sites as a primary option rather than construction of additional single-use towers;
- (v) Encourage the location of towers and antennas in areas where the adverse impact on the community is minimal;
- (vi) Encourage towers and antennas to be carefully sited, designed, and screened to minimize their adverse visual impact;
- (vii) Enhance the ability of the providers of telecommunications services to provide such services to the community quickly, effectively, and efficiently;
- (viii) Consider the public health and safety concerns of communication towers and antennas; and
- (ix) Encourage the use of engineering and careful siting of tower structures to avoid potential damage to adjacent properties from tower failure.

(b) Applicability

All new telecommunications facilities, whether a principal or accessory use, shall comply with these standards unless specifically exempted in Section 4.2.3.H.1.c, Exemptions.

(c) Exemptions

The following shall be exempt from the standards of this section, {but shall be required to comply with other relevant standards in this Ordinance, such as accessory use or design standards}:

- (i) Satellite dish antennas.
- (ii) Receive-only television or radio antennas for noncommercial use.
- (iii) Antennas legally operated by FCC-licensed amateur radio operators.
- (iv) Emergency communication towers owned by the county or other public agency that are used wholly or in part for public safety or emergency communication purposes.
- (v) Emergency communication towers owned by a volunteer fire department that are used wholly or in part for public safety or emergency communication purposes.

(d) Freestanding Towers

Freestanding telecommunications towers, whether as a principal or accessory use, shall comply with the following standards:

(i) Safety

- (A) Before obtaining a building permit, the applicant shall submit to the County Engineer engineering drawings for the tower, sealed by a registered engineer, that include a statement that the tower will meet all applicable local, State, and Federal building codes and structural standards.
- (B) Every two years after construction of a tower, the owner shall submit to the Planning Director a statement on the tower's structural soundness that is signed and sealed by an engineer. Every sixth year, the statement shall be signed and sealed by an independent, registered, and licensed engineer.

(ii) Height

- (A) Excluding the SFR district, the height of a telecommunications tower, including any building or structure atop which the tower is located, shall not exceed 450 feet.
- (B) In the SFR district, the height of a telecommunications tower including any building or structure atop which the tower is located shall not exceed 190' feet.

(iii) Aesthetics

- (A) Towers shall either maintain a galvanized steel finish or be painted.
- (B) Towers shall be camouflaged with the surrounding area, through paint, incorporation into architectural design/structure, or other means, to the maximum extent practicable.
- (C) The exterior appearance of ground-based accessory structures located within a

residential zoning district shall be designed to look like a residential structure typical of the district (e.g., with a pitched roof and frame or brick siding).

(iv) Lighting

If lighting is required by the Federal Aviation Administration (FAA), it shall comply with FAA standards. Unless required by the FAA, strobe lights shall not be used for nighttime lighting and lighting shall be oriented so as not to project directly onto any surrounding residentially-zoned property. Documentation from the FAA that the lighting is the minimum lighting it requires shall be submitted to the Planning Director before issuance of any building permit for the tower.

(v) Setbacks

- (A) Towers and antennas shall be required to maintain a one foot setback from front, side, and rear property lines for every one foot of tower height. Guy wires, when applicable, shall conform to district setback provisions.
- (B) There shall be no setback requirements between the tower and other structures located on the subject property.
- (C) Buildings associated with a telecommunications facility shall meet the minimum setback requirements for the zoning district where located.
- (D) In the SFR district, the tower and antennas shall maintain a 1000' setback from the mean high water mark of the Atlantic Ocean.

(vi) Separation from Other Towers

- (A) Excluding the SFR district, new telecommunication towers shall not be located within one-half-mile of an existing telecommunications tower (unless the towers are placed on the same lot). This standard shall not apply to a telecommunications tower placed out of view in a building or other structure.
- (B) In the SFR district, new telecommunication towers shall not be located within four miles of an existing telecommunications tower in the SFR district (not on the same lot) and one-half mile of an existing telecommunications tower in all other districts. This standard shall not apply to a telecommunications tower placed out of view in a building or other structure.

(vii) Collocation

- (A) No freestanding telecommunications tower shall be allowed unless it is demonstrated that no suitable existing tower, building, or other structure within the coverage area is available for the collocation of antennas.
- (B) New freestanding telecommunications towers

shall be designed to accommodate the present and future needs of the owner and at least two comparable users. Unused space on an existing telecommunications tower shall be made available to other users at a fair market rental value unless mechanical, structural, or regulatory factors prevent collocation. In determining fair market rental value, the rent paid by a current collocator under a swapping agreement need not be considered.

(viii) Buffer and Screening

A Type D buffer (see Section 5.2.6, Perimeter Landscape Buffers) shall be provided around the perimeter of a freestanding telecommunications tower facility (including equipment structures and guy anchor supports).

(ix) Security Fencing

Towers, guy anchor supports, and ground-based equipment buildings shall be enclosed by security fencing not less than ten feet in height.

(x) Interference

No telecommunications tower, antenna, or supporting equipment shall disturb or diminish radio or television or similar reception on adjoining residentially-zoned land.

(xi) Compliance with State or Federal Laws and Regulations

Towers and antennas shall meet or exceed current standards and regulations of the Federal Aviation Administration (FAA), the Federal Communications Commission (FCC), and any other agency of the State or Federal government that regulates telecommunications towers and antennas.

(xii) Replacement of Existing Towers

Existing freestanding towers may be replaced with a new tower that increases the number of collocation opportunities, subject to the following standards:

- (A) The height of the replacement tower shall not exceed 110 percent of the height of the replaced tower.
- (B) The replacement tower shall be located within 100 feet of the replaced tower, unless the Planning Director determines that a farther distance furthers the purpose and intent of this Ordinance.
- (C) The replacement tower shall comply with all the standards of this section (including setbacks).

(xiii) Nonconforming Telecommunications Towers

Nonconforming telecommunications towers shall be allowed to remain and be maintained in accordance with the standards in Chapter 8: Nonconformities. Additional equipment may be added to the tower provided that such additions do not increase the degree of nonconformity.

(xiv) Discontinued Use

If a telecommunications tower is not used for a period of six consecutive months, the Planning Director may send the tower owner notice indicating that the tower must be removed within 90 days from the date of notice.

(e) Collocation of Antennas on Existing Towers

Antennas may be collocated on existing towers if they comply with the following standards:

- (i) It is demonstrated the tower can accept the additional structural loading created by the collocation.
- (ii) Any modification of an existing tower to accommodate the collocation of additional antenna shall comply with the height limit established for freestanding telecommunications towers in Section 4.2.3.H.1.d.ii, Height.
- (iii) Antennas and associated equipment shall comply with the safety, lighting, interference, and regulatory compliance standards for telecommunications towers included within this subsection.

(f) Placement of Antennas on an Existing Buildings

An antenna may be attached to any business or multi-family residential building in accordance with the following standards:

(i) Height

The antenna shall not extend above a height 20 percent higher than the highest point of the building or structure.

(ii) Other Standards

Antennas and associated equipment shall comply with the safety, lighting, interference, and regulatory compliance standards for telecommunications towers included within this sub-section.

(iii) Screening

(A) Antennas visible from the street shall be omnidirectional, be screened, or be camouflaged, to the maximum extent practicable, to minimize their appearance.

(B) All other equipment shall be located within the building or screened in some other fashion to prevent off-site views.

Item 2: Staff Suggested Statement of Consistency and Reasonableness

(THE BOARD OF COMMISSIONERS MAY MODIFY THE STAFF SUGGESTED STATEMENT)

The requested zoning text amendment is consistent with the goals, objectives, and policies of the 2006 Land Use Plan because:

1. *A telecommunication tower would provide improved communication services (cellular and emergency communications) in an effort to protect the health, safety, and welfare of the residents and visitors in the remote off-road area. (POLICY OB1) (The Vision Statement in the LUP)*
2. *An increased setback from the Atlantic Ocean mean high water mark, maximum tower height, and the strategic location of potential telecommunication towers limits the adverse impacts to nearby properties and provides a buffer from the ocean erodible area of environmental concern. (POLICY CA7)*

The request is reasonable and in the public interest because:

1. *The Carova sub-area maintains hundreds of previously platted lots that are not developed. As these lots continue to develop with houses, the proposed text amendment addresses a community need by allowing telecommunication towers in a limited, remote, and underserved area of the county.*
2. *The 1,000' setback from the Atlantic Ocean mean high water mark and established maximum height will result in an orderly development pattern and is consistent with the UDO telecommunication towers purpose statement by:*
 - a. *Encouraging the location of towers in areas where the adverse impact on the community is minimal; (UDO)*
 - b. *Protects the residential areas of land uses from potential adverse impacts of towers and antennas; and (UDO)*
 - c. *Encourages towers and antennas to be carefully sited, designed, and screened to minimize their adverse visual impact. (UDO)*

Item 3: The provisions of this Ordinance are severable and if any of its provisions or any sentence, clause, or paragraph or the application thereof to any person or circumstance shall be held unconstitutional or violative of the Laws of the State of North Carolina by any court of competent jurisdiction, the decision of such court shall not affect or impair any of the remaining provisions which can be given effect without the invalid provision or application.

Item 4: This ordinance amendment shall be in effect from and after the _____ day of _____, 2019.

Planning and Community Development Director, Laurie LoCicero, reviewed the county's request for a text amendment to allow communications towers, with restrictions, in the Single-Family Residential zoning district on the off-road area. A use permit would be required and tower height would be restricted. Approval was recommended by staff and supporting policies were presented.

Chairman White and Ms. LoCicero agreed that the potential tower location would allow for good coverage on the entire off-road area. Chairman White opened the Public Hearing. No one was signed up nor wished to speak and the Public Hearing was closed.

Chairman White moved to approve PB 19-01: Currituck County, because the text amendment request is consistent with the goals, objectives, and policies of the 2006 Land Use Plan (LUP) because the Vision Statement in the LUP references maintaining and enhancing the quality of life within our communities; the allowance of a telecommunication tower in the off-road area could provide increased cellular and emergency communication services; it is consistent with Policy CA7: An increased setback from the Atlantic Ocean mean high water mark, maximum tower height, and the strategic location of potential telecommunication towers limits the adverse impacts to nearby properties and provides a buffer from the ocean erodible area of environmental concern. It also meets Policy OB1: A telecommunication tower would provide improved communication services in an effort to protect the health, safety, and welfare of the residents and visitors in the remote off-road area. The request is reasonable and in the public interest because:

1. The Carova sub-area maintains hundreds of previously platted lots that are not developed, and as these lots continue to develop with houses, the proposed text amendment addresses a community need by allowing telecommunication towers in a limited, remote, and underserved area of the county.

2. The 1,000' setback from the Atlantic Ocean mean high water mark and established maximum height will result in an orderly development pattern and is consistent with the UDO telecommunication towers purpose statement by:
 - a. Encouraging the location of towers in areas where the adverse impact on the community is minimal; (UDO)
 - b. Protects the residential areas of land uses from potential adverse effects of towers and antennas; and (UDO)
 - c. Encourages towers and antennas to be carefully sited, designed, and screened to minimize their adverse visual impact. (UDO)

Included in the motion is a condition that towers in the Single Family Residential district be camouflaged or painted in some way as to not stand out like galvanized steel would.

Commissioner Payment seconded the motion. The motion passed unanimously.

RESULT:	MOTION PASSED-ITEM APPROVED [UNANIMOUS]
MOVER:	Bob White, Commissioner
SECONDER:	Mike H. Payment, Vice Chairman
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner
ABSENT:	J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner

OLD BUSINESS

A. Consideration and Action: Review and Adoption of Ordinance for Conditional Zoning, PB 18-23-Fost Tract

The agenda was amended and this item was removed from consideration.

NEW BUSINESS

A) Board Appointments

1. ABC Board

Commissioner Payment moved to reappoint David Griggs to the ABC Board. Commissioner Beaumont seconded and the nominee was unanimously approved.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike H. Payment, Vice Chairman
SECONDER:	Paul M. Beaumont, Commissioner
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner
ABSENT:	J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner

2. Board of Adjustment

Commissioner Jarvis nominated Steven Craddock to serve on the Board of Adjustment. Chairman White seconded and the nominee was unanimously approved.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Selina S. Jarvis, Commissioner
SECONDER:	Bob White, Commissioner
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner
ABSENT:	J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner

Board of Adjustment

Commissioner Payment nominated Lynn Hicks to serve on the Board of Adjustment. Chairman White seconded and the nominee was unanimously approved.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike H. Payment, Vice Chairman
SECONDER:	Bob White, Commissioner
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner
ABSENT:	J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner

3. Planning Board

No Planning Board nominations were made.

4. Senior Citizens Advisory

Chairman White nominated Cindy Scott for reappointment to the Senior Citizens Advisory. Commissioner Jarvis seconded and the nominee was unanimously approved.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bob White, Commissioner
SECONDER:	Selina S. Jarvis, Commissioner
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner
ABSENT:	J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner

5. Whalehead Stormwater Drainage Service District Advisory

Chairman White moved to nominate John McTear and Sid Wilson for reappointment to the Whalehead Stormwater Drainage Service District Advisory. Larry Queen was nominated to replace Martin Kruelle.

Commissioner Payment seconded and all nominees were unanimously approved.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bob White, Commissioner
SECONDER:	Mike H. Payment, Vice Chairman
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner
ABSENT:	J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner

B) Consent Agenda

Chairman White discussed Item 3, highlighting the Resolution Opposing the Proposed Increase for Homeowners Insurance and noted the Board's opposition to any insurance rate increase.

Commissioner Payment moved for approval of the Consent Agenda and the motion was seconded by Commissioner McCord. The Consent Agenda was unanimously approved.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike H. Payment, Vice Chairman
SECONDER:	Kevin E. McCord, Commissioner
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner
ABSENT:	J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner

1) Approval Of Minutes for February 18, 2019

1. Minutes for February 18, 2019

2. Budget Amendments

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
10990-587050	T T - Co Governmental Facilities	200,000	
10380-488400	ABC Profits		200,000
		<u>\$ 200,000</u>	<u>\$ 200,000</u>

Explanation: Transfers to Other Funds (10990) - Increase appropriations for anticipated ABC Profits. These additional revenues will be used for design of a new ABC store in Corolla, NC.

Net Budget Effect: Operating Fund (10) - Increased by \$200,000.

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
10795-590000	Capital Outlay	3,498	
10795-576001	Baseball/Softball		3,498
		<u>\$ 3,498</u>	<u>\$ 3,498</u>

Explanation: Parks & Recreation (10795) - Transfer budgeted funds for repairs to restroom doors at Knotts Island Ruritan Park.

Net Budget Effect: Operating Fund (10) - No change.

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
10511-590000	Capital Outlay	1,550	
10511-514500	Training & Education		1,550
		<u>\$ 1,550</u>	<u>\$ 1,550</u>

Explanation: Detention Center (10511) - Transfer budgeted funds to purchase a training shock vest.

Net Budget Effect: Operating Fund (10) - No change.

Communication: Minutes for March 4, 2019 (Approval Of Minutes-March 4, 2019)

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
Account Number	Account Description		
10750-514500	Training & Education	360	
10750-532000	Supplies	3,100	
10750-557700	Crisis Intervention	13,042	
10750-557701	LIEAP	8,042	
10750-511010	Data Transmission		360
10750-590000	Capital Outlay		3,100
10752-519700	HCCBG - In Home	5,789	
10752-532003	Supplies - Special Adoption	3,752	
10752-553003	Dues & Subscriptions - Special Adoption	178	
10560-519701	HCCBG - Access Services		14,157
10330-431000	DSS Administration		2,769
10330-432200	HCCBG - In Home	7,918	
10390-499900	Appropriated Fund Balance		21,795
		<u>\$ 42,181</u>	<u>\$ 42,181</u>
Explanation:	Social Services Administration (10750); Public Assistance (10752); Inter-County Transportation (10560) - Increase training for mandatory mental health training and supplies for items needed for the NCFASST program. The remaining items are to adjust to the State Funding Authorizations received to date.		
Net Budget Effect:	Operating Fund (10) - Increased by \$16,646.		

3. Resolution Opposing the Proposed Increase for Homeowners Insurance

RESOLUTION

OPPOSING THE PROPOSED INCREASE FOR HOMEOWNERS INSURANCE

WHEREAS, the North Carolina Rate Bureau is recommending to the North Carolina Department of Insurance a drastic homeowners insurance rate increase, which would severely hurt the people of Currituck County and other coastal communities; and

WHEREAS, the proposed increase unfairly targets coastal communities and would cause them to endure rates that are excessive, unwarranted, and unjustified; and

WHEREAS, the proposed increase will cause property owners in the barrier island portions of Dare, Currituck, and Hyde counties to suffer a 30% increase and impose a 25% increase for homeowners in the inland portions of these counties; and

WHEREAS, since a portion of the homeowner rate is for wind, the filing would have an adverse impact on Wind Only policies including policies in what is commonly referred to as the "Beach Plan" which would result in an increase of over \$700 for \$200,000 of coverage for Outer Banks wind only policyholders; and

WHEREAS, the excessive increase sought by the North Carolina Rate Bureau will cause harm to Currituck County homeowners, especially those struggling to make their mortgage payments, and have an adverse impact on the affordability of housing in our community.

NOW, THEREFORE, BE IT RESOLVED that the Currituck County Board of Commissioners strongly opposes the rate increase requested by the insurance industry as unjustified, unfair, and unnecessary and calls upon the North Carolina Department of Insurance to deny the filing.

Adopted this the 4th day of March, 2019.

4. ITS Surplus Resolution

RESOLUTION

WHEREAS, the Board of Commissioners of Currituck County, North Carolina during its regularly scheduled meeting held on March 4, 2019 authorized the following, pursuant to GS 160A and 270(b), that the property listed below, be sold at auction or given to another governmental entity:

<u>Description</u>	<u>Service Tag/Serial No.</u>	<u>Asset Tag</u>	<u>Item No.</u>
Macromedia Coldfusion Software	NONE	6447	Q001
Granicus Media Manager hardware (Osprey card;not server)	NONE	6789	Q002
Granicus Media Manager software	NONE	6790	Q003
Dell OptiPlex GX620	7GBM1B1	6167	Q004
Dell OptiPlex GX280	FXLCL71	6353	Q005
HP Compaq nx9010	2UA423P0XR	5863	Q006
Dell Latitude D820	BTS5QB1	6302	Q007
Dell OptiPlex 745	BJ5X4D1	6682	Q008
Dell Optiplex 380	3X13PL1	7269	Q009
Dell OptiPlex GX280	6YLCL71	6351	Q010
Dell OptiPlex GX280	GYLCL71	6354	Q011
Dell Optiplex 380 (has XP & W7 HDD)	2RZ9CP1	NONE	Q012
Dell OptiPlex 745	J6GPHC1	6400	Q013
General Dynamics GoBook XR-1	ZZGEG7212ZZ8126	6638	Q014
General Dynamics GoBook XR-1	ZZGEG7212ZZ8125	6637	Q015
General Dynamics GoBook XR-1	ZZGEG7212ZZ8114	6626	Q016
General Dynamics GoBook XR-1	ZZGEG7144ZZ2129	6481	Q017
General Dynamics GoBook XR-1	ZZGEG7144ZZ2138	6472	Q018
General Dynamics GoBook XR-1	ZZGEG6320ZZ3513	6337	Q019
Dell OptiPlex GX620	1MST391	6075	Q020
General Dynamics GoBook XR-1	ZZGEG7212ZZ8121	6633	Q021
General Dynamics GoBook XR-1	ZZGEG7212ZZ8123	6635	Q022
General Dynamics GoBook XR-1	ZZGEG7212ZZ8116	6628	Q023
General Dynamics GoBook XR-1	ZZGEG7212ZZ8119	6631	Q024
General Dynamics GoBook XR-1	ZZGEG7031ZZ0635	6464	Q025
General Dynamics GoBook XR-1	ZZGEG7169ZZ4431	6504	Q026
General Dynamics GoBook XR-1	ZZGEG6320ZZ3519	6343	Q027
General Dynamics GoBook XR-1	ZZGEG7031ZZ0636	6465	Q028
General Dynamics GoBook XR-1	ZZGEG7031ZZ0640	6469	Q029
General Dynamics GoBook XR-1	ZZGEG7144ZZ2131	6479	Q030
General Dynamics GoBook XR-1	ZZGEG7144ZZ2126	6484	Q031
General Dynamics GoBook XR-1	ZZGEG7169ZZ4427	6510	Q032
General Dynamics GoBook XR-1	ZZGEG7144ZZ2145	6518	Q033
General Dynamics GoBook XR-1	ZZGEG6320ZZ3520	6344	Q034
General Dynamics GoBook XR-1	ZZGEG6320ZZ3518	6342	Q035
Dell Optiplex 755	BNQ8LF1	6748	Q036
Dell Optiplex 755	2ZQ8LF1	6763	Q037
Dell Optiplex 755	7PQ8LF1	6747	Q038
Dell Optiplex 755	GMQ8LF1	6746	Q039
Dell Optiplex 755	JYQ8LF1	6765	Q040
Dell Optiplex 755	DNQ8LF1	6750	Q041
Generic Windows Server (was Callxpr1 server)	AC76000695	6399 partial	Q042
Generic Windows Server (was Seneca server)	AC76000694	6399 partial	Q043
Barracuda Archiver 650	BAR-MA-274827	7442	Q044
HP Compaq DC 7900	MXL84119GX	NONE	Q045
Dell Optiplex GX620	7K19P91	6218	Q046
Director's Cut Analog Converter	725056	NONE	Q047
HP P3005n Laser Printer	CNT2R03769	NONE	Q048
IdealStor Backup Appliance	1602-0051	7098	Q049
Dell R710 (ESX01)	8HF1HM1	7800	Q050
Dell R710 (ESX02)	J98GRL1	7307	Q051
Dell R710 (ESX02)	DQVNNS1	7626	Q052
Cisco Callmanager Server	MX2934018R	7236	Q053
Ittronix GoBook XR-1	ZZGEG8010ZZ3335	6794	Q054
Ittronix GoBook XR-1	ZZGEG7169ZZ4435	6515	Q055
HP 4515x Printer (from MLW office)	CNDY176283	7058	Q056

Gamber-Johnson vehicle dock (PN:7160-0003-02)	ZZCWA7032AE0019		Q057
Gamber-Johnson vehicle dock (PN:7160-0003-02)	ZZCWA7015AE0080		Q058
Havis vehicle dock	GD8101671		Q059
Gamber-Johnson vehicle dock (PN:7160-0194-01)	G31712AZZ006		Q060
Gamber-Johnson vehicle dock (PN:7160-0011-02)	ZZCWA7353AE0006		Q061
Fingerprint Machine No Monitor	2206-00300		Q062
Fingerprint Machine	AAV248000310		Q063
Ittronix GoBook XR-1	ZZGEG6320ZZ3512		Q064
Ittronix GoBook XR-1	ZZGEG7144ZZ2142		Q065
Ittronix GoBook XR-1	ZZGEG7031ZZ0631		Q066
Ittronix GoBook XR-1	ZZGEG7212ZZ8115		Q067
Ittronix GoBook GD8200	ZZSJC1336ZZ0002	7500	Q068
Dell Precision M6600	12FYBT1	7627	Q069
Cisco Emergency Responder	MX273400VL		Q070
Cisco Callmanager Server	MX273501YN		Q071
Cisco VG224	FHK1328F0SY		Q072
Cisco 2821 PRI Router	FTX1131A1N8		Q073
Dell Precision 370	6CNCX51	5928	Q074
Dell Optiplex GX620	299FPB1	6277	Q075
Dell Precision T3500	2ZDYKM1	7323	Q076
Dell Precision T3500	2ZCYKM1	7326	Q077
Dell Precision T3500	2ZBZKM1	7325	Q078
Dell Latitude E6520	CL556Q1	7452	Q079
HP Proliant ML110 computer (from old 911 stuff)	NONE		Q080
HPxw 4600 computer (from old 911 stuff)	2UA83106RD		Q081
HP Compaq d530 computer (from old 911 stuff)	2UA4230HYL		Q082
Dell Optiplex GX270	F56GW41	5852	Q083
HP Compaq dx2000 computer (from old 911 stuff)	MXD606086Q		Q084
Dell Optiplex 380	JF5D9P1	7394	Q085
Dell Optiplex 740	BLBGJTJ1		Q086
Fujitsu fi-5120c scanner	11870		Q087
Dell Precision M6400 laptop	HF1DTJ1	7024	Q088
Sony Vaio laptop (model: PCG-8111L)	C3LQS5V5		Q089
Cisco Catalyst 3750G switch	F0C1128Y42A		Q090
Cisco CVPN 3002	CAM10510948	NONE	Q091
Cisco Linksys E1200	10820C642H8690	NONE	Q092
Dlink DGS-1008G	QB201B7000402	NONE	Q093
Rhub TurboMeeting	902R10020	NONE	Q094
Panasonic DVD Recorder	VN7DA001989	NONE	Q095
Panasonic DVD Recorder	VN7DA001997	NONE	Q096
JVC SR-DVM600 DVD Player/Recorder	072C0097	NONE	Q097
Dell Latitude D820	CSS5QB1	6303	Q098
Dell Inspiron 9300	GHDQ771	5972	Q099
Are You Ok? Modem and software	NONE	7653	Q100
Qty 3 - SQL Server 2005 Licenses	NONE	6294A-C	Q101
Dell Optiplex GX620	HLST391	6074	Q102
Dell Optiplex GX620	1071NB1	6282	Q103
Kenwood KMC-41 Radio Mic (Sheriff, qty 1)	NONE		Q104
Kenwood KSC-24 Charger w/cords (Sheriff, qty 6)	NONE		Q105
Kenwood TK-380 Radio (Sheriff)	50300685		Q106
Kenwood TK-380 Radio (Sheriff)	50302659		Q107
Kenwood TK-380 Radio (Sheriff)	50302425		Q108
Kenwood TK-380 Radio (Sheriff)	50302429		Q109
Kenwood TK-380 Radio (Sheriff)	60300303		Q110
Kenwood TK-380 Radio (Sheriff)	50302421		Q111
Kenwood TK-380 Radio (Sheriff)	50302658		Q112
Kenwood TK-380 Radio (Sheriff)	61104729		Q113
Dell Optiplex GX620	C530N81	6069	Q114
Dell Optiplex GX620	4630N81	6073	Q115
Dell Latitude E6510	76ZQWN1	7374	Q116
Dell Optiplex GX620	DQS8L81	6043	Q117
Dell Optiplex 780	567FFN1	7322	Q118
Cisco WS-C3560-24PS-S Switch	FD01123Y3V6	NONE	Q119
Nortel Phone Modular ICS (was at Moyock Welcome Center)	NNTM8456GCFB	5889	Q120
Dell Optiplex 3010 Tower	1WHDFX1	7868C	Q121
Dell Latitude E5530	DKWCJX1	7844	Q122
Dell Optiplex GX280	72B9X51	5934	Q123
Dell Latitude E6510	88PCRM1	7331	Q124
Ipad 2	DMQJKW14DFHW	7691E	Q125

5. Surplus Resolution-Folder/Sealer, Finance Dept

WHEREAS, THE Board of Commissioners of the County of Currituck, North Carolina during its regularly scheduled meeting authorized the following, pursuant to G.S. 160A and 270(b) that the property listed below will be sold at auction, negotiated sale or will be disposed of if not sellable.

County	Description	Serial Number
Asset Tag		
6080	Formax 1500 Folder/Sealer Machine	2283

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the County of Currituck reserves the right to reject any and all bids.

ADOPTED, this 4th day of March, 2018.

6. Project Ordinance-Corolla ABC Store

COUNTY OF CURRITUCK CAPITAL PROJECT ORDINANCE

BE IT ORDAINED by the Currituck County Board of Commissioners, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

SECTION 1. The project authorized is design of ABC Store in Corolla, NC.

SECTION 2. The following amounts are appropriated for the project:

Corolla ABC Store 2019	\$ 200,000
	<u>\$ 200,000</u>

SECTION 3. The following revenues are available to complete this project:

Transfer from Operating Fund (ABC Profits)	\$ 200,000
	<u>\$ 200,000</u>

SECTION 4. The Finance Director is hereby directed to report, on a quarterly basis, on the financial status of each project element delineated in Section 2 above.

SECTION 5. SPECIAL APPROPRIATIONS AND RESTRICTIONS

Communication: Minutes for March 4, 2019 (Approval Of Minutes-March 4, 2019)

The Budget Officer is hereby authorized to transfer appropriations within the fund as contained herein under the following conditions:

- a. He may transfer amounts between object line items within the fund up to One Thousand dollars (\$1,000).

SECTION 6. CONTRACTUAL OBLIGATIONS

The County Manager is hereby authorized to execute contractual documents under the following conditions:

- a. He may execute contracts for construction or repair projects which do not require formal competitive bid procedures.
- b. He may execute contracts for (1) purchases of apparatus, supplies, and materials, or equipment which are within the budgeted departmental appropriations; (2) leases of personal property for a duration of one year or less and within budgeted departmental appropriations; and (3) services which are within budgeted departmental appropriations.
- c. He may execute contracts, as the lessor or lessee of real property, which are of a duration of one year or less which are within the budgeted departmental appropriations.

SECTION 7. USE OF BUDGET ORDINANCE

The Budget Officer and the Finance Director shall use this capital project ordinance for administration of the budget and for the accounting system.

ADOPTED this 4th day of March 2019.

7. Report of Unpaid 2018 Real Estate Taxes & Order of Tax Lien Advertisement

8. Approval of the Establishment of a Public Information Committee as Part of the Community Rating System

C) County Manager's Report

County Manager, Dan Scanlon, announced Currituck County Animal Services will hold its free rabies vaccine clinic on April 6, 2019, from 8 AM till 10 AM at the Judicial Center complex. He said the North Carolina Department of Transportation is preparing the bid package for repairs to North Carolina Highway 158 at the southern end of the county.

RECESS

Chairman White recessed the regular meeting of the Board to open a Special Meeting of the Tourism Development Authority.

SPECIAL MEETING-TOURISM DEVELOPMENT AUTHORITY

The Currituck County Board of Commissioners recessed the 6:00 PM regular meeting to hold a Special Meeting sitting as the Tourism Development Authority. The Special Meeting was held in the Board Meeting Room of the Historic Courthouse located at 153 Courthouse Road, Currituck, North Carolina, for the purpose of considering Budget Amendments.

TDA Budget Amendments

Dan Scanlon, County Manager, reviewed the budget amendments for the Board of Commissioners. After review, Commissioner Payment moved for approval. The motion was seconded by Commissioner Jarvis and the budget amendments were approved unanimously.

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
15448-503500	Temporary Services	\$ 6,000	
15448-514500	Training & Education	\$ 200	
15448-532000	Supplies	\$ 3,000	
15448-513000	Utilities		\$ 6,000
15448-516000	Maintenance & Repair		\$ 3,000
15448-545000	Contract Services		\$ 200
		<u>\$ 9,200</u>	<u>\$ 9,200</u>
Explanation:	Occupancy Tax - Historic Corolla Park (15448) - Transfer budgeted funds to provide programming planned at the Whalehead/Historic Corolla Park for the remainder of this fiscal year.		
Net Budget Effect:	Occupancy Tax Fund (15) -No change.		
		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
15447-513000	Utilities	\$ 2,000	
15447-545000	Contract Services	\$ 5,000	
15380-481000	Investment Earnings		\$ 7,000
		<u>\$ 7,000</u>	<u>\$ 7,000</u>
Explanation:	Occupancy Tax - Tourism Related (15447) - Increase appropriations for utilities for the remainder of this fiscal year and for costs incurred to bury whale that washed up in Feb 2019.		
Net Budget Effect:	Occupancy Tax Fund (15) -Increased by \$7,000.		

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike H. Payment, Vice Chairman
SECONDER:	Selina S. Jarvis, Commissioner
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner
ABSENT:	J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner

ADJOURN SPECIAL MEETING

There was no further business and Commissioner Payment motioned for adjournment. Commissioner McCord seconded the motion. The motion passed unanimously and the Special Meeting of the Tourism Development Authority adjourned at 7:37 PM.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike H. Payment, Vice Chairman
SECONDER:	Kevin E. McCord, Commissioner
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner
ABSENT:	J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner

CLOSED SESSION

Chairman White reconvened the regular meeting of the Board of Commissioners.

Amended Item: Closed Session Pursuant to G.S. 143-318.11 (a)(6) to Discuss a Personnel Matter

Chairman White reconvened the regular meeting of the Board and Commissioners entered into Closed Session pursuant to G.S. 143-318.11(a)(6) to discuss a personnel matter.

ADJOURN

Motion to Adjourn Meeting

The Board of Commissioners returned from Closed Session and had no further business. Commissioner Beaumont moved to adjourn and the motion was seconded by Commissioner Payment. The motion passed unanimously and the regular meeting of the Board of Commissioners concluded at 8:05 PM.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paul M. Beaumont, Commissioner
SECONDER:	Mike H. Payment, Vice Chairman
AYES:	Bob White, Commissioner, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner
ABSENT:	J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner

Currituck County Master
Fee ScheduleRate and Fee Schedule
effective July 1, 2018

Dept.	Description	Cost				
Airport	Concession Fees - Aviation Maintenance & Repair Services	\$75.00 annual due on 10th following quarter end: Jan				
Airport	Concession Fees - Based Charter Aircraft Travel Services	5% of booked fee				
Airport	Concession Fees - Banner Towing Operations	\$75.00 annual				
Airport	Concession Fees - Crop Dusting	\$300.00 annual				
Airport	Concession Fees - Flight Lessons two or more Currituck based aircraft	\$75.00 annual				
Airport	Concession Fees- Flight Lessons no Currituck based aircraft	\$300.00 annual	COMMERCIAL			
Airport	Concession Fees- Flight Lessons one Currituck based aircraft	\$150.00 annual	Annual in Advance	Annual w/ 3 yr term	3 yr term	
Airport	Concession Fees- Hang Gliding	\$7,000.00 annual				
Airport	Concession Fees - Rental Car Services	\$300.00 annual, payable \$230 per month - Effective 8/1/2013	Monthly	5% Disc	10% Disc	monthly
Airport	Hangar leases, non-commercial	\$2,760.00 Effective 8/1/2013				
Airport	Hangars, commercial A-5-T, A-11-T & Office space 2 combined	\$5,796.00 Effective 8/1/2013	\$ 483.00	\$ 5,506	\$ 5,216	\$ 435
Airport	Hangars, commercial C-2, C-3, C-4, C-5	\$6,555.00 Effective 8/1/2013	\$ 546.25	\$ 6,227	\$ 5,900	\$ 492
Airport	Hangars, commercial A-1-T, A-6-T & office space 1 combined	\$5,520.00 Effective 8/1/2013	\$ 460.00	\$ 5,244	\$ 4,968	\$ 414
Airport	Hangars, commercial B-1-C & B-2-C	\$5,520.00 Effective 8/1/2013	\$ 460.00	\$ 5,244	\$ 4,968	\$ 414
Airport	Hangars, commercial C-1	\$7,590.00 Effective 8/1/2013	\$ 632.50	\$ 7,211	\$ 6,831	\$ 569
Airport	Late Fee	\$15.00 lease				
Airport	Tie-down leases	\$10.00 per month				
Animal Services & Control	Adoption Fee- Dog	\$125.00 Discounts up to 50% off at the discretion of the Director and/or Shelter Manager.				
Animal Services & Control	Adoption Fee- Cat	\$75.00				
Animal Services & Control	Reclaim Fee- 1st offense	\$25.00 + \$10.00 a day				
Animal Services & Control	Reclaim Fee- 2nd offense	\$50.00 + \$10.00 a day				
Animal Services & Control	Reclaim Fee- 3rd offense	\$75.00 + \$10.00 a day				
Animal Services & Control	Reclaim Fee- 4th offense	\$100.00 + \$10.00 a day				
Animal Services & Control	Rabies Shot at County Sponsored Rabies Clinics	\$10.00				
CCRC	Facility rental fees					
CCRC	Apartment	\$35.00 per night				
CCRC	Complete facility rental fee/Exclusive right to grounds	\$500.00 per day.				
CCRC	Picnic Shelter- half day rental	\$25.00 per day/per room (up to 4 hours)				
CCRC	Picnic Shelter- full day rental	\$50.00 per day/per room (up to 8 hours)				
CCRC	Indoor Arena:	\$175.00 per weekend day				
CCRC		\$125.00 per week day				
CCRC	Hourly rental of indoor arena	\$25.00 per hour				
CCRC	Outdoor Arena:	\$125.00 per weekend day				
CCRC		\$100.00 per week day				
CCRC	Hourly rental of outdoor arena	\$25.00 per hour				
CCRC	Park Attendant	\$18.00 per hour - nights/weekends/holidays				
CCRC	Stall Rental:					
CCRC	Overnight, no event	\$35.00 per nights				
CCRC	With event	\$15.00 day stall				
CCRC		\$25.00 2 day show				
CCRC		\$30.00 3 day show				
CCRC	Shavings must be used with any stall rental. No one can stall a horse without shavings.					
CCRC	Shavings	\$6.75 per bag				
CCRC	RV/Camper Hook-up	\$25.00 per night				
CCRC	Weekend schooling (No event)	\$25.00 per hour				
CCRC	Vendor Hook-up	\$25.00 per day				
CCRC	Technology fee	\$50.00 Includes wifi, phone, copier, fax access				
CCRC	Notary Fees					
CCRC	Official County business	No charge				
CCRC	Other	\$5 per document				
CCRC	Returned check/credit card/eft fee	\$25.00				
Communications	CD: 911 Data	\$25.00				
Communications	911 Incident Report/911 Transcripts	\$1.00 per page				
Community Development	Central Permitting Fees:	Residential Commercial				
Community Development	New construction and additions	\$0.30 per sf \$0.35 per sf				
Community Development	Alterations	\$0.15 per sf \$0.12 per sf				
Community Development	Cell Tower Evaluation	\$2,000 minimum: actual cost for more complex evaluations				

Community Development	Chimney/Woodstove	\$35.00	\$50	
Community Development	Decks	\$0.30 per sf	\$0.35 per sf	
Community Development	Dune decks and walkways	\$0.30 per sf	\$0.35 per sf	
Community Development	Demolition	\$35.00	\$75	
Community Development	Detached Buildings	\$0.15 per sf	\$0.15 per sf	
Community Development	Farm Building	N/A	\$0.35 per sf	
Community Development	Fuel Pumps	N/A	\$50 per pump	
Community Development	Gas (Propane/Natural)	\$50.00	\$100	
Community Development	HVAC changeout (includes all trade permits)	\$35.00	\$50	
Community Development	Insulation (new)	\$50.00	\$100	
Community Development	Insulation (alteration)	\$25.00	\$50	
Community Development	Metal Carport, pre-manufactured	Greater than 400 sq ft	\$50	\$100
Community Development	Mobile Homes	\$0.20 per sf	N/A	
Community Development	Modulars	\$0.25 per sf	\$0.30 per sf	
Community Development	P M E (New)	\$50 each	\$100 each/per suite	
Community Development	P M E (Alterations)	\$25 each	\$50each/ per suite	
Community Development	Roofing (sheathing replacement)	\$50.00	\$50	
Community Development	Roofing (shingles only)	Greater than 15,000 sq ft	\$35	\$50
Community Development	Solar array	\$50 base + \$0.20 per panel		\$200 base + \$0.20 per panel
Community Development	County, State, Federal, Non-profit	No fee	No fee	
Community Development	Miscellaneous:			
Community Development	Bulkhead, Pier, Dock, Boatlift	\$50.00	\$100	
Community Development	CAMA Minor Permit	\$100.00	\$100	
Community Development	Elevator (includes trade permits)	\$75.00	\$150	
Community Development	Fire Alarm	N/A	\$50	
Community Development	Fire Sprinklers	\$50.00	\$100	
Community Development	Historic Structure Application Fee	\$100.00	\$100	
Community Development	Hot Tub (includes trade permits)	\$50.00	\$100	
Community Development	Moving Permit	\$0.20 per sf	\$0.20 per sf	
Community Development	Retaining wall	\$50 each	\$100 each	
Community Development	Siding replacement >\$15,000 project cost	> \$15,000 project	\$50	\$75
Community Development	Swimming Pool (flat fee includes trade permits)	\$75.00	\$200	
Community Development	Signs (on premise)	N/A	\$50 per sign	
Community Development	Signs (off premise)	N/A	\$50 per sign	
Community Development	Temporary Office	N/A	\$60	
Community Development	Tents and Membrane Structures	Greater than 800 sq ft	\$50	\$50 per structure
Community Development	Towers		\$500 each	
Community Development	Window, Door replacement >\$15,000 project cost	> \$15,000 project	\$50	\$75
Community Development	Wind Turbine	\$200 each	\$500 each	
Community Development	Amusement rides, water slides	N/A	\$500 each ride	
Community Development	Minimum permit fee	\$25.00	\$50	
Projects that do not fall within the categories above shall be figured on a cost of construction basis as follows:				
Community Development	\$1-\$5,000	\$50.00	\$100	
Community Development	Over \$5,000	\$10 per \$1,000	\$20 per \$1,000	
Community Development	Inspection Division Fees:			
Community Development	Re-inspection	\$50 per trip	\$50 per trip	
Community Development	Working without a permit	Greater of \$50 or 25% of cost	\$100 or 25% of cost	
Community Development	Private Schools/Daycare inspection	N/A	\$100	
Community Development	ABC Inspections	N/A	\$100	
Community Development	Commercial Exhaust Hoods	N/A	\$100 each	
Community Development	Generators (includes trade permits)	\$100.00	\$200	
Community Development	Home Occupations	\$50.00	NA	
Community Development	Planning Division Fees:			
Community Development	Administrative Adjustment	\$100.00	\$100	
Community Development	Clear-Cut Permit	\$50.00	\$50	
Community Development	Minor Subdivision (Conventional)	\$25 per lot	\$25 per lot	
Community Development	Private Access or Family Subdivision	\$50 per lot	N/A	
Community Development	Sign Return Fee (Unlawfully placed signs)	\$25.00	\$25	
Community Development	Site Plan - Major	N/A	\$0.02 sf gross floor area; \$50 minimum	
Community Development	Site Plan - Minor	\$50.00	\$50	
Community Development	Subdivision - Major	\$100 per lot/\$250 Amended Plat		\$100 per lot/\$250 Amended Plat
Community Development	Subdivision - Minor	\$50 per lot	\$50 per lot	
Community Development	Temporary Use Permit	\$50.00	\$50	
Community Development	Zoning/Flood determination letter	\$25.00	\$25	
Community Development	Board of Adjustment Fees:			
Community Development	Appeal or Interpretation	\$150.00	\$150	
Community Development	Variance	\$150.00	\$150	
Community Development	Literature and Materials			
Community Development	Unified Development Ordinance (UDO)	\$30.00	\$30.00	
Community Development	Land Use Plan	\$30.00	\$30.00	
Community Development	Small Area Plans or Technical Documents	\$20.00	\$20.00	
Community Development	Official Zoning Map (Copy)	\$10.00	\$10.00	
Community Development	Planning Board			
Community Development	Conditional Rezoning	\$150 + \$5/acre		\$150 + \$5/acre
Community Development	Development Agreement	\$150 + \$5/acre		\$150 + \$5/acre
Community Development	Planned Development	\$300 + \$5/acre		\$300 + \$5/acre

Community Development	Text Amendment	\$150.00	\$150	
Community Development	Land Use Plan Amendment	\$150.00	\$150	
Community Development	Use Permit-or Amended Use Permit	\$150.00	\$150	
Community Development	Zoning Map Amendment	\$150 + \$5/acre		\$150 + \$5/acre
Community Development	Public Copies - 1 sided	\$0.10	\$	0.10
Community Development	Public Copies - 2 sided	\$0.15	\$	0.15
Community Development	Public Copies color up the 8.5" X 14"	\$0.25	\$	0.25
Community Development	Notary Fees			
Community Development	Official County business	No charge	No charge	
Community Development	Other	\$5 per document	\$5 per document	
Community Development	Returned check/credit card/eft fee	\$25.00		
Note: Preliminary, amended preliminary, final and amended final plats will be assessed at \$33 per lot fee if the sketch plan was approved prior to March 3, 2003.				
Community Development	Beach Parking Permit - Seasonal/Non-resident	\$150.00	per season - 12:01 AM Friday before Memorial Day through 11:59 PM Labor Day	
Community Development	Beach Parking Permit - Seasonal/Resident Guest Pass - County address specific/not vehicle specific	\$150.00	per season - 12:01 AM Friday before Memorial Day through 11:59 PM Labor Day	
Community Development	Beach Parking Permit - 10 Day	\$50.00	10 days from date of permit - Nonresident	
Community Development	Beach Parking Permit - Currituck Property Owners and Residents			
	Seasonal Pass with valid registration - 1 per vehicle	No charge		
	Seasonal Guest Permit - Two for each house located in Off-road area in a verified rental program	No charge		
	Seasonal Guest Permit - Two for each owner occupied FULL-TIME residence located in the off-road area	No charge		
Community Development	Outdoor Tour Operator License	\$950.00	per vehicle	
Community Development	Technology fee	\$1 per permit	\$1 per permit	
Cooperative Extension	Facility rental fees			
Cooperative Extension	Auditorium	\$500.00	per day	
Cooperative Extension	Auditorium set up day	\$100.00	per event	
Cooperative Extension	Conference Room	\$100.00	per day/per room	
Cooperative Extension	Classrooms	\$50.00	per day/per room	
Cooperative Extension	Custodian	\$20.00	per hour - nights/weekends/holidays	
Cooperative Extension	Public Copies - 1 sided	\$0.10		
Cooperative Extension	Public Copies - 2 sided	\$0.15		
Cooperative Extension	Public Copies color up the 8.5" X 14"	\$0.25	per side	
Cooperative Extension	Notary Fees			
Cooperative Extension	Official County business	\$0.00		
Cooperative Extension	Other	\$5.00	per document	
Cooperative Extension	Returned check/credit card/eft fee	\$25.00		
Elections	Copies, color double sided	\$0.45		
Elections	Copies, color single sided	\$0.25		
Elections	Copies, standard letter or legal, per copy	\$0.10		
Elections	Diskette	\$10.00		
Elections	Labels, per label	\$0.01	Minimum \$.30	
Elections	Print-out, per page	\$0.05	Minimum \$.25	
EMS	Public Copies - 1 sided	\$0.10		
EMS	Public Copies - 2 sided	\$0.15		
EMS	Public Copies color up the 8.5" X 14"	\$0.25	per side	
EMS	Notary Fees			
EMS	Official County business	\$0.00	no charge	
EMS	Other	\$5.00	per document	
EMS	Returned check/credit card/eft fee	\$25.00		
EMS	Stand-by events	\$50.00	hour	
ITS	CD1: GIS data CD	\$50.00		
	CD2: 2003, 2008, 2010 or 2012 Color Aerial	\$100.00		
ITS	Photography		per year requested	
ITS	Copies, GIS Data, Laser 11 x 17 black and white	\$1.00		
ITS	Copies, GIS Data, Laser 11 x 17 color	\$2.00		
ITS	Copies, GIS Data, Laser 8 1/2 x 11 black and white	\$0.50		
ITS	Copies, GIS Data, Laser 8 1/2 x 11 color	\$1.00		
ITS	Copies, GIS Data, Laser 8 1/2 x 14 black and white	\$0.75		
ITS	Copies, GIS Data, Laser 8 1/2 x 14 color	\$1.50		
ITS	Copies, GIS Data, Plotter 20 x 24 up to 28 x 36	\$5.00		
ITS	Copies, GIS Data, Plotter Greater than 28 x 36 x 42	\$8.00		
ITS	Copies, GIS Data, Plotter Greater than 36 x 42	\$10.00		

ITS	Copies, GIS Data, Plotter less than 20 x 24	\$3.00	
ITS	Official Zoning Map	\$10.00	
ITS	CD3: 1995 Aerial Photography (black & white only)	\$50.00	
			plus variable (Exception: Subdivisions created prior to 4/2/89 & sign never installed)
ITS	Street Naming/Name Changing (payable to U.S. Sign Co.)	\$75.00	
Library	Books, Fines for Overdues	\$0.10	per day
Library	Copies, standard letter or legal, per copy	\$0.10	
Library	Fax - Incoming	\$1.00	
Library	Fax - Outgoing	\$2.50	plus \$1.00 each additional page
Mainland Water	3" Riser	Actual cost + 20%	
Mainland Water	6" Riser	Actual cost + 20%	
Mainland Water	Backhoe per hour	\$125.00	
Mainland Water	Bacteriological tests	\$50.00	
Mainland Water	Check Valve	Actual cost + 20%	
Mainland Water	Chloride tests	\$20.00	
Mainland Water	Ditch Witch per hour	\$125.00	
Mainland Water	ERT for Radio Read meter	Actual cost + 20%	
Mainland Water	Excavator per hour	\$125.00	
Mainland Water	Fire hydrant meter - Deposit	\$2,500.00	
Mainland Water	Fire hydrant meter setup fee	\$50.00	
			or three months' billing of previous usage, whichever is greater
Mainland Water	High-risk deposit (owner or renter)	\$200.00	
Mainland Water	Impact Fees for Centers of Worship	\$3,000.00	
Mainland Water	Impact Fee 3/4 inch Irrigation Meter	\$1,000.00	
Mainland Water	Impact Fee 1 inch Irrigation Meter	\$1,300.00	
Mainland Water	Impact Fees 3/4 inch	\$6,000.00	
Mainland Water	Impact Fees 1 inch	\$6,500.00	
			minimum - price quoted at time of application for 2" and larger
Mainland Water	Impact Fees 2 inch	\$7,000.00	
Mainland Water	Impact Fees 3 inch	\$7,500.00	"
Mainland Water	Impact Fees 4 inch	\$8,000.00	"
Mainland Water	Impact Fees 6 inch	\$8,500.00	"
Mainland Water	Impact Fees 6 inch Fire Service	\$6,000.00	
Mainland Water	Labor per man hour	\$60.00	
Mainland Water	Lid only	Actual cost + 20%	
Mainland Water	Lock	Actual cost + 20%	
Mainland Water	Meter	Actual cost + 20%	
Mainland Water	Meter accessibility charge	\$35.00	
Mainland Water	Meter Box	Actual cost + 20%	
Mainland Water	Meter tampering fee	\$75.00	
Mainland Water	Meter testing fee	\$50.00	If meter accurate
Mainland Water	Meter testing fee	No Charge	If more than 2.5% inaccurate
Mainland Water	Open/reopen/transfer account	\$25.00	
Mainland Water	Pipe pressure/leakage retest	\$150.00	
Mainland Water	Pipe pressure/leakage test	\$150.00	
Mainland Water	Reconnection fee (after cutoff for nonpayment)	\$50.00	8AM - 5PM
Mainland Water	Renter deposit	\$150.00	
Mainland Water	Reread meter - our reading correct	\$25.00	
Mainland Water	Reread meter - our reading incorrect	No Charge	
Mainland Water	Retro	Actual cost + 20%	
Mainland Water	Returned check fee	\$25.00	
Mainland Water	Road Bore	Actual cost + 20%	
Mainland Water	Special request meter reading	\$25.00	
Mainland Water	Turn on/off fee, per occurrence	\$25.00	Normal working hours
Mainland Water	Turn on/off fee, per occurrence	\$50.00	After normal working hours
Mainland Water	Union half with nut	Actual cost + 20%	
Mainland Water	Water Charge Fire Service (sprinkler systems)	Same as all other water consumption charges	
Mainland Water	Water Charge Local Government/Board of Education	Same as all other water consumption charges	
Mainland Water	Water Charge base 0-2000 gallons	\$20.00	month
Mainland Water	Water Charge up to 5000 gallons	\$4.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge up to 10,000 gallons	\$5.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge up to 15,000 gallons	\$6.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge up to 20,000 gallons	\$7.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge all over 20,000 gallons	\$8.50	per 1000 gal./effective 7/1/2011
Mainland Water	Yoke	Actual cost + 20%	
Mainland Water	Yoke valve with meter nut	Actual cost + 20%	
Mainland Sewer	Tap Fee in Maple Commerce Park	\$7,700.00	per EDU (250 gpd)
Mainland Sewer	Tap Fee in Moyock	\$5,500.00	per EDU (250 gpd)
Mainland Sewer	Tap Fee in Walnut Island/Waterside Villages	\$4,500.00	
Mainland Sewer	Sewer Utility Charge	1.5x Water Usage Charge	\$30 minimum base rate
Mainland Sewer	Residential renter deposit	\$150.00	
Mainland Sewer	Residential renter deposit (High Risk)	\$200.00	3 months past usage with \$200 min
Mainland Sewer	Open/reopen/transfer account	\$25.00	
Mainland Sewer	Reconnection fee	\$50.00	
Mainland Sewer	Meter tampering fee	\$75.00	Min \$75 plus cost of damages
Parks & Rec	Knotts Island	\$200.00	per day

Parks & Rec	Maple Athletic Complex - Baseball/Softball Fields	\$200.00	per field/per day
Parks & Rec	Maple Athletic Complex - Soccer Fields	\$200.00	per field/per day
Parks & Rec	Maple Park	\$300.00	per day
Parks & Rec	Maple Skate Park	\$200.00	per day
Parks & Rec	Sound Park	\$500.00	per day
Parks & Rec	Veteran's Memorial Park	\$200.00	per day
Parks & Rec	Walnut Island Park	\$200.00	per day
Parks & Rec	Adult Softball (men and women)	\$200.00	per team
Parks & Rec	Youth Cheerleading	\$20.00	per child - Maximum of \$40.00 per family
Parks & Rec	Youth Flag Football	\$20.00	per child - Maximum of \$40.00 per family
Parks & Rec	Youth Soccer (Fall and Spring)	\$20.00	per child - Maximum of \$40.00 per family
Parks & Rec	Youth Tackle Football	\$25.00	per child - No Maximum Fee
Parks & Rec	Youth T-Ball/Baseball/Softball	\$25.00	per child - \$35.00 (2 children) Maximum of \$50.00 for a family of 3 or more
Parks & Rec	Youth/Junior Basketball	\$20.00	per child - Maximum of \$40.00 per family
Parks & Rec	Tournament Admission Fees- Under 5	No Charge	
Parks & Rec	Tournament Admission Fees- Ages 6-12	\$3.00	
Parks & Rec	Tournament Admission Fees-13 and up	\$5.00	
Parks & Rec	Concessions	Cost + 100%	to 300%
Parks & Rec	Field Fees - Soccer, Baseball/Softball, Tennis Courts	\$25.00	1/2 day - does not include staff, security or clean-up charges
Parks & Rec	Field Fees - Soccer, Baseball/Softball, Tennis Courts	\$50.00	daily - does not include staff, security or clean-up charges
Parks & Rec	Field Set-up Fees - Baseball/Softball	\$20.00	per field - does not include staff, security or clean-up charges
Parks & Rec	Field Set-up Fees - Soccer	\$25.00	per field - does not include staff, security or clean-up charges
Parks & Rec	Park Picnic Shelter	\$25.00	per 1/2 day/\$50 daily
Parks & Rec	Parks		
Parks & Rec	Staff for Events (if required) - Park Attendant	\$18.00	per hour/per attendant
Parks & Rec	Staff for Events (if required) - Park Superintendent	\$18.00	per hour
Parks & Rec	Staff for Events (if required) - Recreation Director	\$28.00	per hour
Parks & Rec	Staff for Events (if required) - Recreation Specialist	\$18.00	per hour
Ocean Sands	Water rates - See Souther Outer Banks Water		Same as SOBWS rates
Ocean Sands	Sewer rate	\$7.95 base + 1.5x Water	Rate increase effective with billings on or after January 1, 2014
Ocean Sands	Sewer Tap Fee	\$450.00	
Ocean Sands	Water Tap 3/4 inch meter	\$2,000.00	
Solid Waste	Tipping Fees per ton for all solid waste that originates outside the County	\$83.00	per ton
Solid Waste	Tipping Fees per ton for mixed solid waste MSW	\$73.00	per ton
Register of Deeds	Birth or Death Amendments (preparation)	\$10.00	
Register of Deeds	Birth or Death Amendments, NC Vital Records	\$15.00	payable to N.C. Vital Records Section
Register of Deeds	Birth or Death Legitimations County	\$10.00	
Register of Deeds	Birth or Death Legitimations State (via check)	\$10.00	
Register of Deeds	Birth or Death Record, Certified Copy	\$10.00	
Register of Deeds	Birth, Delayed Birth Applications	\$20.00	
Register of Deeds	Copies, Certified 1st page	\$5.00	plus \$2.00 each page of document
Register of Deeds	Copies, Uncertified	\$0.25	
Register of Deeds	Copies, Uncertified Plats (11"x17")-per page	\$0.50	
Register of Deeds	Copies, Uncertified Plats (11"x17")-per page VIA Mail or Fax	\$1.00	
Register of Deeds	Copies, Uncertified Plats (18"x24")-per page	\$2.00	
Register of Deeds	Copies, Uncertified Plats (18"x24")-per page VIA Mail	\$3.00	
Register of Deeds	Copies, Uncertified VIA Mail	\$1.00	
Register of Deeds	Deeds of Trust and Mortgages	\$64.00	Minimum fee for pages 1-35
Register of Deeds	Deeds of Trust and Mortgages per page for pages over 35	\$4.00	
Register of Deeds	Deeds of Trust and Mortgages Additional (multi-instrument)	\$10.00	
Register of Deeds	Deeds of Trust and Mortgages Satisfaction/Cancellation	Free	
Register of Deeds	Highway Maps 1st page	\$21.00	
Register of Deeds	Highway Maps Additional Page(s)	\$5.00	
Register of Deeds	Highway Maps Certified Copy (per 1st page)	\$5.00	
Register of Deeds	Instrument, General	\$26.00	Minimum fee for pages 1-15
Register of Deeds	Instrument, General per page for pages over 15	\$4.00	
Register of Deeds	Instrument, General Additional (multi-instrument)	\$10.00	
Register of Deeds	Marriage License	\$60.00	
Register of Deeds	Marriage License Certified Copy	\$10.00	
Register of Deeds	Marriage License Corrections	\$10.00	
Register of Deeds	Notary Oath	\$10.00	
Register of Deeds	Plats 1st page (GS 161-10)	\$21.00	
Register of Deeds	Plats Additional Page(s)	\$21.00	

Register of Deeds	Plats Certified Copy (per 1st page)		\$5.00
Register of Deeds	Plats Certified Copy - each additional page after first page		\$2.00
Register of Deeds	Uniform Commercial Code Fixture Filing Only 1-2 pages		\$38.00
Register of Deeds	Uniform Commercial Code Fixture Filing Only 3-10 pages		\$45.00
Register of Deeds	Uniform Commercial Code Fixture Filing Only over 10 pages		\$45.00 plus \$2.00 each additional page over 10
Register of Deeds	Excessive Recording Data - more than 20 distinct parties		\$2.00 each name over 20 - G.S. 161-10(a)(1)
Register of Deeds	Non-standard Fee		\$25.00 G.S. 161-14(b)
Soil Conservation	Soil surveys/publications		Free
Sheriff	Peddler License initial fee		\$35.00
Sheriff	Peddler License renewal fee		\$20.00
Sheriff	Noise permits		\$25.00
Sheriff	Adult Entertainment Business Permit - New		\$100.00
Sheriff	Adult Entertainment Business Permit - Renew		\$50.00
Sheriff	Copies		\$1.00
Sheriff	CD - Detention Interviews		\$10.00
Sheriff	Entertainer's License - New		\$50.00
Sheriff	Entertainer's License - Renew		\$25.00
Sheriff	Handgun Purchase Permit		\$5.00
Sheriff	Concealed Weapon Permit - New		\$90.00
Sheriff	Concealed Weapon Permit - Renew		\$80.00
S Outer Banks Water	3" Riser	Actual cost + 20%	
S Outer Banks Water	6" Riser	Actual cost + 20%	
S Outer Banks Water	Backhoe per hour		\$125.00
S Outer Banks Water	Excavator per hour		\$125.00
S Outer Banks Water	Bacteriological tests		\$50.00
S Outer Banks Water	Check Valve	Actual cost + 20%	
S Outer Banks Water	Chloride tests		\$20.00
S Outer Banks Water	Ditch Witch per hour		\$125.00
S Outer Banks Water	ERT for Radio Read meter	Actual cost + 20%	
S Outer Banks Water	Fire hydrant meter - Deposit		\$2,500.00
S Outer Banks Water	Fire hydrant meter setup fee		\$50.00
		or three months' billing of previous usage, whichever is greater	
S Outer Banks Water	High risk deposit (owner or renter)		\$200.00
S Outer Banks Water	Impact Fee 1 inch for Centers of Worship		\$3,000.00
S Outer Banks Water	Impact Fee 3/4 inch Irrigation Meter		\$1,000.00
S Outer Banks Water	Impact Fee 1 inch Irrigation Meter		\$1,300.00
S Outer Banks Water	Impact Fee 3/4" Meter		\$6,000.00
S Outer Banks Water	Impact Fee 1" Meter		\$6,500.00
		minimum - price quoted at time of application for 2" and larger	
S Outer Banks Water	Impact Fee 2 inch		\$7,000.00
S Outer Banks Water	Impact Fee 3 inch		\$7,500.00
S Outer Banks Water	Impact Fee 4 inch		\$8,000.00
S Outer Banks Water	Impact Fee 6 inch		\$8,500.00
S Outer Banks Water	Impact Fee 6 inch Fire Services		\$6,000.00
S Outer Banks Water	Impact Fee standard 3/4" meter, commercial	VOH	\$1,000.00
S Outer Banks Water	Impact Fee standard 3/4" meter, hotels/motels per two rooms	VOH	\$1,000.00
S Outer Banks Water	Impact Fee standard 3/4" meter, laundry	VOH	\$1,000.00 per 3 machines (condos, cottage courts, apartments)
S Outer Banks Water	Impact Fee standard 3/4" meter, multifamily	VOH	\$1,000.00 Each habitable unit
S Outer Banks Water	Impact Fee standard 3/4" meter, restaurants	VOH	\$1,000.00 per 16 seats or fraction thereof
S Outer Banks Water	Impact Fee standard 3/4" meter, sewer	VOH	\$700.00
S Outer Banks Water	Impact Fee standard 3/4" meter, single family residential	VOH	\$1,000.00
S Outer Banks Water	Labor per man hour		\$60.00
S Outer Banks Water	Lid only	Actual cost + 20%	
S Outer Banks Water	Lock	Actual cost + 20%	
S Outer Banks Water	Meter	Actual cost + 20%	
S Outer Banks Water	Meter accessibility charge		\$35.00
S Outer Banks Water	Meter Box	Actual cost + 20%	
S Outer Banks Water	Meter tampering fee		\$75.00
S Outer Banks Water	Meter testing fee		\$50.00 If meter accurate
S Outer Banks Water	Meter testing fee		No Charge If more than 2.5% inaccurate
S Outer Banks Water	Open/reopen/transfer account		\$25.00
S Outer Banks Water	Pipe pressure/leakage retest		\$150.00
S Outer Banks Water	Pipe pressure/leakage test		\$150.00
S Outer Banks Water	Reconnection fee (after cutoff for nonpayment)		\$50.00 8AM - 5PM
S Outer Banks Water	Renter deposit		\$150.00
S Outer Banks Water	Reread meter - our reading correct		\$25.00
S Outer Banks Water	Reread meter - our reading incorrect		No Charge
S Outer Banks Water	Retro	Actual cost + 20%	
S Outer Banks Water	Returned check fee		\$25.00
S Outer Banks Water	Road Bore	Actual cost + 20%	
S Outer Banks Water	Special request meter reading		\$25.00

S Outer Banks Water	Turn on/off fee, per occurrence	\$25.00	Normal working hours
S Outer Banks Water	Turn on/off fee, per occurrence	\$50.00	After normal working hours
S Outer Banks Water	Union half with nut	Actual cost + 20%	
S Outer Banks Water	Water Charge - Pine Island Base Rate	\$30.00	month
S Outer Banks Water	Water Charge - Pine Island per 1,000 gallons	\$4.50	per 1000 gal
S Outer Banks Water	Water Charge Base Rate	\$20.00	month
S Outer Banks Water	Water Charge up to 5000 gallons, commercial	\$4.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 5000 gallons, residential	\$4.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 10,000 gallons, commercial	\$5.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 10,000 gallons, residential	\$5.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 15,000 gallons, commercial	\$6.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 15,000 gallons, residential	\$6.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 20,000 gallons, commercial	\$7.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 20,000 gallons, residential	\$7.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge all over 20,000 gallons, commercial	\$8.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge all over 20,000 gallons, residential	\$8.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Yoke	Actual cost + 20%	
S Outer Banks Water	Yoke valve with meter nut	Actual cost + 20%	
S Outer Banks Water	Pipe pressure/leakage retest	\$150.00	
Sr. Center	Deposit, Rental of Senior Center Space (Refundable)	\$100.00	
Sr. Center	Powells Point Bldg- Deposit	\$100.00	per event
Sr. Center	Powells Point Bldg- Rent	\$100.00	per event
Sr. Center	Fax - outgoing	\$2.50	first page
Sr. Center	Fax - Incoming	\$1.00	\$1.00 each additional page
Sr. Center	Public Copies - 1 sided	\$0.10	
Sr. Center	Public Copies - 2 sided	\$0.15	
Sr. Center	Notary Fees		
Sr. Center	Official County business	\$0.00	
Sr. Center	Other	\$5.00	per document
Sr. Center	Returned check/credit card/eft fee	\$25.00	
Tax	Public Copies - 1 sided	\$0.10	
Tax	Public Copies - 2 sided	\$0.15	
Tax	Public Copies - Color (Up to 8.5" X 14")	\$0.25	per side
Tax	Public Copies - Color (11" x 17")	\$0.50	per side
Tax	Labels, per label	\$0.03	Minimum \$10.00
Tax	Aerial Tax Maps	\$8.00	
Tax	Subdivision Tax Maps	\$3.00	per sheet
Tax	Street Atlas	\$8.00	
Tax	Returned check/credit card/debit card/EFT/ACH fee	\$0.10	Payment for Taxes; Minimum \$25.00 G.S.
Tax	Returned check/credit card/debit card/EFT/ACH fee	\$25.00	105-357(b)(2)
Tax	Property Record Card	\$0.50	All other than taxes
Tourism	Heritage Festival - BBQ Contest Registration	\$300.00	each
Tourism	Heritage Festival - Rodeo admission - Ages 13+	\$15 Adv/\$20 Day of Event	\$300.00 per team - includes RV hookup fee
Tourism	Heritage Festival - Rodeo admission - Ages 6-12	\$10 Adv/\$15 Day of Event	
Tourism	Heritage Festival - Rodeo admission - Ages 0-5	No Charge	
Tourism	Heritage Festival - Rodeo admission - Family (2 Adult/2 Under 12)	\$45.00	Advance sales only
Tourism	Heritage Festival - Rodeo admission - BBQ Participants	\$10.00	Advance sales only
Tourism	Legacy Tours Whalehead Ages 0-5	No charge	
Tourism	Legacy Tours Whalehead Ages 6-12	\$5.00	
Tourism	Legacy Tours Whalehead Ages 13-54	\$7.00	
Tourism	Legacy Tours Whalehead Ages 55+	\$5.00	
Tourism	Legacy Tours Whalehead Active Military	\$5.00	
Tourism	Legacy Tours Wounded Warrior	No charge	
Tourism	Legacy Tours Whalehead Group Student	\$3.00	Coordinator/Bus Driver No charge
Tourism	Legacy Tours Whalehead Group Adult	\$5.00	Coordinator/Bus Driver No charge
Tourism	Specialty Tours	TBD	Based on type of Tour and Resources
Tourism	Whalehead Wednesday	\$15.00	involved
Tourism	Events requiring tent rentals or other structures on grounds must be rented for the day before, day of and day after event.		
Tourism	Grounds Rental - Primary Site (N Lawn/S Lawn/Point)	\$750.00	Price includes wine tasting and glass
Tourism	Grounds Rental - Secondary Site	\$400.00	
Tourism	Grounds Rental - Picnic Shelter	\$50.00	
Tourism	Grounds Rental - Gazebo	\$150.00	
Tourism	Grounds Rental - Side Porch	\$50.00	
Tourism	Grounds Refundable Security Deposit	\$750.00	
Tourism	Picnic Shelter Refundable Security Deposit	\$25.00	
Tourism	Golf Cart Rental per 8 hours	\$300.00	each per day
Tourism	Tourism and Whalehead \$0.00 - \$6.99 our cost retail merchandise	Cost + 100%	
Tourism	Tourism and Whalehead \$7.00 - \$10.99 our cost retail merchandise	Cost + 50%	
Tourism	Tourism and Whalehead \$11.00 - \$19.99 our cost retail merchandise	Cost + 35%	

Tourism	Tourism and Whalehead \$20.00 & up our cost retail merchandise	Cost + 25%
Tourism	Vendor Booth Fee	No Charge - Currituck County Property Owner
Tourism	Vendor Booth Fee	\$25 - Out of County Resident/Business
Tourism	Historic Corolla Park Usage- unlimited usage with the exception of stated hours	\$400.00 per month for June, July & August
Tourism	Historic Corolla Park Usage- unlimited usage with the exception of stated hours	\$250.00 per month January - May and September - December
Tourism	Historic Corolla Park Usage- for businesses needing the Park 1 day a week or less	\$50.00 per day for all months
Other	Notary Fees	Free Official County Business
Other	Notary Fees	\$5.00 Other than County Business
Other	Returned Check Fee	\$25.00

NOTES:
Occupancy Tax and Sales Taxes will be charged if applicable.

All Water Systems	3/4" irrigation meter \$1,000 and 1" irrigatrion meter \$1,300 are available to any customer with an existing paid tap.
Mainland Water	Water Charge: Commercial master meter accts charged at above rates per unit served. Hotels and motels: Four rooms equal one commercial master meter billing unit.
Mainland Water	Impact Fees: All installation costs for labor, materials and equipment shall be paid by the owner/developer/purchaser.
Mainland Water	Subdivisions with active sketch plan approval prior to July 1, 2007 included on attached list will be assessed impact fees at the rate in effect on June 30, 2007 until June 30, 2009. Beginning July 1, 2009 any subdivisions that have not paid the fees will be charged the rate in place at this time of payment.
Inspections	Movable agricultural buildings occupied for farm purposes shall be exempt from fees prescribed above.
Inspections	*Alterations include work within existing structures and upgrading existing service do not include additions, new construction, providing power to aructures not previously having power, or new service to existing buildings.
Planning	Preliminary, amended preliminary, final, and amended final plats will be assessed a \$33.00 per lot fee if the sketch plan was approved prior to March 3, 2003.

Revised this 18th day of
March 2019.

Bob White, Chairman

Attest:

Leeann Walton, Clerk to the
Board

Quarterly Fiscal Monitoring Report - DMHDDSAS

8.C.3.a

LME / MCO NAME: **Trillium Health Resources**

FOR THE PERIOD ENDING:

12/31/2018

of month in the fiscal year (July = 1, August = 2, . . . , June = 12) =====>

6

1. REPORT OF BUDGET VS. ACTUAL

Basis of Accounting:
(check one)

Cash
Accrual

Basis of Accounting: (check one)	Cash Accrual	(1)	(2)	(3)	(4)	(5)	(6)
		PRIOR YEAR		CURRENT YEAR			
ITEM		BUDGET	ACTUAL	BUDGET	ACTUAL YR-TO-DATE	BALANCE (Col. 3-4)	ANNUALIZED PERCENTAGE **
REVENUE							
Service Fees from LME-Delivered Services							
Medicaid Pass Thru		50,000	17,164	50,000	440	49,560	1.76%
Interest Earned		500,000	693,985	500,000	653,635	(153,635)	261.45%
Rental Income		150,750	97,300	150,750	52,211	98,539	69.27%
Budgeted Fund Balance * (Detail in Item 4, below)		14,055,894	-	3,243,496	-	3,243,496	
Other Local		300,000	8,848	300,000	24,336	275,664	16.22%
Total Local Funds		15,056,644	817,297	4,244,246	730,622	3,513,624	34.43%

County Appropriations (by county, includes ABC Funds):

Beaufort County	174,000	176,744	174,000	39,647	134,353	45.57%
Bertie County	49,390	49,390	49,390	24,695	24,695	100.00%
Brunswick County	250,433	250,443	250,433	125,222	125,211	100.00%
Camden County	24,246	24,505	24,246	1,912	22,334	15.77%
Carteret County	228,000	228,000	228,000	114,000	114,000	100.00%
Chowan County	33,478	34,686	33,925	16,258	17,667	95.85%
Columbus County			53,000	19,782	33,218	74.65%
Craven County	281,827	281,429	381,827	37,918	343,909	19.86%
Currituck County	58,996	64,473	58,996	32,089	26,907	108.78%
Dare County	411,040	411,040	411,040	136,389	274,651	66.36%
Gates County	29,700	30,427	29,700	14,000	15,700	94.28%
Hertford County	85,350	86,099	85,350	34,906	50,444	81.79%
Hyde County	12,714	13,069	12,714	6,641	6,073	104.47%
Jones County	23,906	24,237	23,906	10,841	13,065	90.70%
Martin County	51,962	56,546	51,962	24,231	27,731	93.26%
Nash County	184,495	184,497	135,000	84,563	50,437	125.28%
New Hanover County	2,263,317	2,272,762	2,263,317	463,626	1,799,691	40.97%
Northampton County	81,614	81,614	81,614	42,807	38,807	104.90%
Onslow County	500,000	500,019	500,000	175,000	325,000	70.00%
Pamlico County	34,593	35,354	36,200	17,414	18,786	96.21%
Pasquotank County	92,506	96,810	92,506	47,502	45,004	102.70%
Pender County	92,900	95,840	92,900	24,235	68,665	52.17%
Perquimans County	30,606	30,565	31,406	15,012	16,394	95.60%
Pitt County	595,500	646,044	595,500	323,323	272,177	108.59%
Tyrell County	9,906	9,906	9,906	4,953	4,953	100.00%
Washington County	30,000	30,000	30,000	15,000	15,000	100.00%
Total County Funds	5,630,479	5,714,499	5,736,838	1,851,966	3,884,872	64.56%

LME Systems Admin. Funds (Cost Model)						
DMH/DD/SAS Administrative Funds (% basis)						
DMH/DD/SAS Risk Reserve Funds (% basis)						
DMH/DD/SAS Services Funding	75,074,209	70,438,508	91,242,612	39,649,251	51,593,361	86.91%
DMA Capitation Funding	380,317,886	380,317,886	441,201,600	213,793,342	227,408,258	96.91%
DMA Risk Reserve Funding	7,626,959	7,761,591	9,004,114	4,363,128	4,640,986	96.91%
All Other State/Federal Funds	620,000	639,390	620,000	297,509	322,491	95.97%
Total State and Federal Funds	463,639,054	459,157,375	542,068,326	258,103,229	283,965,097	95.23%

TOTAL REVENUE	484,326,177	465,689,171	552,049,410	260,685,817	291,363,593	94.44%
----------------------	--------------------	--------------------	--------------------	--------------------	--------------------	---------------

EXPENDITURES:

System Management/Administration/Care Coordination	58,839,786	46,608,978	65,894,078	22,547,206	43,346,872	68.43%
LME Provided Services						
Provider Payments	418,605,094	416,587,150	481,813,432	206,857,820	274,955,613	85.87%
Merger Expenses						
MCO Start-Up Expenses						
All Other	6,881,297	6,084,284	4,341,900	1,439,865	2,902,035	66.32%
TOTAL EXPENDITURES	484,326,177	469,280,411	552,049,410	230,844,891	321,204,519	83.63%

CHANGE IN CASH BALANCE		(3,591,240)		29,840,926		
-------------------------------	--	-------------	--	------------	--	--

Beginning Unrestricted Fund Balance		16,758,007		3,392,894		
Balance in DMH/DD/SAS Risk Reserve						
Balance in DMA Risk Reserve		39,695,932		44,224,409		
Current Estimated Unrestricted Fund Balance and percent of budgeted expenditures	0.70%	3,392,894	4.78%	26,400,432		

2. CURRENT CASH POSITION

	(1)	(2)	(3)	(4)	(5)	
	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS	TOTAL	Allowance for Uncollectible Receivables
Accounts Payable (Accrual Method)		-				
Account Receivable (Accrual Method)		-				
Current Cash in Bank		143,536,195				

3. SERVICE EXCEPTIONS (Provided Based on System Capability)

Services authorized but not billed						
------------------------------------	--	--	--	--	--	--

4. DETAIL ON BUDGETED FUND BALANCE

	Budgeted	Year-to-Date	Balance	%
Payments to Providers				
MCO Start-up Expense				
LME Merger Expense				
Other (List): From Fund Balance	3,243,496	(23,007,538)	26,251,034	
Other (List): Medicaid Reinvestment	745,742	215,137	530,605	

ABC Funds Report for FY 17-18

County: Currituck

Amount of ABC Funds Received \$ 15,461

ABC Funds Restrictions per County Allocation: None

Per GS 18B-805(h) since Trillium Health Resources received Alcoholism (ABC) Funds from your county, we are required to provide an annual report to the board of county commissioners describing how the funds were spent. Please find below to a brief description of the expenditures that were paid from July 1, 2017 to June 30, 2018.

Healing Transitions in Wake County: \$ 16,335 was paid for 363 days for individuals from your county to the Healing Transitions in Wake County for substance abuse treatment and specifically for detoxification services and recovery treatment.

*Substance Abuse Treatment Services: \$ 134,683 was paid for 78 individuals from your county to providers for substance abuse treatment.

These Substance abuse treatment expenditures were spent for the treatment of alcoholism or substance abuse. These funds were paid to providers who contracted with Trillium to provide substance abuse treatment to consumers with an address in your county. Services provided include but are not limited to the below:

- Assessment/evaluation
- Outpatient treatment and counseling, including face to face and telepsychiatry and both individual and group
- Mobile Crisis
- Substance Abuse Intensive Outpatient Therapy
- Facility Based Crisis
- Opioid Treatment

*Denotes State funds paid for services for consumers residing in Currituck County with substance abuse diagnosis. This does NOT include Medicaid funds paid for the same.