



**Board of Commissioners
Agenda Packet**

August 20, 2018

4:30 PM Work Session

Draft Solar Ordinance Review

5:00 PM Work Session

Rainfall Study Presentation-Lora Eddy, Nature Conservancy Coastal Engagement Coordinator

6:00 PM Call to Order

A) Invocation & Pledge of Allegiance-Reverend Michael Williams, Moyock 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) **Presentation of the Currituck County Contract Initiation and Approval Process**

Public Hearings

A) **Consideration and Action: PB 18-14 Panther Landing:** Request for a preliminary plat/use permit for a 50 lot Type II Conservation Subdivision located at Panther Landing Road, Tax Map 14, Parcel 13B, Moyock Township.

B) **Consideration and Action: PB 18-19 JX Motorsports:** Request for a use permit to operate an automobile sales business at 4402 Caratoke Highway, Tax Map 70, Parcel 95, Crawford Township.

C) **Consideration and Action: PB 18-16 Outer Banks Beach Buggies:** Request for a use permit to operate a low speed vehicle rental, sales and service business at 8604 Caratoke Highway, Tax Map 124, Parcel 95D, Poplar Branch Township.

New Business

A) **Consideration of the Currituck County Emergency Operations Plan and Currituck Alert Presentation**

B) **Board Appointments**

1. Veterans Advisory Board Appointments and Set Initial Terms for Members
2. Amended-Senior Citizens Advisory

C) **Consent Agenda**

1. Approval Of Minutes for August 6, 2018

2. Budget Amendments
3. Resolution for Acquisition of Ambulance through "Piggy Back" process
4. Sole Source Purchase of Kamstrup Meters and Hot Rod Data Logs Including Hardware & Software for Mainland Water
5. Consideration and Action on Acceptance of the Currituck County Agricultural Development Plan

D) County Manager's Report

Adjourn

Special Meeting-Tourism Development Authority

TDA Budget Amendments

Adjourn Special Meeting-Tourism Dev Authority



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 2255)

Agenda Item Title

Draft Solar Ordinance Review

Brief Description of Agenda Item:

Board Action Requested

Discussion

Person Submitting Agenda Item

Leeann Walton, Clerk to the Board

Presenter of Agenda Item



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 2245)

Agenda Item Title

Rainfall Study Presentation-Lora Eddy, Nature Conservancy Coastal Engagement Coordinator

Brief Description of Agenda Item:

Board Action Requested

Information

Person Submitting Agenda Item

Leeann Walton, Clerk to the Board

Presenter of Agenda Item



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 2248)

Agenda Item Title

Presentation of the Currituck County Contract Initiation and Approval Process

Brief Description of Agenda Item:

Board Action Requested

Information

Person Submitting Agenda Item

Leeann Walton, Clerk to the Board

Presenter of Agenda Item



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 2241)

Agenda Item Title

Consideration and Action: PB 18-14 Panther Landing:

Brief Description of Agenda Item:

Request for a preliminary plat/use permit for a 50 lot Type II Conservation Subdivision located at Panther Landing Road, Tax Map 14, Parcel 13B, Moyock Township.

Board Action Requested

Action

Person Submitting Agenda Item

Cheri Elliott, Assistant

Presenter of Agenda Item

Laurie LoCicero



STAFF REPORT PB 18-14 PANTHER LANDING BOARD OF COMMISSIONERS AUGUST 20, 2018

APPLICATION SUMMARY

Property Owner: Chuen C. Smith c/o Martha Rose Smith Delong 105 Sharon Drive Hertford NC 27944	Applicant: Currituck Homes 101 Oak Street Moyock NC 27958
Parcel Identification Number: 0014-000-013B-0000	Application Type: Preliminary Plat/Use permit for Type II Conservation Subdivision
Zoning: SFM	Conservation Theme: Farmland and floodplain preservation
Land Use Plan Classification: Rural in the Moyock subarea	Existing Use: Cultivated Farmland
Moyock Small Area Plan Classification: Limited Service	Parcel Size (Acres): 67.62
Number of Units: 50 Residential Lots	Project Density: .74 units per acre
Required Open Space: 27.05 Acres	Provided Open Space: 27.89 Acres

SURROUNDING PARCELS

	Land Use	Zoning
North	Cultivated Farmland/Single-Family Dwelling	SFM
South	County Convenience Center/Single-Family Dwellings	SFM/AG
East	Single-Family Dwellings (Cypress Landing Subdivision)	SFM
West	Cultivated Farmland Woodlands	SFM

STAFF ANALYSIS

The applicant, Currituck Homes, is requesting preliminary plat/use permit approval for 50 residential lots within a conservation subdivision. The subdivision is conserving flood plains and farmland and the open space will include cultivated farmland and the county's convenience center. All lots are designed to meet the minimum lot size of 30,000 square feet. External interconnectivity is proposed in this development at the northern property line. The lease agreement for the county's convenience center will be transferred from Mrs. Smith to the developer, including the expanded convenience center easement. The developer is willing to work with the county on the potential expansion of the convenience center.

INFRASTRUCTURE	
Water	Public
Sewer	Septic
Transportation	Pedestrian: Sidewalks on both sides of all streets
	Vehicular: Ingress/Egress via Panther Landing Road (SR 1231)
Stormwater/Drainage	Road side ditches and property line swales, retention ponds
Lighting	None proposed
Landscaping	Farmland buffer along northern property line, street trees
Parking	Handicap accessible USPS community box unit only
Compatibility	Residential subdivision adjoining the proposed development with similar lot sizes
Recreation and Park Area Dedication	Payment in lieu of dedication (1.275 acres) will be accepted in the amount of \$7,073.70

ADEQUATE PUBLIC FACILITIES		
School	Actual Demand January 2018	Students Generated by this Development
Moyock Elementary Shawboro Elementary Central Elementary	83%	12.5 students
Griggs Elementary Jarvisburg Elementary	64%	
Knotts Island Elementary	30%	
Moyock Middle Currituck Middle	78%	4 students
Currituck High JP Knapp Early College	80%	7 students

RECOMMENDATIONS

TECHNICAL REVIEW COMMITTEE

The Technical Review Committee recommends adoption of the use permit and approval of the preliminary plat subject to the following conditions of approval:

1. The application complies with all applicable review standards of the UDO.
2. The applicant demonstrates the proposed use will meet the use permit review standards of the UDO.
3. The conditions of approval necessary to ensure compliance with the review standards of the UDO and to prevent or minimize adverse effects of the development application on surrounding lands include:
 - a. An easement is required for the street stub future connection that also includes sidewalk and utility infrastructure improvements. (UDO Section 5.6.5.B)
 - b. Should the developer use the "Alternative Typical Lot Layout" that places the sidewalks across the front of the lots instead of in the right-of-way, staff recommends that the front setback be increased to 20' from the sidewalk easement and not from the front

property line to avoid the situation where staked parked cars in the driveway block the sidewalk.

USE PERMIT REVIEW STANDARDS

A use permit shall be approved on a finding that the applicant demonstrates the proposed use will meet the below requirements. It is staff's opinion that the evidence in the record, prepared in absence of testimony presented at a public hearing, supports the preliminary staff findings

The use will not endanger the public health or safety.

Preliminary Applicant Findings:

1. Stormwater management will be provided in accordance with the current Currituck County stormwater manual and the UDO. Two large stormwater retention ponds will be constructed to manage and retain stormwater in excess of the referenced requirements. Stormwater will be modeled for both the 10-year and the 100-year storm events.
2. Albemarle Regional Health Services has evaluated each of the 50 lots for suitability for wastewater disposal and has provisionally approved each lot as being capable of properly treating domestic wastewater with properly filled and drained lots.
3. The project is being designed in accordance with the NC Department of Energy, Mineral and Land Resources sedimentation & erosion control standards, and will therefore minimize erosion and will contain siltation on site.
4. The subdivision entrance is off of Panther Landing Road, a road with a very low traffic volume. For safety reasons, no access is being provided to Tulls Creek Road, and all lots are being accessed from interior streets.

The use will not injure the value of adjoining or abutting lands and will be in harmony with the area in which it is located.

Preliminary Applicant Findings:

1. Land to the west has been developed into single family homes; the land to the north is farmland; land to the south is woodland and single family lots. Land to the east is farmland and woodland. This tract will be developed similarly to the adjacent Cypress Landing subdivision, except that over 40% of the land will be preserved as open space. Lot size is similar to those in the adjacent subdivisions. The use will not injure the value of adjoining or abutting lands, and will be in harmony with the surrounding area.

The use will be in conformity with the Land Use Plan or other officially adopted plans.

Preliminary Staff Findings:

1. The 2006 Land Use Plan classifies this site as Rural within the Moyock subarea.
2. The Moyock Small Area Plan classifies this site as Limited Service with densities between 1 and 1.5 units per acre. This proposed development density is .75 units per acre.
3. The proposed use is in keeping with the policies of both plans, some of which are:

Land Use Plan

POLICY HN1: Currituck County shall encourage development to occur at densities appropriate for the location.

POLICY HN3: Currituck County shall encourage...open space developments that cluster homes on less land, preserving permanently dedicated open space.

POLICY AG2: Farms and woodlands shall be recognized as an integral part of the county's OPEN SPACE SYSTEM. Efforts to keep these areas viable as part of the area's resource-based economic sector, shall be encouraged.

POLICY TR8: Local streets shall be designed and built to allow for convenient CIRCULATION WITHIN AND BETWEEN NEIGHBORHOODS and to encourage mobility by pedestrians and bicyclists.

POLICY PR6: All new residential development shall provide for ADEQUATE OPEN SPACE AND RECREATION IMPROVEMENTS including, as may be appropriate, funding in proportion to the demand created by the development

Moyock Small Area Plan

POLICY TR2: Ensure that all development is designed with an interconnected, multi-modal transportation network between neighborhoods.

POLICY IS1: The costs of infrastructure, facilities, and services related to new growth and development should be borne primarily by those creating the demand.

POLICY IS4: Ensure that stormwater runoff, soil erosion, and sedimentation is properly managed to reduce nuisance flood and pollution of sensitive environmental areas.

POLICY FLU1: Promote compatibility between new development and existing development to avoid adverse impacts to the existing community.

The use will not exceed the county's ability to provide adequate public facilities, including, but not limited to: schools, fire and rescue, law enforcement, and other county facilities. Applicable state standards and guidelines shall be followed for determining when public facilities are adequate.

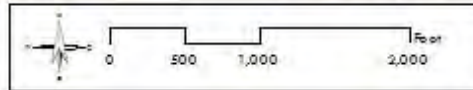
Preliminary Staff Findings:

1. Currituck County has adequate public facilities to serve the proposed subdivision.

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



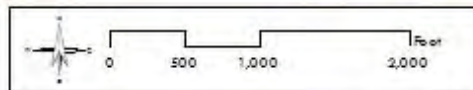
PB 18-14 Panther Landing
Preliminary Plat/Use Permit
2016 Aerial Photography



 Currituck County
Planning and
Community Development



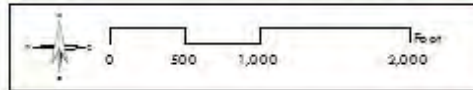
PB 18-14 Panther Landing
Preliminary Plat/Use Permit
Zoning



 Currituck County
Planning and
Community Development



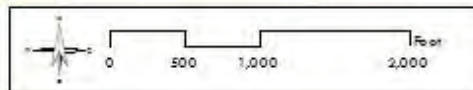
PB 18-14 Panther Landing
Preliminary Plat/Use Permit
LUP Classification



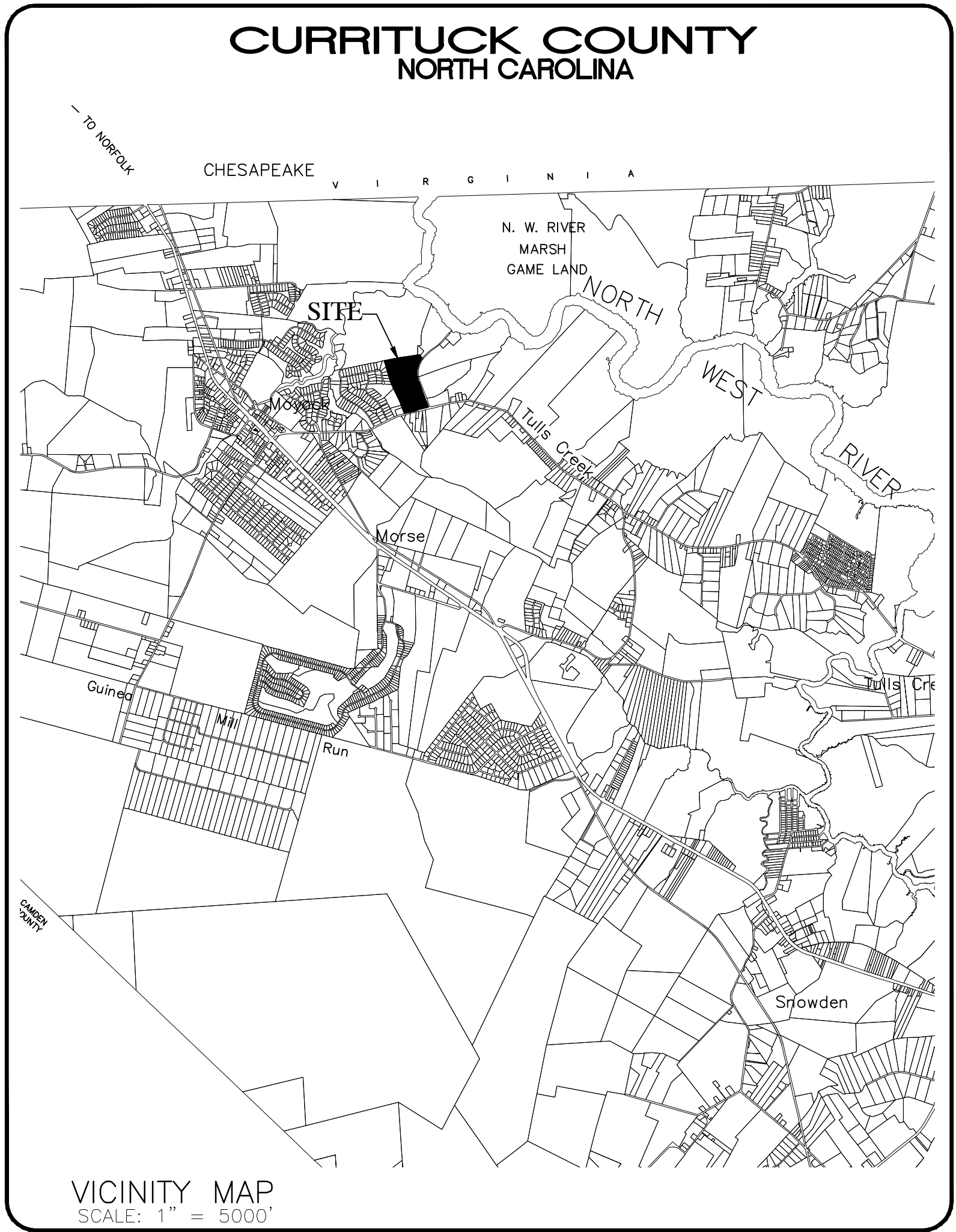
 Currituck County
Planning and
Community Development



PB 18-14 Panther Landing
Preliminary Plat/Use Permit
Moyock SAP Classification



 Currituck County
Planning and
Community Development



- GENERAL NOTES:**
PROJECT NAME: PANTHER LANDING
1. APPLICANT: CURRITUCK HOMES
101 OAK STREET
MOYOCK, NC 27958
 2. OWNER: CHUEN C. SMITH
 3. PROPERTY DATA:
PARCEL ID#: 0014-000-0138-0000
PRIMARY ADDRESS: PANTHER LANDING ROAD
MOYOCK, NC
RECORDED REFERENCES: D.B. 17, PG. E0/32
 4. PROPERTY ZONING: SFM
 5. F.I.R.M. DATA:
ZONES SHADED X AND AE (5.4). F.E.M.A. F.I.R.M. MAP PANEL 372180400 J, 3721804200 J, 3721803100 J, & 3721803200 J, OLD 370078, EFFECTIVE DATE DECEMBER 16, 2005. USE OF LAND WITHIN A FLOODWAY OR FLOOD PLAIN IS SUBSTANTIALLY RESTRICTED BY CHAPTER 7 OF THE CURRITUCK COUNTY UNIFIED DEVELOPMENT ORDINANCE.
 6. THIS PROPERTY CONTAINS NO ACOE "404" JURISDICTIONAL WETLANDS.
 7. A 10' EASEMENT FOR UTILITIES AND DRAINAGE ALONG REAR AND SIDE PROPERTY LINES AND A 15' EASEMENT ALONG FRONT PROPERTY LINES IS HEREBY ESTABLISHED.
 8. A NON-EXCLUSIVE DRAINAGE EASEMENT IS HEREBY DEDICATED ACROSS ALL OPEN SPACE AREAS FOR PURPOSES OF OPERATION AND MAINTENANCE OF STORMWATER MANAGEMENT SYSTEM.
 9. EXISTING CONDITION INFORMATION BASED ON A COMBINATION OF THE FOLLOWING:
 - 2016 FIELD SURVEY DATA OBTAINED BY BISSELL PROFESSIONAL GROUP
 - FIELD TOPOGRAPHIC SURVEY DATA BY BISSELL PROFESSIONAL GROUP
 - ELEVATIONS ARE REFERENCED TO NAVD 1988 VERTICAL DATUM.
 10. SUBDIVISION IS DESIGNED FOR SINGLE FAMILY DWELLINGS OF LESS THAN 4,800 S.F. AND NO GREATER THAN 2 STORIES.
 11. AVAILABLE WATER SUPPLY IS 1299 GPM PER COUNTY GIS.
 12. A NON-EXCLUSIVE DRAINAGE EASEMENT IS HEREBY DEDICATED ACROSS ALL OPEN SPACE AREAS. A 25' DRAINAGE EASEMENT IS HEREBY ESTABLISHED FROM THE TOP OF BANK OF ALL DITCHES DRAINING 5 OR MORE ACRES, WHICH MAY EXTEND BEYOND DEDICATED OPEN SPACE AREAS ONTO SOME LOTS, AS SHOWN. (JONES FERRELL DITCH & PANTHER LANDING DITCH).
 13. A 15 FT. EASEMENT IS HEREBY ESTABLISHED ALONG ALL LOTS ABUTTING A STREET RIGHT-OF-WAY FOR THE PLANTING AND MAINTENANCE OF STREET TREES.
 14. ALL NEW UTILITIES SHALL BE INSTALLED UNDERGROUND.
 15. A PAYMENT IN LIEU OF RECREATION AND PARK AREA DEDICATION WILL BE PROVIDED IN ACCORDANCE WITH CURRITUCK COUNTY UNIFIED DEVELOPMENT ORDINANCE. PAYMENT IN LIEU OF RECEIVED BY THE COUNTY SHALL BE USED ONLY FOR THE ACQUISITION AND DEVELOPMENT OF RECREATION PARK AREAS, AND OPEN SPACE SITES CONSISTENT WITH THE REQUIREMENTS OF THE NORTH CAROLINA GENERAL STATUTES SECTION 153A-331.

SURVEYOR'S CERTIFICATION
I, MICHAEL D. BARR, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED AND DESCRIPTION RECORDED IN BOOKS REFERENCED); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOKS REFERENCED; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

THIS IS TO CERTIFY THAT THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS _____ DAY OF _____, A.D., 2018.

SIGNATURE

L-1756

DEVELOPMENT NOTES:	
TOTAL TRACT AREA:	67.62 AC.
PROPOSED LOT AREA:	34.72 AC.
PROPOSED R/W AREA:	5.01 AC.
REQUIRED OPEN SPACE (40%):	27.05 AC.
OPEN SPACE PROVIDED:	27.89 AC. (41.25%)
(PRIMARY CONSERVATION AREA):	0.00 AC.
(SECONDARY CONSERVATION AREA):	27.89 AC.
# OF PROPOSED LOTS:	50 LOTS
AVERAGE LOT AREA:	30,248± S.F.
PROPOSED RIGHT-OF-WAY WIDTH:	50 FT.
PROPOSED PAVED ROADWAY WIDTH:	20 FT. E.O.P.-E.O.P.
LINEAR FEET OF ON-SITE ROADWAY:	4,568 L.F.±
LOT DEVELOPMENT CONFIGURATION:	
LOT AREAS: VARY FROM 30,000 S.F. TO 31,817 S.F.	
MINIMUM LOT WIDTH:	100 FT. (EXCEPT CUL-DE-SAC LOTS)
SETBACKS:	
FRONT:	25 FT.
SIDE:	10 FT.
BACK:	25 FT.
CORNER SIDE YARD:	25 FT.
RECREATION/PARKLAND FEE-IN-LIEU IS \$7,073.93. (TOTAL TAX VALUE \$376,000/67.774 = 5,548.18 PER ACRE X (50 LOTS X 0.0255) = \$7,073.93.	

OWNERSHIP AND DEDICATION CERTIFICATE
I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY DESCRIBED HEREON, WHICH PROPERTY IS LOCATED WITHIN THE SUBDIVISION REGULATION JURISDICTION OF CURRITUCK COUNTY, THAT I HEREBY FREELY ADOPT THIS PLAT OF SUBDIVISION AND DEDICATE TO PUBLIC USE ALL AREA SHOWN ON THIS PLAT AS STREETS, UTILITIES, ALLEYS, WALKS, RECREATION AND PARKS, OPEN SPACE AND EASEMENTS, EXCEPT THOSE SPECIFICALLY INDICATED AS PRIVATE AND THAT I WILL MAINTAIN ALL SUCH AREAS UNTIL THE OFFER OF DEDICATION IS ACCEPTED BY THE APPROPRIATE PUBLIC AUTHORITY OR HOME OWNERS' ASSOCIATION. ALL PROPERTY SHOWN ON THIS PLAT AS DEDICATED FOR A PUBLIC USE SHALL BE DEEMED TO BE DEDICATED FOR ANY OTHER PUBLIC USE AUTHORIZED BY LAW WHEN SUCH USE IS APPROVED BY THE APPROPRIATE PUBLIC AUTHORITY IN THE PUBLIC INTEREST.

DATE _____ OWNER _____
I, _____, A NOTARY PUBLIC
OF _____ COUNTY, NORTH CAROLINA, DO HEREBY CERTIFY THAT

APPEARED BEFORE ME THIS DATE AND ACKNOWLEDGED THE DUE EXECUTION OF THE FOREGOING CERTIFICATE.

WITNESS MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____, 20____

NOTARY PUBLIC

MY COMMISSION EXPIRES _____

PANTHER LANDING

A 50 PARCEL CONSERVATION SUBDIVISION

MOYOCK TOWNSHIP CURRITUCK COUNTY NORTH CAROLINA

Sheet
Number

Sheet Title

- 1 COVER SHEET, DEVELOPMENT NOTES & SITE LOCATION
- 2 EXISTING CONDITIONS AND SITE FEATURES
- 3 DEVELOPMENT OVERVIEW PLAN
- 4 PLAN OF SUBDIVISION
- 5 PRELIMINARY STORMWATER MANAGEMENT & DRAINAGE PLAN
- 6 WATER MAIN EXTENSION, WATER SERVICE & WASTEWATER PLAN
- 7 LANDSCAPING, BUFFERING AND SIGNAGE PLAN
- 8 TYPICAL CONSTRUCTION DETAILS

REQUIRED IMPROVEMENTS CERTIFICATE
I HEREBY CERTIFY THAT ALL IMPROVEMENTS REQUIRED BY THE CURRITUCK COUNTY UNIFIED DEVELOPMENT ORDINANCE HAVE BEEN INSTALLED IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS PREPARED BY BISSELL PROFESSIONAL GROUP, AND SAID IMPROVEMENTS COMPLY WITH CURRITUCK COUNTY SPECIFICATIONS.

DATE _____ REGISTERED LAND SURVEYOR/ENGINEER _____
REGISTRATION NUMBER _____

ADJACENT ACTIVE FARMLAND STATEMENT
AS OF THE RECORDED DATE OF THIS PLAT, SOME PORTIONS OF THIS DEVELOPMENT ADJOIN LAND USED FOR ACTIVE AGRICULTURE PURPOSES THAT IS ANTICIPATED TO GENERATE NOISE, LIGHT, DUST, OR VIBRATION AS PART OF ITS NORMAL OPERATION.

INTERCONNECTIVITY STATEMENT
THIS SUBDIVISION CONTAINS A RIGHT-OF-WAY THAT IS PLATTED WITH THE INTENT OF BEING EXTENDED AND CONTINUED TO AND FROM ADJOINING PROPERTIES. ACCESS WITHIN THE RIGHT-OF-WAY FOR STREETS AND UTILITIES SHALL NOT BE RESTRICTED.

APPROVAL CERTIFICATE
I HEREBY CERTIFY THAT THE SUBDIVISION SHOWN ON THIS PLAT IS IN ALL RESPECTS IN COMPLIANCE WITH THE CURRITUCK COUNTY UNIFIED DEVELOPMENT ORDINANCE AND, THEREFORE, THIS PLAT HAS BEEN APPROVED BY THE CURRITUCK COUNTY TECHNICAL REVIEW COMMITTEE AND SIGNED BY THE ADMINISTRATOR, SUBJECT TO ITS BEING RECORDED IN THE CURRITUCK COUNTY REGISTRY WITHIN 90 DAYS OF THE DATE BELOW.

DATE _____ ADMINISTRATOR _____

STORMWATER STATEMENT
NO MORE THAN 30% OF ANY LOT SHALL BE COVERED BY IMPERVIOUS STRUCTURES AND MATERIALS, INCLUDING ASPHALT, GRAVEL, CONCRETE, BRICK STONE, SLATE, OR SIMILAR MATERIAL, NOT INCLUDING WOOD DECKING OR THE WATER SURFACE OF SWIMMING POOLS. THIS COVENANT IS INTENDED TO ENSURE COMPLIANCE WITH THE STORMWATER PERMIT NUMBER _____ ISSUED BY THE STATE OF NORTH CAROLINA. THE COVENANT MAY NOT BE CHANGED OR DELETED WITHOUT THE CONSENT OF THE STATE. FILLING IN OR PIPING OF ANY VEGETATIVE CONVEYANCES (DITCHES, SWALES, ETC.) ASSOCIATED WITH THIS DEVELOPMENT, EXCEPT FOR AVERAGE DRIVEWAY CROSSINGS, IS STRICTLY PROHIBITED BY ANY PERSON. THE LOT COVERAGE ALLOWANCE PROVIDED IN THE CURRITUCK COUNTY UNIFIED DEVELOPMENT ORDINANCE MAY BE DIFFERENT THAN THE NC STATE STORMWATER PERMIT. THE MOST RESTRICTIVE LOT COVERAGE SHALL APPLY.

LEGEND	
	ROADWAY CENTERLINE
	RIGHT-OF-WAY
	PROPERTY BOUNDARY
	ADJOINING PROPERTY LINE
	EXISTING DITCH CENTERLINE
	PROPOSED SWALE W/ FLOW ARROW
	PROPOSED SWALE HIGH POINT
	EXISTING GRADE CONTOUR
	EXISTING CULVERT
	PROPOSED CULVERT
	PROPOSED DRAINAGE STRUCTURE

UTILITY LEGEND	
	EXISTING WATER LINE
	PROPOSED WATER LINE (SIZE AS NOTED)
	PROPOSED FIRE HYDRANT ASSEMBLY
	PROPOSED WATER SERVICE
	PROPOSED VALVE
	PROPOSED BLOW-OFF ASSEMBLY

PUBLIC STREETS DIVISION OF HIGHWAY DISTRICT ENGINEER CERTIFICATE
I HEREBY CERTIFY THAT THE PUBLIC STREETS SHOWN ON THIS PLAT ARE INTENDED FOR DEDICATION AND HAVE BEEN DESIGNED OR COMPLETED IN ACCORDANCE WITH AT LEAST THE MINIMUM SPECIFICATIONS AND STANDARDS OF THE NC DEPARTMENT OF TRANSPORTATION FOR ACCEPTANCE OF SUBDIVISION STREETS ON THE NC HIGHWAY SYSTEM FOR MAINTENANCE.

DATE _____ DISTRICT ENGINEER _____

REVIEW OFFICER CERTIFICATE
STATE OF NORTH CAROLINA
COUNTY OF CURRITUCK

I, REVIEW OFFICER OF CURRITUCK COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

DATE _____ REVIEW OFFICER _____

Bissell Professional Group
Firm License # C-1945
P.O. Box 1068
1000 Hope, North Carolina 27949
Tel: (252) 281-1790
Fax: (252) 281-1790

BISSELL
PROFESSIONAL GROUP

Engineers, Planners, Surveyors
and Environmental Specialists

COVER SHEET, DEVELOPMENT
NOTES & SITE LOCATION

PANTHER LANDING
CURRITUCK COUNTY
MOYOCK TOWNSHIP
NORTH CAROLINA

PRELIMINARY LAND DEVELOPMENT PLANS

REVISIONS

NO.	DATE	DESCRIPTION	BY	NEW
1	7/20/18	THE COMMENTS		

DATE: 06/27/18
SCALE: NO SCALE

DESIGNED: BPG
CHECKED: MSB

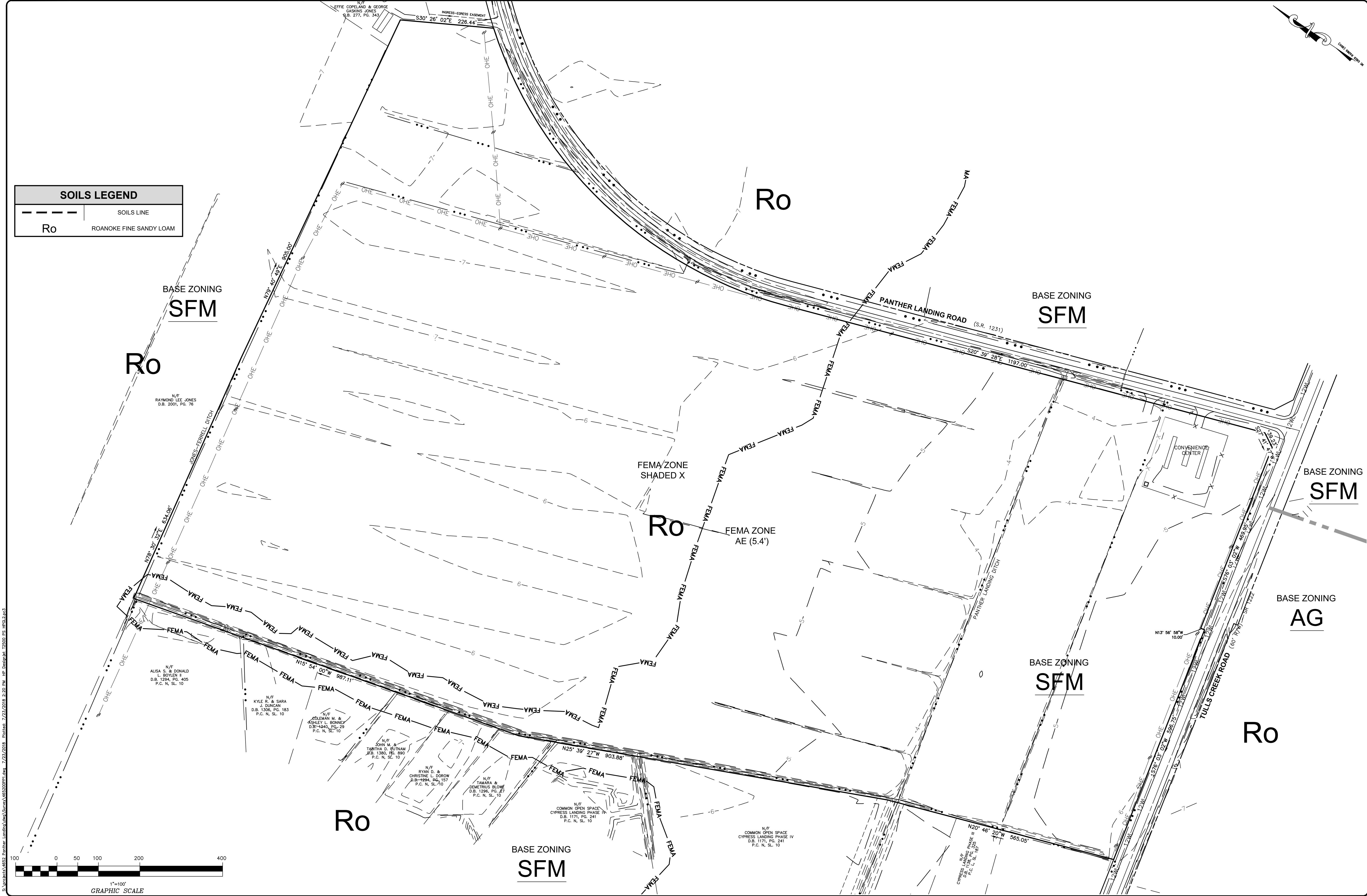
DRAWN: KFW
APPROVED: BPG

SHEET: 1 OF 8

CAD FILE: 465200P1

PROJECT NO: 4652

**PRELIMINARY
DO NOT USE FOR
CONSTRUCTION**



REVISIONS

NO.	DATE	DESCRIPTION	BY	CHK
1	7/20/18	ISSUED FOR PERMIT	NEW	
2				
3				
4				
5				
6				
7				
8				
9				
10				

DATE: 06/27/18 SCALE: 1"=100'

DRAWN: BPG CHECKED: MSB

DESIGNED: BPG

APPROVED: BPG

SHEET: 2 OF 8

CAD FILE: 465200PP1

PROJECT NO: 4652

PRELIMINARY
DO NOT USE FOR CONSTRUCTION

EXISTING CONDITIONS & SITE FEATURES PLAN

THIS PLAN IS THE SOLE PROPERTY OF BPS, INC. NO PART OF THIS PLAN OR THE INFORMATION CONTAINED HEREIN IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF BPS, INC.

PANTHER LANDING

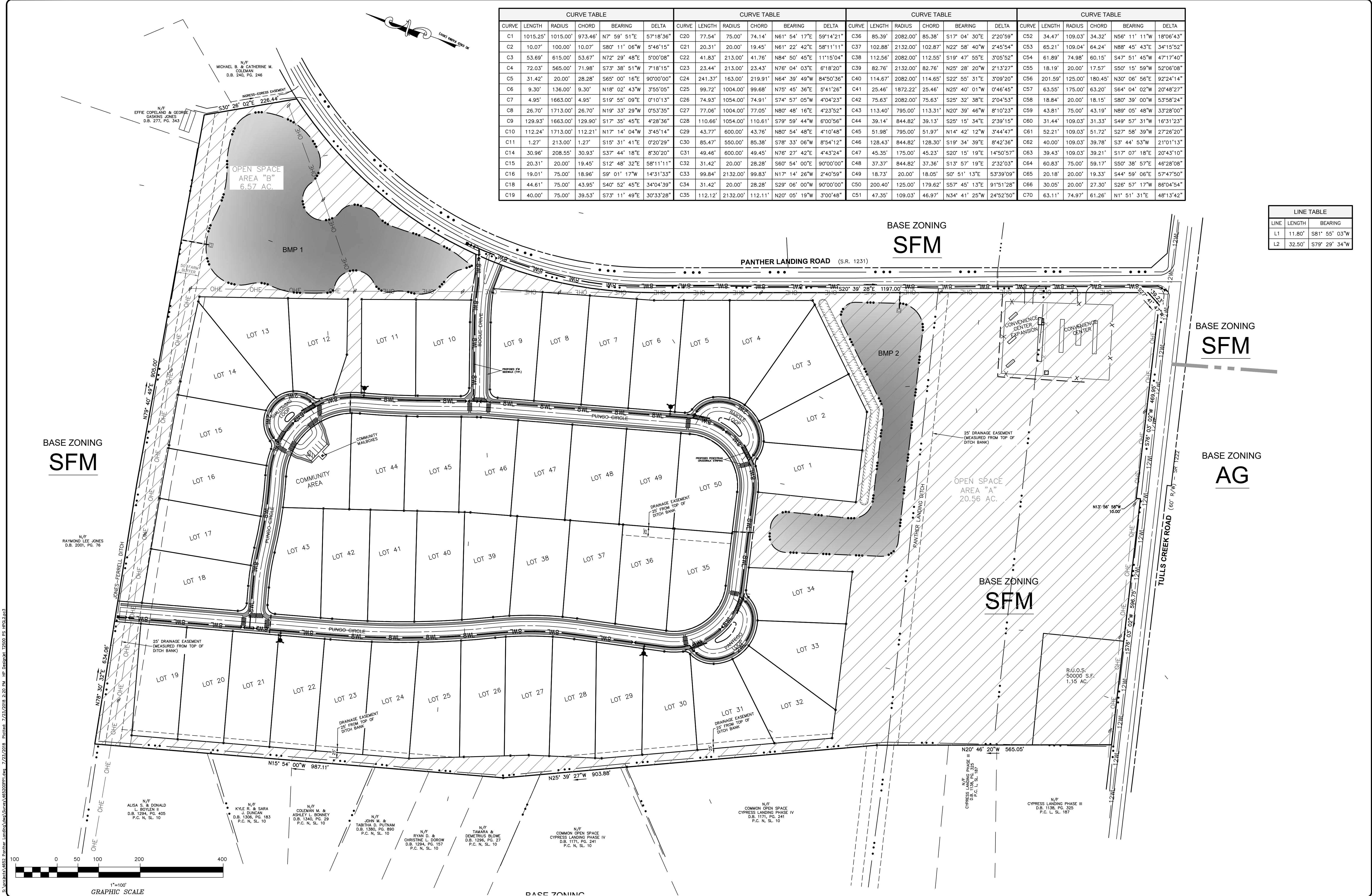
MOYOCK TOWNSHIP CURRITUCK COUNTY NORTH CAROLINA

PRELIMINARY LAND DEVELOPMENT PLANS

BISSELL PROFESSIONAL GROUP

Engineers, Planners, Surveyors and Environmental Specialists

Firm License # C-195
P.O. Box 1068
1050 Poplar, South Carolina 29749
Tel: (252) 281-1760
Fax: (252) 281-1760



CURVE TABLE						CURVE TABLE						CURVE TABLE						CURVE TABLE					
CURVE	LENGTH	RADIUS	CHORD	BEARING	DELTA	CURVE	LENGTH	RADIUS	CHORD	BEARING	DELTA	CURVE	LENGTH	RADIUS	CHORD	BEARING	DELTA	CURVE	LENGTH	RADIUS	CHORD	BEARING	DELTA
C1	1015.25'	1015.00'	973.46'	N7° 59' 51"E	57°18'36"	C20	77.54'	75.00'	74.14'	N61° 54' 17"E	59°14'21"	C36	85.39'	2082.00'	85.38'	S17° 04' 30"E	2°20'59"	C52	34.47'	109.03'	34.32'	N56° 11' 11"W	18°06'43"
C2	10.07'	100.00'	10.07'	S80° 11' 06"W	5°46'15"	C21	20.31'	20.00'	19.45'	N61° 22' 42"E	58°11'11"	C37	102.88'	2132.00'	102.87'	N22° 58' 40"W	2°45'54"	C53	65.21'	109.04'	64.24'	N88° 45' 43"E	34°15'52"
C3	53.69'	615.00'	53.67'	N72° 29' 48"E	5°00'08"	C22	41.83'	213.00'	41.76'	N84° 50' 45"E	1°15'04"	C38	112.56'	2082.00'	112.55'	S19° 47' 55"E	3°05'52"	C54	61.89'	74.98'	60.15'	S47° 51' 45"W	47°17'40"
C4	72.03'	565.00'	71.98'	S73° 38' 51"W	7°18'15"	C23	23.44'	213.00'	23.43'	N76° 04' 03"E	6°18'20"	C39	82.76'	2132.00'	82.76'	N25° 28' 20"W	2°13'27"	C55	18.19'	20.00'	17.57'	S50° 15' 59"W	52°06'08"
C5	31.42'	20.00'	28.28'	S65° 00' 16"E	90°00'00"	C24	241.37'	163.00'	219.91'	N64° 39' 49"W	84°50'36"	C40	114.67'	2082.00'	114.65'	S22° 55' 31"E	3°09'20"	C56	201.59'	125.00'	180.45'	N30° 06' 56"E	92°24'14"
C6	9.30'	136.00'	9.30'	N18° 02' 43"W	3°55'05"	C25	99.72'	1004.00'	99.68'	N75° 45' 36"E	5°41'26"	C41	25.46'	1872.22'	25.46'	N25° 40' 01"W	0°46'45"	C57	63.55'	175.00'	63.20'	S64° 04' 02"W	20°48'27"
C7	4.95'	1663.00'	4.95'	S19° 55' 09"E	0°10'13"	C26	74.93'	1054.00'	74.91'	S74° 57' 05"W	4°04'23"	C42	75.63'	2082.00'	75.63'	S25° 32' 38"E	2°04'53"	C58	18.84'	20.00'	18.15'	S80° 39' 00"W	53°58'24"
C8	26.70'	1713.00'	26.70'	N19° 33' 29"W	0°53'35"	C27	77.06'	1004.00'	77.05'	N80° 48' 16"E	4°23'52"	C43	113.40'	795.00'	113.31'	N20° 39' 46"W	8°10'23"	C59	43.81'	75.00'	43.19'	N89° 05' 48"W	33°28'00"
C9	129.93'	1663.00'	129.90'	S17° 35' 45"E	4°28'36"	C28	110.66'	1054.00'	110.61'	S79° 59' 44"W	6°00'56"	C44	39.14'	844.82'	39.13'	S25° 15' 34"E	2°39'15"	C60	31.44'	109.03'	31.33'	S49° 57' 31"W	16°31'23"
C10	112.24'	1713.00'	112.21'	N17° 14' 04"W	3°45'14"	C29	43.77'	600.00'	43.76'	N80° 54' 48"E	4°10'48"	C45	51.98'	795.00'	51.97'	N14° 42' 12"W	3°44'47"	C61	52.21'	109.03'	51.72'	S27° 58' 39"W	27°26'20"
C11	1.27'	213.00'	1.27'	S15° 31' 41"E	0°20'29"	C30	85.47'	550.00'	85.38'	S78° 33' 06"W	8°54'12"	C46	128.43'	844.82'	128.30'	S19° 34' 39"E	8°42'36"	C62	40.00'	109.03'	39.78'	S3° 44' 53"W	21°01'13"
C14	30.96'	208.55'	30.93'	S37° 44' 18"E	8°30'20"	C31	49.46'	600.00'	49.45'	N76° 27' 42"E	4°43'24"	C47	45.35'	175.00'	45.23'	S20° 15' 19"E	14°50'57"	C63	39.43'	109.03'	39.21'	S17° 07' 18"E	20°43'10"
C15	20.31'	20.00'	19.45'	S12° 48' 32"E	58°11'11"	C32	31.42'	20.00'	28.28'	S60° 54' 00"E	90°00'00"	C48	37.37'	844.82'	37.36'	S13° 57' 19"E	2°32'03"	C64	60.83'	75.00'	59.17'	S50° 38' 57"E	46°28'08"
C16	19.01'	75.00'	18.96'	S9° 01' 17"W	14°31'33"	C33	99.84'	2132.00'	99.83'	N17° 14' 26"W	2°40'59"	C49	18.73'	20.00'	18.05'	S0° 51' 13"E	53°39'09"	C65	20.18'	20.00'	19.33'	S44° 59' 06"E	57°47'50"
C18	44.61'	75.00'	43.95'	S40° 52' 45"E	34°04'39"	C34	31.42'	20.00'	28.28'	S29° 06' 00"W	90°00'00"	C50	200.40'	125.00'	179.62'	S57° 45' 13"E	9°15'128"	C66	30.05'	20.00'	27.30'	S26° 57' 17"W	86°04'54"
C19	40.00'	75.00'	39.53'	S73° 11' 49"E	30°33'28"	C35	112.12'	2132.00'	112.11'	N20° 05' 19"W	3°00'48"	C51	47.35'	109.03'	46.97'	N34° 41' 25"W	24°52'50"	C70	63.11'	74.97'	61.26'	N1° 51' 31"E	48°13'42"

LINE TABLE		
LINE	LENGTH	BEARING
L1	11.80'	S81° 55' 03"W
L2	32.50'	S79° 29' 34"W

REVISIONS

NO.	DATE	DESCRIPTION	BY	CHK
1	7/20/18	INC. COMMENTS	NEW	NEW

DATE: 06/27/18
DRAWN: BPG
CHECKED: MSB
APPROVED: BPG
SHEET: 3 OF 8

CAD FILE: 465200PP1
PROJECT NO: 4652

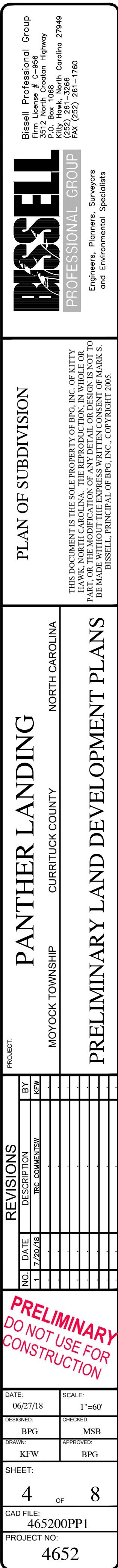
PRELIMINARY
DO NOT USE FOR CONSTRUCTION

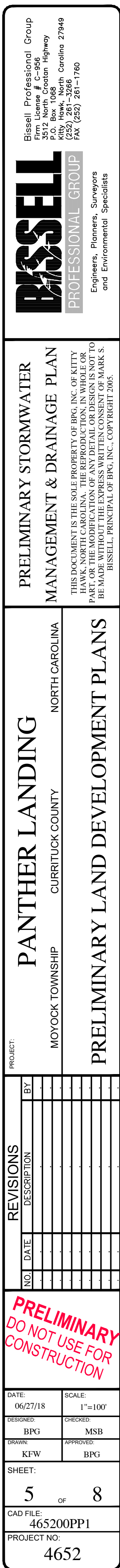
PROJECT: PANTHER LANDING
NORTH CAROLINA
CURRITUCK COUNTY
MOYOCK TOWNSHIP

DEVELOPMENT OVERVIEW
PLAN
PANTHER LANDING
PRELIMINARY LAND DEVELOPMENT PLANS

Attachment: 2 7-20-18 Panther Landing Preliminary Plans-Rev1 (PB 18-14 Panther Landing)

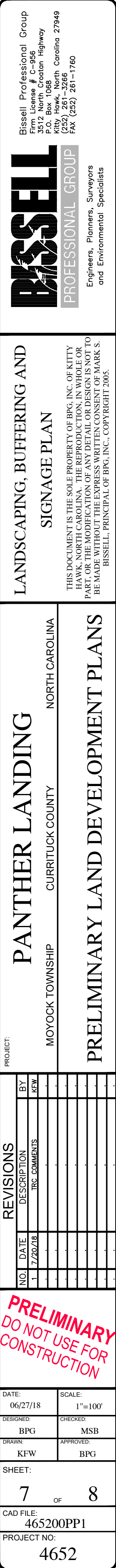
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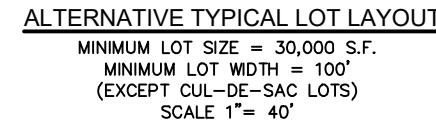
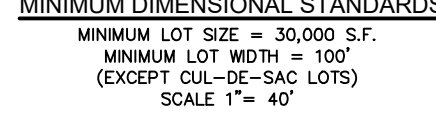
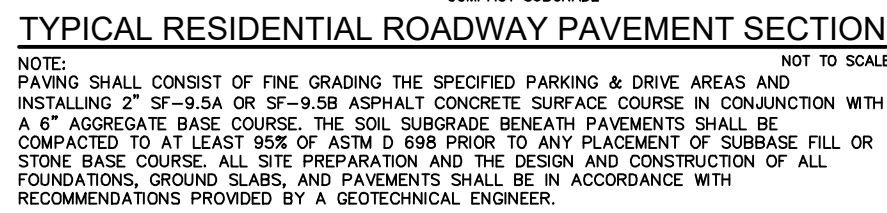






Attachment: 2 7-20-18 Panther Landing Preliminary Plans-Rev1 (PB 18-14 Panther Landing)





PRELIMINARY
DO NOT USE FOR
CONSTRUCTION

DATE: 06/27/18	SCALE: NO SCALE
DESIGNED: BPG	CHECKED: MSB
DRAWN: KFW	APPROVED: BPG
SHEET: 8 OF 8	
CAD FILE: 465200PP1	
PROJECT NO: 4652	



Currituck County

Department of Planning and Community Development
 153 Courthouse Road, Suite 110
 Currituck, North Carolina 27929
 252-232-3055
 FAX 252-232-3026

MEMORANDUM

To: Currituck Homes
 Bissell Professional Group

From: Tammy D. Glave, CZO
 Senior Planner

Date: July 12, 2018

Re: PB 18-14 Panther Landing, Preliminary Plat/Use Permit TRC Comments

The following comments have been received for the July 18, 2018 Technical Review Committee meeting. Please provide necessary corrections prior to July 23, 2018 in order to be placed on the August 20, 2018 Board of Commissioners' agenda. TRC comments are valid for six months from the date of the TRC meeting.

Planning (Tammy Glave, 252-232-6025)

Reviewed with comment:

1. Identify Panther Landing Road as SR 1231. (Administrative Manual)
2. Since the street stub/sidewalk to the northern property line ends in a ditch, a performance guarantee is required prior to final plat approval to ensure funds are available to complete the street connection. (UDO Section 5.6.5.B)
3. An easement is required for the street stub future connection that also includes sidewalk and utility infrastructure improvements. (UDO Section 5.6.5.B)
4. It appears that sidewalks are proposed for both sides of each street. Please label sidewalks on the plan and indicate how crosswalks will be identified. (UDO Section 5.6.10)
5. All utilities must be underground. (UDO Section 6.2.3)
6. A fee-in-lieu of recreation/park area dedication will be accepted (\$7,073.70). (UDO Section 6.5)
7. All 50 lots were classified as unsuitable for a septic system. Please provide verification that the lots will be (not may be) classified as provisionally suitable with noted improvements. (Administrative Manual)
8. Please call out the following on the typical lot detail: sidewalk, pedestrian easement, planting easement.
9. Please identify the major drainage features and corresponding maintenance easements on the plat (Jones Ferrell Ditch and Panther Landing Ditch) and call them out in Note 12.
10. It appears that 191 Panther Landing Road (Jones property) has an access easement to Panther Landing Road. Is that easement across the subject property? If so, an equal level of access must be granted.
11. Please have conversation with Dan Scanlon, County Manager, regarding the portion of the open space containing the county's convenience center.

Attachment: 3 Panther Landing PP-UP TRC Comments 7-18-18 (PB 18-14 Panther Landing)

Currituck County Building and Fire Inspections (Bill Newns, 252-232-6023)

Reviewed with comments:

Fire

1. Fire apparatus must not have to back up on an access road greater than 150' without a turnaround as indicated in appendix D of the NC Fire Code. The back of 150' should be measured in a straight line. (Dead end at end of Yeopim Circle)
2. Fire apparatus access must be at least 20' wide 13' 6" in height.
3. Maximum slope shall not exceed 10%.
4. All portions of the fire apparatus access must be capable of 75,000lbs under all weather conditions.
5. Fire hydrants must be within 500' of all road frontages.
6. Cul de sacs must be 96' in width curb to curb at the center of the cul de sac.
7. Dwellings greater than 4800 sq. ft. and/or greater than 2 stories will be calculated using the ISO commercial method.
8. Dwellings 4800 sq. ft. and no greater than 2 stories may use set-backs as indicated in the ISO method to determine Needed Fire Flow.

Inspections

1. Provide detailed drawing for clustered mailboxes on plan.

Currituck County Engineer (Eric Weatherly 252-232-6035)

Reviewed with comment:

1. Thank you for the requirements on the plans to clean out the onsite ditches and to evaluate the culvert under Panther Landing Dr
2. Look at installing fire hydrants on Panther Landing Dr
3. How is the convenience site being addressed in the proposed open space? How will the lease and rent be handled? Will the site be expandable in the future beyond the expansion shown on the plans? How will the development be affected by the potential of traffic backups on Panther Landing entering the convenience site?

Currituck County GIS (Harry Lee, 252-232-4039)

Reviewed with comments:

1. Wicomico Loop can not be used as a street name. Wikimak Ln is already reserved elsewhere (similar sounding).
2. Yeopim Circle can not be used as a street name. Yaupon Lane already exists elsewhere (similar sounding).
3. Pungo Way, Pantego Way, Bogue Drive, Bartle Loop, and Shallowbag Lane are approved street names.
4. The preliminary plat shows Pungo Way and Yeopim Circle being separate named streets. Please make those two streets one continuous street (i.e. Pungo Circle).
5. Addresses will be assigned by GIS during Final Plat review (so GIS can see non ingress-egress areas, etc.)

Currituck County Parks and Recreation (Jason Weeks, 252-232-3007)

Reviewed with comment:

1. Will accept fee-in-lieu of recreation/parkland.

Currituck Soil and Stormwater (Will Creef 252-232-3360)

Reviewed without comment.

Currituck County Water Department (Yama Jones, 252-232-2769)

Letter of commitment provided.

NC Division of Coastal Management (Charlan Owens, 252-264-3901)

Reviewed without comment.

US Postmaster

1. Please contact the local postmaster (Moyock) to determine the mode of delivery and type of delivery equipment.

The following items are necessary for resubmittal:

- 3 - full size copies of revised plans
- 1 – 8.5 x 11” reduced copy
- 1- PDF digital copy of all revised or new documents and plans.

Tammy Flegal

From: Mark Bissell [mark@bissellprofessionalgroup.com]
Sent: Thursday, July 19, 2018 5:53 PM
To: 'Kevin Carver'
Cc: 'David Klebitz'; 'Tammy Flegal'
Subject: RE: 4652 Panther Landing TRC Review

Thanks!

Mark S. Bissell, PE



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"Like" Bissell Professional Group

From: Kevin Carver [mailto:kcarver@arhs-nc.org]

Sent: Thursday, July 19, 2018 5:52 PM

To: Mark Bissell

Subject: Re: 4652 Panther Landing TRC Review

With the modifications listed on the site evaluations, the lots will be considered provisionally suitable.

Kevin Carver

Env. Health

On Jul 19, 2018, at 5:43 PM, "Mark Bissell" <mark@bissellprofessionalgroup.com> wrote:

Kevin,

We had a TRC meeting yesterday for Panther Landing, and one of the planning comments pertained to the ARHS reports and stated the following:

"All 50 lots were classified as unsuitable for a septic system. Please provide verification that the lots will be (not may be) classified as provisionally suitable with noted improvements. (Administrative Manual)"

We have had this come up before, but not in awhile. I think you have sent an email in the past to clarify that when the improvements are made the lots will be reclassified, in order to meet the letter of the UDO requirement. Is this something you can do for Panther Landing? We are required to resubmit on Monday to stay on track.

Best regards,

Mark

Attachment: 4 7-19-18 ARHS Clarification of Lots (PB 18-14 Panther Landing)

Mark S. Bissell, PE

<image001.jpg>

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<image002.jpg> "Like" Bissell Professional Group

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Attachment: 4 7-19-18 ARHS Clarification of Lots (PB 18-14 Panther Landing)



Use Permit Application

OFFICIAL USE ONLY:

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

Contact Information

APPLICANT:

Name: Currituck Homes
 Address: 101 Oak Street
Moyock, NC 27958
 Telephone: (252) 232-3925
 E-Mail Address: jlo@currituckhomes.com

PROPERTY OWNER:

Name: Chuen C. Smith
 Address: c/o Martha Rose Smith Delong
105 Sharon Drive, Hertford, NC 27944
 Telephone: _____
 E-Mail Address: _____

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Contract Purchaser

Property Information

Physical Street Address: 101 Panther Landing Road
 Location: Moyock, NC
 Parcel Identification Number(s): 0014000013B0000
 Total Parcel(s) Acreage: 67.57 Acres
 Existing Land Use of Property: Farmland

Request

Project Name: Panther Landing
 Proposed Use of the Property: Single Family Subdivision
 Deed Book/Page Number and/or Plat Cabinet/Slide Number: DB 17/Page EO/32
 Total square footage of land disturbance activity: _____
 Total lot coverage: _____ Total vehicular use area: _____
 Existing gross floor area: _____ Proposed gross floor area: _____

Community Meeting

Date Meeting Held: June 25, 2018 @ 6:00 P.M. Meeting Location: Moyock Public Library

Purpose of the Use Permit and Project Narrative (please provide on additional paper if needed): _____

See Attachment

The applicant shall provide a response to the each one of the following issues. The Board of Commissioners must provide specific findings of fact based on the evidence submitted. All findings shall be made in the affirmative for the Board of Commissioners to issue the use permit.

- A. The use will not endanger the public health or safety.

See Attachment

- B. The use will not injure the value of adjoining or abutting lands and will be in harmony with the area in which it is located.

See Attachment

- C. The use will be in conformity with the Land Use Plan or other officially adopted plan.

See Attachment

- D. The use will not exceed the county's ability to provide adequate public facilities, including, but not limited to, schools, fire and rescue, law enforcement, and other county facilities. Applicable state standards and guidelines shall be followed for determining when public facilities are adequate.

See Attachment

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.


Property Owner(s)/Applicant*

6.19.18
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.

Use Permit Application
Page 6 of 8

Revised 4/2/2018

Attachment: 6 6-19-18 Signed Use Permit Application with attachment (PB 18-14 Panther Landing)

Purpose:

The Panther Landing development proposes the division of approximately 67.5 acres into a conservation subdivision of 50 single-family lots, leaving a large residual open space area. Open space set-asides exceed the UDO requirements; stormwater management and erosion control will be provided in accordance with the current Currituck stormwater manual and the UDO by providing two large stormwater retention ponds. A portion of the farmland will be preserved.

Suggested Findings:

- A. The use will adhere to County health and safety standards, including recommendations made by Albemarle Regional Health Services. The project should not adversely affect the public health or safety.
- B. Land to the west has been developed into single family homes; the land to the north is farmland; land to the south is woodland and single family lots. Land to the east is farmland and woodland. This tract will be developed similarly to the adjacent Cypress Landing subdivision, except that over 40% of the land will be preserved as open space. Lot size is similar to those in the adjacent subdivision. The use will not injure the value of adjoining or abutting lands, and will be in harmony with the surrounding area.
- C. The Land Use Plan classifies this area as Rural within the Moyock subarea, and the Moyock Small Area Plan classifies it as Limited Service, with densities proposed between 1 and 1.5 units per acre. The proposed development density is 0.75 unit per acre, less than the density envisioned in the Land Use Plan and consistent with the UDO density proposed for conservation subdivisions in the SFM zoning district with limited service classifications.

The following Land Use Plan policies are relevant to and support this request:

POLICY HN1: Currituck County shall encourage development to occur at densities appropriate for the location.

POLICY HN2: The County shall ... encourage alternatives to large lot developments through INNOVATIVE DEVELOPMENT CONCEPTS AND CORRESPONDING ZONING techniques.

POLICY HN3: Currituck County shall especially encourage two forms of residential development, each with the objective of avoiding traditional suburban sprawl:

- 1. OPEN SPACE DEVELOPMENTS that cluster homes on less land, preserving permanently dedicated open space and often employ on-site or community sewage treatment. These types of developments are likely to occur primarily in the Conservation, Rural, and to a certain extent the Limited Service areas identified on the Future Land Use Map.

POLICY AG2: Farms and woodlands shall be recognized as an integral part of the county's OPEN SPACE SYSTEM. Efforts to keep these areas viable as part of the area's resource-based economic sector, shall be encouraged.

POLICY TR12: New residential developments shall provide for the installation of PAVED PUBLIC ROADWAY AND DRAINAGE INFRASTRUCTURE at the time of development.

POLICY TR8: Local streets shall be designed and built to allow for convenient CIRCULATION WITHIN AND BETWEEN NEIGHBORHOODS and to encourage mobility by pedestrians and bicyclists. Care shall be taken to encourage local street “connectivity” without creating opportunities for cut-through traffic from outside the connected areas.

POLICY WS6: Currituck County endorses the proper use and maintenance of APPROVED SEPTIC SYSTEMS in suitable soils as an environmentally acceptable means of treating and dispersing waste from low-density development.

POLICY PR6: All new residential development shall provide for ADEQUATE OPEN SPACE AND RECREATION IMPROVEMENTS including, as may be appropriate, funding in proportion to the demand created by the development. The amount of open space and improvements may be determined according to the number of dwelling units in the development and/or by a percentage of the total acreage in the development. Fees in lieu of land dedication shall be based on the inflation adjusted assessed value of the development or subdivision for property tax purposes.

POLICY WQ3: Currituck County supports policies, plans and actions that help protect the water quality of the county’s estuarine system by preventing SOIL EROSION AND SEDIMENTATION, and by controlling the quantity and quality of STORMWATER RUNOFF entering the estuary.

POLICY WQ4: RUNOFF AND DRAINAGE from development, forestry and agricultural activities shall be of a quality and quantity as near to natural conditions as possible. Post-development runoff shall not exceed pre-development volumes.

D. Currituck County has adequate public facilities to serve the proposed subdivision.



Major Subdivision Application

OFFICIAL USE ONLY:

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

Contact Information
APPLICANT:

Name: Currituck Homes
 Address: 101 Oak Street
Moyock, NC 27958
 Telephone: (252) 232-3925
 E-Mail Address: jlo@currituckhomes.com

PROPERTY OWNER:

Name: Chuen C. Smith
 Address: c/o Martha Rose Smith Delong
105 Sharon Drive, Hertford, NC 27944
 Telephone: _____
 E-Mail Address: _____

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Contract Purchaser

Request

Physical Street Address: 101 Panther Landing Road, Moyock, NC

Parcel Identification Number(s): 0014000013B0000

Subdivision Name: Panther Landing

Number of Lots or Units: 50

Phase: _____

TYPE OF SUBMITTAL

- ☐ Conservation and Development Plan
☐ Amended Sketch Plan/Use Permit
☒ Preliminary Plat (or amended)
 ☐ Type I OR ☒ Type II
☐ Construction Drawings (or amended)
☐ Final Plat (or amended)

TYPE OF SUBDIVISION

- ☐ Traditional Development
☒ Conservation Subdivision
☐ Planned Unit Development
☐ Planned Development

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

[Signature]
 Property Owner(s)/Applicant*

6.19.18 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.

Community Meeting, if applicable

Date Meeting Held: June 25, 2018 @ 6:00 P.M. Meeting Location: Moyock Public Library



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 2243)

Agenda Item Title

Consideration and Action: PB 18-19 JX Motorsports:

Brief Description of Agenda Item:

Request for a use permit to operate an automobile sales business at 4402 Caratoke Highway, Tax Map 70, Parcel 95, Crawford Township.

Board Action Requested

Action

Person Submitting Agenda Item

Cheri Elliott, Assistant

Presenter of Agenda Item

Laurie LoCicero



STAFF REPORT

PB 18-19 JX MOTORSPORTS

BOARD OF COMMISSIONERS

AUGUST 20, 2018

APPLICATION SUMMARY

Property Owner: Walter and Sherry Seymour 118 Aidan Ln Muscle Shoals AL 35661	Applicant: Elliott E Williams 4402 Caratoke Hwy Barco NC 27917
Physical Street Address: 4402 Caratoke Highway Barco NC 27919	
Case Number: PB 18-19	Application Type: Use Permit
Parcel Identification Number: 0070-000-0095-0000	Existing Use: Commercial Building (formerly Beach Bums)
Land Use Plan Classification: Full Service	Parcel Size (Acres): 24.39
Request: Automobile Sales (UTVs/Side by Sides)	Zoning: General Business (GB)

SURROUNDING PARCELS

	Land Use	Zoning
North	Communication Tower	GB
South	Retail	GB
East	Off-premise advertising sign	GB
West	Swamp/Marsh	GB/AG

STAFF ANALYSIS

The applicant is requesting a use permit to allow automobile sales and rentals in the GB zoning district. At this time the applicant plans to sell UTVs (Utility Task Vehicles/Side by sides) and Low Speed Vehicles (LSVs). Approximately 12 UTVs and 12 LSVs will be for sale at one time. A vehicle display pad for one vehicle is proposed near the highway where the existing sign is located. There will be two additional vehicle display areas, one located at each side property line. Each of the vehicular display areas require a Type A landscaping buffer. When vehicles are not displayed, they will be stored inside the fully enclosed building. Any outdoor storage of vehicles, other than those on the display areas, will require site plan approval and fully opaque screening in accordance with the UDO. The applicant also sells ATVs, dirt bikes, and local crafts. The applicant is not planning to rent or repair vehicles at this time.

Attachment: 1 PB 18-19 JX Motorsports UP Staff Report BOC 8-20-18 (PB 18-19 JX Motorsports)

INFRASTRUCTURE	
Water	Public
Sewer	Septic
Transportation/Access	Access from Caratoke Highway
Stormwater/Drainage	Existing, No New Requirements
Lighting	Required Full Cut-Off Fixtures
Landscaping	Type A Buffer Required in Front of Display Pads

RECOMMENDATIONS

TECHNICAL REVIEW COMMITTEE

The Technical Review Committee recommends **adoption** of the use permit subject to the following conditions of approval:

1. The application complies with all applicable review standards of the UDO provided the following outstanding items are addressed:
 - a. A Type A landscaping buffer is required in front of the display pad.
 - b. The vehicle display pad and the two vehicle display areas must be improved with a hard-surface material.
 - c. The site shall be improved according to the proposed site plan.
2. The conditions of approval necessary to ensure compliance with the review standards of the UDO and to prevent or minimize adverse effects of the development application on surrounding lands include:
 - a. Vehicle storage shall occur within an enclosed building or be fully screened from sight in accordance with the Unified Development Ordinance and a revised site plan.
 - b. No more than 24 vehicles shall be displayed outside for sale at any given time.
 - c. The building was not designed to store vehicles with fuel in them, it was a mercantile occupancy. No more than five gallons of fuel are allowed in a vehicle at a time when inside the building.

USE PERMIT REVIEW STANDARDS

A use permit shall be approved on a finding that the applicant demonstrates the proposed use will meet the below requirements. It is staff's opinion that the evidence in the record, prepared in absence of testimony presented at a public hearing, supports the preliminary findings.

The use will not endanger the public health or safety.

Preliminary Applicant Findings:

1. This is an existing commercial building with a change of use (retail to automobile sales/retail), so no change to health or safety.
2. Landscaping is being improved to make the appearance more great looking.

The use will not injure the value of adjoining or abutting lands and will be in harmony with the area in which it is located.

Preliminary Applicant Findings:

1. The building is an existing commercial building with no change in appearance, so it will remain in harmony with the area.
2. The grass is cut weekly to insure the property is looking great for all of the tourist passing by.

The use will be in conformity with the Land Use Plan or other officially adopted plans.

Preliminary Staff Findings:

1. The 2006 Land Use Plan classifies this site as Full Service within the Barco subarea. The proposed use is in keeping with the policies of the plan, some of which are:
 - a. Policy ED1: new and expanding industries and businesses should be especially encouraged that: 1) diversify the local economy, 2) train and utilize a more highly skilled labor force, and 3) are compatible with the environmental quality and natural amenity-based economy of Currituck County.
 - b. Policy ED4: In addition to the recruitment and expansion of major new industries, the considerable value of SMALL BUSINESS START-UPS, EXPANSIONS AND SPIN-OFFS shall also be recognized.

The use will not exceed the county's ability to provide adequate public facilities, including, but not limited to: schools, fire and rescue, law enforcement, and other county facilities. Applicable state standards and guidelines shall be followed for determining when public facilities are adequate.

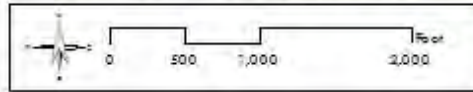
Preliminary Staff Findings:

1. The proposed use will have no impact on schools and the county has the ability to provide adequate public facilities to the business.

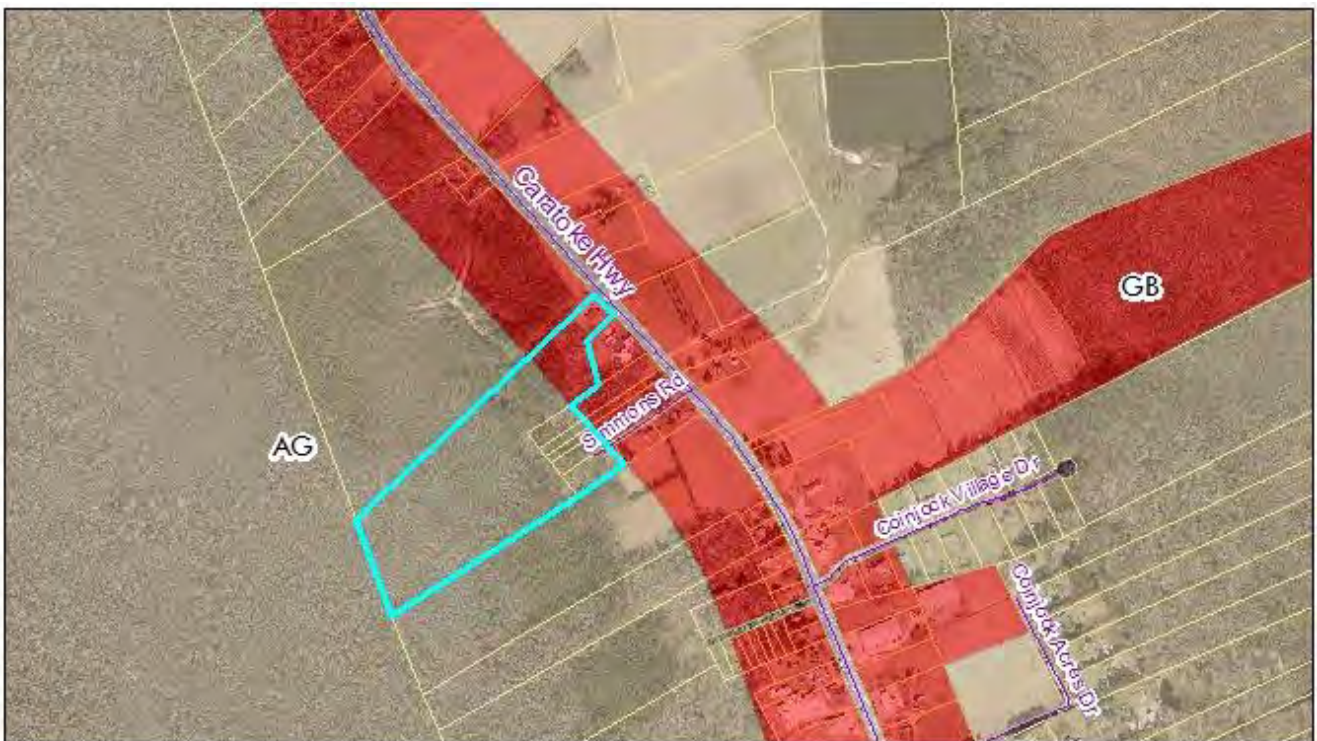
THE APPLICATION AND RELATED MATERIALS ARE AVAILABLE ON THE COUNTY'S WEBSITE
Board of Commissioners: www.co.currituck.nc.us/board-of-commissioners-minutes-current.cfm



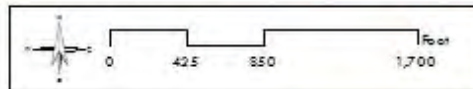
PB 18-19 JX Motorsports
Use Permit
2016 Aerial Photography



Currituck County
Planning and
Community Development



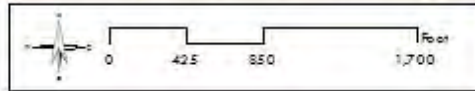
PB 18-19 JX Motorsports
Use Permit
Zoning



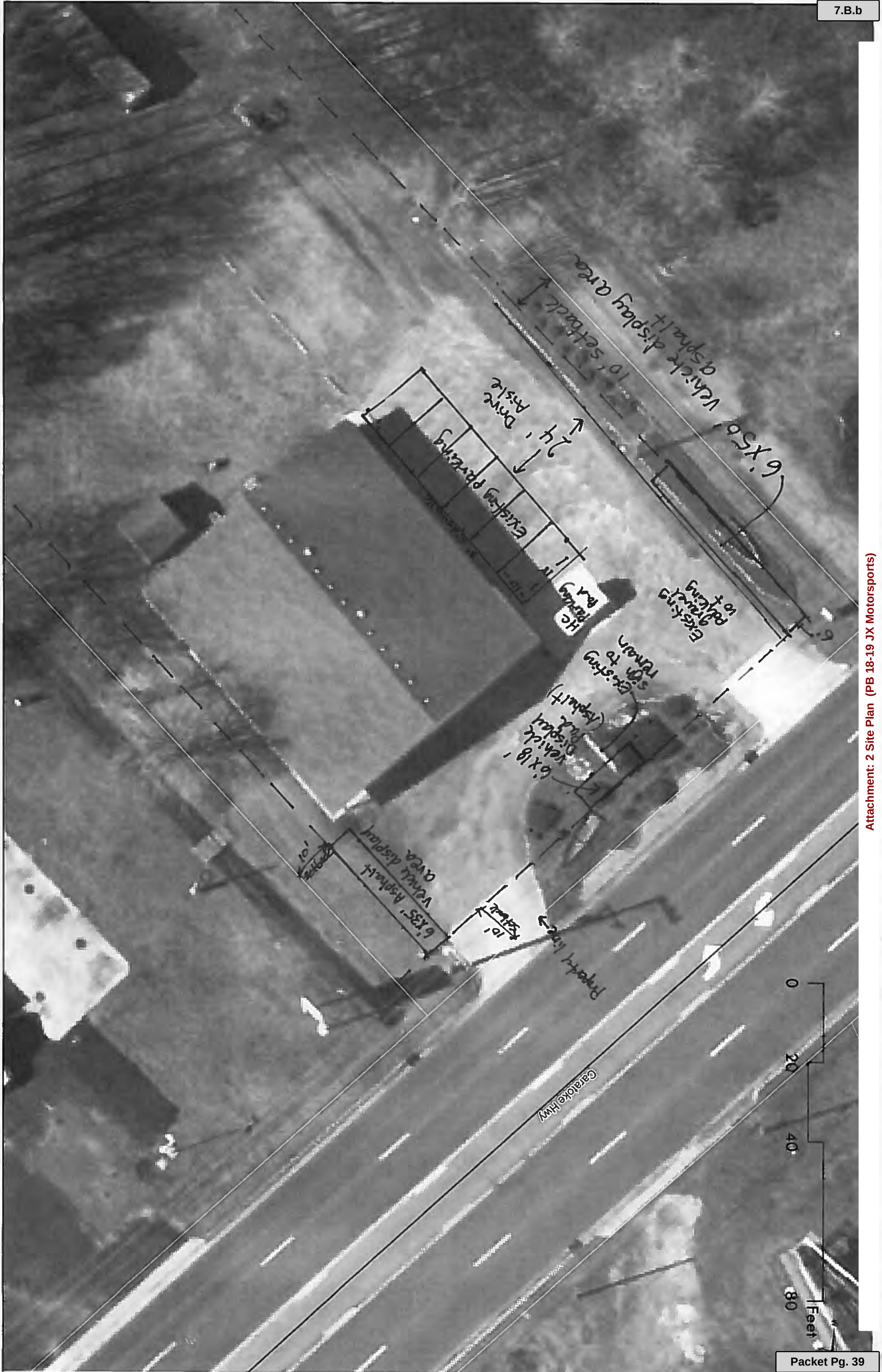
Currituck County
Planning and
Community Development



PB 18-19 JX Motorsports
Use Permit
LUP Classification



 Currituck County
Planning and
Community Development





Currituck County

Department of Planning and Community Development
 153 Courthouse Road, Suite 110
 Currituck, North Carolina 27929
 252-232-3055
 FAX 252-232-3026

MEMORANDUM

To: Elliott E. Williams
 Walter & Sherry Seymour

From: Tammy D. Glave, CZO
 Senior Planner

Date: July 12, 2018

Re: PB18-19 JX Motorsports, Use Permit TRC Comments

The following comments have been received for the July 18, 2018 Technical Review Committee meeting. After the TRC hears this request, you will receive a letter with the date of the Board of Commissioners public hearing. TRC comments are valid for six months from the date of the TRC meeting.

Planning (Tammy Glave, 252-232-6025)

Reviewed with comment:

1. The vehicle display areas must be hard surface material such as asphalt or concrete.
2. You may have to plant a few shrubs in front of the vehicle display areas if existing landscaping is determined to be insufficient.

Currituck County Building and Fire Inspection (Bill Newns, 252-232-6023)

Reviewed with comment:

1. Building was not designed to store vehicles with fuel in them, it was a mercantile occupancy. No more than five gallons allowed in the building at any one time in the vehicles.

Currituck County Engineer (Eric Weatherly 252-232-6035)

Reviewed without comment.

Currituck County GIS (Harry Lee, 252-232-4039)

Reviewed without comments.

Currituck County Parks and Recreation (Jason Weeks, 252-232-3007)

Reviewed without comment:

Currituck Soil and Stormwater (Will Creef 252-232-3360)

Reviewed without comment.

Currituck County Water Department (Yama Jones, 252-232-2769)

Reviewed without comment.

NC Division of Coastal Management (Charlan Owens, 252-264-3901)

Reviewed without comment.

Attachment: 3 PB 18-19 JX Motorsports TRC Comments 7-18-18 (PB 18-19 JX Motorsports)



Use Permit Application

OFFICIAL USE ONLY:

Case Number: _____
 Date Filed: 6-12-18
 Gate Keeper: HW
 Amount Paid: \$150.00

Contact Information

APPLICANT:

Name: Elliott E Williams Jr
 Address: 4402 Caratoku Hwy
Barco NC
 Telephone: 304-844-0692
 E-Mail Address: eddie@tvpower@aol.com

PROPERTY OWNER:

Name: Walter & Sherry Seymour
 Address: 118 Audan Ln
Muscle Shoals AL
 Telephone: 256-816-3021
 E-Mail Address: alagorian@yahoo.com

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Tenant

Property Information

Physical Street Address: 4402 Caratoku Hwy
 Location: Barco
 Parcel Identification Number(s): 0070-000-0095-0000
 Total Parcel(s) Acreage: 24.39 AC.
 Existing Land Use of Property: PREVIOUS USE - RETAIL

Request

Project Name: JX MOTORSPORTS
 Proposed Use of the Property: VEHICLE SALES
 Deed Book/Page Number and/or Plat Cabinet/Slide Number: 740/537
 Total square footage of land disturbance activity: 6205 SF
 Total lot coverage: 12,000[±] SF
 Existing gross floor area: 4,200
 Total vehicular use area: 7,200[±] SF
 Proposed gross floor area: no change

Community Meeting

Date Meeting Held: June 5th 2018
 Meeting Location: 4402 Caratoku Hwy
Crawford Township
Barco, NC 27917

↳ no one attended from
 public.
 tlg
 6/5/18

Minor
 & Site plan

Purpose of the Use Permit and Project Narrative (please provide on additional paper if needed):

Complete Sales of On Road Off LSU Vicles, Kids ATV's
And Dirt Bike's for All Ages. Also would like Local
Artist To Sell There Things in Here as well

The applicant shall provide a response to the each one of the following issues. The Board of Commissioners must provide specific findings of fact based on the evidence submitted. All findings shall be made in the affirmative for the Board of Commissioners to issue the use permit.

- A. The use will not endanger the public health or safety.

The Use will not endanger the Public Health & Safety. Intentions
Are to Put Milline Top on Concrete Slabs 72 in Wide To 30 foot long
So Not To harm The building Landscaping being Improved To Make The
Apperance more great looking.

- B. The use will not injure the value of adjoining or abutting lands and will be in harmony with the area in which it is located.

The property Next Door, Twiford's Constal Maint Assura's
me that everything Look's good and the grass is cut
weekly To Insure the property is looking great For all The Tourist
Existing Commercial business/building Passing by

- C. The use will be in conformity with the Land Use Plan or other officially adopted plan.

CD4 - ES2

- D. The use will not exceed the county's ability to provide adequate public facilities, including, but not limited to, schools, fire and rescue, law enforcement, and other county facilities. Applicable state standards and guidelines shall be followed for determining when public facilities are adequate.

Do Not apply since busness will have no
impact on Schools or other public facilities

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.

Walter J. Sag
Sherry J. Sag
 Property Owner(s)/Applicant*

April 22 2018
 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.

Use Permit Application
 Page 6 of 8

Revised 4/2/2018

**SAMPLE MOTION WORKSHEET
QUASI-JUDICIAL HEARING
PB 18-19 JX Motorsports**

SUGGESTED MOTION FOR APPROVAL

I move to **approve** PB 18-19 JX Motorsports use permit with staff recommendations because the applicant has demonstrated the proposed use meets the use permit review standards of the UDO.

The Board must include conditions of approval in the motion

SUGGESTED CONDITIONS (STAFF RECOMMENDATION):

- Vehicle display pad and areas must be hard surface material such as asphalt or concrete.
- Additional landscaping may be required at the vehicle display pad and areas to supplement the Type A buffer.
- Vehicle storage shall occur within an enclosed building or be fully screened from sight in accordance with the Unified Development Ordinance and a revised site plan.
- No more than 24 vehicles shall be displayed outside for sale at any given time.
- The building was not designed to store vehicles with fuel in them, it was a mercantile occupancy. No more than five gallons of fuel are allowed in a vehicle at a time when inside the building.

The Board may include additional conditions of approval in the motion

Use Permit Review Standards Work Sheet

1. *The use will not endanger the public health or safety:*
 - This is an existing commercial building with a change of use (retail to automobile sales/retail), so no change to health or safety.
 - Landscaping is being improved to make the appearance more great looking.
2. *The use will not injure the value of adjoining or abutting lands and will be in harmony with the area in which it is located:*
 - The building is an existing commercial building with no change in appearance, so it will remain in harmony with the area.
 - The grass is cut weekly to insure the property is looking great for all of the tourist passing by.
3. *The use will be in conformity with the Land Use Plan or other officially adopted plans:*
 - The 2006 Land Use Plan classifies this site as Limited Service within the Point Harbor subarea. The proposed use is in keeping with the policies of the plan, some of which are:

- Policy ED1: new and expanding industries and businesses should be especially encouraged that: 1) diversify the local economy, 2) train and utilize a more highly skilled labor force, and 3) are compatible with the environmental quality and natural amenity-based economy of Currituck County.
 - Policy ED4: In addition to the recruitment and expansion of major new industries, the considerable value of SMALL BUSINESS START-UPS, EXPANSIONS AND SPIN-OFFS shall also be recognized.
4. *The use will not exceed the county's ability to provide adequate public facilities:*
- The proposed use will have no impact on schools and the county has the ability to provide adequate public facilities to the business.

SUGGESTED MOTION FOR DENIAL

I move to **deny** PB 18-06 Bayview Sand Mine use permit because the applicant has not demonstrated the proposed use meets the use permit review standards of the UDO.

For denial the Board needs to make a finding for at least one use permit review standard

Use Permit Review Standards Work Sheet

1. The use will endanger the public health or safety:
 -
2. The use will injure the value of adjoining or abutting lands and will be in harmony with the area in which it is located:
 -
3. The use will not be in conformity with the Land Use Plan or other officially adopted plans:
 -
4. The use will exceed the county's ability to provide adequate public facilities:
 -



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 2242)

Agenda Item Title

Consideration and Action: PB 18-16 Outer Banks Beach Buggies:

Brief Description of Agenda Item:

Request for a use permit to operate a low speed vehicle rental, sales and service business at 8604 Caratoke Highway, Tax Map 124, Parcel 95D, Poplar Branch Township.

Board Action Requested

Action

Person Submitting Agenda Item

Cheri Elliott, Assistant

Presenter of Agenda Item

Laurie LoCicero



STAFF REPORT
PB 18-16 OUTER BANKS
BEACH BUGGIES, LLC
BOARD OF COMMISSIONERS
AUGUST 20, 2018

APPLICATION SUMMARY

Property Owner: Christopher G. Seward 318 Duck Road Southern Shores, NC 27949	Applicant: Pam Seward 318 Duck Road Southern Shores, NC 27949
Case Number: PB18-16	Application Type: Use Permit
Parcel Identification Number: 0124000095D0000 Physical Street Address: 8604 Caratoke Highway	Existing Use: Retail – golf cart rentals
Land Use Plan Classification: Limited Service in Harbinger Subarea	Parcel Size (Acres): .92 acres
Request: Use Permit for Low Speed Vehicle Sales, Rentals and Service	Zoning: General Business (GB)

SURROUNDING PARCELS

	Land Use	Zoning
North	Retail & Industrial Uses	LI
South	Retail/Vacant	GB
East	Vacant/Farm/Restaurant	GB & AG
West	Retail/Vacant	GB

STAFF ANALYSIS

Outer Banks Beach Buggies, LLC (OB BB) has requested a use permit for sales, rental and service of low-speed vehicles (LSVs). OB BB currently rents golf carts and would like to grow their business through rental, sales and service of LSVs. A low-speed vehicle is required to be registered and insured and may be operated only on streets and highways where the posted speed limit is 35 miles per hour or less. Per general statute, LSVs shall be equipped with headlamps, stop lamps, turn signal lamps, tail lamps, reflex reflectors, parking brakes, rearview mirrors, windshields, windshield wipers, speedometer, seat belts, and a vehicle identification number. Rental and Sales of LSVs are classified as "Automobile Sales or Rentals" and the Unified Development Ordinance requires a use permit. The applicant currently has a storefront at 8604 Caratoke Highway and will store the LSV's in existing approved parking spaces on the property as well as on the proposed display pad. Adequate parking is available on-site.

INFRASTRUCTURE	
Water	Public
Sewer	Septic
Transportation/Access	Access from Caratoke Highway
Stormwater/Drainage	Existing, No New Requirements
Lighting	Required Full Cut-Off Fixtures
Landscaping	Type A Buffer Required in Front of Display Pads

RECOMMENDATIONS

TECHNICAL REVIEW COMMITTEE

The Technical Review Committee recommends **adoption** of the use permit subject to the following conditions of approval:

1. The application complies with all applicable review standards of the UDO provided the following outstanding items are addressed:
 - a. The applicant shall submit a Minor Site Plan application in substantial conformance with the proposed site plan to be reviewed and approved by the TRC.
 - b. Install required Type A basic landscape buffer between proposed LSV display areas and Caratoke Highway.
 - c. The proposed vehicle display pad shall be surfaced with concrete, asphalt, or other permanent surfacing material other than crushed stone.
2. The conditions of approval necessary to ensure compliance with the review standards of the UDO and to prevent or minimize adverse effects of the development application on surrounding lands include:
 - a. LSVs shall be displayed or stored on the property on an approved display pad or in approved parking spaces.
 - b. Light repair and service functions are permitted as an accessory use provided all repair-related activities take place within the enclosed building. Service work includes replacing tires, installing electric motors, seats, windshields, tops, batteries and trouble shooting.

USE PERMIT REVIEW STANDARDS

A use permit shall be approved on a finding that the applicant demonstrates the proposed use will meet the below requirements. It is staff's opinion that the evidence in the record, prepared in absence of testimony presented at a public hearing, supports the preliminary findings.

The use will not endanger the public health or safety.

Preliminary Applicant Findings:

1. There will be no change to the public's health or safety.
2. Safety is a top concern; rental carts are very well maintained and continually checked over for any operational issues.
3. Since 2009 when the business started, no customer has been injured, nor caused injury to another, in one of our carts.
4. We have compiled a set of driving guidelines, which each rental customer receives two times prior to the rental start date.
5. The guidelines are very thorough, detailed and specific; a copy is provided in the application packet.
6. The carts will not operate in sand and this is specifically stressed both on the phone with customers and in the guidelines.

The use will not injure the value of adjoining or abutting lands and will be in harmony with the area in which it is located.

Preliminary Applicant Findings:

1. There will be no change in, or injury to the value of adjoining or abutting lands.
2. The business is located next to just one existing commercial building which is zoned LI. Currently there are several businesses operating in the neighboring building: The Gun Shack, Outer Banks Mobile Engine, Walt & Sons Automotive Repair, and East Coast Xtreme All-stars.
3. Renting and selling LSVs will have no negative impact on any of the adjacent businesses and may have a positive impact on each due to an increase in foot traffic.
4. The use will operate from an existing commercial shopping center.

The use will be in conformity with the Land Use Plan or other officially adopted plans.

Preliminary Staff Findings:

1. The 2006 Land Use Plan classifies this site as Limited Service within the Point Harbor subarea. The proposed use is in keeping with the policies of the plan, some of which are:
 - a. Policy ED1: new and expanding industries and businesses should be especially encouraged that: 1) diversify the local economy, 2) train and utilize a more highly skilled labor force, and 3) are compatible with the environmental quality and natural amenity-based economy of Currituck County.
 - b. Policy ED4: In addition to the recruitment and expansion of major new industries, the considerable value of SMALL BUSINESS START-UPS, EXPANSIONS AND SPIN-OFFS shall also be recognized.

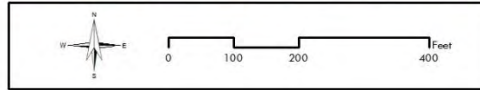
The use will not exceed the county's ability to provide adequate public facilities, including, but not limited to: schools, fire and rescue, law enforcement, and other county facilities. Applicable state standards and guidelines shall be followed for determining when public facilities are adequate.

Preliminary Staff Findings:

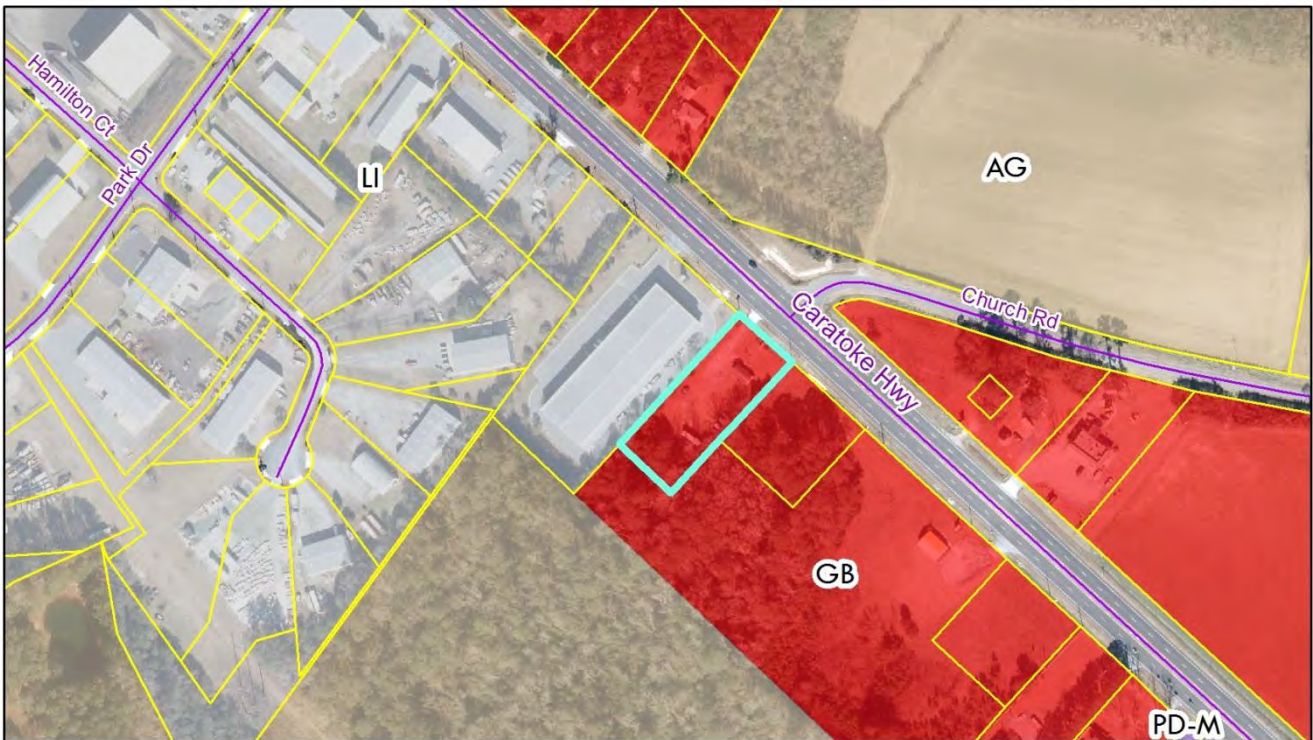
1. The proposed use will have no impact on schools.
2. Currituck County has adequate public facilities to serve this use.



PB 18-16
Outer Banks Beach Buggies, LLC
Aerial



Currituck County
Planning and Community
Development

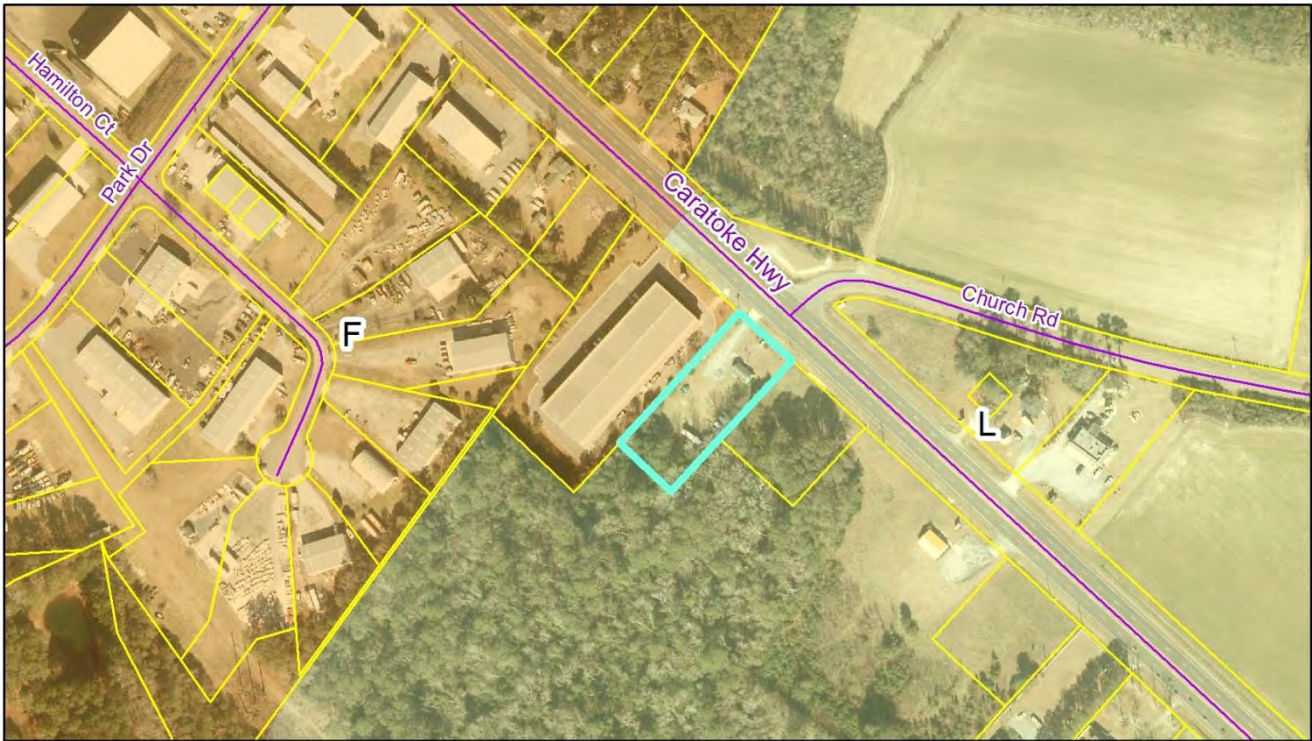


PB 18-16
Outer Banks Beach Buggies, LLC
Official Zoning Map

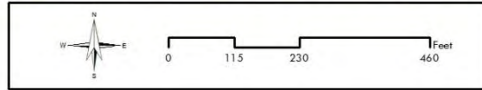


Currituck County
Planning and Community
Development

Attachment: 1 Staff Report for BOC 8.20.2018 (PB 18-16 Outer Banks Beach Buggies)



PB 18-16

Outer Banks Beach Buggies, LLC
LUP ClassificationCurrituck County
Planning and Community
Development

THE APPLICATION AND RELATED MATERIALS ARE AVAILABLE ON THE COUNTY'S WEBSITE
Board of Commissioners: <http://co.currituck.nc.us/board-of-commissioners/>



Use Permit Application

OFFICIAL USE ONLY:

Case Number:

PB 18-12

Date Filed:

6/22/18

Gate Keeper:

C. E. King

Amount Paid:

\$150.00

Contact Information

APPLICANT:

Name:

Pam Seward

Address:

318 Duck Road
Southern Shores NC 27949

Telephone:

252-715-1295

E-Mail Address:

ventus@obxbeach
buggies.com

PROPERTY OWNER:

Name:

Chris Seward

Address:

318 Duck Road
Southern Shores NC 27949

Telephone:

252-715-1295

E-Mail Address:

ventus@obxbeachbuggies.com

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER:

spouse

Property Information

Physical Street Address:

8604 Caratake Highway

Location:

Powell's Point NC 27966

Parcel Identification Number(s):

0124000095 D0000

Total Parcel(s) Acreage:

.92

Existing Land Use of Property:

Retail - golf cart rentals

Request

Project Name:

Outer Banks Beach Buggies LLC

Proposed Use of the Property:

Golf cart / LSV rentals, sales, service

Deed Book/Page Number and/or Plat Cabinet/Slide Number:

1395 / 814

Total square footage of land disturbance activity:

282 sf

Total lot coverage:

5,287 sf

Total vehicular use area:

3,962 sf

Existing gross floor area:

544 sf

Proposed gross floor area:

n/a

Community Meeting

Date Meeting Held:

June 25, 2018

Meeting Location:

8604 Caratake Hwy.
Powell's Point NC

Purpose of the Use Permit and Project Narrative (please provide on additional paper if needed): _____

Please see attached.

The applicant shall provide a response to the each one of the following issues. The Board of Commissioners must provide specific findings of fact based on the evidence submitted. All findings shall be made in the affirmative for the Board of Commissioners to issue the use permit.

- A. The use will not endanger the public health or safety.

Please see attached.

- B. The use will not injure the value of adjoining or abutting lands and will be in harmony with the area in which it is located.

Please see attached.

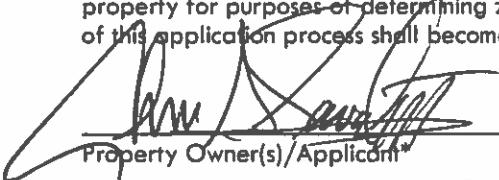
- C. The use will be in conformity with the Land Use Plan or other officially adopted plan.

Please see attached.

- D. The use will not exceed the county's ability to provide adequate public facilities, including, but not limited to, schools, fire and rescue, law enforcement, and other county facilities. Applicable state standards and guidelines shall be followed for determining when public facilities are adequate.

Please see attached.

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.


Property Owner(s)/Applicant

Pam Seward

6/27/18

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.

Use Permit Application
Page 6 of 8

Revised 4/2/2018

Attachment: 2 OBBS Use Permit Application (PB 18-16 Outer Banks Beach Buggies)

**Outer Banks Beach Buggies LLC – Use Permit Application
Responses to questions on Page 6 of the Application**

Purpose of the Use Permit and Project Narrative:

We are seeking this Use Permit so that we may rent and sell electric, Low Speed Vehicles (LSVs). We have been operating in Currituck County since early 2012. We first leased commercial space in The Harbinger Center, and then moved over to commercial space on Pan Ridge Road. In early 2017 we saw an opportunity to purchase the property where we are currently located (8604 Caratoke Highway, Powell's Point), and we moved in, in March 2017. We look forward to continuing to successfully grow our business here in Currituck County.

Question A. The use will not endanger the public health or safety.

If granted this Use Permit, there will be no change to the public's health or safety. Safety is our top concern, and our rental carts are very well maintained and continually checked over for any operational issues. Since we started this business in 2009, no customer has ever been injured, nor caused injury to another, in one of our carts.

We have compiled a set of cart driving guidelines, which each rental customer receives two times prior to his/her rental start date. First, our customer receives these guidelines at the time the cart is initially reserved, as part of the rental booking receipt email. The guidelines are sent a second time, 48 hours prior to the rental start date, as part of a reminder email. We have attached a copy of these guidelines for your review. As you can see, these guidelines are very thorough, detailed and specific. Our carts will not operate in sand, and we specifically stress this fact, both on the phone with customers, and in these guidelines.

Question B. The use will not injure the value of adjoining or abutting lands and will be in harmony with the area in which it is located.

If granted this Use Permit, there will be no change in, or injury to, the value of adjoining or abutting lands. Our business is located next to just one existing commercial building, which is zoned general business/industrial. Currently there are several businesses operating in this building – The Gun Shack, Outer Banks Mobile Engine, Walt & Sons Automotive Repair, and East Coast Xtreme Allstars. Our renting and selling LSVs will have no negative impact on any of these businesses, and, may in fact have a positive impact on each, due to an increase in foot traffic. We have a good relationship with the owners of The Gun Shack and Outer Banks Mobile Engine, and look forward to working together in the future, referring customers each other's way.

**Outer Banks Beach Buggies LLC – Use Permit Application
Responses to questions on Page 6 of the Application**

Question C. The use will be in conformity with the Land Use Plan or other officially adopted plan.

POLICY ED1: NEW AND EXPANDING INDUSTRIES AND BUSINESSES should be especially encouraged that: 1) diversify the local economy; 2) train and utilize a more highly skilled labor force; and 3) are compatible with the environmental quality and natural amenity-based economy of Currituck County.

If granted this Use Permit, we will be satisfying each of the three components of this Policy. As there is no other golf cart/LSV rentals, sales and service business operating near the Powell's Point area, our presence brings diversity to the local economy. There is a growing demand and need for these services in the Lower Currituck area. We will attract a skilled labor force, by employing a certified golf cart mechanic to perform service on our rental fleet carts, as well as on customers' personal carts. An experienced mechanic typically commands a wage of \$15 - \$25 per hour. As the LSV sales side of the business grows, we will employ a qualified salesperson as well. Our carts are electric, eco-friendly, and produce zero emissions. Each cart is easily charged by plugging in to a standard 110-volt outlet. And, as stated previously, our carts do not operate in the sand, so will never be driven on the beach in the off-road areas of Corolla and Carova. Our carts will never add to the growing numbers of beach-driving vehicles in this part of the County.

POLICY ED4: In addition to the recruitment and expansion of major new industries, the considerable value of SMALL BUSINESS START-UPS, EXPANSIONS AND SPIN-OFFS shall also be recognized.

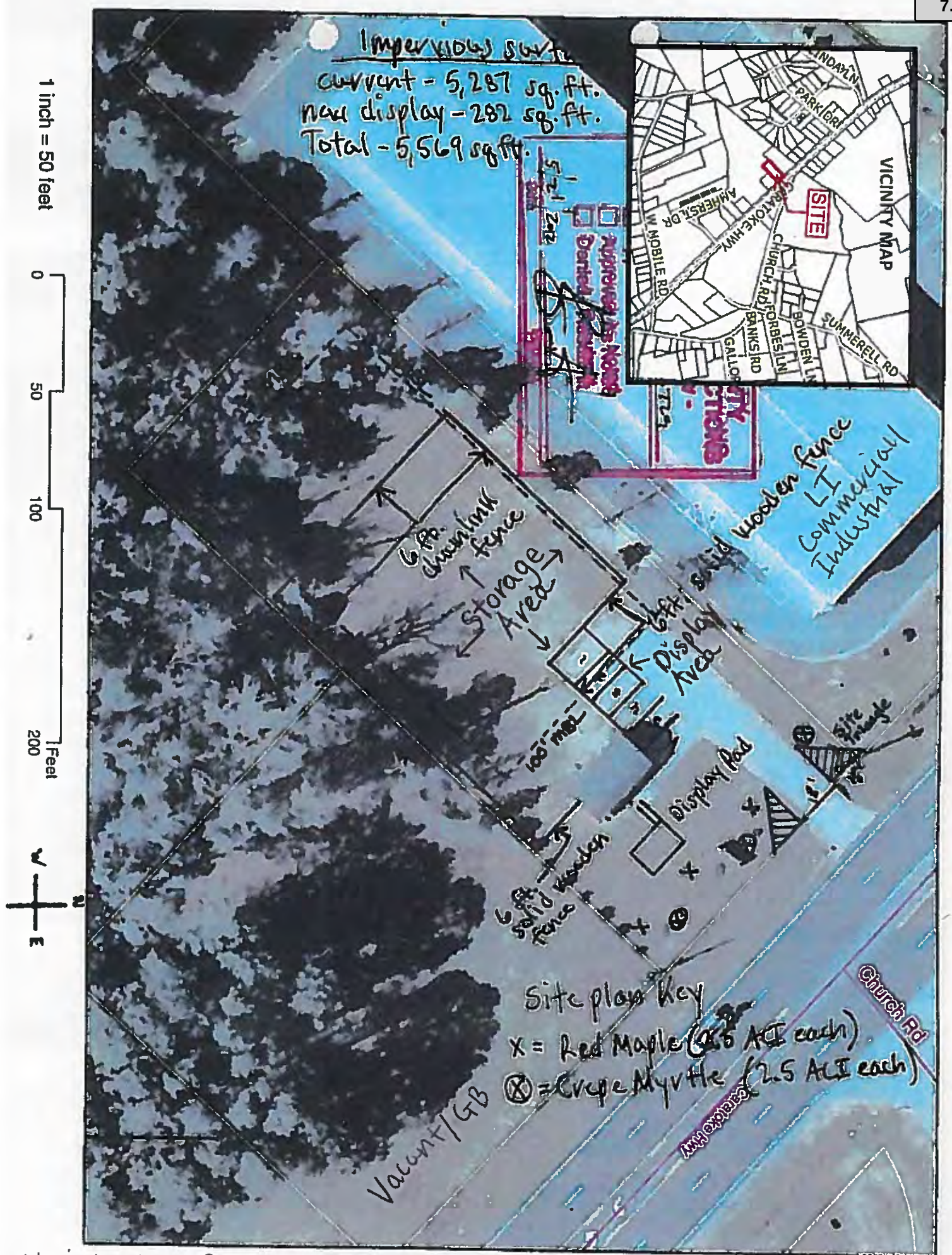
Small business is the foundation of our economy, and if granted this Use Permit, as our business grows, we will be contributing to the tax base in Currituck County. The demand for golf cart/LSV rentals, sales and service will continue to grow, as more and more property owners in Currituck County (especially the Corolla area) purchase LSVs and golf carts for their own personal use, as well as for their weekly rental guests to use.

Question D. The use will not exceed the county's ability to provide adequate public facilities, including, but not limited to, schools, fire and rescue, law enforcement, and other county facilities. Applicable state standards and guidelines shall be followed for determining when public facilities are adequate.

If granted this Use Permit, we will continue to operate out of our existing building and will not be putting any extra demand on any of Currituck County's resources and facilities. We are a small business and are not increasing our footprint.

2018 LSV Guidelines

- LSV may be driven on roads with a speed limit of 35mph or less. You may cross a road with a speed limit higher than 35mph at a stop-lighted intersection only.
- LSV may **not** be driven in sand, as it will **not** operate in sand. It may **not** be driven on any sidewalk or multi-use path.
- Drive and park the LSV just as you would your car. Obey all state and local traffic laws and wear seatbelts at all times. Always use the parking brake when parked.
- All drivers must be at least 21 years of age with a valid driver's license.
- Charging the LSV - extension cord plugs into outlet first, then 3-pronged plug goes into the LSV. Make sure you have plugged in securely, and that the outlet is working and has power to it, to ensure the LSV is charging when plugged in. The charger should kick on within 5 – 10 seconds after connecting. The charger will turn off when batteries are fully charged.
- Charge the LSV every night, or whenever batteries are getting low. Pay attention to the battery charge indicator gauge.
- Charger must be kept away from any water source (rain, hose, hot tub, pool, etc.). The replacement cost is \$500.
- If the LSV is inoperable – **DO NOT ATTEMPT TO PUSH OR TOW WITHOUT FIRST SWITCHING IT FROM “RUN” MODE INTO “TOW” MODE.** This switch is found under the front seat (4 passenger), under the second-row seat (6 passenger) on the back wall of the battery compartment. The switch is labeled “RUN/TOW”. Pushing or towing the LSV while it is still in “RUN” mode **will** damage the motor.
- Our after-hours emergency contact numbers are 252-715-1295 or 252-207-8990. We do check messages and will get back to you.
- On your last evening, please leave LSV plugged in, parked where our driver can access it, and key in lock box. We start picking up vehicles at **6am** on Saturday and Sunday mornings.
- Lost key charge: \$15
- Lost extension cord charge: \$40



Christopher Seward
 318 Duck Road
 Southern Shores NC 27949
 252-267-8990
 cgs111@aol.com/ventus@obxbeachbuggies.com

8604 Caratoka Highway
 Powell's Point NC 27966
 PIN# 012400009500000

General Business
 Total average: .92

* All service/repair work is done inside the building. Service work includes replacing tires, installing electric motors, seats, windshields, tops, batteries, and troubleshooting.
 - 6 ft. solid wooden fence will be installed along the southeast property line and the southwest property line, where 6 ft. chainlink fence exists.



Currituck County

Department of Planning and Community Development
 153 Courthouse Road, Suite 110
 Currituck, North Carolina 27929
 252-232-3055
 FAX 252-232-3026

MEMORANDUM

To: Pam & Chris Seward

From: Jennie Turner, Planner II

Date: July 12, 2018

Re: Outer Banks Beach Buggies, LLC – LSV Sales, Rental & Service – Use Permit
 8604 Caratoke Highway

The following comments have been received for the July 18, 2018 meeting. TRC comments are valid for six months from the date of the TRC meeting.

Planning, Jennie Turner 252-232-6031

1. Update Conceptual Plan with the following items on the Use Permit Conceptual Plan Design Standards Checklist:
 - a. Property owner name, address, phone number and email address
 - b. Site Address and PIN
 - c. North Arrow
 - d. Vicinity map
 - e. Existing zoning classification and zoning setback lines
 - f. Total acreage, adjacent use types
 - g. Approximate location of septic system
 - h. Sight distance triangles
2. Show location of all proposed LSV display and storage areas.
3. Light repair and service functions are permitted as an accessory use provided all repair-related activities take place within an enclosed building. Describe type and location of repair work.

Note: Minor Site Plan review will be required.

- a. Outdoor Storage Areas shall be screened in accordance with UDO Section 4.3.3.Q.

Currituck County Engineer, Eric Weatherly 252-232-6035

Approved

Currituck Soil and Water, Will Creef 252-232-3360

No comment

Currituck County GIS, Harry Lee, 252-232-2034

Reviewed

Attachment: 5 OBBS (TRC) 7.18.2018 - Use Permit (PB 18-16 Outer Banks Beach Buggies)

Currituck County Building Code Official, Bill Newns 252-232-6023

Reviewed

Inspections comments

Before performing any remodeling work, please check with our department to see if permits are necessary.

Fire comments

Maintain fire apparatus access to structure at all times.

NC DEQ - Division of Coastal Management, Charlan Owens 252-264-3901

No Comment

Currituck County Parks and Recreation, Jason Weeks, 252-232-3007

No Comment

Albemarle Regional Health Services, Joe Hobbs 252-232-6603

No Comments

Southern Outer Banks Water, Benjie Carawan 252-453-2620

No Comment

Attachment: 5 OBBS (TRC) 7.18.2018 - Use Permit (PB 18-16 Outer Banks Beach Buggies)

Outer Banks Beach Buggies LLC
8604 Caratoke Highway
Powell's Point NC 27966

Summary of Community Meeting
June 25, 2018 at 6pm

Three people attended our community meeting on 6/25/18. Those in attendance were Jason Litteral (Currituck County), Pam Seward (Outer Banks Beach Buggies - employee) and Chris Seward (Outer Banks Beach Buggies – owner). No other people attended this meeting.



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 2247)

Agenda Item Title

Consideration of the Currituck County Emergency Operations Plan and Currituck Alert Presentation

Brief Description of Agenda Item:

Board Action Requested

Action

Person Submitting Agenda Item

Leeann Walton, Clerk to the Board

Presenter of Agenda Item

Currituck County Emergency Operations Plan

PLAN OVERVIEW

PURPOSE

The Currituck County Emergency Operations Plan predetermines actions that should be taken by government agencies and private organizations in Currituck County to reduce the vulnerabilities of people and property to disaster and establish capabilities to respond effectively to the actual occurrence of a disaster.

SITUATION AND ASSUMPTIONS

Situations and assumptions affecting the County's emergency planning include:

Situations

- Currituck County is exposed to many hazards, all of which have the potential to disrupt the community, cause damage and create casualties.
- Hurricanes represent the primary catastrophic threat facing the County.
- Other potential threats include, but are not limited to, flooding, hazardous materials release, winter weather and severe weather.
- The population of Currituck County drastically increases during the summer tourist season.

Assumptions

- It is necessary for the County to plan for and to carry out disaster response and short-term recovery operations utilizing local resources; however, it is likely that outside assistance would be needed in most major disaster situations affecting the County.
- The citizens of Currituck County should practice personal preparedness for emergencies and disasters.
- The County will manage large-scale disasters from the Emergency Operations Center (EOC).
- The State of North Carolina will provide assistance as outlined in the North Carolina State Emergency Operations Plan.
- The federal government will provide assistance as outlined in the National Response Framework.

GENERAL

The County's response to a major emergency or disaster will cause the centralization and coordination of emergency response through the Emergency Operations Center. The County Manager serves as the Incident Commander. The County Manager is advised by the Control Group, consisting of the Chairperson of the Board of Commissioners, the Emergency Management Director, the Sheriff, the Public Information Officer, and the Safety Officer.

Emergency response and recovery are managed by Emergency Support Functions (ESF). County departments are assigned to ESF's in either a primary or supporting agency role.

Phases of Emergency Management

There are four phases of emergency management: preparedness, response, recovery, and mitigation. Often, phases of the cycles overlap and the length of each phase depends on the severity of the disaster.

- Preparedness – Planning how to respond
- Response – Responding to an emergency
- Recovery – Returning the community to its pre-disaster status
- Mitigation – Preventing future emergencies or minimizing the effects of disaster

Organization

Currituck County utilizes a hybrid approach to emergency response and recovery. The Incident Command System (ICS) model is used with ESF's that are managed by each of the ICS sections.

Currituck County Emergency Operations Plan

The Incident Command System is a standardized approach to incident management that:

- Enables a coordinated response among various jurisdictions and agencies.
- Establishes common processes for planning and managing resources.
- Allows for the integration of facilities, equipment, personnel, procedures and communications operating with a common organizational structure.

Emergency Support Functions coordinate functional capabilities and resources. These functions are coordinated by a single agency but may rely on several supporting agencies for operational resources. Currituck County's emergency support functions are:

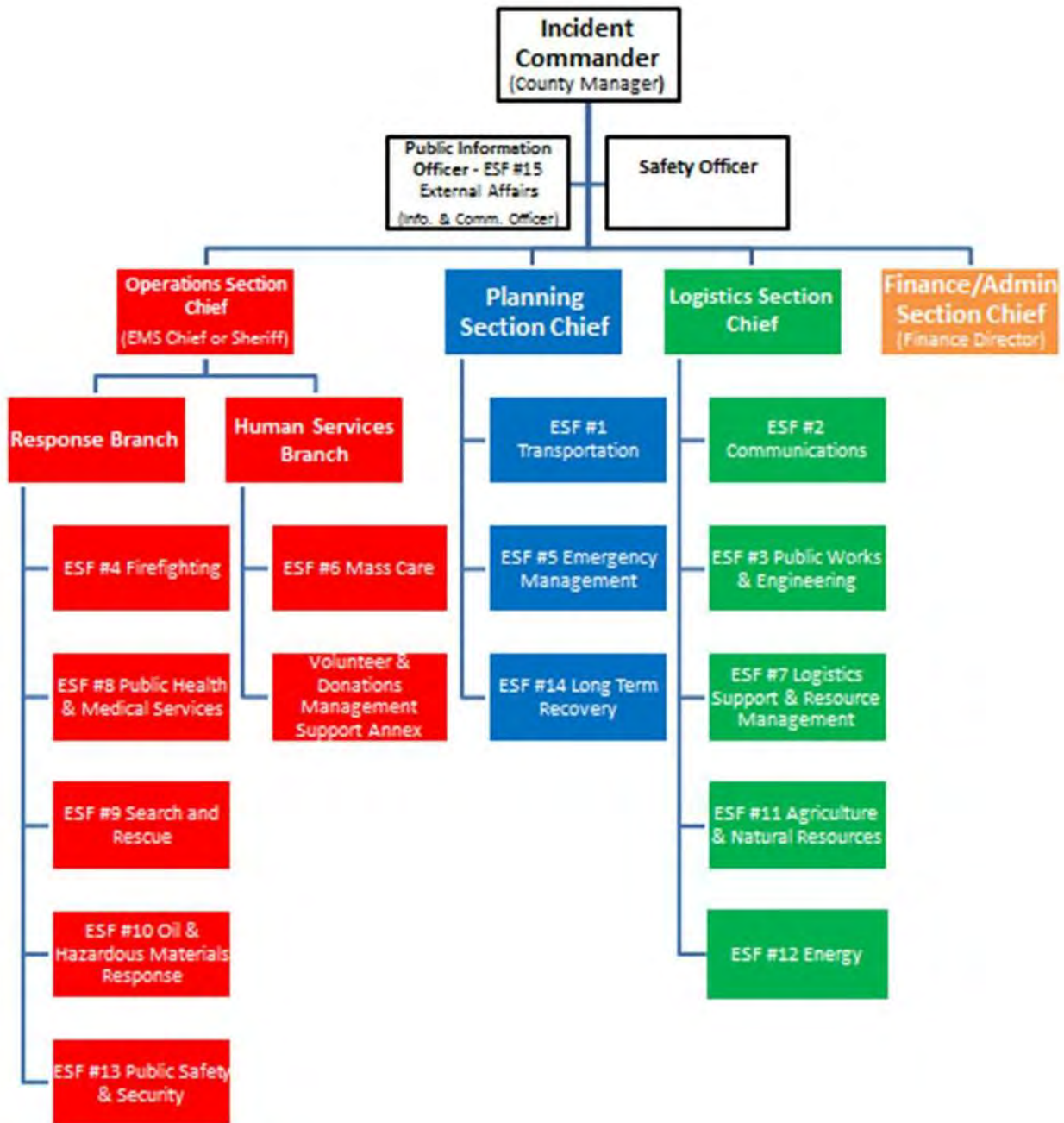
- ESF 1 – Transportation
- ESF 2 – Communications
- ESF 3 – Public Works and Engineering
- ESF 4 – Firefighting
- ESF 5 – Emergency Management
- ESF 6 – Mass Care
- ESF 7 – Logistics Support and Resource Management
- ESF 8 – Public Health and Medical Services
- ESF 9 – Search and Rescue
- ESF 10 – Oil and Hazardous Materials
- ESF 11 – Agriculture and Natural Resources
- ESF 12 – Energy
- ESF 13 – Public Safety and Security
- ESF 14 – Long-Term Community Recovery
- ESF 15 – External Affairs

PLAN DEVELOPMENT AND MAINTENANCE

Currituck County Emergency Management maintains the Emergency Operations Plan. The EOP shall be reviewed annually and updated accordingly. Departments with responsibilities in functional areas are responsible for assistance and developing supporting plans and guidelines in their area(s) of operations.

Currituck County Emergency Operations Plan

EOC ICS Command Structure



Currituck County Emergency Operations Plan

ESF Matrix of Responsibilities

DEPARTMENT	ESF #1 Transp.	ESF #2 Comms	ESF #3 Public Works & Engineering	ESF #4 Firefighting	ESF #5 Emergency Mgmt.	ESF #6 Mass Care	ESF #7 Logistics Mgmt. & Resource Support	ESF #8 Public Health & Medical Services	ESF #9 Search & Rescue	ESF #10 Hazardous Materials	ESF #11 Agriculture & Natural Resources	ESF #12 Energy	ESF #13 Public Safety & Security	ESF #14 Long Term Recovery	ESF #15 External Affairs	Vol. & Donations Mgmt. Support Annex
Airport							S									
Animal Services & Control											P					
Communications		P											S			
Cooperative Ext.											S					P
County Manager					S									S	S	
Economic Dev.																P
Emergency Mgmt.	P	S	S	S	P	S	P	S	S	S		P		S	S	S
Finance							S							S		
Fire-EMS				P/S		S		P	S	P						
GIS					S									S		
Human Resources															S	
Information Tech.		P														
Park & Rec.							S									
Planning	S													P		
Public Info.					S										P	
Public Works			P									S		S		
Senior Center						S										
Sheriff's Office	S					S			P	S			P		S	
Social Services	S					P										S
Soil & Water			S													
Tax														P		
Travel & Tourism															S	

Attachment: EOP-Plan Overview (Emergency Operations Plan-Consideration and Adoption)



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 2250)

Agenda Item Title

Veterans Advisory Board Appointments and Set Initial Terms for Members

Brief Description of Agenda Item:

Two vacancies remain on the Veterans Advisory. After nominees are approved and the Board is full, Commissioners are to set the initial terms, per ordinance: 4 members will serve 2-year terms, 3 members will serve one-year terms. Thereafter, all members are eligible to serve two consecutive two-year terms.

Board Action Requested

Action

Person Submitting Agenda Item

Leeann Walton, Clerk to the Board

Presenter of Agenda Item

VETERANS ADVISORY BOARD
2 Year Terms

Incumbent	Nominated by	New Appointee	Nominated by	Date of Appointment	End of Term
	District 1	ET Smith	Bob White	8/6/2018	Initial TBD
	District 2	Chet Moore	Bobby Hanig	8/6/2018	Initial TBD
	District 3	John McColley	Mike Payment	8/6/2018	Initial TBD
	District 4	VACANT	Paul Beaumont		
	District 5	Michael Shay	Marion Gilbert	8/6/2018	Initial TBD
	At-Large	VACANT	Mike Hall		
	At-Large	Jennifer Kuhnen	Kitty Etheridge	8/6/2018	Initial TBD

Commissioner:



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 2260)

Agenda Item Title

Amended-Senior Citizens Advisory

Brief Description of Agenda Item:

Agenda was amended to include an appointment to the Senior Citizens Advisory.

Board Action Requested

Action

Person Submitting Agenda Item

Leeann Walton, Clerk to the Board

Presenter of Agenda Item

SENIOR CITIZEN ADVISORY BOARD
2 Year Terms

Incumbent	Nominated by	New Appointee	Nominated by	Date of Appointment	End of Term
Cindy Scott	District 1		Bob White	3/6/2017	1st 2/1/2019
Rita Ferebee	District 2		Bobby Hanig	8/6/2018	2nd 2/1/2020
Janet Lovell	District 3		Mike Payment	2/6/2017	1st 2/1/2019
David Myers	District 4		Paul Beaumont	7/17/2017	1st 2/1/2019
Mary Ellen Maxwell	District 5		Marion Gilbert	4/3/2017	Unexp 2/1/2018
Betty Ann Fairchild	At-Large		Mike Hall	8/20/2018	Unexp 2/1/2020
Alisa Hugdahl	At-Large		Kitty Etheridge	8/6/2018	Unexp 2/1/2020

Must be replaced

Commissioner Etheridge Serves on this Board



CURRITUCK COUNTY NORTH CAROLINA

August 6, 2018

Minutes – Regular Meeting of the Board of Commissioners

WORK SESSION

1. 4:00 PM Solar Array Ordinance

The Board of Commissioners held a work session at 4:00 PM in the Historic Courthouse Conference Room to receive information on the Solar Ordinance language update and to provide direction on the few remaining items needed for completion. Laurie LoCicero and Tammy Glave, Currituck County Planning and Community Development, reviewed the ordinance language derived from recent Commissioner feedback. Commissioners discussed several points to clarify and reach a consensus on items such as setbacks, size/acreage restrictions, distance buffers between solar farms, opacity, water monitoring requirements, herbicide or chemical use for vegetation control, hours of construction, construction limitations for locations in close proximity to schools and decommissioning requirements.

After discussion, Commissioners directed staff to develop language for the following provisions:

- Include a minimum of five monitoring wells at lowest points in center and along property lines and, if size allows, every 2,000 linear feet at exterior property lines.
- No use of herbicides or chemicals for vegetation control
- 1500 foot setback from public schools and licensed pre-schools and establish increased setback of 3,000 feet for construction activity and pile-driving. Setbacks are measured from the construction area to nearest school buildings, including outbuildings.
- Establish maximum size of 200 acres or half of the available acreage, whichever is greater, utilizing the parent tract.
- Installation of buffer prior to construction to achieve 100% opacity in three years. No fencing will be permitted for opacity purposes (security fencing is allowed.)

Staff said they could revise the ordinance and return with updated language for Board consideration and review at the August 20, 2018 meeting. There was no further discussion and the work session concluded at 5:36 PM.

2. 5:00 PM Emergency Management-Currituck Alert System

Mary Beth Newns and Rebecca Gay, Currituck Emergency Management, provided a brief overview of the county's updated Emergency Operations Plan. Ms. Gay reviewed the purpose of the plan and noted it was last updated in 2007. She said the new plan brings the

Communication: Minutes for August 6, 2018 (Approval Of Minutes for August 6, 2018)

county more in line with federal and state emergency operations plans and provides responses to major disasters or incidents and operations requirements for incident command. Documents distributed to the Board included a plan summary, a matrix of responsibilities and organizational chart. Ms. News reviewed documentation and conducted a brief exercise. County Manager, Dan Scanlon, said the plan would be brought to the Board of Commissioners for consideration and possible adoption at the August 20, 2018 meeting which will allow time for Commissioners to review the full plan.

6:00 PM CALL TO ORDER

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

Attendee Name	Title	Status	Arrived
Bobby Hanig	Chairman	Present	
Mike H. Payment	Vice Chairman	Present	
Paul M. Beaumont	Commissioner	Present	
Mary "Kitty" Etheridge	Commissioner	Present	
Marion Gilbert	Commissioner	Present	
Mike D. Hall	Commissioner	Present	
Bob White	Commissioner	Present	

Chairman Hanig called the meeting to order.

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

Reverend Susan Fitch-Slater offered the Invocation and led the Pledge of Allegiance.

B) Approval of Agenda

Commissioner Gilbert added Advisory Board Appointments to the Board of Adjustment and Recreation Advisory under New Business and motioned for approval of the agenda with additions. Commissioner Etheridge seconded the motion and the motion passed unanimously.

Approved agenda:

Work Session

4:00 PM Solar Array Ordinance

5:00 PM Emergency Management-Currituck Alert System

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.

Commissioner's Report

Public Hearings

- A) **PB 18-17 Jay Winslow and Jason Graham:** Request for a text amendment to Chapter 4 Use Standards of the Unified Development Ordinance to allow automotive painting/body shops in the General Business (GB) Zoning District.

Old Business

- A) **Consideration & Action-PB 18-15 Eagle Creek Golf Course and Grill:** Request for a text amendment to the Unified Development Ordinance, Chapter 5. Development Standards, to modify off-premise directional sign standards.
- B) **Consideration of An Ordinance of the Currituck County Board of Commissioners Amending Section 2-96(a) of the Currituck County Code of Ordinances to Require Statement of Interest for Nominees to Advisory Boards and Amending Section 2- 98 of the Currituck County Code or Ordinances to Clarify Concurrent Membership on Authorities, Boards and Commissions**

New Business

A) Board Appointments

1. Animal Services and Control Advisory
2. Game Commission
3. Senior Citizens Advisory
4. Veterans Advisory Board
5. Amended Item: Board of Adjustment Appointment
6. Amended Item: Recreation Advisory Board Appointment

B) Consent Agenda

1. Approval of Minutes for July 16, 2018
2. Budget Amendments

3. Vehicle Surplus Resolution
4. Resolution for Sole Source Purchase of Supervisory Control & Data Acquisition (SCADA) System from Instrullogic, LLC for the Southern Outer Banks Water System
5. Consideration of Grant Agreement with the Currituck County Historical Society for Celebration of 350th Anniversary
6. Job Description Revisions-Planning and Community Development Department
7. Job Description Revisions-Fire and EMS

C) County Manager's Report

Adjourn

Special Meeting-Tourism Development Authority

Budget Amendments

Adjourn Special Meeting

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Marion Gilbert, Commissioner
SECONDER:	Mary "Kitty" Etheridge, Commissioner
AYES:	Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Marion Gilbert, Commissioner, Mike D. Hall, Commissioner, Bob White, 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.

H.V. Cole, Brumsey Road, spoke against the county's \$50,000 contract with North Carolina state Representative Bob Steinburg and suggested all involved should get a "black eye". He said the representative contracting with the county was wrong and suggested teachers be given those funds instead.

Abby Rose, a rising junior at Currituck County High School and secretary for the local and regional chapter of the Future Farmers of America (FFA), discussed the dilapidated condition of the existing greenhouse at the high school and asked the Board to consider funding the purchase of a new greenhouse for their horticulture program. She suggested the use of occupancy tax money for the \$72,000 purchase.

Commissioner Hall said he would look into grant opportunities through College of the Albemarle and Chairman Hanig said they will be contacted after Board consideration.

COMMISSIONER'S REPORT

Chairman Hanig reported his attendance at Sunday's Pirate Plunder at The Weeping Radish. He congratulated Currituck County Tourism and the 350th Anniversary committee for their hard work in pulling the event together.

Commissioner White said a facebook post of a horse stuck in the cattle grate at the off-road beach ramp was taken earlier in the spring and that the horse is in good health on a mainland farm. He said WAVY plans to correct the mis-information they had posted. He thanked H & H and Mark Thompson, along with County Engineer Eric Weatherly and staff, for their stormwater pumping efforts and long hours put in for the operation on the beach. In response to Mr. Cole's public comment, Commissioner White said the contract with Representative Steinburg used Occupancy Tax dollars collected from tourism and not property tax money.

Commissioner Beaumont also acknowledged Mr. Weatherly, staff and the Corolla firefighters who assisted with manpower which allowed the continual operation of stormwater pumps. He said this was an event that raised issues the County can look at going forward.

Commissioner Etheridge reported her recent attendance at the National Association of Counties (NACO) annual conference in Nashville, TN. She noted 150 participants from North Carolina and said it was an opportunity to discuss best practices and common challenges with others in county government. She said several from North Carolina were appointed to leadership roles within the organization. Commissioner Etheridge talked about the perception of the county's contracting with Representative Steinburg's. She said the Board of Commissioners has an obligation to ensure the public doesn't lose trust in their government and suggested the Board establish guidelines for contracting with public officials.

Commissioner Gilbert announced JP Knapp Early College High School was in session and to be aware of school buses and young drivers on the road. She acknowledged Robert Stamey for organizing a golf tournament, with proceeds going to Currituck Kids. She thanked all who participated.

Commissioner Payment talked about the recent storm and mainland flooding that occurred, particularly in Lower Currituck, and said problem areas have been reported to the County Engineer. He reported on attending a portion of the county's incident command training last week and noted the commitment of staff whose role is to come to the courthouse during a disaster. He thanked staff who participated, the County Manager and Emergency Management for putting on the training.

Chairman Hanig responded to earlier remarks made about the Steinburg contract. He said at no time was any employee under duress to move the contract through. He said the county is often applauded on the strict contract process in place. Chairman Hanig said at no time was the county out of line and everything was done completely and to the letter of the law.

PUBLIC HEARINGS

A. PB 18-17 Jay Winslow and Jason Graham:

Laurie LoCicero, Planning and Community Development Director, reviewed the text amendment application with Commissioners. Ms. LoCicero noted both the Technical Review Committee and Planning Board recommend approval, and she responded to questions, mostly related to compliance and enforcement, from Commissioners.

Jay Winslow, applicant, spoke in support of approval of the text amendment. He said he wants to open a professional collision center in the Moyock area, as none currently exist, and he noted the growing community. He believes the business would be more successful if it is seen from the highway. Mr. Winslow and co-applicant Jason Graham responded to questions related to spray booth operation, types of repairs to be performed and the proposed site location.

Chairman Hanig opened the Public Hearing and no one was signed up nor wished to speak. The Public Hearing was closed.

Commissioner Hall moved to approve PB 18-17 because the request is consistent with the land use plan. It recognizes the considerable value of small business start-ups, expansions and spin-offs (Policy ED4). The request is reasonable and in the public interest because it is consistent with the purpose and intent of Section 1.3 of the UDO because it encourages business growth while protecting the aesthetic and environmental aspects of the county; it is an area in need of a jump-start for businesses going in.

The motion was seconded by Commissioner Payment and the motion passed unanimously.

To: Board of Commissioners
 From: Planning Staff
 Date: July 11, 2018
 Subject: PB 18-17 Jay Winslow and Jason Graham Text Amendment

In the current UDO "Automotive Painting/Body Shop" is only allowed in the LI (Light Industrial) and HI (Heavy Industrial) zoning districts. The applicants are requesting that painting/body shops be allowed in the GB (General Business) zoning district. Currently automobile repair and servicing is allowed as a permitted use in GB. In the past, the noxious fumes and pollutants emitted from paint booths were an environmental concern and one reason automotive painting/body shops were placed in our industrial zoning districts. The EPA (Environmental Protection Agency) now strictly governs paint and auto body shops to reduce emissions (cadmium, chromium, lead, manganese, and nickel) emitted during the spray application surface coating operation. The EPA requires that all spray booths, stations, and enclosures catch at least 98% of the fumes.

In addition to the initial Environmental Protection Agency Compliance Report, the UDO requirements for automobile repair and servicing would apply to automotive painting/body shop to protect neighboring properties:

- (a) The repair facility shall be located at least 125 feet from any residential district, school (except vocational school), or child care center.
- (b) Repair of all vehicles shall occur within an enclosed building. Temporary outdoor

vehicle storage may be allowed in an outdoor storage area that is no larger than 25 percent of the buildable area of the lot, located behind or to the side of the principal structure, and screened in accordance with Section 4.3.3.R, Outdoor Storage.

- (c) If gasoline is sold on-site, the use shall also comply with the standards for a gasoline sales use in Section 4.3.3.K Gasoline Sales
- (d) Vehicles shall not be parked or stored as a source of parts or the purpose of sale or lease/rent.
- (e) Vehicles that are repaired and are awaiting removal shall not be stored or parked for more than 30 consecutive days. In cases where a vehicle is abandoned by its lawful owner before or during the repair process, the vehicle may remain on site as long as is necessary after the 30 day period, provided the owner or operator of the establishment demonstrates steps have been taken to remove the vehicle from the premises using the appropriate legal means.

Staff Recommendation:

Staff recommends approval of the proposed text amendment due to its consistency with the Land Use Plan and the UDO. The text amendment is reasonable and in the public interest because it promotes economic growth and small business startups while protecting the environment from a previously less regulated, noxious, more intense use. Staff recommends that a copy of the EPA initial compliance report be provided to the county as well as any change notification reports.

Planning Board Recommendation - July 10, 2018:

Planning Board recommends approval of the proposed text amendment with a copy of the initial EPA compliance report to be provided to the county as well as any change notification reports.

Planning Board Motion:

Mr. Craddock motioned to approve PB 18-17 Jay Winslow and Jason Graham text amendment, striking the section discussed and changing the verbiage concerning the yearly EPA test report. The requested zoning text amendment is consistent with the 2006 Land Use Plan because:

- New and expanding industries and businesses are encouraged, especially those that diversify the local economy, train and use a more highly skilled labor force, and are compatible the environment.
- Small business start-ups are encouraged.
- Site and building design along major highway corridors require improved appearance and development standards (driveway access, landscaping, buffering, signage, lighting, and tree preservation).
- Adequate public facilities must be available to support the request.

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

- It is consistent with the purpose and intent of Section 1.3 of the UDO.
- It encourages business growth while protecting the aesthetic and environmental aspects of the county.

Mr. O'Brien seconded the motion and the motion carried unanimously.

RESULT: RECOMMENDED APPROVAL [UNANIMOUS]

AYES: C. Shay Balance, Vice Chairman, Carol Bell, Board Member, Steven Craddock, Board Member, John McColley, Board Member, Jeff O'Brien, Board Member, Jane Overstreet, Board Member

ABSENT: Fred Whiteman, Chairman, J. Timothy Thomas, Board Member

Planning Board Discussion:

Senior Planner Tammy Glave presented the staff report. The text amendment is requesting painting/body shops be allowed in the General Business (GB) zoning district. Currently automobile repair and servicing is allowed as a permitted use in GB. In the past, the noxious fumes and pollutants emitted from paint booths were an environmental concern and one reason automotive painting/body shops were placed in our industrial zoning districts. The Environmental Protection Agency (EPA) now strictly governs paint and auto body shops to reduce emissions (cadmium, chromium, lead, manganese, and nickel) emitted during the spray application surface coating operation. The EPA requires that all spray booths, stations, and enclosures catch at least 98% of the fumes. Ms. Glave also reviewed the Unified Development Ordinance (UDO) requirements and said painting /body shops standards are within the Light Automobile Repair and Servicing section.

Ms. Overstreet asked the zoning districts currently allowed for painting/body shops and Ms. Glave said the Light Industrial (LI) zoning district and the Heavy Industrial (HI) zoning district.

The applicant, Jay Winslow, came before the board and stated his current address as 115 Deerfield Drive in South Mills.

Mr. O'Brien asked Mr. Winslow his current Environmental Protection Agency (EPA) Compliance Report reading for his spray booth and Mr. Winslow stated 99.3 percent.

Discussion was held on whether the EPA required a yearly testing report for spray booths and Mr. Winslow said it is only required at the startup of the business and is not tested yearly as stated in the staff report. Mr. Glave reviewed the EPA requirements and said she had misread the requirement. She will make the corrections to the staff report memo and the text amendment to reflect the change.

Mr. McColley said he believes this should require a Use Permit. Ms. LoCicero explained the differences in Use Permits and Conditional Rezoning.

Mr. Craddock asked about the landscaping requirements for on the highway and off of the highway businesses of this type. Ms. Glave said both have the same requirements.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike D. Hall, Commissioner
SECONDER:	Mike H. Payment, Vice Chairman
AYES:	Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Marion Gilbert, Commissioner, Mike D. Hall, Commissioner, Bob White, Commissioner

RECESS

Chairman Hanig called for a brief recess at 6:30 PM. The meeting was reconvened at 6:42 PM.

OLD BUSINESS

- A. Consideration & Action-PB 18-15 Eagle Creek Golf Course and Grill: Request for a text amendment to the Unified Development Ordinance, Chapter 5. Development Standards, to modify off-premise directional sign standards.**

Laurie LoCicero, Planning and Community Development Director, briefly reviewed the

text amendment request for off-premise signs and presented information requested by the Board at the initial hearing on July 16, 2018, which resulted in a continuance. Information requested included clarification of sign height requirements and measurement grade and the number of businesses to which the text amendment would apply. Ms. LoCicero said that 15 businesses would meet the North Carolina Department of Transportation (NCDOT) requirement for a Tourism Oriented Destination sign (TODS). She said specific types of businesses are designated in the Text Amendment. Ms. LoCicero briefly explained the TODS program in response to questions from Commissioner Gilbert. Commissioner Gilbert expressed concern that the Board is not being consistent or fair with other types of businesses. She said changing the ordinance is not the right path. Commissioner Hall and Commissioner White provided positive comment relative to the proposed amendment. Commissioner Hall highlighted the signage recently installed on Caratoke Highway for the Currituck County Rural Center to alert visitors of the location. Commissioner White noted the county is following guidelines already established by NCDOT.

Commissioner Beaumont discussed language that specifies a business had to exist prior to June 1, 2018 to qualify. He questioned whether a date is necessary if the amendment is a good thing for the tourism industry. He did express some concern as to what further impact that might have and the Board discussed the possibility of increased signage along the highway. The Board concluded that the limited number of qualifying businesses in the text amendment would not result in a dramatic increase in highway signage.

Commissioner Gilbert said businesses eligible for the TODS program already have signage and suggested 135 other businesses are not being considered. She said the same courtesy should be given to other businesses for the purpose of Economic Development. Chairman Hanig said that anyone may come in and request change.

Ms. LoCicero reviewed some of the specific language included in the amendment relative to sign construction and size parameters, messaging and installation locations.

Commissioner Hall moved to approve PB 18-15 because the request is consistent with the Land Use Plan: Sign policies and standards should be established and periodically updated to enhance community appearance and create a quality business image. Such standards are to be tailored to achieve development characters for different parts of the county-see Policy CA4. The request is reasonable and in the public interest because it is consistent with the purpose and intent of Section 5.12, 5.12.5, and 5.12.6 of the UDO because it reduces the size of allowable off-premise directional signs; it will direct traffic to tourist-oriented business and locations not fronting a major highway or arterial street and lessens the size of allowable off-premise directional signs; also include removing the "prior" date of June 1, 2018.

The motion was seconded by Commissioner White. The motion passed on a vote of 6-1, with Commissioner Gilbert opposed.

PB 18-18

Eagle Creek Golf Club and Grill**(Planning Board Version)**

Amendment to the Unified Development Ordinance Chapter 5: Development Standards, to modify off-premise directional sign standards.

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 5 is amended by adding the following bold underlined language and deleting the strike-through language in Section 5.12.6.D Off-Premise Directional Signs:

5.12.6.D Off-Premise Directional Signs**(1) Applicability**

The standards in this section shall apply to **tourist oriented** businesses **or facilities** existing prior to **June 1, 2018** located in an **Agricultural**, Business, ~~**and or**~~ Mixed-Use Zoning District adjoining the Currituck Sound, ~~**or**~~ Atlantic Intracoastal Waterway, **or within two miles of a major arterial street. Tourist oriented businesses include the following: that contain a use listed in Section 4.1.2 Use Table, Commercial Use Classification.**

a. **Amusement park**

b. **Cultural center**

c. **Facility tour locations**

1. **Must conduct tours at least four times daily on a regularly scheduled year-round basis**

d. **Historic Register structure or site:**

1. **Must be open to the public at least three months out of the year.**

e. **Recreation area**

f. **Natural phenomenon**

g. **Zoological/Botanical parks and farms:**

h. **Agricultural Facility:**

(2) Prohibited

Except as provided in Section 5.12.3 Signs Exempt from Signage Regulations, and 5.12.4 Signs Exempted from Sign Permit Requirements, off-premise directional signs are prohibited for the following:

(a) Commercial uses and properties located on the Outer Banks.

(b) Commercial uses adjoining a major arterial street

(3) Exemptions (Sections to be renumbered accordingly)

Off-premise directional signs erected as a part of an NCDOT program located within the NCDOT right-of-way.

(4) General

(a) Off-premise directional signs must be located on property within two miles of the intersection of a major arterial street and the collector street accessing the commercial use.

(b) ~~**Off-premise directional signs must be located on property under the same ownership as the business to be identified on the sign.**~~

(c) Off-premise directional signs must be located in an **Agricultural**, Business, **or** ~~**and**~~ Mixed-Use Zoning District adjoining a major arterial street.

- (d) A maximum of one off-premise directional sign is permitted per business. A use lot shall have a maximum of one off-premise directional sign.
- (e) Off-premise directional signs shall not exceed 64 32 square feet in area and 15 feet in height.
- (f) **An off-premise directional sign shall be allowed to display the name of the business only (no logo) and the direction in which it is located.**
- (g) Off-premise directional signs shall not be located within the sight triangle or street right-of-way.
- (h) Off-premise directional signs shall not contain an electronic message board or be lighted in any manner.

Item 2: That Chapter 10 is amended by adding the following bold underlined language in Section 10.5 Definitions:

AMUSEMENT PARK

A permanent area open to the general public including at least three of the following activities: roller coasters, entertainment rides, games, swimming, concerts, and exhibitions.

CULTURAL CENTER

Museums, outdoor theaters, or facilities that exhibit antiques or items painted or crafted by local artist.

FACILITY TOUR LOCATION

A facility such as a factory, institution, or a plant which conducts tours on a regularly scheduled basis.

RECREATION AREA

Golfing (excluding miniature golf, driving ranges, chip and putt areas, and indoor golf), horseback riding, surfing, bicycling, boating, fishing, picnicking, hiking or rafting and where either the attraction or within 10 miles, all necessary equipment can be rented.

NATURAL PHENOMENON

A naturally occurring area which is of interest to the general public, such as natural habitat areas.

ZOOLOGICAL/BOTANICAL PARK OR FARM

Facility in which living animals or plants are kept and exhibited to the public.

AGRICULTURAL FACILITY

Facility that provides tours, on-site samples of agricultural products, or produce stands.

Item 3: Statement of Consistency and Reasonableness:

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

- It promotes tourist oriented business on the mainland.

The request is reasonable and in the public interest because:

- It is inconsistent with the purpose and intent of Section 5.12 of the UDO because it reduces the size of allowable off-premise directional signs.

Item 4: 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 5: This ordinance amendment shall be in effect from and after the ____ day of ____, 2018.

RESULT:	APPROVED [6 TO 1]
MOVER:	Mike D. Hall, Commissioner
SECONDER:	Bob White, Commissioner
AYES:	Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Mike D. Hall, Commissioner, Bob White, Commissioner
NAYS:	Marion Gilbert, Commissioner

B. Consideration of An Ordinance of the Currituck County Board of Commissioners Amending Section 2-96(a) of the Currituck County Code of Ordinances to Require Statement of Interest for Nominees to Advisory Boards and Amending Section 2-98 of the Currituck County Code of Ordinances to Clarify Concurrent Membership on Authorities, Boards and Commissions

County Attorney, Ike McRee, reviewed the ordinance with the Board and noted it is the second reading of the ordinance which would allow adoption by a simple majority vote. After review, Mr. McRee responded to questions to clarify parts of the amended language.

Commissioners discussed the ordinance provisions relative to consecutive term limits and citizen service on multiple advisory boards. Commissioners agreed that it can be difficult to find qualified individuals willing to serve and decided to revise the language and allow citizens to serve on two advisory boards.

Commissioner Gilbert moved to adopt the ordinance with a change to line 36 of the ordinance to read "not more than two appointments to an authority, board or commission."

Commissioner White seconded and the ordinance was unanimously adopted.

AN ORDINANCE OF THE CURRITUCK COUNTY BOARD OF COMMISSIONERS AMENDING SECTION 2-96(a) OF THE CURRITUCK COUNTY CODE OF ORDINANCES TO REQUIRE STATEMENT OF INTEREST FOR NOMINESS TO AN AUTHORITY BOARD OR COMMISSION, CLARIFY THE APPOINTMENT OF COUNTY COMMISSIONERS TO AN AUTHORITY, BOARD OR COMMISSION AND AMENDING SECTION 2-98 OF THE CURRITUCK COUNTY CODE OF ORDINANCES TO CLARIFY CONCURRENT MEMBERSHIP ON AUTHORITIES, BOARDS AND COMMISSIONS

WHEREAS, pursuant to N.C. Gen. Stat. §153A-76 a board of commissioners may change the composition and manner of selection of boards, commissions, and agencies, and may generally organize and reorganize the county government in order to promote orderly and efficient administration of county affairs; and

WHEREAS, pursuant to N.C. Gen. Stat. §153A-77 a board of commissioners may appoint advisory boards, committees, councils and agencies composed of qualified and interested county residents to study, interpret and develop community support and cooperation in activities conducted by or under the authority of the board of commissioners.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners for the County of Currituck, North Carolina as follows:

PART I. Section 2-96(a) of the Code of Ordinances, Currituck County, North Carolina is amended to read as follows:

Sec. 2-96. Method of appointment to and removal from boards.

(a) One appointment to a board shall be nominated by each of the seven members of the board of commissioners which nominee shall become part of a slate of nominees to be acted on by the board of commissioners without amendment. Only persons that have filed a statement of interest with the clerk to the board in shall be nominated. A person who holds the office of county commissioner may not be appointed to an authority, board or commission at the board of commissioners first meeting in December unless that person is beginning a new term of office at the first meeting in December.

PART II. Section 2-98 of the Code of Ordinances, Currituck County, North Carolina is rewritten to read as follows:

Sec. 2-98. Multiple committee appointments prohibited.

Other than a county commissioner, officer or employee serving ex officio, no person shall hold ~~concurrently two or more~~ than two appointments to ~~a county an~~ authority, board, or commission.

PART III. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

PART IV. This ordinance is effective immediately upon adoption.

ADOPTED this 6th day of August, 2018.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Marion Gilbert, Commissioner
SECONDER:	Bob White, Commissioner
AYES:	Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Marion Gilbert, Commissioner, Mike D. Hall, Commissioner, Bob White, Commissioner

NEW BUSINESS

A) Board Appointments

1. Animal Services and Control Advisory

Commissioner Gilbert moved that Donna Corbo and Michael Shannon be reappointed to the Animal Services and Control Advisory Board. Ms. Gilbert nominated Brenda Parrish to fill the vacancy on the Advisory Board.

Commissioner Etheridge seconded and all nominees were unanimously approved.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Marion Gilbert, Commissioner
SECONDER:	Mary "Kitty" Etheridge, Commissioner
AYES:	Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Marion Gilbert, Commissioner, Mike D. Hall, Commissioner, Bob White, Commissioner

2. Game Commission

Chairman Hanig nominated Jason Belangia for reappointment to the Game Commission. Commissioner Gilbert seconded and the nominee was unanimously approved.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bobby Hanig, Chairman
SECONDER:	Marion Gilbert, Commissioner
AYES:	Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Marion Gilbert, Commissioner, Mike D. Hall, Commissioner, Bob White, Commissioner

Game Commission

Commissioner Payment nominated Jeremy Evans for reappointment to the Game Commission. Commissioner Gilbert seconded and the nominee was unanimously approved.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike H. Payment, Vice Chairman
SECONDER:	Marion Gilbert, Commissioner
AYES:	Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Marion Gilbert, Commissioner, Mike D. Hall, Commissioner, Bob White, Commissioner

3. Senior Citizens Advisory

Commissioner Etheridge nominated Alisa Hugdahl to serve on the Senior Citizens Advisory Board. Chairman Hanig nominated Rita Ferebee for reappointment to the Senior Citizens Advisory Board. The nominees were unanimously approved.

RESULT:	APPROVED [UNANIMOUS]
AYES:	Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Marion Gilbert, Commissioner, Mike D. Hall, Commissioner, Bob White, Commissioner

4. Veterans Advisory Board

The following nominations were submitted for appointment to the Veterans Advisory Board:

Chairman Hanig nominated Chet Moore
 Commissioner Gilbert nominated Michael Shea
 Commissioner White nominated ET Smith
 Commissioner Payment nominated John McColley
 Commissioner Etheridge nominated Jennifer Kuhn

All nominees were unanimously approved.

RESULT:	APPROVED [UNANIMOUS]
AYES:	Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Marion Gilbert, Commissioner, Mike D. Hall, Commissioner, Bob White, Commissioner

5. Amended Item: Board of Adjustment Appointment

Commissioner White nominated Cathy Bontemps for the Board of Adjustment. Commissioner Gilbert seconded and the nominee was approved unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bob White, Commissioner
SECONDER:	Marion Gilbert, Commissioner
AYES:	Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Marion Gilbert, Commissioner, Mike D. Hall, Commissioner, Bob White, Commissioner

6. Amended Item: Recreation Advisory Board Appointment

Commissioner White nominated Ryan Hodges for reappointment to the Recreation Advisory. Commissioner Gilbert seconded and the nominee was unanimously approved.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bob White, Commissioner
SECONDER:	Marion Gilbert, Commissioner
AYES:	Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Marion Gilbert, Commissioner, Mike D. Hall, Commissioner, Bob White, Commissioner

B) Consent Agenda

Commissioner Hall discussed the county's construction plan for the Historic Boat building and asked that the boat displays be interactive, as he wants people to spend time there. He would like to see the plans include a meeting room.

County Manager, Dan Scanlon, reviewed the budget amendment for the transfer of funds for the Historic Boat Building from last fiscal year. Other items were reviewed for clarification and included the Sole Source Purchase agreement and revisions to Fire and Emergency Medical Services positions.

After review, Commissioner Gilbert motioned for approval. The motion was seconded by Commissioner Etheridge and passed unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Marion Gilbert, Commissioner
SECONDER:	Mary "Kitty" Etheridge, Commissioner
AYES:	Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Marion Gilbert, Commissioner, Mike D. Hall, Commissioner, Bob White, Commissioner

i) Approval of Minutes for July 16, 2018

1. Minutes for July 16, 2018

2. Budget Amendments

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
61818-590000	Capital Outlay	\$ 26,000	
61390-495042	T F - Transfer Tax Capital Fund		\$ 26,000
42450-587061	T T - Mainland Water Fund	\$ 26,000	
42320-414000	Land Transfer Tax		\$ 26,000
		\$ 52,000	\$ 52,000

Explanation: Transfer Tax Capital Fund (42450); Mainland Water (61818) - Increase appropriations for an Eighty-Five foot jack and bore under Caratoke Highway with Sixteen inch encasement and Eight inch tapping sleeve snf valve at 8809 Caratoke Highway.

Net Budget Effect: Transfer Tax Capital Fund (42) - Increased by \$26,000.
Mainland Water Fund (61) - Increased by \$26,000.

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
10460-590000	Capital Outlay		\$ 7,656
10750-590000	Capital Outlay	\$ 7,656	
		\$ 7,656	\$ 7,656

Explanation: Public Works (10460); Social Services Admin (750) - Move funds from the Public Works Dept. to DSS to cover HVAC system replacements in the DSS building. Originally DSS budgeted for one system replacement but from the time the budget was submitted to present an additional two systems have stopped working and need to be replaced.

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

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			Debit		Credit
			Decrease Revenue or Increase Expense		Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>				
10390 499900	Fund Balance Appropriated				\$ 18,017
10531 514000	Travel		\$ 2,000		
10531 514500	Training		\$ 1,000		
10531 516200	Auto Maint		\$ 2,000		
10531 532000	Supplies		\$ 2,000		
10531 545000	Contracted Services		\$ 11,017		
			\$ 18,017		\$ 18,017
Explanation:	Emergency Management (10531) - Carry forward Emergency Management Performance Grant funding from prior year.				
Net Budget Effect:	Operating Fund (10) - Increased by \$18,017.				
			Debit		Credit
			Decrease Revenue or Increase Expense		Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>				
16609-545000	Contract Services		\$ 49,074		
16390-499900	Appropriated Fund Balance				\$ 49,074
			\$ 49,074		\$ 49,074
Explanation:	Carry-forward purchase orders for projects and purchases made in prior fiscal years.				
PO #	Purpose		Vendor		Amount
20180332	Ocean Sands/Crowne Point Engineering Services		Albemarle Associates		\$ 49,074
Net Budget Effect:	Operating Fund (10) - Increased by \$18,017.				

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
50448-590001	Historic Corolla Park Boat Museum	\$ 1,124,014	
50390-495015	T F - Occupancy Tax		\$ 1,124,014
		<u>\$ 1,124,014</u>	<u>\$ 1,124,014</u>
Explanation:	Governmental Construction (50448) - Move funding for the Boat Museum at Historic Corolla Park from the annual fund to the construction fund.		
Net Budget Effect:	County Governmental Construction Fund (50) - Increased by \$1,124,014.		
		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
16609-545000	Contract Services	\$ 50,978	
16609-588000	Contingency		\$ 50,978
		<u>\$ 50,978</u>	<u>\$ 50,978</u>
Explanation:	Ocean Sands/Crowne Point North (16609) - Transfer contingency funds for costs associated emergency protective measures for flooding.		
Net Budget Effect:	Ocean Sands/Crowne Point (16) - No change.		

3. Vehicle Surplus Resolution

RESOLUTION				
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.				
Dept.	Asset #	Description (Year & Make/Model)	VIN #	Mileage
Pubic Wks	4245	1998 Ford F150	1FTRX18L7WNB37696	117,357
Pubic Wks	5882	2004 Ford F150	1FTPW14544KD20604	151,514
Tourism	5626	2003 Crown Vic	2FAHP71W53X146190	
Sheriff	7558	2012 Chevrolet Impala	2G1WD5E38C1223158	92,000
Sheriff	7695	2013 Dodge Ram	1C6RR7GT2DS521776	129,000
Sheriff	7703	2013 Dodge Ram	1C6RR7GT6DS521778	159,000
Sheriff	7702	2013 Dodge Ram	1C6RR7GT8DS521779	110,515
Pubic Wks	7701	2013 Dodge Ram	1C6RR7GT0DS521775	133,000
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 6th day of August, 2018.				
Bobby Hanig				
County of Currituck, Board of Commissioners				
Leeann Walton				
Clerk to the Board			(Seal)	

4. Resolution for Sole Source Purchase of Supervisory Control & Data Acquisition (SCADA) System from Instrulogic, LLC for the Southern Outer Banks Water System

RESOLUTION AUTHORIZING THE PURCHASE OF SUPERVISORY CONTROL & DATA ACQUISITION (SCADA) SYSTEM FROM INSTRULOGIC LLC THROUGH SOLE SOURCE PURCHASE

WHEREAS, N.C. Gen. Stat. §143-129(e)(6) authorizes a unit of local government to purchase apparatus, supplies, materials or equipment when standardization or compatibility is an overriding consideration; and

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WHEREAS, in order that the county's Southern Outer Banks Water System, ("SOBWS"), is operable and functions properly it is necessary to obtain computer hardware and necessary software that is compatible with existing equipment; and;

WHEREAS, Instrulogic, LLC is the only entity capable of providing the county with computer hardware and necessary software that is compatible with current Southern Outer Banks Water System equipment and remote site equipment, and

WHEREAS, SOBWS has been using Instrulogic LLC to create, develop and upgrade its Supervisory Control and Data Acquisition, ("SCADA"), system; and

WHEREAS, SOBWS needs to upgrade the remaining areas of the SCADA and Instrulogic LLC is the sole supplier, creator, and manufacturer of those areas; and

WHEREAS, Instrulogic LLC, is supplying SOBWS with the PLC-F that controls the operations of the 1.25 million gallon per day filter treatment portion of the SOBWS, controls processing, backwashes, and regenerations of greensand filters used for iron and manganese removal; and

WHEREAS, Instrulogic LLC, is supplying SOBWS with the PLC-M which controls the operations of the 1.75 million gallon per day four reverse osmosis trains, and reports the numerous flows through the trains at different stages of treatment, and;

WHEREAS, Instrulogic LLC, is supplying SOBWS with the PLC-W which controls the two waste basins that receive the backwash and regeneration water from the greensand and anion exchange treatment process, and controls the levels via air actuated valves and pumps that work off float switches to discharge this water to the outfall pipe; and

WHEREAS, Instrulogic LLC, is supplying SOBWS with the PLC-C which controls the chemical feed pumps which feed pre and post potassium permanganate to the shallow raw water for treatment in the greensand filters, calcium thiosulfate for the de-chlorination of the water used for greensand and anion exchange backwashes and regenerations, brine solution pumps used in the anion exchange regenerations, anti scalant for pre-treatment of the dep raw water used for the reverse osmosis treatment, corrosion inhibitor used for post treating the finished product to reduce the aggressiveness of the water, caustic used in the water after being treated by reverse osmosis to raise the pH back up to an acceptable level, and sodium hypochlorite used for disinfection in the finished product; and

WHEREAS, the price for the SCADA upgrade is \$150,000.00; and

WHEREAS, Instrulogic LLC created and developed the SCADA system for SOBWS and is the sole supplier of the portions needed to complete the upgrades.

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

Section 1. The County of Currituck is authorized to enter into a contract in the amount of \$150,000.00 with Instrulogic LLC for the sole source purchase of SCADA PLC-F, PLC-M, PLC-W, and the PLC-C system upgrades in accordance with the sole source provision requirements set forth by N.C. Gen. Stat. §143-129(e)(6). Further, the Chairman is authorized to execute the agreement with Instrulogic LLC for the acquisition apparatus, materials, and equipment acquisition described in this resolution and the proposed contract.

Section 2. This resolution shall be effective upon its adoption.

This the 6th day of August, 2018.

Bobby Hanig, Chairman
Board of Commissioners

ATTEST:

Leeann Walton
Clerk to the Board of Commissioners

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5. Consideration of Grant Agreement with the Currituck County Historical Society for Celebration of 350th Anniversary

GRANT AGREEMENT

THIS GRANT AGREEMENT (the "Agreement"), made this ____ day of _____, by and between the COUNTY OF CURRITUCK, NORTH CAROLINA, a body corporate and politic existing pursuant to the laws of the State of North Carolina, (hereinafter called the "Grantor"), and CURRITUCK COUNTY HISTORICAL SOCIETY, a North Carolina nonprofit corporation, (hereinafter called the "Grantee");

WITNESSETH:

WHEREAS, pursuant to N.C. Gen. Stat. §153A-449 a county may contract with and appropriate money to any corporation in order to carry out any public purpose that the county is authorized by law to engage in; and

WHEREAS, pursuant to Session Law 2004-95 Currituck County may expend occupancy tax to promote travel and tourism and for tourism related expenses; and

WHEREAS, Grantor is celebrating the 350th anniversary of its creation and Grantee has agreed to assist with planning, preparation and executing events acknowledging and celebrating Grantor's 350th anniversary.

NOW, THEREFORE, in consideration of One Dollar (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Grantor and Grantee covenant and agree as follows:

Section 1. The Grant. In accordance with the terms of this Agreement, the Grantor will provide a grant to the Grantee an amount not to exceed FIFTY THOUSAND AND NO/100 DOLLARS (\$50,000.00).

Section 2. Disbursement of Grant Proceeds. So long as there exists no default (as herein defined), the Grantor will disburse TWENTY-FIVE THOUSAND AND NO/100 DOLLARS (\$25,000.00) of the grant immediately for Uses set forth in Section 3 of this Agreement. Grantee shall submit to Grantor invoices or other showing of expenditures for the initial Grant disbursement not later than December 31, 2018. Grantor will disburse a subsequent amount not to exceed TWENTY-FIVE AND NO/100 DOLLARS (\$25,000.00) as reimbursement for Grantee's expenditures for Uses set forth in Section 3 of this Agreement upon presentation of invoices or other showing of expenditures.

Section 3. Use of Grant Proceeds. The proceeds of the Grant are to be used only for the following events:

Heritage Day Morning
Pow Wow
Farm to Table event by Moyock Women's Club
Currituck Chamber Historic Homes Tour

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History of African American Churches and documenting African American cemeteries in Currituck
 Possible Combined Ruritan Clubs event
 Event with well-known historian, probably Lindsay Butler
 Custom built stock and pillory with commemorative plaque
 30 timeline signs designed and printed
 Printed programs for all events
 Historical Society management for expenses as they arise
 Keepsake item for sale

Section 4. Mutuality of Obligation. The Grantee will accept all disbursements made by the Grantor pursuant to this Agreement up to the full amount of the Grant.

Section 5. No Third-Party Beneficiary; No Warranties. All conditions precedent to the obligation of the Grantor to make disbursements hereunder are imposed solely and exclusively for the benefit of the Grantor and its assigns. No other person shall have standing to require satisfaction of such conditions in accordance with their terms or be entitled to assume that the Grantor will refuse to make disbursements in the absence of strict compliance with any or all thereof. No person other than the Grantee shall, under any circumstances, be deemed to be a beneficiary of this Agreement, or any of the terms or conditions hereof, any or all of which may be freely waived in whole or in part by the Grantor at any time if in its sole discretion it deems it advisable to do so.

Section 6. Incorporation by Reference. The terms, conditions, warranties, representations and agreements contained in any document executed in connection with the Grant are incorporated herein by reference and made a part hereof as fully and completely as if set out herein verbatim and any default therein shall constitute a default hereunder.

Section 7. Events of Default. The following shall constitute defaults (each a “default”) hereunder:

- (a) The failure of the Grantee to keep, perform or observe any covenant, agreement, term or condition herein required to be kept, performed or observed by the Grantee.
- (b) If any representation or certification given or at any time hereafter required to be given hereunder shall be false or erroneous in any material respect when made.

Section 8. Agreement to Survive. This Agreement shall survive the initial disbursement of funds and shall remain in full force and effect until such time as the Grant shall have been paid in full.

Section 9. Counterparts. This Agreement may be executed in any number of counterparts, all of which taken together shall constitute but one and the same instrument.

Section 10. Successors and Assigns. The covenants, terms and conditions herein contained shall bind (and the benefits and powers shall inure to) the respective heirs, executors, administrators, successors and assigns of the parties hereto. The Grantee, however, shall not assign its rights or obligations under this Agreement unless such assignment has been consented to by the Grantor in writing. Whenever used herein, the singular number shall include the plural, the plural the singular, and the term the “Grantor” shall include any transferee or assignee thereof, whether by operation of law or otherwise.

Section 11. Governing Law. This Agreement shall be governed by and construed in all respects under the laws of the State of North Carolina without regard to principles of conflict of laws.

IN TESTIMONY WHEREOF, this Agreement has been executed under seal by the parties hereto.

GRANTEE:

ATTEST:

CURRITUCK COUNTY
HISTORICAL SOCIETY

Secretary

By: _____
President

(CORPORATE SEAL)

GRANTOR:

ATTEST:

COUNTY OF CURRITUCK

Clerk to the Board

By: _____
Bobby Hanig, Chairman
Board of Commissioners

6. Job Description Revisions-Planning and Community Development Department

7. Job Description Revisions-Fire and EMS

C) County Manager's Report

No Report.

ADJOURN

Motion to Adjourn Meeting

Business was concluded and Commissioner Gilbert made a motion to adjourn. The motion was seconded by Commissioner Payment and the motion was unanimously approved. The regular meeting of the Board of Commissioners adjourned at 7:30 PM.

Communication: Minutes for August 6, 2018 (Approval Of Minutes for August 6, 2018)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Marion Gilbert, Commissioner
SECONDER:	Mike H. Payment, Vice Chairman
AYES:	Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Marion Gilbert, Commissioner, Mike D. Hall, Commissioner, Bob White, Commissioner

SPECIAL MEETING-TOURISM DEVELOPMENT AUTHORITY

The Board of Commissioners sat as the Tourism Development Authority in a Special Meeting immediately following adjournment of the 6:00 PM regular meeting of the Board of Commissioners. The meeting was held in the Board Meeting Room of the Historic Courthouse, 153 Courthouse Road, Currituck, North Carolina, for the purpose of considering budget amendments.

D. Budget Amendments

County Manager, Dan Scanlon, reviewed the Budget Amendments with the Board of Commissioners. Commissioner Gilbert moved to approve and the motion was seconded by Commissioner White. The motion passed unanimously and budget amendments were approved.

The Currituck County Board of Commissioners sitting as the Tourism Development Authority, at a meeting on the 6th day of August 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2019.

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
15448-532000	Supplies		\$ 1,149
15448-590000	Capital Outlay	\$ 1,149	
		\$ 1,149	\$ 1,149
Explanation:	Tourism Related - Whalehead (15448) - Transfer to purchase a drafting table for Mr. Knight's study.		
Net Budget Effect:	Occupancy Tax Fund (15) - No change.		

The Currituck County Board of Commissioners sitting as the Tourism Development Authority, at a meeting on the 6th day of August 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2019.

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
15448-516000	Repairs & Maintenance		\$ 15,597
15448-590000	Capital Outlay	\$ 15,597	
		\$ 15,597	\$ 15,597

Explanation: Tourism Related - Whalehead (15448) - Transfer to replace HVAC components at the Whalehead Club.

Net Budget Effect: Occupancy Tax Fund (15) - No change.

The Currituck County Board of Commissioners sitting as the Tourism Development Authority, at a meeting on the 6th day of August 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2019.

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
15447-545002	Historic Preservation	\$ 92,806	
15390-499900	Appropriated Fund Balance		\$ 92,806
		\$ 92,806	\$ 92,806

Explanation: Occupancy Tax - Tourism Related (15447) - Carry-forward funds for projects started in prior fiscal years.

PO #	Purpose	Vendor	Amount
20180019	Historic Jail Restoration	Lysagt & Associates	\$ 14,071
	Historic Preservation	Unencumbered	78,735

Net Budget Effect: Occupancy Tax Fund (15) - No change.

Communication: Minutes for August 6, 2018 (Approval Of Minutes for August 6, 2018)

The Currituck County Board of Commissioners sitting as the Tourism Development Authority, at a meeting on the 6th day of August 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2019.

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
15447-587050	T T- County Govt Construction	\$ 1,124,014	
15390-4999000	Appropriated Fund Balance		\$ 1,124,014
		\$ 1,124,014	\$ 1,124,014
Explanation:		Occupancy Tax - Tourism Related (15447) - Carry-forward funds for Historic Corolla Park Boat Museum. Moving project from annual funding in Occupancy Tax to Multi-year construction fund.	
Net Budget Effect:		Occupancy Tax Fund (15) - Increased by \$1,124,014.	

RESULT: APPROVED [UNANIMOUS]
MOVER: Marion Gilbert, Commissioner
SECONDER: Bob White, Commissioner
AYES: Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Marion Gilbert, Commissioner, Mike D. Hall, Commissioner, Bob White, Commissioner

ADJOURN SPECIAL MEETING

There was no further business and Commissioner White moved to adjourn. Commissioner Gilbert seconded the motion which passed unanimously. The Special Meeting of the Tourism Development Authority concluded at 7:32 PM.

RESULT: APPROVED [UNANIMOUS]
MOVER: Bob White, Commissioner
SECONDER: Marion Gilbert, Commissioner
AYES: Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Marion Gilbert, Commissioner, Mike D. Hall, Commissioner, Bob White, Commissioner



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 2244)

Agenda Item Title

Budget Amendments

Brief Description of Agenda Item:

Board Action Requested

Action

Person Submitting Agenda Item

Leeann Walton, Clerk to the Board

Presenter of Agenda Item

Number 20190007

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 20th day of August 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2019.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
42450-587057	T T - Mainland Sewer Construction	\$ 450,000	
42450-587050	T T - County Governmental Construction		\$ 450,000
57878-596100	Professional Services	\$ 450,000	
57390-495042	T F - Transfer Tax Capital Fund		\$ 450,000
		<u>\$ 900,000</u>	<u>\$ 900,000</u>

Explanation: Transfer Tax (42450); Mainland Sewer Construction (57878) - Increase appropriations for Phase II of the Moyock Sewer Plant Expansion.

Net Budget Effect: Transfer Tax Capital Fund (42) - No change.
Mainland Sewer Construction (57) - Increased by \$450,000.

Minute Book # _____, Page # _____

Journal # ____20142_____

Clerk to the Board

Attachment: Aug 20_BAs_General Meeting (Budget Amendments)

Number 20190008

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 20th day of August 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2019.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
20609-545000	Contract Services	\$ 58,377	
20390-499900	Appropriated Fund Balance		\$ 58,377
		<u>\$ 58,377</u>	<u>\$ 58,377</u>

Explanation: Whalehead Stormwater Drainage District (20609) - Increase appropriations for Phase V design and engineering for the Whalehead Subdivision Drainage service district.

Net Budget Effect: Whalehead Stormwater Drainage District (20) - Increased by \$58,377.

Minute Book # _____, Page # _____

Journal # 20142 _____

Clerk to the Board

Attachment: Aug 20_BAs_General Meeting (Budget Amendments)

Number

20190009

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 20th day of August 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2019.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10640-532004	FCS Supplies	\$ 2,303	
10330-449900	Miscellaneous Grants		\$ 2,303
		<u>\$ 2,303</u>	<u>\$ 2,303</u>

Explanation: Cooperative Extension (10640) - To record NC Department of Insurance (SHIIP base funds) grant funds received-\$2303.00.

Net Budget Effect: Operating Fund (10) - Increased by \$2,303.

Minute Book # _____, Page # _____

Journal # 20142

Clerk to the Board

Attachment: Aug 20_BAs_General Meeting (Budget Amendments)

Number

20190010

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 20th day of August 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2019.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10460-545000	Contracted Services		\$ 103
10460-553000	Dues and Subscriptions		\$ 973
10460-557100	Software License Fees	\$ 1,076	
		<u>\$ 1,076</u>	<u>\$ 1,076</u>

Explanation: Public Works (10460) - Transfer funds for Autocad software annual maintenance that has been converted to an annual license fee.

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

Minute Book # _____, Page # _____

Journal # 20142 _____

Clerk to the Board

Attachment: Aug 20_BAs_General Meeting (Budget Amendments)

Number

20190011

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 20th day of August 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2019.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10795-590000	Capital Outlay	\$ 966	\$ -
10795-516400	Equipment Maintenance		\$ 966
		<u>\$ 966</u>	<u>\$ 966</u>

Explanation: Parks and Recreation (10795) - Transfer budgeted funds to purchase lawn equipment due to cost increases.

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

Minute Book # _____, Page # _____

Journal # ____20142_____

Clerk to the Board

Attachment: Aug 20_BAs_General Meeting (Budget Amendments)

Number

20190012

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 20th day of August 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2019.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
12547-590007	Capital Outlay	\$ 2,487	
12547-545000	Contract Services		\$ 2,487
		<u>\$ 2,487</u>	<u>\$ 2,487</u>

Explanation: Carova Beach Fire (12547) - Transfer funds to capital outlay for emergency HVAC replacement. The total cost of this is \$5,780, which will be funded from the residual funds of \$3,293.24 remaining in the FY 2018 budget at \$2,487 in the current budget. This system failure was at the end of June 2018.

Net Budget Effect: Fire Services Fund (12) - No change.

Minute Book # _____, Page # _____

Journal # 20142 _____

Clerk to the Board

Attachment: Aug 20_BAs_General Meeting (Budget Amendments)

Number

20190013

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 20th day of August 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2019.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10510-590000	Capital Outlay	\$ 15,600	
10390-499900	Appropriated Fund Balance		\$ 15,600
		<u>\$ 15,600</u>	<u>\$ 15,600</u>

Explanation: Sheriff (10510) - Increase appropriations for ballistic vests, helmets and night vision scopes for the SWAT team.

Net Budget Effect: Operating Fund (10) - Increased by \$15,600.

Minute Book # _____, Page # _____

Journal # 20142 _____

Clerk to the Board

Attachment: Aug 20_BAs_General Meeting (Budget Amendments)

Number

20190014

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 20th day of August 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2019.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10510-536000	Uniforms	\$ 9,097	
10330-449900	Miscellaneous grants		\$ 4,549
10380-481000	Investment Earnings		\$ 4,548
		<u>\$ 9,097</u>	<u>\$ 9,097</u>

Explanation: Sheriff (10510) - Increase appropriations to record bullet proof vest grant funds of \$4,549 and to appropriate County matching funds of \$4,548.

Net Budget Effect: Operating Fund (10) - Increased by \$9,097.

Minute Book # _____, Page # _____

Journal # 20142

Clerk to the Board

Attachment: Aug 20_BAs_General Meeting (Budget Amendments)



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 2232)

Agenda Item Title

Resolution for Acquisition of Ambulance through "Piggy Back" process

Brief Description of Agenda Item:

Resolution for Acquisition of Ambulance through "Piggy Back" process

Board Action Requested

Action

Person Submitting Agenda Item

Sandee Salimbene, Assistant

Presenter of Agenda Item

Donald (Ike) I. McRee Jr

**RESOLUTION AUTHORIZING THE “PIGGYBACKING” ON A PURCHASE
AGREEMENT FROM PITT COUNTY, NORTH CAROLINA FOR
REMOUNTING OF WHEELED COACH AMBULANCES WITH SELECT
CUSTOM APPARATUS, INC.**

WHEREAS, the County of Currituck desires to “piggyback” on a purchase agreement by the Town of Robersonville, North Carolina for the purchase of a 2017 Ford E-450 Gas Wheeled Coach Ambulance from Select Custom Apparatus, Falkland, North Carolina; and

WHEREAS, the conditions of “piggybacking” on the original contract have been met in accordance with N.C. Gen. Stat. §143-129; and

WHEREAS, public notice of purchase of the material and equipment set forth above was published in The Daily Advance, a newspaper with general circulation within the county, on August 9, 2018.

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

Section 1. The County of Currituck is authorized to “piggyback” on the Town of Robersonville, North Carolina for the purchase of a 2017 Ford E-450 Gas Wheeled Coach Ambulance from Select Custom Apparatus, Falkland, North Carolina.

Section 2. This resolution shall be effective upon its adoption.

This the 20th day of August, 2018.

Bobby Hanig, Chairman
Board of Commissioners

ATTEST:

Clerk to the Board of Commissioners

(COUNTY SEAL)

Attachment: Resolution authorizing piggyback purchase EMS Ambulance 082018 (Resolution for "piggy back" purchase of ambulance)



P.O. Box AP, 6100 N. Main St. Falkland, NC 27827
P (252) 757-3787 • F (252) 757-1639

SOLD & TITLED TO:

07/17/2018

8.C.3.b

County of Currituck

153 Courthouse Road

Currituck

N.C.

27929

Kevin Old

252-207-7011

PLEASE ENTER MY ORDER FOR THE FOLLOWING AMBULANCE/VEHICLE

YEAR 2017

MAKE Ford

MODEL OR
SERIES

E-450

BODY
TYPE

Wheeled Coach

COLOR

White

TRIM XLT

V.I.N.

1FDXE4FS3HDC51868

TO BE DELIVERED ON
OR ABOUT

ASAP

SALESMAN

R. Daugherty

STOCK NO.

147768

CASH PRICE OF UNIT

(1) 2017 Ford E-450 V-10 Gas – Wheeled Coach Ambulance – DEMO Unit

\$ 148,250.00

F.O.B. FACTORY OR DESINATION:

Falkland, NC

Ford GPC Discount

- \$ 6,000.00

Reflective Graphics to match existing fleet

Included

Add Key lock to Narc's Cabinet

Included

This unit is in stock and available immediately.

MSO/TITLE TO BE FILLED OUT AS FOLLOWS:

SEND MSO/TITLE TO:

Same as above

Same as above

PHONE:

USED VEHICLE TRADE-IN AND /OR OTHER CREDITS

MAKE OF TRADE-IN

N/A

YEAR N/A

MODEL N/A

BODY

N/A

V.I.N. N/A

BALANCE OWED TO:

ADDRESS

USED TRADE-IN ALLOWANCE

0

BALANCE OWED ON TRADE-IN

0

NET ALLOWANCE ON USED TRADE-IN

0

DEPOSIT OR CREDIT BALANCE

0

DOWN PAYMENT (Trans. to Right Col.)

0

EXPIRATION DATE

August 17, 2018

CASH SALE PRICE OF DESCRIBED MOTOR VEHICLE:

\$ 142,250.00

STATE AND LOCAL TAXES

Customer

LICENSE, LICENSE TRANSFER, TITLE REGISTRATION FEE

Customer

1. TOTAL PRICE OF THE UNIT

\$ 142,250.00

2. DOWN PAYMENT:

consisting of \$ 0 in cash

and/or \$ 0 net trade in

allowance on trade-in; see statement in

left hand column for details.

Delivery Charge

3. UNPAID CASH BALANCE DUE ON DELIVERY
(difference between items 1 and 2)

\$ 142,250.00

ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN SELECT CUSTOM APPARATUS, INC. (SCA) ARE THEIRS, NOT SCA, AND ONLY SUCH MANUFACTURER OR SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES, UNLESS SCA FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY SCA ON ITS BEHALF, SCA HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OF FITNESS FOR A PARTICULAR PURPOSE: (A) ON ALL GOODS AND SERVICES SOLD BY SCA, AND (B) ON ALL USED VEHICLES WHICH ARE HEREBY SOLD "AS IS - NOT EXPRESSLY WARRANTED OR GUARANTEED".

IF THIS ORDER IS FOR A USED VEHICLE, THE INFORMATION YOU SEE ON THE (FEDERAL TRADE COMMISSION) WINDOW FORM IS PART OF THIS CONTRACT. INFORMATION ON THE WINDOW FOR OVERRIDES ANY CONTRARY PROVISIONS IN THE CONTRACT OF SALE.

The front and back of this Order comprise the entire agreement affecting the purchase and no other agreement or understanding of any nature concerning same has been made or entered into, or will be recognized. I hereby certify that no credit has been extended to me for the purchase of this motor vehicle except as appears in writing on the face of this agreement. I have read the matter printed on the back hereof and agree to it as a part of this order the same as if it were printed above my signature. I certify that I am of legal age, and hereby acknowledge receipt of a copy of this order.

ACCEPTED BY:

Robert M. Daugherty

PURCHASER'S SIGNATURE

DATE

SELECT CUSTOM APPARATUS AUTHORIZED REPRESENTATIVE



P.O. Box AP, 6100 N. Main St. Falkland, NC 27827
P (252) 757-3787 • F (252) 757-1639

SOLD & TITLED TO: **09/13/2017**

DATE

Town of Robersonville

PURCHASER'S NAME

114 S. Main Street

STREET ADDRESS

Robersonville

N.C.

27871

CITY

STATE

ZIP

Glen Cowan

252-883-2173

CONTACT

BUS. PHONE

PLEASE ENTER MY ORDER FOR THE FOLLOWING AMBULANCE/VEHICLE

YEAR **2017**

MAKE **Ford**

MODEL OR
SERIES

E-450 Gas

BODY
TYPE

Wheeled Coach

COLOR

White

TRIM

XLT

V.I.N.

TO BE DELIVERED ON
OR ABOUT

ASAP

SALESMAN

Robert Daugherty

STOCK NO.

CASH PRICE OF UNIT	2017 Ford E-450 V-10 Gas, Wheeled Coach Ambulance	\$150,000.00
F.O.B. FACTORY OR DESINATION:	Robersonville, NC	
Ford GPC Discount (FIN # QX324)		-\$ 6,000.00
Select Custom will add the following: (1) 110 VAC outlet in Comp "E", change door panels from red & white to orange & white, install dual position Ferno Cot mounts with safety hook, change blue stripes to orange, install rear graphics to match existing unit at Robersonville.		
MSO/TITLE TO BE FILLED OUT AS FOLLOWS:	SEND MSO/TITLE TO:	
Same as above	*Same as above*	
PHONE:		

<u>USED VEHICLE TRADE-IN AND /OR OTHER CREDITS</u>				CASH SALE PRICE OF DESCRIBED MOTOR VEHICLE:	\$ 144,000.00
MAKE OF TRADE-IN	Ford – Wheeled Coach			STATE AND LOCAL TAXES	Customer
YEAR	2009	MODEL	E-450	LICENSE, LICENSE TRANSFER, TITLE REGISTRATION FEE	Customer
V.I.N.	1FDXE45P29DA03481			1. TOTAL PRICE OF THE UNIT	\$ 144,000.00
BALANCE OWED TO:				2. DOWN PAYMENT:	-\$ 5,000.00
ADDRESS				consisting of \$ 0 in cash	
USED TRADE-IN ALLOWANCE	\$ 5,000.00			and/or \$ 5,000.00 net trade in	
BALANCE OWED ON TRADE-IN	0			allowance on trade-in; see statement in	
NET ALLOWANCE ON USED TRADE-IN	\$5,000.00			left hand column for details.	
DEPOSIT OR CREDIT BALANCE	0			Delivery Charge	
DOWN PAYMENT (Trans. to Right Col.)	0				
EXPIRATION DATE:				3. UNPAID CASH BALANCE DUE ON DELIVERY (difference between items 1 and 2)	\$ 139,000.00

ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN SELECT CUSTOM APPARATUS, INC. (SCA) ARE THEIRS, NOT SCA, AND ONLY SUCH MANUFACTURER OR SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES, UNLESS SCA FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY SCA ON ITS BEHALF, SCA HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OF FITNESS FOR A PARTICULAR PURPOSE: (A) ON ALL GOODS AND SERVICES SOLD BY SCA, AND (B) ON ALL USED VEHICLES WHICH ARE HEREBY SOLD "AS IS - NOT EXPRESSLY WARRANTED OR GUARANTEED".

IF THIS ORDER IS FOR A USED VEHICLE, THE INFORMATION YOU SEE ON THE (FEDERAL TRADE COMMISSION) WINDOW FORM IS PART OF THIS CONTRACT. INFORMATION ON THE WINDOW FOR OVERRIDES ANY CONTRARY PROVISIONS IN THE CONTRACT OF SALE.

The front of this Order comprise the entire agreement affecting the purchase and no other agreement or understanding of any nature concerning same has been made or entered into, or will be recognized. I hereby certify that no credit has been extended to me for the purchase of this motor vehicle except as appears in writing on the face of this agreement. I have read the matter printed on the back hereof and agree to it as a part of this order the same as if it were printed above my signature. I certify that I am of legal age, and hereby acknowledge receipt of a copy of this order.

PURCHASER'S SIGNATURE

DATE

ACCEPTED BY:

SELECT CUSTOM APPARATUS INC. AUTHORIZED REPRESENTATIVE

Attachment: EMS Piggyback-Sales Agreement 09.13.17 (Resolution for "piggy back" purchase of ambulance)



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 2254)

Agenda Item Title

Sole Source Purchase of Kamstrup Meters and Hot Rod Data Logs Including Hardware & Software for Mainland Water

Brief Description of Agenda Item:

Sole Source Purchase of Kamstrup Meters and Hot Rod Data Logs Including Hardware and Software for Mainland Water

Board Action Requested

Action

Person Submitting Agenda Item

Sandee Salimbene, Assistant

Presenter of Agenda Item

Donald (Ike) I. McRee Jr

**RESOLUTION AUTHORIZING THE PURCHASE OF KAMSTRUP METERS AND
HOT ROD DATA LOGS FROM FORTILINE, INC. THROUGH SOLE SOURCE
PURCHASE PURSUANT TO N.C. GEN. STAT. §143-129(e)(6)**

WHEREAS, N.C. Gen. Stat. §143-129(e)(6) authorizes a unit of local government to purchase apparatus, supplies, materials or equipment when standardization or compatibility is an overriding consideration; and

WHEREAS, in order that the county's Mainland Water System is operable and functions as designed properly it is necessary to obtain computer hardware, software and meters compatible with existing systems equipment; and;

WHEREAS, Fortiline, Inc. is the only entity capable of providing the county with computer hardware, software, and meters compatible with current Mainland Water System equipment and operational systems, and

WHEREAS, Mainland Water System has been using Fortiline, Inc. to construct, develop and upgrade its system; and

WHEREAS, Mainland Water Department needs to upgrade the meters and hot rod data logs and Fortiline, Inc. is the sole supplier of those products; and

WHEREAS, Fortiline, Inc., is supplying Mainland Water Department with 927 5/8x3/4 FlowIQ 2100 Kamstrup meters at a cost of \$95/meter and 927 Hot Rod Data Log 5' Wire at a cost of \$65/Data Log; and

WHEREAS, the price for the Mainland Water Department upgrade is \$158,331.60.

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

Section 1. The County of Currituck is authorized to enter into a contract in the amount of \$158,331.60 with Fortiline, Inc. for the sole source purchase of FlowIQ 2100 Kamstrup meters and Hot Rod Data Log system upgrades in accordance with the sole source provision requirements set forth by N.C. Gen. Stat. §143-129(e)(6). Further, the County Manager is authorized to execute the agreement with Fortiline, Inc. for the acquisition apparatus, materials, and equipment acquisition described in this resolution and the proposed contract.

Section 2. This resolution shall be effective upon its adoption.

REST OF PAGE LEFT INTENTIONALLY BLANK

This the 20th day of August, 2018.

Daniel F. Scanlon, II
County Manager

ATTEST:

Leeann Walton
Clerk to the Board of Commissioners

(COUNTY SEAL)



Kamstrup Water Metering, LLC
245 Hembree Park Drive, Ste. 110
Roswell, GA 30076

Mr. Dave Spence,

We greatly appreciate your interest in Kamstrup and look forward to working with you to advance Currituck County's water metering technology for many years to come.

As the sole and exclusive distributor of Kamstrup meters for the state of North Carolina, we are very fortunate to work closely with the entire Fortiline team and can verify that they have several fully qualified resources to ensure you are supported on multiple levels in addition to Kamstrup's customer service and technical personnel.

Should you need any information regarding Kamstrup meters or related technology, please let us and Fortiline know and we'll be happy to answer all questions you might have regarding this highly accurate, versatile and reliable technology.

We are always available – please feel free to call at any time.

Sincerely,

Jim

Jim Kiles, GISP

704.771.3981

JDK@Kamstrup.com

www.kamstrup.com

Think



* ATTENTION*
See new terms and conditions
at the bottom of the page

CUSTOMER NO	QUOTING BRANCH	QUOTE NO	QUOTE DATE	PAGE
210315	FORTILINE RALEIGH	5774511	8/14/18	1

CUSTOMER
COUNTY OF CURRITUCK PO 20090085-000 446 MAPLE ROAD MAPLE, NC 27956

PROJECT INFORMATION
KAMSTRUP METERS & HOT RODS

LINE	QTY	UOM	DESCRIPTION	UNIT PRICE	TOTAL PRICE
			MATERIAL QUOTE REQUESTED BY DAVE SPENCE 8/14/18		
80	927	EA	KAM02U21C048EXBW 5/8X3/4 FLOWIQ 2100 METER ENC W/BARE WIRE 02U-21-C04-8EX **ORDER/CONFIG CODE REQUIRED** ORDER CODE: CONFIG CODE:	95.0000	88,065.00
110	927	EA	HEMAHRHP05DL HOT ROD HP DATA LOG 5' WIRE AHRHP05DL	65.0000	60,255.00
			PRICING GOOD 30 DAYS		
				Subtotal:	148,320.00
				Tax:	10,011.60
				Bid Total:	158,331.60

ALL STOCK DELIVERIES ARE SUBJECT TO SHIPPING CHARGES

All PVC and HDPE material is quoted for shipment within 7 days of quote/bid date. All other material is quoted for shipment within 30 days of quote/bid date.
After 7 days for PVC and HDPE or 30 days for all other material, ALL quoted prices are subject to review based on current market conditions

Ent By MK1 8/14/18 12:22:26

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Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 2246)

Agenda Item Title

Consideration and Action on Acceptance of the Currituck County Agricultural Development Plan

Brief Description of Agenda Item:

Board Action Requested

Action

Person Submitting Agenda Item

Leeann Walton, Clerk to the Board

Presenter of Agenda Item



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 2253)

Agenda Item Title

TDA Budget Amendments

Brief Description of Agenda Item:

Board Action Requested

Action

Person Submitting Agenda Item

Leeann Walton, Clerk to the Board

Presenter of Agenda Item

Number

TDA2019005

BUDGET AMENDMENT

The Currituck County Board of Commissioners sitting as the Tourism Development Authority, at a meeting on the 20th day of August 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2019.

		Debit	Credit
<u>Account Number</u>	<u>Account Description</u>	<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
15447-545000	Contract Services	\$ 100,000	
15390-499900	Appropriated Fund Balance		\$ 100,000
		<u>\$ 100,000</u>	<u>\$ 100,000</u>

Explanation: Occupancy Tax - Tourism Related (15447) - Emergency pumping for flooding on Currituck Outer Banks/Carova and Swan Beach July 27 through August 6.

Net Budget Effect: Occupancy Tax Fund (15) - Increased by \$100,000.

Minute Book # _____, Page # _____

Journal # _____

Clerk to the Board

Attachment: BAs_Aug 20_TDA_ (TDA Budget Amendments-Special Mtg)

Number

TDA2019006

BUDGET AMENDMENT

The Currituck County Board of Commissioners sitting as the Tourism Development Authority, at a meeting on the 20th day of August 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2019.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
15448-532160	Maintenance Supplies	\$ 10,000	
15448-532000	Office Supplies		\$ 10,000
		<u>\$ 10,000</u>	<u>\$ 10,000</u>

Explanation: Occupancy Tax - Whalehead (15448) - Transfer budgeted funds to create a maintenance supply line in the Whalehead budget in order to better account for costs.

Net Budget Effect: Occupancy Tax Fund (15) - No change.

Minute Book # _____, Page # _____

Journal # _____

Clerk to the Board

Attachment: BAs_Aug 20_TDA_ (TDA Budget Amendments-Special Mtg)