



# Major Site Plan Application

OFFICIAL USE ONLY: MSP  
 Case Number: \_\_\_\_\_  
 Date Filed: 5/23/2024  
 Gate Keeper: JT  
 Amount Paid: \$400.00

### Contact Information

<b>APPLICANT:</b>	<b>PROPERTY OWNER:</b>
Name: <u>Manson Ray Meekins, PLS</u>	Name: <u>Carolina Club of NC, LLC</u>
Address: <u>103 F.W. Wood Hill Dr., PO Box 58</u> <u>Nags Head, NC 27959</u>	Address: <u>308 POINTE GOLF CLUB DR</u> <u>POWELLS POINT, NC 27966</u>
Telephone: <u>252-480-9998</u>	Telephone: <u>252-202-8732</u>
E-Mail Address: <u>rmeekins@seaboardsurveying.com</u>	E-Mail Address: <u>khall@obxgolf.com</u>

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: None

### Property Information

Physical Street Address: 127 CAROLINA CLUB DR  
 Location: Grandy, NC  
 Parcel Identification Number(s): 009400011610000  
 Total Parcel(s) Acreage: 91.03  
 Existing Land Use of Property: Golf Course, club house, restaurant

### Request

Project Name: New Cart Barn  
 Proposed Use of the Property: Addition of metal building for cart storage  
 Deed Book/Page Number and/or Plat Cabinet/Slide Number: 419-698; PB F. Sl., 220  
 Total square footage of land disturbance activity: 6000 sf  
 Total lot coverage: N/A                      Total vehicular use area: N/A  
 Existing gross floor area: N/A                      Proposed gross floor area: 3,600 sf

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

<u>Manson Ray Meekins</u> Applicant	<u>05/16/2024</u> Date
<u>B. Keith Hall</u> Property Owner(s)	<u>05/16/2024</u> Date

\*NOTE: Form must be signed by the owner(s) of record, contract purchaser(s), or other person(s) having a recognized property interest. If there are multiple property owners/applicants a signature is required for each.

**Major Site Plan Submittal Checklist**

Staff will use the following checklist to determine the completeness of your application within ten business days of submittal. Please make sure all of the listed items are included. Staff shall not process an application for further review until it is determined to be complete.

**Major Site Plan Submittal Checklist**

Date Received: 5/23/2024 TRC Date: 6/12/2024

Project Name: New Cart Barn - Carolina club

Applicant/Property Owner: Carolina Club of NC, LLC

Major Site Plan Submittal Checklist – Documents provided on USB flash drive or CD		
1	Complete Major Site Plan application	<input checked="" type="checkbox"/>
2	Site plan	<input checked="" type="checkbox"/>
3	Landscape plan	<input checked="" type="checkbox"/>
4	Exterior Lighting plan	<input type="checkbox"/> N/A
5	Stormwater Review Fee Deposit (see fee schedule) and Major Stormwater Management plan and Form SW-002	<input checked="" type="checkbox"/> N/A
6	Architectural elevations, if applicable	<input type="checkbox"/> N/A
7	ARHS site evaluation(s) OR if connecting to existing wastewater system, a letter of commitment from owner of centralized sewer provider and letter from DWQ indicating the existing plant has sufficient capacity to serve the development at the time of site plan approval.	<input checked="" type="checkbox"/>
8	NCDEQ stormwater permit application (if 10,000 sf or more of built upon area). <i>modification</i>	<input checked="" type="checkbox"/>
9	NCDEQ Erosion and Sedimentation Control permit application (if one acre or more of land disturbance).	<input type="checkbox"/> N/A
10	NCDOT Street and Driveway Access Permit Application and Encroachment Agreement	<input type="checkbox"/> N/A
11	Application fee (\$.10 per square foot of gross floor area or \$400 minimum)	<input checked="" type="checkbox"/>

**For Staff Only**

**Pre-application Conference**

Pre-application Conference was held on 05/13/2024 and the following people were present:

Ray Mackin, Keith Kelly, Jason Littered, Juvita Hurd, Bill News,  
Anna cheng

**Comments**

see attached



Major Site Plan Design Standards Checklist

The table below depicts the design standards of the major site plan application. Please make sure to include all applicable listed items to ensure all appropriate standards are reviewed.

**Major Site Plan  
Design Standards Checklist**

Date Received: 5/23/2024 TRC Date: 6/12/2024

Project Name: New Cart Barn - Carolina Club

Applicant/Property Owner: Carolina Club of NC, LLC

Site Plan Design Standards Checklist		
General		
1	Property owner name, address, phone number, and e-mail address.	<input checked="" type="checkbox"/>
2	Site address and parcel identification number.	<input checked="" type="checkbox"/>
3	North arrow and scale to be 1" = 100' or larger.	<input checked="" type="checkbox"/>
4	Vicinity map showing property's general location in relation to streets, railroads, and waterways.	<input checked="" type="checkbox"/>
5	Existing zoning classification and zoning setback lines of the property.	<input checked="" type="checkbox"/>
6	Scaled drawing showing existing and proposed <b>site features</b> : Property lines, acreage, adjacent use types, streets (right-of-ways), easements, buildings and accessory structures (including square feet and use), parking layout, vehicular use areas, driveways (including opposing driveways), loading spaces, refuse collection facilities (dumpsters), outdoor storage areas, ground based utility equipment, fences and walls, and sidewalks and pedestrian circulation. And location and size of existing and proposed <b>infrastructure</b> : Water mains (including and water taps), water meter details, backflow prevention details, wells, sewer mains or on-site septic systems (including repair area), electrical service, fire hydrants, detail of fire apparatus access to buildings, and any other public utility within all adjacent public right-of-ways and easements.	<input checked="" type="checkbox"/>
7	Approximate location of all designated Areas of Environmental Concern or other such areas which are environmentally sensitive on the property, such as Maritime Forest, CAMA, 404, or 401 wetlands as defined by the appropriate agency.	<input checked="" type="checkbox"/>
8	Sight distance triangles.	<input checked="" type="checkbox"/>
9	Proposed common areas, open space set-asides, and required buffers.	<input checked="" type="checkbox"/>
Landscape Plan		
10	All existing and proposed planting areas and vegetation that will be used to comply with the landscaping requirements, including the species, caliper, and spacing of all vegetation.	<input checked="" type="checkbox"/>
11	Existing and proposed physical barriers to be used to comply with the bufferyard and screening requirements.	<input checked="" type="checkbox"/>
12	Heritage tree inventory and proposed tree protection zones.	<input type="checkbox"/>
13	Adjoining property lines, zoning, and names and address of adjoining property owners.	<input checked="" type="checkbox"/>
Exterior Lighting Plan		
14	Location, height, and type of all proposed exterior lighting including but not limited to site, street, building, and security lighting.	<input checked="" type="checkbox"/>
15	Footcandle measurements of the entire site including lot lines, or light fixture documentation when minimal lighting is proposed.	<input checked="" type="checkbox"/>
Major Stormwater Management Plan		
16	Major Stormwater Plan and Form SW-002	<input type="checkbox"/>

<b>Architectural Elevations</b>		
17	Architectural drawings and/or sketches illustrating the design, character, height, and materials of the proposed buildings.	<input checked="" type="checkbox"/>
<b>Flood Damage Prevention, if Applicable</b>		
18	Proposed elevation of all structures and utilities.	<input type="checkbox"/>
19	Location, dimensions, and use of: Development and disturbance, existing and proposed structures and utility systems grading and pavement areas, fill materials, storage areas, drainage facilities, and other development.	<input type="checkbox"/>
20	Boundary of Special Flood Hazard Area (SFHA), floodway, Coastal Barrier Resource System (CBRS) Area, water course relocation, or a statement that the entire lot is within a specific SFHA.	<input type="checkbox"/>
21	Flood zone designation as determined on the County's Flood Insurance Rate Maps (FIRM).	<input type="checkbox"/>
22	Design Flood Elevation (Base Flood Elevation plus two-foot freeboard).	<input type="checkbox"/>
23	Plans and/or details for the protection of public facilities and utilities (sewer, gas, electrical, and water systems) from inundation of flood waters up to Design Flood Elevation.	<input type="checkbox"/>
24	Water course alteration or relocation: Description of alteration or relocation, report on effects of proposed project on the flood carrying capacity of the water course, and effects to properties located up and downstream.	<input type="checkbox"/>
25	Fill – plans for non-structural fill (if being utilized in VE zone).	<input type="checkbox"/>