



Major Site Plan Application

**PRE-REVIEWING - AWAITING
SEWER CONNECTION
COMMITMENT PRIOR TO
APPROVAL**

Contact Information

APPLICANT:

Name: Jeremy Yee, c/o Kimley-Horn
Address: 4525 Main Street, Suite 1000
Virginia Beach, VA 23462
Telephone: 757-548-7306
E-Mail Address: jeremy.yee@kimley-horn.com

PROPERTY OWNER: *CONTRACT PURCHASER:*

Name: James Leach, Frontier Development LLC
Address: 2950 SW 27th Ave, Suite 300
Miami, FL 33133
Telephone: 305-682-0591
E-Mail Address: jleach@fdllc.com

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Consultant

Property Information

Physical Street Address: 468 & 472 Caratoke Highway, Moyock, NC 27958
Location: Intersection of South Mills Road - SR 1227 and Caratoke Highway - US 168
Parcel Identification Number(s): 009A00000660000 & 009A00000670000
Total Parcel(s) Acreage: 1.18 AC & 1.23 AC (Combined 2.41 AC)
Existing Land Use of Property: Zoned GB - General Business

Request

Project Name: Wawa Moyock Mills Road
Proposed Use of the Property: Convenience Store and Fuel Station
Deed Book/Page Number and/or Plat Cabinet/Slide Number: _____
Total square footage of land disturbance activity: 2.81 AC
Total lot coverage: 63% Total vehicular use area: 59,538 SF
Existing gross floor area: _____ Proposed gross floor area: 6,372 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.

Applicant *[Signature]* Contract purchaser

5/2/25
Date

Property Owner(s) _____

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 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: _____

TRC Date: _____

Project Name: Wawa Moyock Mills Road

Applicant/Property Owner: Jeremy Yee, c/o Kimley-Horn

Site Plan Design Standards Checklist		
General		
1	Property owner name, address, phone number, and e-mail address.	✓
2	Site address and parcel identification number.	✓
3	North arrow and scale to be 1" = 100' or larger.	✓
4	Vicinity map showing property's general location in relation to streets, railroads, and waterways.	✓
5	Existing zoning classification and zoning setback lines of the property.	✓
6	Scaled drawing showing existing and proposed site features : 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 infrastructure : 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.	✓
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.	N/A
8	Sight distance triangles.	N/A
9	Proposed common areas, open space set-asides, and required buffers.	✓
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.	✓
11	Existing and proposed physical barriers to be used to comply with the bufferyard and screening requirements.	✓
12	Heritage tree inventory and proposed tree protection zones.	
13	Adjoining property lines, zoning, and names and address of adjoining property owners.	✓
Exterior Lighting Plan		
14	Location, height, and type of all proposed exterior lighting including but not limited to site, street, building, and security lighting.	✓
15	Footcandle measurements of the entire site including lot lines, or light fixture documentation when minimal lighting is proposed.	✓
Major Stormwater Management Plan		
16	Major Stormwater Plan and Form SW-002	✓

Architectural Elevations		
17	Architectural drawings and/or sketches illustrating the design, character, height, and materials of the proposed buildings.	✓
Flood Damage Prevention, if Applicable		
18	Proposed elevation of all structures and utilities.	✓
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.	✓
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.	N/A
21	Flood zone designation as determined on the County's Flood Insurance Rate Maps (FIRM).	✓
22	Design Flood Elevation (Base Flood Elevation plus two-foot freeboard).	N/A
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.	N/A
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.	N/A
25	Fill – plans for non-structural fill (if being utilized in VE zone).	N/A

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: _____

TRC Date: _____

Project Name: Wawa Moyock Mills Road

Applicant/Property Owner: Jeremy Yee, c/o Kimley-Horn

Major Site Plan Submittal Checklist		
1	Complete Major Site Plan application	✓
2	Site plan	✓
3	Landscape plan	✓
4	Exterior Lighting plan	✓
5	Stormwater Review Fee Deposit (see fee schedule) and Major Stormwater Management plan and Form SW-002	✓
6	Architectural elevations, if applicable	✓
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.	
8	NCDEQ stormwater permit application (if 10,000 sf or more of built upon area).	✓
9	NCDEQ Erosion and Sedimentation Control permit application (if one acre or more of land disturbance).	✓
10	NCDOT Street and Driveway Access Permit Application and Encroachment Agreement	✓
11	Application fee (\$.15 per square foot of gross floor area or \$500 minimum)	✓

For Staff Only

Pre-application Conference

Pre-application Conference was held on _____ and the following people were present:

Comments

