



**Board of Commissioners  
Agenda Packet**

**October 21, 2019**

**Work Session**

4:00 PM Currituck Station

**6:00 PM Call to Order**

A) Invocation & Pledge of Allegiance-Reverend David Clift, 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****County Manager's Report****Administrative Reports**

A) **NC Forest Service Report-Erik Alnes, Currituck Ranger**

**Public Hearings**

A) **PB 15-23 Corolla Adventure Park:** Brett Harrison of Corolla Adventure Park is requesting an amendment to their outdoor recreation use permit to add hatchet throwing as an allowable outdoor activity. The property is located at 1215 Ponton Lane, Corolla, Tax Map 114, Parcel 3P, Poplar Branch (Beach) Township.

B) **PB 14-05 The Gables:** Gables NC, LLC is requesting an amended preliminary plat/use permit for a 66 lot traditional development located off Guinea Road, Tax Map 22M, Parcels 1 through 66, Moyock Township.

C) **Consideration of a Request for Deferral: PB 19-17, Baxter Station** Request for deferral for Baxter Station.

D) **PB 19-17 Baxter Station:** Planned Development - Residential zoning to support 127 unit subdivision (103 single-family units; 24 duplex units) with a density of 2.37 units per acre and minimum lot size of approximately 10,000 sf with the construction on an onsite wastewater treatment plant.

**Old Business**

A) **PB 19-15 Windswept Pines:** A request to conditional zone 66.8 acres from Conditional-Mixed Residential District (C-MXR) to Conditional-Mixed Residential District (C-MXR) to add 14 residential lots, streets, and modify phases in the Windswept Pines development located on the north side of Baxter Road in Moyock, Tax Map 9H, Parcels 42-58, 1-12, and OSA-OSC; and, Tax Map 9, Parcels 6A and 11L, Moyock Township.

**New Business**

**A) Consideration of Hangar Lease Credits for Currituck County Airport Tenants****B) Board Appointments**

1. Carova Beach Road Maintenance Service District Advisory

**C) Consent Agenda**

1. Approval Of Minutes for October 7, 2019
2. Budget Amendments
3. Surplus Resolution-Communications
4. Surplus Resolution-Mainland Water
5. Amendment to Notice to Proceed for Pre-Event Contract for Disaster & Debris Removal Services
6. Ocean Sands Wastewater Treatment Plant-Change Order, Hauling
7. FEMA Designation of Applicant's Agent
8. Records Disposal-Finance
9. Amended Item: Consideration of Approval of Stormwater Technician Job Description and Revised Salary Classification Chart

**Adjourn****Special Meeting-Tourism Development Authority**

Budget Amendments-TDA

**Adjourn****Special Meeting-Ocean Sands Water & Sewer District**

OSWSD-Budget Amendment

**Adjourn**



## Currituck County Agenda Item Summary Sheet

**Agenda ID Number – (ID # 2614)**

**Agenda Item Title**

4:00 PM Currituck Station

**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 # 2615)

**Agenda Item Title**

NC Forest Service Report-Erik Alnes, Currituck Ranger

**Brief Description of Agenda Item:**

Annual report from Currituck Ranger Erik Alnes of the NC Forest Service.

**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 # 2612)

**Agenda Item Title**

PB 15-23 Corolla Adventure Park:

**Brief Description of Agenda Item:**

Brett Harrison of Corolla Adventure Park is requesting an amendment to their outdoor recreation use permit to add hatchet throwing as an allowable outdoor activity. The property is located at 1215 Ponton Lane, Corolla, Tax Map 114, Parcel 3P, Poplar Branch (Beach) Township.

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Cheri Elliott, Assistant

**Presenter of Agenda Item**

Jennie Turner



**STAFF REPORT**  
**PB15-23 COROLLA ADVENTURE PARK**  
**USE PERMIT AMENDMENT #1**  
**BOARD OF COMMISSIONERS**  
**OCTOBER 21, 2019**

### APPLICATION SUMMARY

|                                                                                                                          |                                                                                                        |
|--------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| <b>Property Owner:</b><br>Ocean Hill Commercial LLC<br>c/o Mona Smith<br>1408 Dundaff St., Apt. 110<br>Norfolk, VA 23507 | <b>Applicant:</b><br>Brett Harrison<br>Corolla Adventure Park<br>1215 Ponton Lane<br>Corolla, NC 27927 |
| <b>Case Number:</b> PB15-23                                                                                              | <b>Application Type:</b> Use Permit – Amendment #1                                                     |
| <b>Parcel Identification Number:</b><br>0114-000-003P-0000<br>1215 Ponton Lane, Corolla, Poplar Branch Beach<br>Township | <b>Existing Use:</b><br>Aerial Adventure Park (Outdoor Recreation<br>Facility)                         |
| <b>Land Use Plan Classification:</b><br>Full Service within Corolla Subarea                                              | <b>Parcel Size (Acres):</b><br>7.92 ac                                                                 |
| <b>Request:</b> Amend Use Permit to add hatchet<br>throwing as an outdoor activity                                       | <b>Zoning:</b> SFO with PUD Overlay and GB<br>Allocation                                               |

### SURROUNDING PARCELS

|       | Land Use                                       | Zoning             |
|-------|------------------------------------------------|--------------------|
| North | Single-Family Dwellings &<br>Vacant Property   | SFO w/ PUD Overlay |
| South | Water Treatment Area                           | SFO w/ PUD Overlay |
| East  | Single-Family Dwellings & NC12                 | SFO w/ PUD Overlay |
| West  | Federal Property/Woodlands/<br>Commercial Uses | SFO w/ PUD Overlay |

### REQUEST

On February 1, 2016 the Board approved a use permit for an outdoor recreation facility for operation of an Aerial Adventure Park.

Brett Harrison of Corolla Adventure Park has submitted an amendment application to add hatchet throwing as an allowable outdoor recreation activity. Based on the parking narrative provided, adequate parking for this use is available on site.

## COMMUNITY MEETING

A community meeting was held on August 20, 2019. A summary is provided in the agenda packet.

## RECOMMENDATIONS

### TECHNICAL REVIEW COMMITTEE

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

1. These existing use permit conditions shall remain in place:
  - a. The facility shall comply with the standards as set forth by the Association for Challenge Course Technology (ACCT).
  - b. The facility shall provide for annual inspection by an ACCT certified inspector.
  - c. The applicant shall provide the annual inspection report to the County upon request.
  - d. Hours of operation are limited to 8:00AM to sunset.
  - e. The facility shall not exceed the minimal light requirements as set forth for safety as established by the County.
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. Site plan approval is required and the hatchet throwing area shall be constructed in substantial conformance with the proposed elevation drawing.
  - b. Safety and activity standards set by the National Axe Throwing League shall be met or exceeded.

## 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. The highest standards shall be applied to the hatchet throwing activity.
2. Standards set by the National Axe Throwing League shall be met or exceeded.

**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 use does not cause outside disturbance or noise.
2. There is very little structure involved, no actual building and minimal land disturbance.

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 Corolla 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..

POLICY OB2: So as to minimize COMMERCIAL STRIP DEVELOPMENT and maximize the traffic moving capability of NC 12, Currituck County shall encourage commercial development to cluster at appropriate locations rather than dispersing along NC 12.

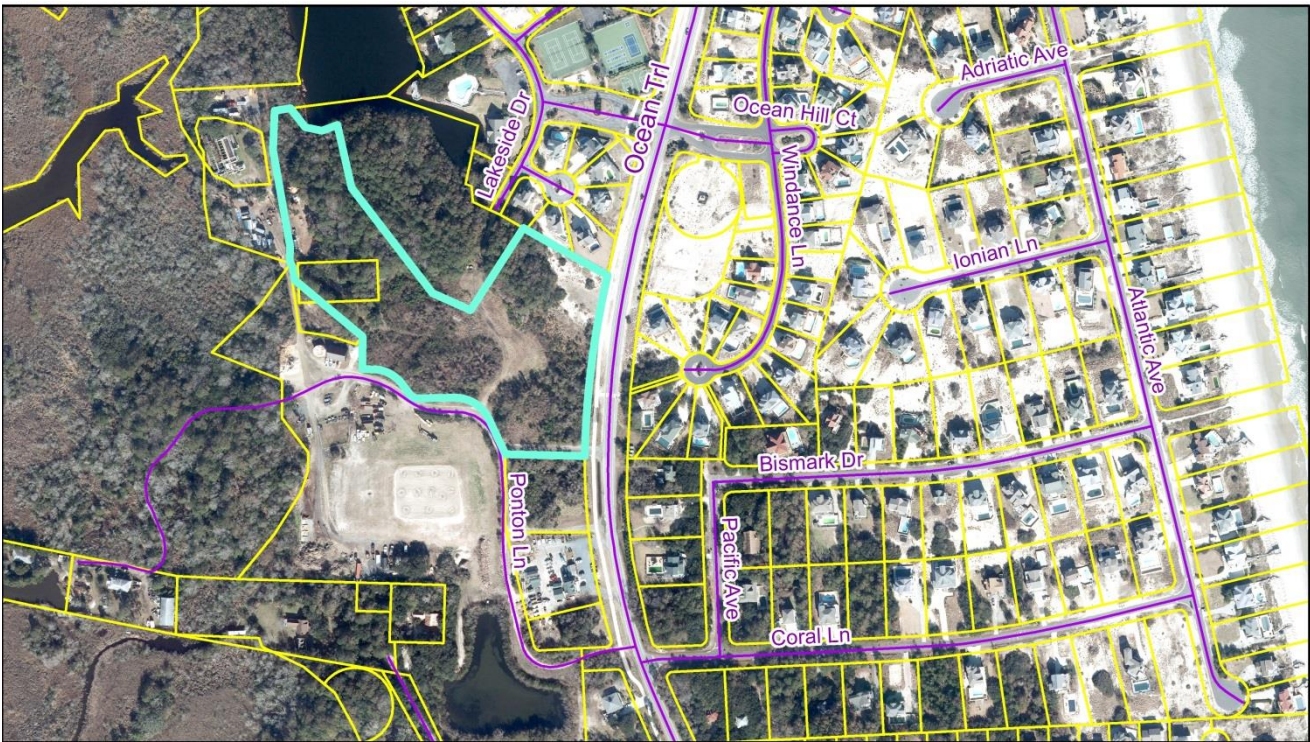
The use will not exceed the county's ability to provide adequate public facilities, including, but not limited to: schools, fire and rescue, law enforcement, and other county facilities. Applicable state standards and guidelines shall be followed for determining when public facilities are adequate.

Preliminary Staff Findings:

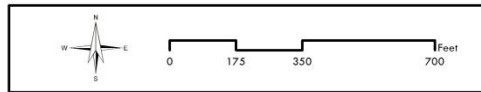
1. The use should have no impact on public facilities.

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](http://www.co.currituck.nc.us/board-of-commissioners-minutes-current.cfm)

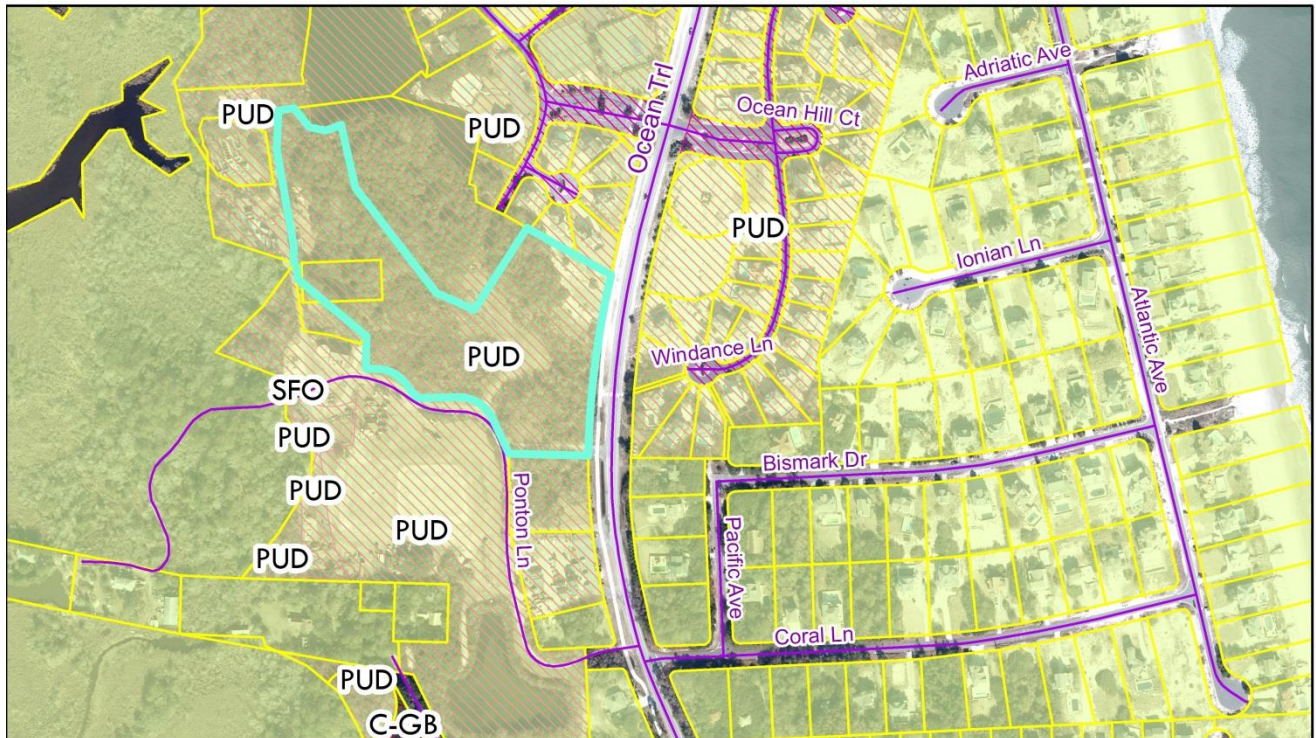




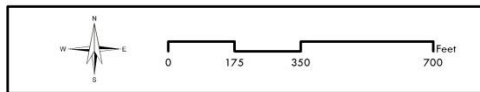
15-23 Corolla Adventure Park  
Use Permit Amendment #1  
Aerial



Currituck County  
Planning and Community  
Development



15-23 Corolla Adventure Park  
Use Permit Amendment #1  
Official Zoning Map



Currituck County  
Planning and Community  
Development





## **COUNTY OF CURRITUCK**

Planning and Community Development Department  
*Planning and Zoning Division*  
 153 Courthouse Road, Suite 110  
 Currituck, North Carolina 27929  
 Telephone (252) 232-3055 / Fax (252) 232-3026

### **USE PERMIT GRANTED**

On the date(s) listed below, the Board of Commissioners for the County of Currituck met and held a public hearing to consider the following application:

Owner: Ocean Hill Commercial, LLC  
 408 Dundaff Street, Apt. 110  
 Norfolk, VA 23507

Applicant: Brett Harrison  
 341 Nags Way Court  
 Nags Head, NC 27959

Property Location: West of NC12, Just north of Corolla Village  
 Tax Map 114, Parcel 3P, Poplar Branch Beach Township

Project: PB 15-23 Wild Ropes Adventure Park – Use Permit

Proposed Use: Aerial Adventure Park

Meeting Dates: January 12, 2016 – Planning Board Recommendation  
 February 1, 2016 – Board of Commissioners' Public Hearing/Action

Having heard all the evidence and argument presented at the hearing that the application complies with all of the applicable requirements of the Currituck County Unified Development Ordinance for the development proposed, and that therefore the application to make use of the above described property for the purpose indicated is hereby approved subject to all applicable provisions of the Unified Development Ordinance and the following conditions:

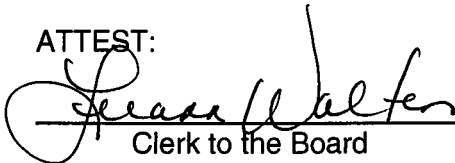
- (A) The applicant shall complete the development strictly in accordance with the plans submitted to and approved by the Board of Commissioners, a copy of which is filed in the office of the Planning and Community Development Department.
- (B) If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this permit shall be void and of no effect.
- (C) This use permit shall remain valid so long as the conditions under which it was granted are met.

## (D) Other conditions:

1. The applicant shall satisfactorily address all remaining TRC comments.
2. The applicant has demonstrated the proposed use meets the use permit review standards of the Unified Development Ordinance (UDO).
3. TRC approval of the Major Site Plan application is required.
4. The applicant has legal access.
5. The facility shall comply with the standards as set forth by the Association for Challenge Course Technology (ACCT).
6. The facility will provide for annual inspection by an ACCT certified inspector.
7. The applicant shall provide the annual inspection report to the County upon request.
8. Hours of operation are limited to 8:00 AM to sunset.
9. The facility shall not exceed the minimal light requirements as set forth for safety as established by the county.

IN WITNESS WHEREOF, the County has caused this permit to be issued in its name, and the property owners/applicants of the property above described, do hereby accept this Use Permit together with all its conditions, as binding on them and their successors in interest.

ATTEST:

 (Seal)  
Clerk to the Board

2.15.16  
Date

  
Chairman  
Board of Commissioners

(NOT VALID UNTIL FULLY EXECUTED)





## Use Permit Application

### OFFICIAL USE ONLY:

Case Number: \_\_\_\_\_  
 Date Filed: 8.22.19  
 Gate Keeper: OT  
 Amount Paid: \$200.00

### Contact Information

#### APPLICANT:

Name: Corolla Adventure Park  
 Address: 1215 Ponton Ln.  
Corolla, NC 27927  
 Telephone: (252) 269-0488  
 E-Mail Address: brett@corolladventurepark.com

#### PROPERTY OWNER:

Name: Ocean Hill Commercial LLC  
 Address: c/o Mona Smith / 408 Dundaff St.  
Apt. 110 / Norfolk, VA 23507  
 Telephone: (757) 377-5550  
 E-Mail Address: monakay377@gmail.com

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Tenant

### Property Information

Physical Street Address: 1215 Ponton Ln., Corolla, NC 27927  
 Location: Parcel 1-A Villages at Ocean Hill, MNR Subtract 1  
 Parcel Identification Number(s): 0114000003P0000  
 Total Parcel(s) Acreage: 7.92  
 Existing Land Use of Property: Outdoor Recreation - Adventure Park

### Request

Project Name: Hatchet Throwing PB15-23 Amended Use Permit  
 Proposed Use of the Property: Recreation - Hatchet Throwing  
 Deed Book/Page Number and/or Plat Cabinet/Slide Number: 760 627  
 Total square footage of land disturbance activity: \_\_\_\_\_  
 Total lot coverage: existing 6.0% + new 0.3% Total vehicular use area: 16,782 sq. ft. (existing)  
 Existing gross floor area: 3899 sq. ft. Proposed gross floor area: 0

### Community Meeting

Date Meeting Held: Aug 20<sup>th</sup>, 2019 5pm Meeting Location: Corolla Public Library

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

Purpose is to add hatchet throwing as an outdoor activity at Corolla Adventure Park.

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 highest standards shall be applied to this activity. Standards set by the National Axe Throwing League shall be met or exceeded.

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 use does not cause outside disturbance or noise. There is very little structure involved, no actual building and little land disturbance.

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

This will add to currently permitted use of outdoor recreation and provide another activity for families to enjoy.

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.

There will be no impact to any of these services.

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\*

Aug 20, 2019  
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 Submittal Checklist**

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

**Use Permit****Submittal Checklist**Date Received: 8/22/2019TRC Date: 9/11/2019Project Name: PB 15-23use permit Amendment #1Applicant/Property Owner: Brett Harrison**Use Permit Submittal Checklist**

|   |                                                                                          |   |
|---|------------------------------------------------------------------------------------------|---|
| 1 | Complete Use Permit application                                                          | ✓ |
| 2 | Application fee (\$300)                                                                  | ✓ |
| 3 | Community meeting written summary                                                        | ✓ |
| 4 | Conceptual plan, if applicable                                                           | ✓ |
| 5 | Architectural elevations, if applicable                                                  | ✓ |
| 6 | 2 copies of plans                                                                        | ✓ |
| 7 | 2 hard copies of ALL documents                                                           | ✓ |
| 8 | 1 PDF digital copy of all plans AND documents (ex. Compact Disk – e-mail not acceptable) | ✓ |

**For Staff Only****Pre-application Conference**Pre-application Conference was held on 6/28/2019 and the following people were present:Brett Harrison & Jennie Turner**Comments**





## Use Permit Application

### OFFICIAL USE ONLY:

Case Number: \_\_\_\_\_  
 Date Filed: \_\_\_\_\_  
 Gate Keeper: \_\_\_\_\_  
 Amount Paid: \_\_\_\_\_

### Contact Information

#### APPLICANT:

Name: Corolla Adventure Park  
 Address: 1215 Ponton Ln.  
Corolla, NC 27927  
 Telephone: (252) 269-0488  
 E-Mail Address: brett@corolladventurepark.com

#### PROPERTY OWNER:

Name: Ocean Hill Commercial LLC  
 Address: c/o Mona Smith / 408 Dundaff St.  
Apt. 110 / Norfolk VA 23507  
 Telephone: (757) 377-5550  
 E-Mail Address: monakay377@gmail.com

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Tenant

### Property Information

Physical Street Address: 1215 Ponton Ln., Corolla, NC 27927  
 Location: Parcel 1-A Villages at Ocean Hill, MNR Subtract 1  
 Parcel Identification Number(s): 011400003P0000  
 Total Parcel(s) Acreage: 7.92  
 Existing Land Use of Property: Outdoor Recreation - Adventure Park

### Request

Project Name: Hatchet Throwing  
 Proposed Use of the Property: Recreation - Hatchet Throwing  
 Deed Book / Page Number and/or Plat Cabinet / Slide Number: 760 627 0  
 Total square footage of land disturbance activity: \_\_\_\_\_  
 Total lot coverage: existing 6.0% + new 0.3%  
 Existing gross floor area: 3899 sq ft.  
 Total vehicular use area: 16,782 sq ft. (existing)  
 Proposed gross floor area: 0

### Community Meeting

Date Meeting Held: Aug 20<sup>th</sup>, 2019 Meeting Location: Corolla Public Library



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

Purpose is to add hatchet throwing as an outdoor activity at Corolla Adventure Park.

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 highest standards shall be applied to this activity. Standards set by the National Axe Throwing League shall be met or exceeded.

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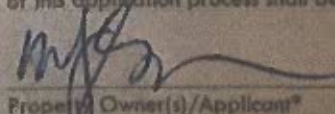
C. The use will be in conformity with the Land Use Plan or other officially adopted plan.

This will add to currently permitted use of outdoor recreation and provide another activity for families to enjoy.

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.

There will be no impact to any of these services.

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\*

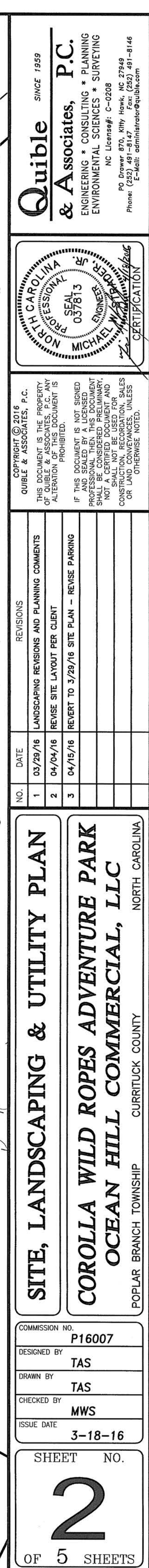
8/21/19  
Date

\*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 7/1/2019











### Hatchet Throwing Venue Plan Description

The venue has approximately a 20' x 24' footprint. It consists primarily of metal fencing dividing each throwing "lane" into a contained area with a wooden backstop. The wooden backstop is approximately 8' tall with the max height of the structure approximately 10' high. In front of the throwing area a low wooden fence approximately 42" high separates spectators from the area. The floor will be natural dirt and wood chips.

Additionally, a low elevation boardwalk built to ADA standards will connect the check-in building to the hatchet throwing venue. It will connect to the paved sidewalk in front of the building at ground level and extend into the venue far enough to provide access to one of the throwing areas for ADA participants.



September 16, 2019

### Parking Justification for Addition of Axe Throwing Activity at Corolla Adventure Park

During original planning for the adventure park we created an approved narrative for a parking lot with 34 spaces to accommodate the staff and guests of the park (27 for guests and 7 for staff). Final design and construction of the parking lot produced 35 parking spots (one more than required).

Over the course of four years of operation, we have found that the parking lot size is larger than what we need to service the park. The parking lot is rarely very full and has never once reached capacity. We provide biking and carpool incentives to staff and many of our guest families carpool or bike to the park as well. We have actually expanded our bike racks because of the need for this as opposed to additional car parking.

The addition of our proposed two "pit" axe throwing activity would require no more 3 car parking spaces. Each of the pits can not be occupied by more than one individual group (came together) of usually up to four people and it is rare to be at capacity. Additionally, the ropes course portion of the adventure park is typically most busy in mornings and axe throwing is more popular after lunch when the ropes course is slower. Thus, there is less overlap in parking need.

In summary, with the additional parking spot from construction we only need allocation for two parking spots for the additional axe throwing activity. We feel that based on actual parking demand in our lot that these spaces can easily be allocated from existing parking without the need to expand on the parking facilities.

**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:** Brett Harrison, Corolla Adventure Park**From:** Jennie Turner, Planner II**Date:** September 12, 2019  
Revised September 18, 2019 with engineer comments**Re:** PB15-23 Corolla Adventure Park Use Permit – Amendment #1

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The following comments were received at the September 11, 2019 TRC meeting. TRC comments are valid for six months from the date of the TRC meeting.

Due to Hurricane Dorian and the State of Emergency, this memo does not include all TRC comments. Any missing comments will be provided to you by September 18<sup>th</sup>.

In order to be scheduled for the October 21, 2019 Board of Commissioners meeting, please address all comments and resubmit a corrected plan by 3:00 p.m. on September 23, 2019.

**Planning, Jennie Turner 252-232-6031**

Reviewed

Please provide parking justification narrative.

Show connection of hatchet throwing area to existing buildings.

Is exterior lighting proposed?

**Currituck County Building Inspections and Fire, Richard Godsey 252-232-6020**

Approved

Insure connectivity with existing structures is shown on plans (and ADA compliant).

**Currituck County Engineering, Eric Weatherly 252-232-6035**

Approved

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

No Comment

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

No Comment

**Currituck County Water, Yama Jones 252-232-6061**

No Comments Received

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

Reviewed

Attachment: 8 Revised TRC Comments - Corolla Adventure Park UP Amendment (PB 15-23 Corolla Adventure Park)



NONE

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

No Comment

**Currituck County Parks & Recreation, Jason Weeks, 252-232-3007**

Reviewed

Something New, be sure to research safety guidelines and make adaptations for ADA Access.

**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.

## Summary of Community Meeting

Re: Use Permit for Hatchet Throwing by Corolla Adventure Park

Date Held: Tuesday Aug 20<sup>th</sup>, 2019 at 5pm

Location: Corolla Public Library

Prior to the meeting, sign was posted on property and letters were mailed to all adjoining property owners 10 days in advance. The meeting was attended by 3 homeowners in the VOH community, county representative Jennie Turner, and was hosted by Brett Harrison.

A summary of proposed location and nature of the hatchet throwing activity was presented and followed by questions from the attendees. Discussions covered rules of the activity, safety measures taken and the confirmation that a staff member was present at all times during the activity. It was also asked if Corolla Adventure Park had any plans for future expansion of activities beyond this in the future.

Meeting attendees did not seem disturbed by the activity and one noted how good of a neighbor Corolla Adventure Park has been since inception. She noted that it created no disturbance, she did not mind being able to see the top of it from her house and that she had enjoyed visiting with her daughter and that the landscaping was very nicely done.

The meeting lasted approximately 45 minutes.

Summary by Brett Harrison





Community Meeting regarding Use Permit Application for Hatchet  
Throwing at Corolla Adventure Park

Held August 20, 2019 at 5pm

Sign in Sheet

| Name             | Address                   |
|------------------|---------------------------|
| JEFF CRIBBS      | 1254 FAIRWINDS LANE       |
| Brad Telthorster | 1275 Stillwater Ct        |
| Fran Hamilton    | 1244 Fairwinds            |
| Jennie Turner    | Currituck County Planning |
|                  |                           |
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August 1, 2019

Currituck County Planning & Development  
Planning & Zoning  
153 Courthouse Road, Suite 110  
Currituck, NC 27929

RE: Community Meeting for Use Permit Application

To Whom It May Concern:

We would like to invite you and nearby property owners to a community meeting regarding a potential Currituck County Use Permit application. Mr. Brett Harrison (of Corolla Adventure Park) and partners are proposing to operate “hatchet throwing” on the grounds currently leased and used by Corolla Adventure Park (legal description: Parcel 1-A Vill @ Ocean Hill Minr Sub Tract 1, parcel ID: 0114000003P0000), a part of the Ocean Hill PUD.

The purpose of the community meeting is to inform you and nearby property owners about this application that will be reviewed under Currituck County’s Unified Development Ordinance, and to provide you an opportunity to give comments and concerns about the application.

The community meeting will be held on Tuesday, August 20th, 2019 at 5:00pm, at the Corolla Public Library, 1123 Ocean Trail, Corolla, NC 27927.

We appreciate your help and cooperation on these matters, and I am always available to answer any questions you may have, and can be reached at 252-269-0488.

Sincerely

Brett Harrison  
Corolla Adventure Park

Attachment: 9 Community Mtg Summary Packet Aug21 2019 (PB 15-23 Corolla Adventure Park)





## Currituck County Agenda Item Summary Sheet

**Agenda ID Number** – (ID # 2613)

**Agenda Item Title**

PB 14-05 The Gables:

**Brief Description of Agenda Item:**

Gables NC, LLC is requesting an amended preliminary plat/use permit for a 66 lot traditional development located off Guinea Road, Tax Map 22M, Parcels 1 through 66, Moyock Township.

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Cheri Elliott, Assistant

**Presenter of Agenda Item**

Donna Voliva



**STAFF REPORT  
PB 14-05 THE GABLES  
AMENDED PRELIMINARY PLAT/  
USE PERMIT  
BOARD OF COMMISSIONERS  
OCTOBER 21, 2019**

### APPLICATION SUMMARY

|                                                                                 |                                                                                                    |
|---------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| <b>Property Owner:</b><br>See Attachment A for complete list of property owners | <b>Applicant:</b><br>The Gables NC, LLC<br>448 Viking Drive, Suite 220<br>Virginia Beach, VA 23452 |
| <b>Case Number:</b> PB 14-05                                                    | <b>Application Type:</b> Amended Preliminary Plat/Use Permit                                       |
| <b>Parcel Identification Number:</b> See Attachment                             | <b>Existing Use:</b> Residential Subdivision                                                       |
| <b>Land Use Plan Classification:</b> Full Service                               | <b>Parcel Size (Acres):</b> 97.79 acres                                                            |
| <b>Moyock Small Area Plan Classification:</b><br>Limited Service                | <b>Zoning:</b><br>C-SFM                                                                            |
| <b>Number of Units:</b> 66 residential lots                                     | <b>Project Density:</b> 0.67 units/acre                                                            |
| <b>Required Open Space:</b> 29.23 acres                                         | <b>Provided Open Space:</b> 29.27 acres                                                            |

### SURROUNDING PARCELS

|       | Land Use                         | Zoning   |
|-------|----------------------------------|----------|
| North | Farmland/Woodland                | AG/SFM   |
| South | Low density residential          | AG/C-SFM |
| East  | Low density residential          | SFM      |
| West  | Farmland/Low density residential | SFM      |

### STAFF ANALYSIS

#### NARRATIVE

The applicant is requesting an amended preliminary plat/use permit to modify the layout of the cluster box unit (CBU) facility and the plant material sizing for the farmland buffer. The applicant is not requesting a change in the use permit conditions. Staff added condition of approval d. to address the farmland buffer (*italics*).

The requested change will allow the development to:

- Meet the current UDO farmland buffer that requires 14 trees for every 100 linear feet of buffer length and creates an opaque buffer that consists of mixed hardwoods and 50% evergreen species (excluding pine trees). The farmland buffer is not subject to the minimum planting heights provided in the Administrative Manual; and,
- Modify the configuration of the CBU and associated parking/pull-off.



## DEVELOPMENT HISTORY

The conditional zoning for the development was approved by the Board of Commissioners July 1, 2013 (C-SFM PB 13-10). The re-zoning established the following conditions for the property:

- The proposed use will be a 66 lot residential subdivision.
- 50' buffer will be provided adjacent to farmland.
- Additional screening to include trees, shrubs, fencing, and berms, as appropriate and in general conformance with the conceptual development plan, will be provided:
  - Adjacent to existing residential properties along the entrance road; and,
  - Adjacent to developed residential properties.
- The street stub located on the northeast side of the proposed development shall be coordinated with the adjacent land owner, n/f Jerry L. Old. The proposed lots adjacent to the Old property may require reconfiguration to accommodate a street stub that meets the intersection spacing requirements of the UDO. Minor deviations from the concept plan shall be allowed to provide flexibility in the street placement and lot configuration.

The Gables preliminary plat and use permit were approved by the Board of Commissioners on June 2, 2014. The preliminary plat was approved at a time when the farmland buffer required a minimum of 15 caliper inches of canopy trees per 100 linear feet of buffer length. The ordinance did not allow for a reduction in the minimum planting height. The Gables construction drawings approved on May 7, 2015 specifically identified the farmland buffer compliant with the ordinance in effect at that time. On May 18, 2015, the Board of Commissioners approved a text amendment, PB 14-23 Justin Old, that modified the language and allowed a reduction in the required planting height and number/type of trees required in the farmland buffer.

The Gables final plats, phases 1 and 2, were recorded on April 25, 2019 and the developer posted a performance guarantee for the incomplete infrastructure. In addition, the recorded final plat identified the location and configuration of the CBU and off-street parking located in open space. The requested change to the CBU facility will involve the installation of a pull-off area intended for three on-street parallel parking spaces and the CBU located in the right of way and on open space. Since the recording of the final plat many of the lots transferred. The current lot owners consent to the application submitted by The Gables NC, LLC.

| INFRASTRUCTURE                             |                                                    |
|--------------------------------------------|----------------------------------------------------|
| <b>Water</b>                               | Existing County Water                              |
| <b>Sewer</b>                               | Septic                                             |
| <b>Transportation</b>                      | Pedestrian: Existing trail/sidewalk system         |
|                                            | Connectivity Score: No change proposed             |
| <b>Stormwater/Drainage</b>                 | No change in the drainage plan                     |
| <b>Design Standards</b>                    | As identified in the requested modification        |
| <b>Lighting</b>                            | No change in lighting                              |
| <b>Landscaping</b>                         | As identified in the requested modification        |
| <b>Compatibility</b>                       | No change in lot configuration or use              |
| <b>Recreation and Park Area Dedication</b> | Payment in lieu of dedication received for 66 lots |
| <b>Riparian Buffers</b>                    | No changes in riparian buffers                     |

Attachment: 1- The Gables PP UP BOC 102119 (PB 14-05 The Gables)

| ADEQUATE PUBLIC FACILITIES – SCHOOLS <sup>1</sup> |                                              |                                              |                                 |                                                |
|---------------------------------------------------|----------------------------------------------|----------------------------------------------|---------------------------------|------------------------------------------------|
| School                                            | 2019-2020<br>Actual<br>Capacity <sup>2</sup> | 2021-2022<br>Actual<br>Capacity <sup>3</sup> | Committed Capacity <sup>3</sup> | Proposed Capacity Changes                      |
|                                                   |                                              |                                              |                                 | Number of Students                             |
| Moyock Elementary                                 | 106%                                         | 96%                                          | 123%                            | No capacity changes in the requested amendment |
| Shawboro Elementary                               | 85%                                          |                                              |                                 |                                                |
| Central Elementary                                | 75%                                          |                                              |                                 |                                                |
| Griggs Elementary                                 |                                              | 74%                                          | 100%                            |                                                |
| Jarvisburg Elementary                             |                                              |                                              |                                 |                                                |
| Knotts Island Elementary                          |                                              | 37%                                          | 38%                             |                                                |
| Moyock Middle                                     |                                              | 81%                                          | 95%                             | No capacity changes in the requested amendment |
| Currituck Middle                                  |                                              |                                              |                                 |                                                |
| Currituck High                                    |                                              | 85%                                          | 105%                            | No capacity changes in the requested amendment |
| JP Knapp Early College                            |                                              |                                              |                                 |                                                |

<sup>1</sup>Does not include minor subdivisions, exempt subdivisions, and subdivisions approved prior to the adoption of the adequate public facilities ordinance (October 1994)

<sup>2</sup>Capacity percentages are based on 2019-2020 classroom standards and August 2019 ADM

<sup>3</sup>Capacity percentages are based on the 2021-2022 classroom standards and August 2019 ADM

## RECOMMENDATIONS

### TECHNICAL REVIEW COMMITTEE

The Technical Review Committee recommends adoption of the use permit and approval of the amended 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. The pedestrian circulation for the proposed development will be accomplished by a trail in lieu of sidewalks on both sides of the street and be subject to the following:
    - i. The trail must be hard surfaced, ADA-accessible, and located within open space set-asides, where possible.
    - ii. All pedestrian cross walks shall be aligned with cross walks on the opposing side of the street.
    - iii. Pedestrian circulation shall be extended to property boundaries where street interconnection (Thayne Drive and Clements Way) also extend to property boundaries.
  - b. The 30' access easement (Clements/Spruill) shall be labeled.
  - c. Currituck County will accept payment in lieu of recreation and park area dedication in accordance with the UDO.
  - d. *The farmland buffer shall meet the UDO requirements of Section 5.11, as amended.*  
(New condition)



## 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 has been 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. Surrounding drainage ditches will be improved and/or new ditches constructed in parallel to improve existing drainage conditions.
2. Albemarle Regional Health Services has evaluated each of the 66 lots for suitability for wastewater disposal and has established criteria for the approval of a wastewater disposal system for each lot.
3. The project was designed in accordance with the NC Department of Energy, Mineral, and Land Resources sedimentation & erosion control standards, and therefore minimized erosion and will contain siltation on site
4. All lots are accessed via interior subdivision roads for traffic safety.

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. Most of the surrounding land has been zoned for development and has either been developed as single-family residential, or is slated to be developed as follows:
  - a. Farmland, Glenmore and Currituck Reserve to the north and west (single family).
  - b. Beckmoore Estates adjacent to the southwest (single family).
  - c. Existing single family homes to the south
  - d. Single family subdivision to the east (Holly Ridge)
2. The use will not injure the value of adjoining or abutting lands and will be in harmony with the area, as the subdivision is of similar density to the surrounding area.

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

Preliminary Staff Findings:

The 2006 Land Use Plan does not directly address specific policies or objectives the proposed modifications. However, the preliminary staff findings are provided for the subdivision.

The 2006 Land Use Plan classifies this site as Full Service within the Moyock subarea.

The Full Service area identifies a residential base development density to be 2 units per acre, but could be increased to 3-4 units per acre through overlay zoning depending upon services available and potential impacts on the surrounding area.

The policy emphasis for the Moyock subarea indicates in areas where on-site wastewater is proposed and other County services are limited, development density should be limited to 1-2 units per acre. The proposed development density is 0.67 units per acre.

The proposed use is in keeping with the policies of the plan, some of which are:

Attachment: 1- The Gables PP UP BOC 102119 (PB 14-05 The Gables)

POLICY HN1: Currituck County shall encourage development to occur at densities appropriate for the location. LOCATION AND DENSITY FACTORS shall include whether the development is within an environmentally suitable area, the type and capacity of sewage treatment available to the site, the adequacy of transportation facilities providing access to the site, and the proximity of the site to existing and planned urban services. For example, projects falling within the Full Services areas of the Future Land Use Map would be permitted a higher density because of the availability of infrastructure as well as similarity to the existing development pattern. Such projects could be developed at a density of two (2) or more dwelling units per acre. Projects within areas designated as Limited Service would be permitted a density of one (1) to one and one half (1.5) units per acre depending upon the surrounding development pattern and availability of resources. Projects within areas designated as Rural or Conservation by the Future Land Use Plan would be permitted a much lower density of 1 dwelling unit per 3 acres because of the lack of infrastructure in the area, the existing low density development pattern, and presence of environmentally sensitive natural areas.

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.
2. COMPACT, MIXED USE DEVELOPMENTS or DEVELOPMENTS NEAR A MIXTURE OF USES that promote a return to balanced, self-supporting community centers generally served by centralized water and sewer. The types of development are contemplated for the Full Service Areas identified on the Future Land Use Map.

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 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.

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 Gables preliminary plat and use permit were approved by the Board of Commissioners on June 2, 2014.
2. The Gables subdivision contains 66 residential lots and was recorded April 25, 2019.
3. There is no increase in the number of lots in the existing subdivision.
4. The proposed plan changes involving the farmland buffer planting requirements and the design of the CBU will not exceed the county's ability to provide adequate public facilities.



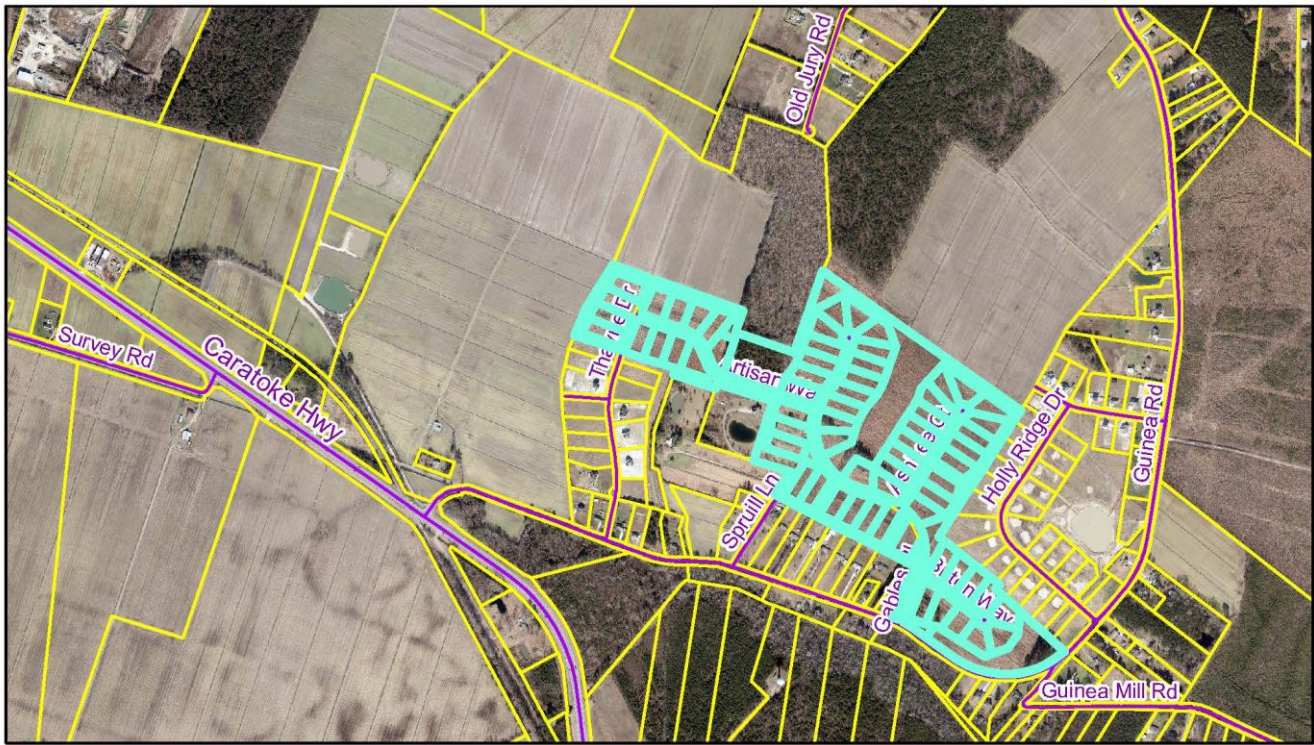
**Property Owner  
Attachment A**

| Property Owner                | Property Address | PIN              |
|-------------------------------|------------------|------------------|
| Tina Marie Clements           | 109 Artisan Way  | 022M00000090000  |
| Brooks R. Clements            | 110 Artisan Way  | 022M00000100000  |
| Jacquelyn I. Burke            | 111 Artisan Way  | 022M00000080000  |
| Brooks R. Clements            | 112 Artisan Way  | 022M00000110000  |
| Gables Development LLC        | 113 Artisan Way  | 022M00000070000  |
| Gables NC LLC                 | 114 Artisan Way  | 022M00000120000  |
| David W. and Sandra E. Larkin | 115 Artisan Way  | 022M00000060000  |
| Gables NC LLC                 | 116 Artisan Way  | 022M00000130000  |
| Gables NC LLC                 | 117 Artisan Way  | 022M00000050000  |
| Gables Development LLC        | Artisan Way      | 022M000000SE0000 |
| Gables NC LLC                 | 100 Ashbee Court | 022M00000460000  |
| Gables NC LLC                 | 101 Ashbee Court | 022M00000300000  |
| Gables NC LLC                 | 102 Ashbee Court | 022M00000450000  |
| Gables NC LLC                 | 103 Ashbee Court | 022M00000310000  |
| Gables NC LLC                 | 104 Ashbee Court | 022M00000440000  |
| Gables NC LLC                 | 105 Ashbee Court | 022M00000320000  |
| Gables NC LLC                 | 106 Ashbee Court | 022M00000430000  |
| Gables NC LLC                 | 107 Ashbee Court | 022M00000330000  |
| Gables NC LLC                 | 108 Ashbee Court | 022M00000420000  |
| Gables NC LLC                 | 109 Ashbee Court | 022M00000340000  |
| Gables NC LLC                 | 110 Ashbee Court | 022M00000410000  |
| Gables NC LLC                 | 111 Ashbee Court | 022M00000350000  |
| Gables NC LLC                 | 112 Ashbee Court | 022M00000400000  |
| Gables NC LLC                 | 113 Ashbee Court | 022M00000360000  |
| Gables NC LLC                 | 114 Ashbee Court | 022M00000390000  |
| Gables NC LLC                 | 115 Ashbee Court | 022M00000370000  |
| Gables NC LLC                 | 117 Ashbee Court | 022M00000380000  |
| Gables NC LLC                 | 100 Briton Way   | 022M00000660000  |
| Gables NC LLC                 | 101 Briton Way   | 022M00000660000  |
| Gables NC LLC                 | 102 Briton Way   | 022M00000570000  |
| Gables NC LLC                 | 103 Briton Way   | 022M00000580000  |
| Gables NC LLC                 | 104 Briton Way   | 022M00000640000  |
| Gables NC LLC                 | 105 Briton Way   | 022M00000590000  |
| Gables NC LLC                 | 106 Briton Way   | 022M00000630000  |
| Gables NC LLC                 | 107 Briton Way   | 022M00000600000  |
| Gables NC LLC                 | 108 Briton Way   | 022M00000620000  |
| Gables NC LLC                 | 109 Briton Way   | 022M00000610000  |
| Gables NC LLC                 | 107 Gables Place | 022M00000470000  |
| Gables NC LLC                 | 109 Gables Place | 022M00000480000  |
| Gables NC LLC                 | 111 Gables Place | 022M00000490000  |
| Gables NC LLC                 | 113 Gables Place | 022M00000500000  |
| Gables NC LLC                 | 114 Gables Place | 022M00000290000  |
| Gables NC LLC                 | 115 Gables Place | 022M00000510000  |
| Gables NC LLC                 | 117 Gables Place | 022M00000520000  |
| Gables NC LLC                 | 119 Gables Place | 022M00000530000  |
| Gables NC LLC                 | 122 Gables Place | 022M00000280000  |
| Gables NC LLC                 | 123 Gables Place | 022M00000540000  |
| Gables NC LLC                 | 124 Gables Place | 022M00000270000  |
| Gables NC LLC                 | 125 Gables Place | 022M00000550000  |
| Gables NC LLC                 | 126 Gables Place | 022M00000260000  |

Attachment: 1- The Gables PP UP BOC 102119 (PB 14-05 The Gables)

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](http://www.co.currituck.nc.us/board-of-commissioners-minutes-current.cfm)

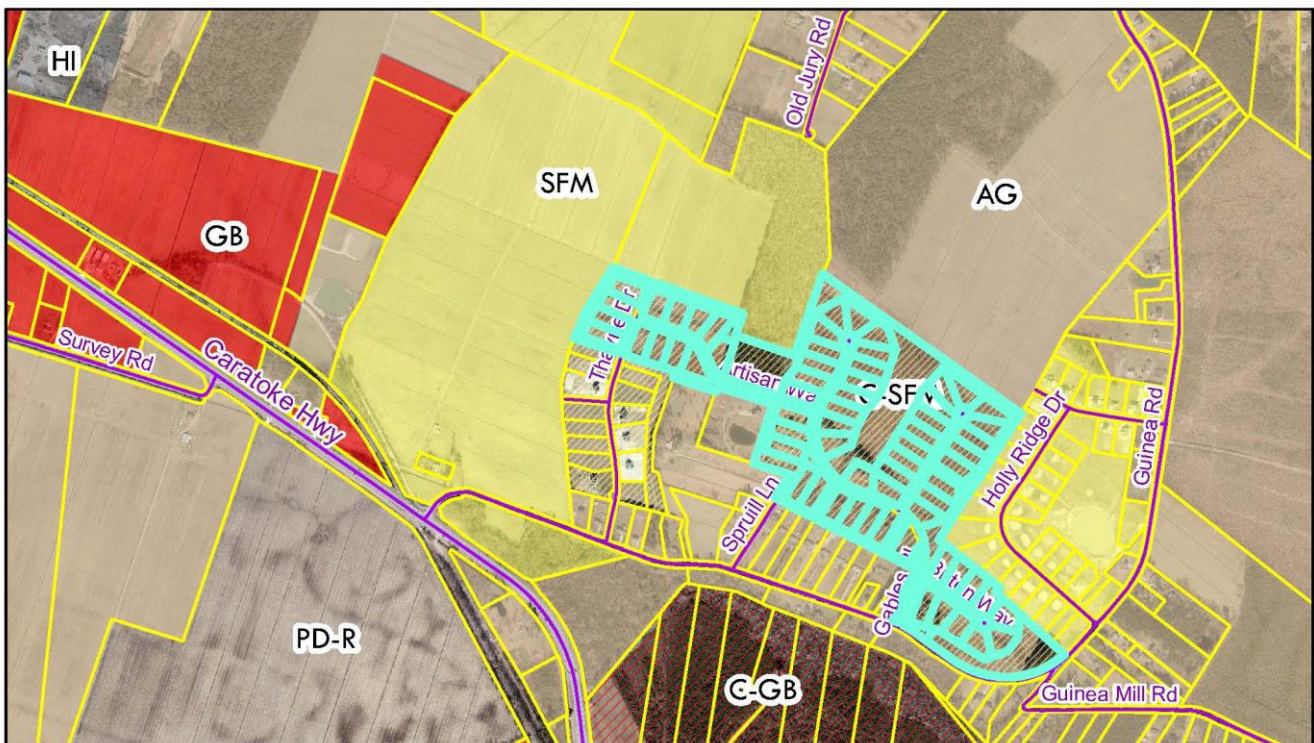




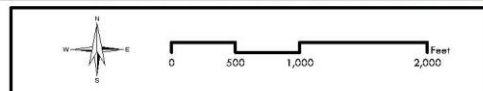
PB 14-05  
The Gables  
Aerial



Currituck County  
Planning and Community  
Development

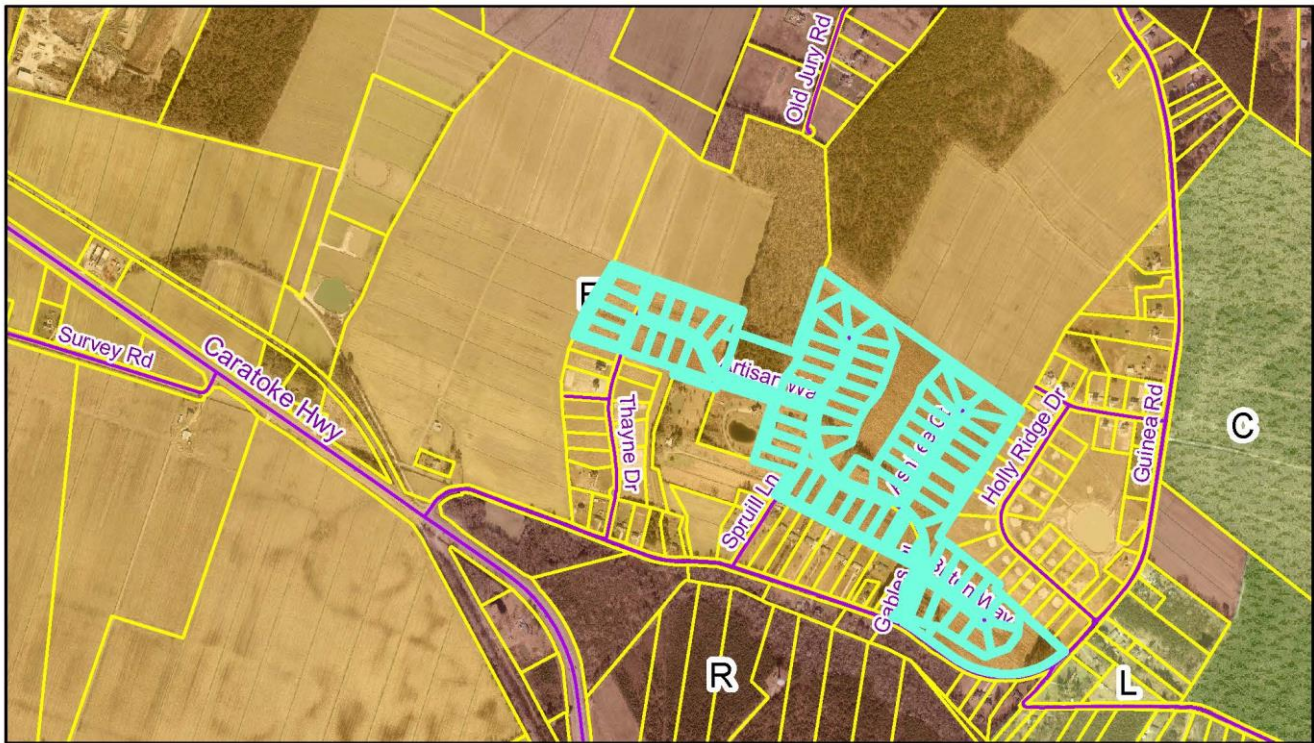


PB 14-05  
The Gables  
Zoning



Currituck County  
Planning and Community  
Development

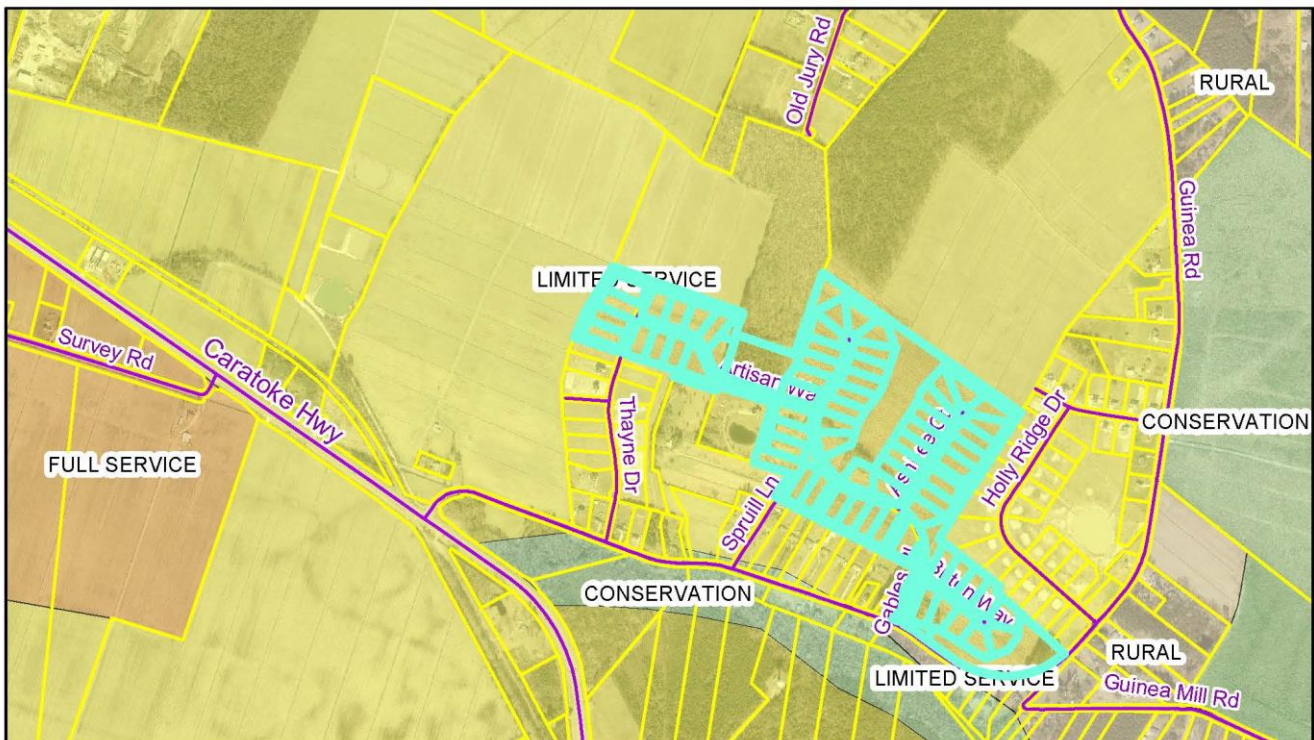




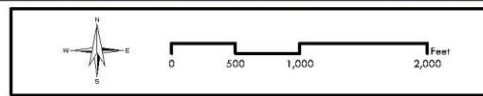
PB 14-05  
The Gables  
2006 Land Use Plan



Currituck County  
Planning and Community  
Development



PB 14-05  
The Gables  
Moyock SAP

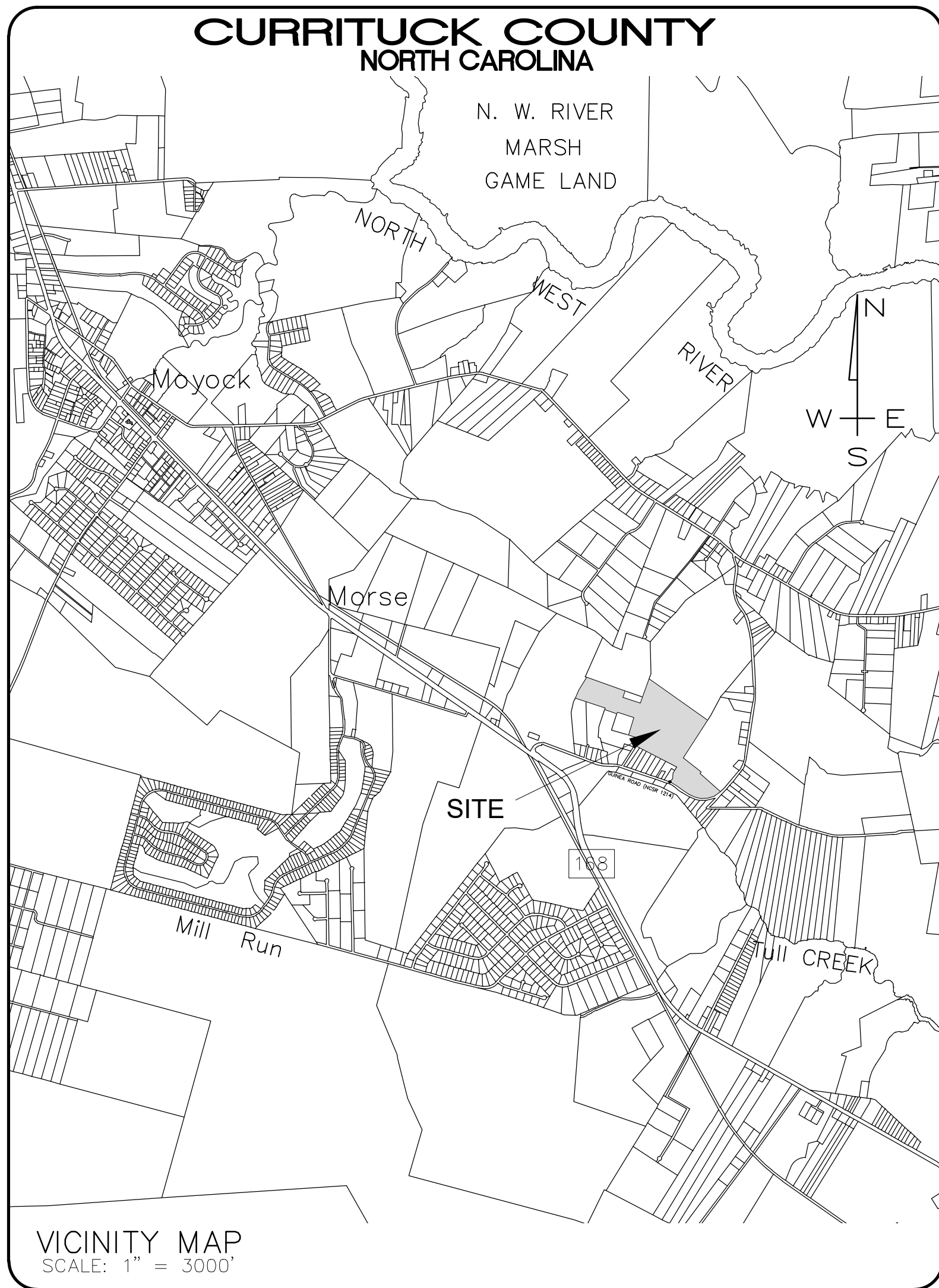


Currituck County  
Planning and Community  
Development



# THE GABLES

## MOYOCK TOWNSHIP CURRITUCK COUNTY NORTH CAROLINA



VICINITY MAP  
SCALE: 1" = 3000'

### STORMWATER STATEMENT

NO MORE THAN \_\_\_\_\_% 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.

**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 \_\_\_\_\_

### 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.

### RECREATION PARK AREA DEDICATION:

AREA TO BE DEDICATED: 66 LOTS x 0.0255 AC/LOT = 1.683 ACRES  
CURRENT VALUE IS \$6,206/ACRE (SEE CALCULATION BELOW)  
VALUE OF DEDICATION (FOR PAYMENT IN LIEU): 1.683 x \$6,226 = \$10,478

PARCEL 22-64A: \$92,000/16.15 AC = \$5,697/AC  
PARCEL 22-64E: \$165,500/24.4 AC = \$6,783/AC  
PARCEL 22-71B: \$351,100/57.2 AC = \$6,138/AC  
TOTAL 97.75 AC.

WEIGHTED AVERAGE: \$6,226/AC

### GENERAL NOTES:

1. PROJECT NAME: THE GABLES

2. MAJORITY OWNER & DEVELOPER:

GABLES DEVELOPMENT, LLC  
4625 E PRINCESS ANNE RD.  
NORFOLK, VA 23502  
PHONE: 252-619-3514  
(SEE BELOW FOR A COMPLETE PROPERTY OWNERSHIP LIST)

### 3. PROPERTY OWNERS:

| LOT | PARCEL ID      | NAME                        | ADDRESS                                           | PHONE        | EMAIL               |
|-----|----------------|-----------------------------|---------------------------------------------------|--------------|---------------------|
| 1   | 022M0000100000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 2   | 022M0000002000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 3   | 022M0000003000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 4   | 022M0000004000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 5   | 022M0000005000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 6   | 022M0000006000 | David W. & Sandra E. Larkin | "115 Arlson Way, Moyock, NC 27958"                | 757-348-5575 | dwl@vp-1d.com       |
| 7   | 022M0000007000 | "Gables Development, LLC"   | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 8   | 022M0000008000 | Jacquelyn L. Burke          | "111 Arlson Way, Moyock, NC"                      | 252-619-3514 | anthony@bissell.com |
| 9   | 022M0000009000 | "Gables Development, LLC"   | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 10  | 022M0000010000 | Brooks R. Clements          | "110 Arlson Way, Moyock, NC"                      | 252-619-3514 | anthony@bissell.com |
| 11  | 022M0000011000 | Brooks R. Clements          | "112 Arlson Way, Moyock, NC"                      | 252-619-3514 | anthony@bissell.com |
| 12  | 022M0000012000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 13  | 022M0000013000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 14  | 022M0000014000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 15  | 022M0000015000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 16  | 022M0000016000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 17  | 022M0000017000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 18  | 022M0000018000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 19  | 022M0000019000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 20  | 022M0000020000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 21  | 022M0000021000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 22  | 022M0000022000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 23  | 022M0000023000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 24  | 022M0000024000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 25  | 022M0000025000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 26  | 022M0000026000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 27  | 022M0000027000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 28  | 022M0000028000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 29  | 022M0000029000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 30  | 022M0000030000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 31  | 022M0000031000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 32  | 022M0000032000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 33  | 022M0000033000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 34  | 022M0000034000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 35  | 022M0000035000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 36  | 022M0000036000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 37  | 022M0000037000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 38  | 022M0000038000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 39  | 022M0000039000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 40  | 022M0000040000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 41  | 022M0000041000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 42  | 022M0000042000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 43  | 022M0000043000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 44  | 022M0000044000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 45  | 022M0000045000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 46  | 022M0000046000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 47  | 022M0000047000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 48  | 022M0000048000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 49  | 022M0000049000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 50  | 022M0000050000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 51  | 022M0000051000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 52  | 022M0000052000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 53  | 022M0000053000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 54  | 022M0000054000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 55  | 022M0000055000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 56  | 022M0000056000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 57  | 022M0000057000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 58  | 022M0000058000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 59  | 022M0000059000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 60  | 022M0000060000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 61  | 022M0000061000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 62  | 022M0000062000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 63  | 022M0000063000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 64  | 022M0000064000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 65  | 022M0000065000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |
| 66  | 022M0000066000 | "Gables NC, LLC"            | "4625 East Princess Anne Road, Norfolk, VA 23502" | 252-619-3514 | anthony@bissell.com |

### 4. PROPERTY INFORMATION:

PRIMARY ADDRESS: 418 GUINEA ROAD, MOYOCK

RECORDED REFERENCES: D.B. 425, PG. 301; P.C. J. SL. 148; D.B. 651, PG. 238

PROPERTY ZONING: SINGLE FAMILY MAINLAND – CONDITIONAL DISTRICT (SFM-CD)

### 5. THE FOLLOWING ZONING CONDITIONS SHALL APPLY:

- THE PROPOSED USE WILL BE A 66 LOT RESIDENTIAL SUBDIVISION.
- 50' BUFFER WILL BE PROVIDED ADJACENT TO FARMLAND.
- ADDITIONAL SCREENING TO INCLUDE TREES, SHRUBS, FENCING AND BERMS, AS APPROPRIATE AND IN GENERAL CONFORMANCE WITH THE CONCEPTUAL DEVELOPMENT PLAN, WILL BE PROVIDED.
- ADJACENT TO EXISTING RESIDENTIAL PROPERTIES ALONG THE ENTRANCE ROAD; AND,
- ADJACENT TO DEVELOPED RESIDENTIAL PROPERTIES.
- THE STREET SUB LOCATED ON THE NORTHEAST SIDE OF THE PROPOSED DEVELOPMENT SHALL BE COORDINATED WITH THE ADJACENT LAND OWNER, N/F JEROME, TO THE PROPOSED LOTS ADJACENT TO THE OLD PROPERTY MAY REQUIRE RECONFIGURATION TO ACCOMMODATE A STREET SUB THAT MEETS THE INTERSECTION SPACING REQUIREMENTS OF THE UDO. MINOR DEVIATIONS FROM THE CONCEPT PLAN SHALL BE ALLOWED TO PROVIDE FLEXIBILITY IN THE STREET PLACEMENT AND LOT CONFIGURATION.

### 6. F.I.R.M. DATA:

ZONE X, ZONE SHADED X & ZONE AE (4)

F.E.M.A. F.I.R.M. MAP# 3721804000K, CID 370078-8040-K, EFFECTIVE DATE DECEMBER 21, 2018. SUBJECT TO CHANGE BY F.E.M.A. USE OF LAND WITHIN A FLOODWAY OR FLOOD PLAIN IS SUBSTANTIALLY RESTRICTED BY CHAPTER 7 OF THE CURRITUCK COUNTY UNIFIED DEVELOPMENT ORDINANCE.

20 FT BUILDING SETBACK ALONG RIGHT-OF-WAY. 10 FT BUILDING SETBACK ALONG SIDE PROPERTY LINES. 25 FT BUILDING SETBACK ALONG REAR PROPERTY LINES.

THIS PROPERTY CONTAINS ACOE "404" JURISDICTIONAL WETLANDS AS SHOWN AND CONFIRMED BY USACOE ACTION ID#200610504, DATED 02-17-2006 AND MAY REQUIRE U.S. CORP OF ENGINEERS APPROVAL PRIOR TO DEVELOPMENT OF THE PROPERTY.

A 10' EASEMENT FOR UTILITIES AND DRAINAGE ALONG REAR AND SIDE PROPERTY LINES AND A 15' EASEMENT ALONG FRONT PROPERTY LINE IS HEREBY ESTABLISHED.

### 9. EXISTING CONDITION INFORMATION BASED ON A COMBINATION OF THE FOLLOWING:

- 2013 FIELD SURVEY DATA OBTAINED BY BISSELL PROFESSIONAL GROUP
- 2012 AERIAL IMAGERY OBTAINED FROM NCONEAP.COM
- CONTOURS GENERATED FROM 2004 LIDAR DATA OBTAINED FROM FEMA
- ADJOINING BECKMOORE ESTATES DATA FROM PRELIMINARY PLAT PREPARED BY HYMAN AND ROBEY, DATED 12-21-12.
- WETLAND INFORMATION FROM SADDLEWOOD ESTATES PRELIMINARY PLAT PREPARED BY ALBEMARLE & ASSOCIATES, LTD., DATED 6-21-07.
- ELEVATIONS ARE REFERENCED TO NAVD 1988 VERTICAL DATUM.

### DEVELOPMENT NOTES:

- TOTAL COMBINED TRACT AREA: 4,259,899 SF. [97.79 AC.]
- EXISTING CLEMENTS ACCESS EASEMENT: 16,360 SF. [0.38 AC.]
- DEVELOPMENT SUMMARY:  
TOTAL DEVELOPMENT AREA: 4,243,539 SF. [97.42 AC.]  
PROPOSED LOT AREA: 2,643,628 SF. [60.69 AC.]  
PROPOSED R/W AREA: 324,788 SF. [7.46 AC.]  
PROPOSED OPEN SPACE AREA: 1,275,109 SF. [29.27 AC.]  
PERCENT OPEN SPACE: 30.05% (2,047 SF. EXCESS OPEN SPACE)  
# OF PROPOSED LOTS: 66 (0.675 LOTS/ACRE)  
MINIMUM LOT AREA: 40,000 SQ.FT.
- PROPOSED RIGHT-OF-WAY WIDTH: 45 FT.  
PROPOSED PAVED ROADWAY WIDTH: 20 FT. (TYPICAL)  
TOTAL LINEAR FEET OF ROADWAY: 6,936 L.F.±

### 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

PERSONALLY  
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 \_\_\_\_\_

### 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 \_\_\_\_\_

### 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 \_\_\_\_\_

### 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 \_\_\_\_\_

### 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., 2014.

\_\_\_\_\_  
SIGNATURE L-1756

## SHEET INDEX

### SHEET DESCRIPTION

|     |                               |
|-----|-------------------------------|
| 1   | COVER SHEET AND SITE LOCATION |
| 2   | PARCEL OVERVIEW               |
| 3-6 | SUBDIVISION PLATS             |

Bissell Professional Group  
License # C-956  
5572 C-956 Highway  
P.O. Box 1068  
Kitty Hawk, North Carolina 27949  
(252) 261-3266  
FAX (252) 261-1760

**BISSELL**  
PROFESSIONAL GROUP

Engineers, Planners, Surveyors  
and Environmental Specialists

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THE GABLES

COVER SHEET

NORTH CAROLINA

CURRITUCK COUNTY

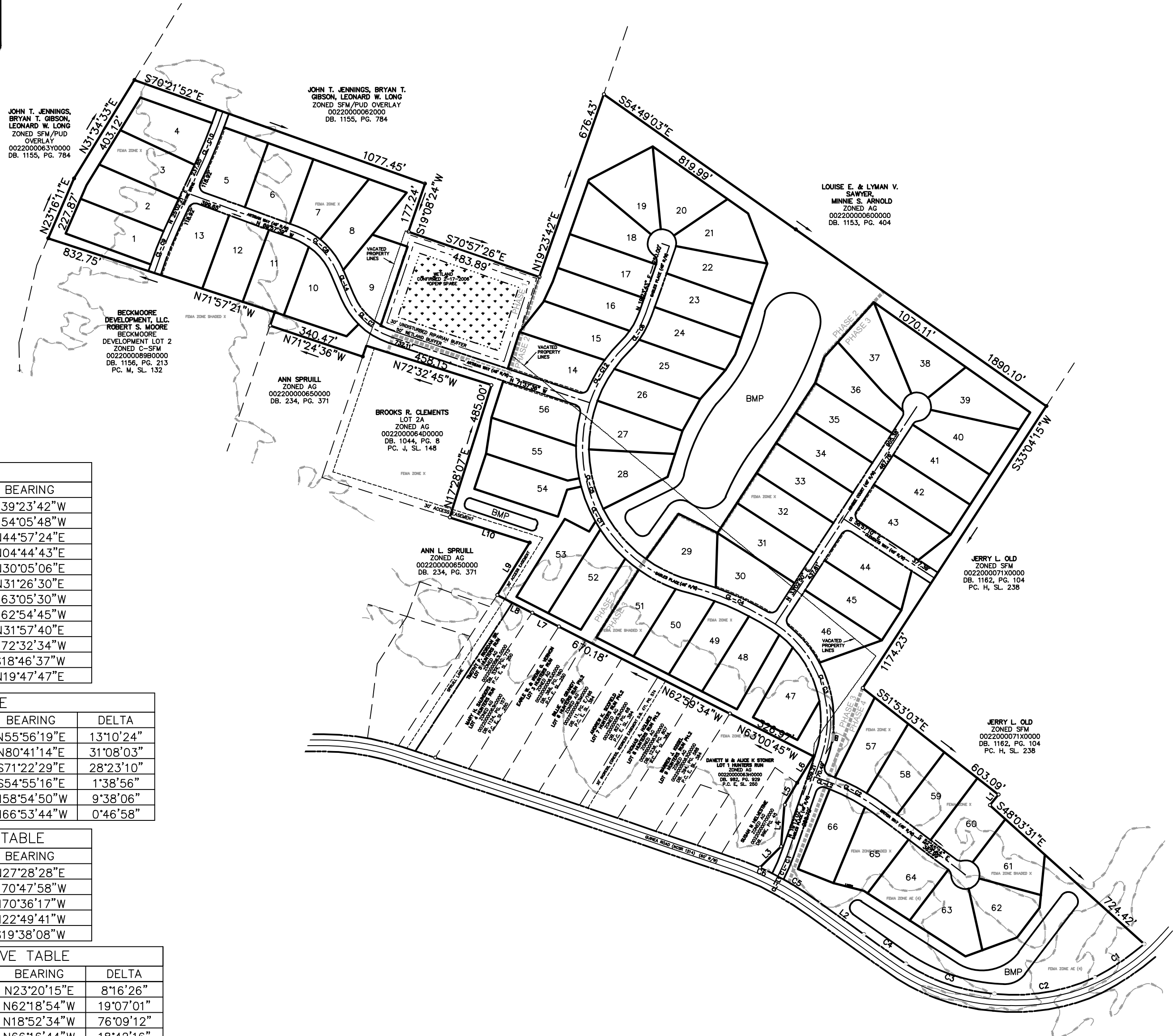
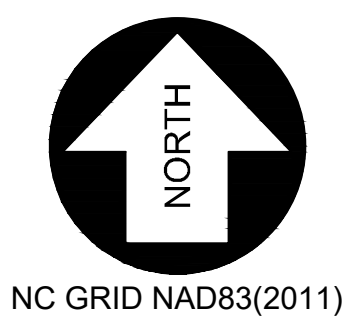
MOYOCK TOWNSHIP

AMENDED PRELIMINARY PLAT

PROJECT:



| SURVEY LEGEND |                            |
|---------------|----------------------------|
| ECM           | EXISTING CONCRETE MONUMENT |
| SIR           | SET IRON ROD               |
| EIR           | EXISTING IRON ROD          |
| EIP           | EXISTING IRON PIPE         |
| CP            | CALCULATED POINT           |
| M.B.L.        | MAXIMUM BUILDING LIMIT     |
| N.T.S.        | NOT TO SCALE               |
| P.C.          | PLAT CABINET               |
| D.B.          | DEED BOOK                  |
| SL            | SLIDE                      |
| SF            | SQUARE FEET                |
| AC            | ACRES                      |

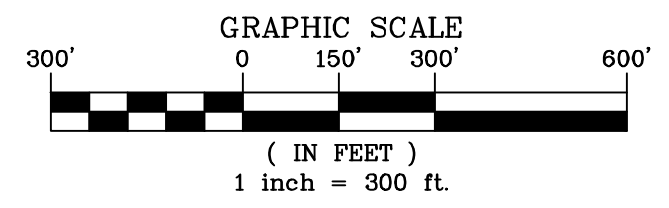


| LINE TABLE |        |             |
|------------|--------|-------------|
| LINE       | LENGTH | BEARING     |
| L1         | 48.07  | S39°23'42"W |
| L2         | 193.70 | N54°05'48"W |
| L3         | 104.98 | N44°57'24"E |
| L4         | 147.56 | N04°44'43"E |
| L5         | 86.33  | N30°05'06"E |
| L6         | 109.45 | N31°26'30"E |
| L7         | 104.95 | N63°05'30"W |
| L8         | 136.95 | N62°54'45"W |
| L9         | 215.00 | N31°57'40"E |
| L10        | 292.85 | N72°32'34"W |
| L11        | 40.33  | S18°46'37"W |
| L12        | 49.17  | N19°47'47"E |

| CURVE TABLE |        |         |         |             |           |
|-------------|--------|---------|---------|-------------|-----------|
| CURVE       | LENGTH | RADIUS  | CHORD   | BEARING     | DELTA     |
| C1          | 208.21 | 905.57  | 207.75' | N55°56'19"E | 13°10'24" |
| C2          | 359.57 | 661.71  | 355.16' | N80°41'14"E | 31°08'03" |
| C3          | 329.63 | 665.34  | 326.27' | S71°22'29"E | 28°23'10" |
| C4          | 179.06 | 6221.48 | 179.05' | S54°55'16"E | 1°38'56"  |
| C5          | 208.17 | 1237.89 | 207.92' | N58°54'50"W | 9°38'06"  |
| C6          | 30.87  | 2259.69 | 30.87'  | N66°53'44"W | 0°46'58"  |

| CENTERLINE LINE TABLE |        |             |
|-----------------------|--------|-------------|
| LINE                  | LENGTH | BEARING     |
| CL-L1                 | 39.02  | N27°28'28"E |
| CL-L2                 | 18.49  | N70°47'58"W |
| CL-L3                 | 27.50  | N70°36'17"W |
| CL-L4                 | 92.17  | N22°49'41"W |
| CL-L5                 | 50.00  | S19°38'08"W |

| CENTERLINE CURVE TABLE |         |         |         |             |            |
|------------------------|---------|---------|---------|-------------|------------|
| CURVE                  | LENGTH  | RADIUS  | CHORD   | BEARING     | DELTA      |
| CL-C1                  | 72.20   | 500.00  | 72.14'  | N23°20'15"E | 8°16'26"   |
| CL-C2                  | 250.24  | 750.00  | 249.08' | N62°18'54"W | 19°07'01"  |
| CL-C3                  | 531.65  | 400.00  | 493.37' | N18°52'34"W | 76°09'12"  |
| CL-C4                  | 326.45  | 1000.00 | 325.00' | N66°16'44"W | 18°42'16"  |
| CL-C5                  | 1055.28 | 500.00  | 870.04' | S15°10'04"E | 120°55'34" |
| CL-C6                  | 135.61  | 300.00  | 134.46' | N32°20'43"E | 25°54'00"  |
| CL-C7                  | 212.92  | 250.00  | 206.55' | S47°13'39"E | 48°47'55"  |
| CL-C8                  | 205.66  | 250.00  | 199.91' | N46°23'40"W | 47°07'58"  |
| CL-C9                  | 183.13  | 1500.00 | 183.02' | S21°32'29"W | 6°59'42"   |
| CL-C10                 | 141.46  | 1500.00 | 141.41' | N22°20'14"E | 5°24'12"   |
| CL-C11                 | 820.34  | 500.00  | 731.38' | S28°37'44"E | 94°00'15"  |
| CL-C12                 | 234.94  | 500.00  | 232.78' | S31°50'03"W | 26°55'19"  |



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and Environmental Specialists

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**THE GABLES**  
PARCEL OVERVIEW

AMENDED PRELIMINARY PLAT

PROJECT:

NO. DATE DESCRIPTION BY

1 3-21-14 ADDRESS TRC DMK

2 6-13-14 LABEL EASEMENT DMK

3 08-22-19 FEMA ZONES MDB

4 9-19-19 TRC COMMENTS KEW

5 8-23-18 TRC COMMENTS WCY

MOYOCK TOWNSHIP CURRITUCK COUNTY NORTH CAROLINA

SEAL  
L-1756  
MICHAEL D BARR  
NORTH CAROLINA PROFESSIONAL LAND SURVEYOR

DATE: 02-27-14 SCALE: 1"=300'

DESIGNED: BPG CHECKED: DMK

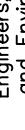
DRAWN: MDB APPROVED: BPG

SHEET: 2 OF 6

CAD FILE: 450300PP1

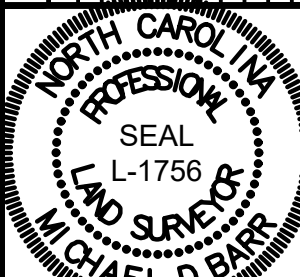
PROJECT NO: 4503





**RUSSELL**  
PROFESSIONAL GROUP  
Engineers, Planners, Surveyors  
and Environmental Specialists

THE GABLES  
SUBDIVISION PLAT  
UNSHIP CURRITUCK CURRITUCK  
AMENDED PRELIMINARY P

[illegible]

|          |         |
|----------|---------|
| 02-27-14 | 1"=100' |
|----------|---------|

|           |          |
|-----------|----------|
| DESIGNED: | CHECKED: |
|-----------|----------|

|     |     |
|-----|-----|
| BPG | DMK |
|-----|-----|

|        |           |
|--------|-----------|
| DRAWN: | APPROVED: |
| MDR    | BBG       |

|                |     |
|----------------|-----|
| MDB            | BPG |
| G.L.A.S.I.E.R. |     |

SHEET:

2 6

3 OF 6

CAD FILE:  
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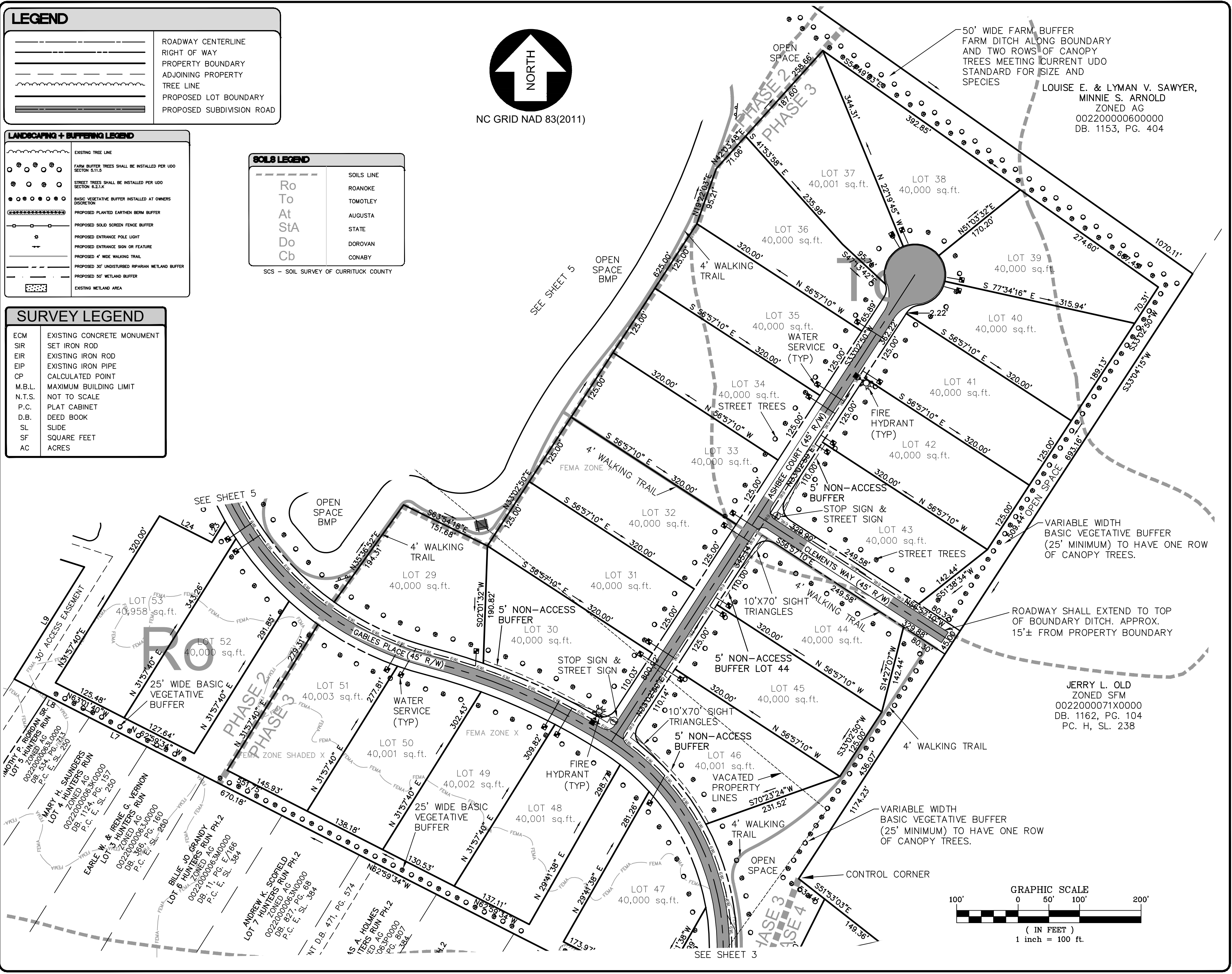
450300PP1

PROJECT NO:

4503

-4000





**LEGEND**

|  |                           |
|--|---------------------------|
|  | ROADWAY CENTERLINE        |
|  | RIGHT OF WAY              |
|  | PROPERTY BOUNDARY         |
|  | ADJOINING PROPERTY        |
|  | TREE LINE                 |
|  | PROPOSED LOT BOUNDARY     |
|  | PROPOSED SUBDIVISION ROAD |

**LANDSCAPING + BUFFERING LEGEND**

|  |                                                             |
|--|-------------------------------------------------------------|
|  | EXISTING TREE LINE                                          |
|  | FARM BUFFER TREES SHALL BE INSTALLED PER UDO SECTION 5.11.5 |
|  | STREET TREES SHALL BE INSTALLED PER UDO SECTION 6.2.1.K     |
|  | BASIC VEGETATIVE BUFFER INSTALLED AT OWNERS DISCRETION      |
|  | PROPOSED PLANTED EARTHEN BERM BUFFER                        |
|  | PROPOSED SOLID SCREEN FENCE BUFFER                          |
|  | PROPOSED ENTRANCE POLE LIGHT                                |
|  | PROPOSED ENTRANCE SIGN OR FEATURE                           |
|  | PROPOSED 4' WIDE WALKING TRAIL                              |
|  | PROPOSED 30' UNDISTURBED RIPARIAN WETLAND BUFFER            |
|  | PROPOSED 50' WETLAND BUFFER                                 |
|  | EXISTING WETLAND AREA                                       |

**SOILS LEGEND**

|     |            |
|-----|------------|
| Ro  | SOILS LINE |
| To  | ROANOKE    |
| At  | TOMOTLEY   |
| StA | AUGUSTA    |
| Do  | STATE      |
| Cb  | DOROVAN    |
|     | CONABY     |

SCS - SOIL SURVEY OF CURRITUCK COUNTY

**SURVEY LEGEND**

|        |                            |
|--------|----------------------------|
| ECM    | EXISTING CONCRETE MONUMENT |
| SIR    | SET IRON ROD               |
| EIR    | EXISTING IRON ROD          |
| EIP    | EXISTING IRON PIPE         |
| CP     | CALCULATED POINT           |
| M.B.L. | MAXIMUM BUILDING LIMIT     |
| N.T.S. | NOT TO SCALE               |
| P.C.   | PLAT CABINET               |
| D.B.   | DEED BOOK                  |
| SL     | SLIDE                      |
| SF     | SQUARE FEET                |
| AC     | ACRES                      |

**THE GABLES**  
SUBDIVISION PLAT

AMENDED PRELIMINARY PLAT

PROJECT: THE GABLES SUBDIVISION PLAT

TOWNSHIP: MOYOCK TOWNSHIP

COUNTY: CURRITUCK COUNTY

STATE: NORTH CAROLINA

| NO. | DATE    | DESCRIPTION    | BY  |
|-----|---------|----------------|-----|
| 1   | 3-21-14 | ADDRESS TRC    | DMK |
| 2   | 6-13-14 | ADD WALK TRAIL | DMK |
| 3   | 8-21-19 | BUFFER NOTES   | DMK |
| 4   | 8-22-19 | TRC COMMENTS   | KFW |
| 5   | 9-19-19 | TRC COMMENTS   | KFW |
| 6   | 8-23-19 | TRC COMMENTS   | KFW |

DATE: 02-27-14

SCALE: 1"=100'

DESIGNED: BPG

CHECKED: DMK

DRAWN: MDB

APPROVED: BPG

SHEET: 4 OF 6

CAD FILE: 450300PP1

PROJECT NO: 4503

**BISSELL**  
PROFESSIONAL GROUP

Engineers, Planners, Surveyors  
and Environmental Specialists

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BisSELL Professional Group  
License # C-956  
5572 US Highway 101  
P.O. Box 1068  
Kitty Hawk, North Carolina 27949  
(252) 261-3266  
FAX (252) 261-1760





NC GRID NAD 83(2011)

## LANDSCAPING + BUFFERING LEGEND

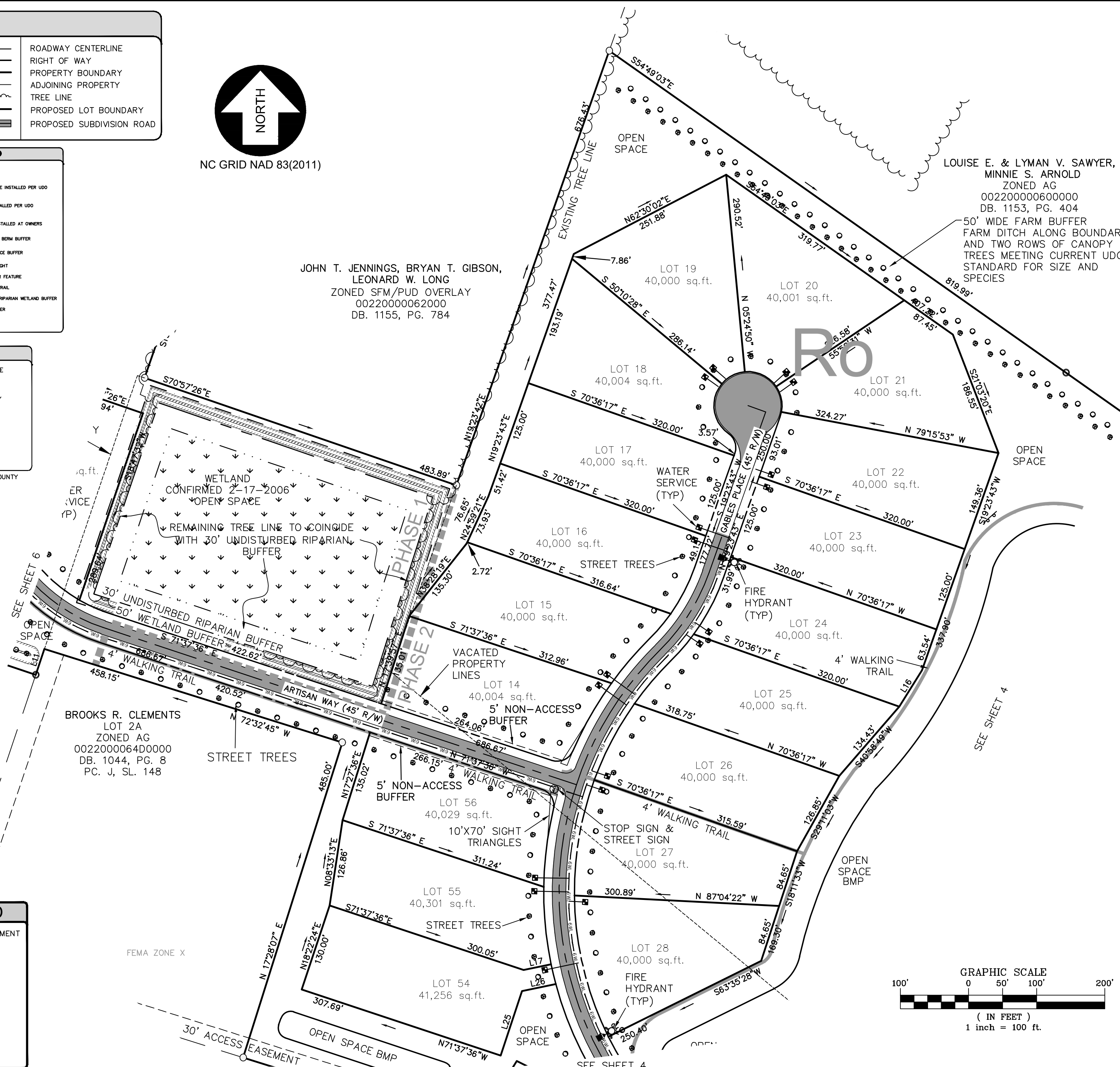
|                                                                                   |                                                             |
|-----------------------------------------------------------------------------------|-------------------------------------------------------------|
|  | EXISTING TREE LINE                                          |
|  | FARM BUFFER TREES SHALL BE INSTALLED PER UDO SECTION 5.11.5 |
|  | STREET TREES SHALL BE INSTALLED PER UDO SECTION 6.2.1.X     |
|  | BASIC VEGETATIVE BUFFER INSTALLED AT OWNERS DISCRETION      |
|  | PROPOSED PLANTED EARTHEN BERM BUFFER                        |
|  | PROPOSED SOLID SCREEN FENCE BUFFER                          |
|  | PROPOSED ENTRANCE POLE LIGHT                                |
|  | PROPOSED ENTRANCE SIGN OR FEATURE                           |
|  | PROPOSED 4' WIDE WALKING TRAIL                              |
|  | PROPOSED 30' UNDISTURBED RIPARIAN WETLAND BUFFER            |
|  | PROPOSED 50' WETLAND BUFFER                                 |
|  | EXISTING WETLAND AREA                                       |

| SOILS LEGEND |            |
|--------------|------------|
| Ro           | SOILS LINE |
| To           | ROANKE     |
| At           | TOMOTLEY   |
| StA          | AUGUSTA    |
| Do           | STATE      |
| Cb           | DOROVAN    |
|              | CONABY     |

SCS — SOIL SURVEY OF CURRITUCK COUNTY

JOHN T. JENNINGS, BRYAN T. GIBSON,  
LEONARD W. LONG  
ZONED SFM/PUD OVERLAY  
00220000062000  
DB. 1155, PG. 784

LOUISE E. & LYMAN V. SAWYER,  
MINNIE S. ARNOLD  
ZONED AG  
002200000600000  
DB. 1153, PG. 404  
50' WIDE FARM BUFFER  
FARM DITCH ALONG BOUNDARY  
AND TWO ROWS OF CANOPY  
TREES MEETING CURRENT UDO  
STANDARD FOR SIZE AND  
SPECIES



|                                                                                                                                |  |                                                                                         |  |                                                                              |  |
|--------------------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------|--|
| <div style="text-align: center;">  </div> |  | <div style="text-align: center;"> <b>THE GABLES</b><br/> <b>SUBDIVISION PLAT</b> </div> |  | <div style="text-align: center;"> <b>NORTH CAROLINA</b> </div>               |  |
| <div style="text-align: center;"> <b>REVISIONS</b> </div>                                                                      |  | <div style="text-align: center;"> <b>MOYOCK TOWNSHIP</b> </div>                         |  | <div style="text-align: center;"> <b>CURRITUCK COUNTY</b> </div>             |  |
| <div style="text-align: center;"> <b>PROJECT:</b> </div>                                                                       |  | <div style="text-align: center;"> <b>AMENDED PRELIMINARY PLAT</b> </div>                |  | <div style="text-align: center;"> <b>NO. DATE DESCRIPTION BY</b> </div>      |  |
| <div style="text-align: center;"> <b>DATE:</b><br/>02-27-14         </div>                                                     |  | <div style="text-align: center;"> <b>SCALE:</b><br/>1"=100'         </div>              |  | <div style="text-align: center;"> <b>DMK</b> </div>                          |  |
| <div style="text-align: center;"> <b>DESIGNED:</b><br/>BPG         </div>                                                      |  | <div style="text-align: center;"> <b>CHECKED:</b><br/>DMK         </div>                |  | <div style="text-align: center;"> <b>NO. DATE DESCRIPTION BY</b> </div>      |  |
| <div style="text-align: center;"> <b>DRAWN:</b><br/>MDB         </div>                                                         |  | <div style="text-align: center;"> <b>APPROVED:</b><br/>BPG         </div>               |  | <div style="text-align: center;"> <b>DMK</b> </div>                          |  |
| <div style="text-align: center;"> <b>SHEET:</b><br/>5 OF 6         </div>                                                      |  | <div style="text-align: center;"> <b>CAD FILE:</b><br/>450300PP1         </div>         |  | <div style="text-align: center;"> <b>PROJECT NO:</b><br/>4503         </div> |  |



| CURVE TABLE |        |         |         |             |            |
|-------------|--------|---------|---------|-------------|------------|
| CURVE       | LENGTH | RADIUS  | CHORD   | BEARING     | DELTA      |
| C1          | 208.21 | 905.57  | 207.75' | N55°56'19"E | 13°10'24"  |
| C2          | 359.57 | 661.71  | 355.16' | N80°41'14"E | 31°08'03"  |
| C3          | 329.63 | 665.34  | 326.27' | S71°22'29"E | 28°23'10"  |
| C4          | 179.06 | 6221.48 | 179.05' | S54°55'16"E | 1°38'56"   |
| C5          | 208.17 | 1237.89 | 207.92' | N58°54'50"W | 9°38'06"   |
| C6          | 30.87  | 2259.69 | 30.87'  | N66°53'44"W | 0°46'58"   |
| C7          | 146.97 | 1237.89 | 146.88' | N57°29'51"W | 6°48'08"   |
| C8          | 16.19  | 1237.89 | 16.19'  | N63°21'23"W | 0°44'58"   |
| C9          | 75.45  | 522.50  | 75.39'  | N23°20'15"E | 8°16'26"   |
| C10         | 39.80  | 25.00   | 35.73'  | S64°48'38"W | 91°13'10"  |
| C11         | 16.81  | 727.50  | 16.81'  | N68°55'04"W | 1°19'27"   |
| C12         | 137.96 | 727.50  | 137.75' | N62°49'22"W | 10°51'55"  |
| C13         | 58.84  | 727.50  | 58.82'  | N55°04'24"W | 4°38'01"   |
| C14         | 22.12  | 25.00   | 21.41'  | N27°24'17"W | 50°42'13"  |
| C15         | 87.78  | 50.00   | 76.93'  | S52°20'44"E | 100°35'06" |
| C16         | 54.28  | 50.00   | 51.65'  | N46°15'45"E | 62°11'58"  |
| C17         | 65.24  | 50.00   | 60.71'  | N22°12'53"W | 74°45'17"  |
| C18         | 38.28  | 50.00   | 37.35'  | N81°31'34"W | 43°52'05"  |
| C19         | 22.12  | 25.00   | 21.41'  | S78°06'30"E | 50°42'13"  |
| C20         | 83.75  | 772.50  | 83.71'  | N55°51'45"W | 6°12'43"   |
| C21         | 123.92 | 772.50  | 123.79' | N63°33'50"W | 9°11'28"   |
| C22         | 21.11  | 772.50  | 21.11'  | N68°56'32"W | 1°33'56"   |
| C23         | 38.80  | 25.00   | 35.02'  | S25°15'44"E | 88°55'33"  |
| C24         | 350.87 | 422.50  | 340.87' | N04°35'25"W | 47°34'54"  |
| C25         | 68.95  | 477.50  | 68.89'  | N23°20'15"E | 8°16'26"   |
| C26         | 165.76 | 422.50  | 164.70' | N39°37'13"W | 22°28'42"  |
| C27         | 36.61  | 25.00   | 33.43'  | S08°54'22"E | 83°54'24"  |
| C28         | 39.27  | 25.00   | 35.36'  | S78°02'50"W | 90°00'00"  |
| C29         | 39.27  | 25.00   | 35.36'  | S11°57'10"E | 90°00'00"  |
| C30         | 22.12  | 25.00   | 21.41'  | S58°23'57"W | 50°42'13"  |
| C31         | 62.24  | 50.00   | 58.30'  | N48°05'24"E | 71°19'19"  |
| C32         | 44.83  | 50.00   | 43.34'  | N13°15'22"W | 51°22'12"  |
| C33         | 64.04  | 50.00   | 59.75'  | N75°38'06"W | 73°23'17"  |
| C34         | 74.46  | 50.00   | 67.77'  | S25°00'26"W | 85°19'37"  |
| C35         | 22.12  | 25.00   | 21.41'  | N07°41'44"E | 50°42'13"  |
| C36         | 38.14  | 25.00   | 34.54'  | N76°44'52"E | 87°24'04"  |
| C37         | 200.16 | 1022.50 | 199.84' | N65°09'35"W | 11°12'57"  |
| C38         | 86.79  | 1022.50 | 86.77'  | N73°11'57"W | 4°51'48"   |
| C39         | 177.06 | 477.50  | 176.05' | S65°00'30"E | 21°14'44"  |
| C40         | 192.13 | 377.50  | 190.06' | N04°37'13"E | 29°09'39"  |
| C41         | 212.89 | 377.50  | 210.08' | N26°06'57"W | 32°18'42"  |
| C42         | 63.97  | 377.50  | 63.89'  | N47°07'34"W | 9°42'33"   |
| C43         | 32.76  | 377.50  | 32.75'  | N54°28'00"W | 4°58'19"   |
| C44         | 92.16  | 977.50  | 92.13'  | N59°39'14"W | 5°24'08"   |
| C45         | 131.47 | 977.50  | 131.37' | N66°12'29"W | 7°42'22"   |
| C46         | 95.03  | 977.50  | 94.99'  | N72°50'46"W | 5°34'12"   |
| C47         | 47.46  | 522.50  | 47.44'  | S73°01'44"E | 5°12'14"   |
| C48         | 146.29 | 522.50  | 145.81' | S62°24'22"E | 16°02'30"  |
| C49         | 60.48  | 522.50  | 60.45'  | S51°04'10"E | 6°37'56"   |
| C50         | 133.79 | 522.50  | 133.42' | S40°25'05"E | 14°40'15"  |
| C51         | 33.62  | 522.50  | 33.61'  | S31°14'22"E | 3°41'10"   |
| C52         | 131.31 | 522.50  | 130.97' | S22°11'48"E | 14°23'58"  |
| C53         | 30.02  | 522.50  | 30.01'  | S13°21'05"E | 3°17'29"   |
| C54         | 114.31 | 522.50  | 114.08' | S05°26'17"E | 12°32'06"  |
| C55         | 114.60 | 522.50  | 114.37' | S07°06'46"W | 12°34'00"  |
| C56         | 37.10  | 25.00   | 33.79'  | N29°06'55"W | 85°01'22"  |
| C57         | 37.10  | 25.00   | 33.79'  | N65°51'43"E | 85°01'22"  |
| C58         | 114.60 | 522.50  | 114.37' | S29°38'02"W | 12°34'00"  |
| C59         | 85.52  | 522.50  | 85.43'  | S40°36'22"W | 9°22'41"   |
| C60         | 48.61  | 277.50  | 48.55'  | N40°16'36"E | 10°02'13"  |
| C61         | 76.83  | 277.50  | 76.58'  | N27°19'36"E | 15°51'47"  |
| C62         | 32.52  | 25.00   | 30.28'  | N17°52'18"W | 74°32'02"  |
| C63         | 82.87  | 50.00   | 73.71'  | S07°39'24"E | 94°57'52"  |
| C64         | 39.06  | 50.00   | 38.07'  | S62°12'21"W | 44°45'37"  |
| C65         | 53.57  | 50.00   | 51.05'  | N64°43'10"W | 61°23'22"  |
| C66         | 39.06  | 50.00   | 38.08'  | N11°38'40"W | 44°45'38"  |
| C67         | 7.56   | 50.00   | 7.55'   | N15°03'56"E | 8°39'34"   |
| C68         | 94.35  | 322.50  | 94.02'  | N27°46'36"E | 16°45'46"  |
| C69         | 51.43  | 322.50  | 51.38'  | N40°43'36"E | 9°08'14"   |
| C70         | 82.70  | 477.50  | 82.60'  | S40°20'01"W | 9°55'24"   |
| C71         | 126.72 | 477.50  | 126.35' | S27°46'09"W | 15°12'18"  |
| C72         | 173.30 | 477.50  | 172.35' | S09°46'11"W | 20°47'39"  |
| C73         | 214.86 | 477.50  | 213.05' | S13°31'06"E | 25°46'53"  |
| C74         | 233.15 | 477.50  | 230.84' | S40°23'50"E | 27°58'35"  |
| C75         | 125.09 | 272.50  | 124.00' | S58°28'32"E | 26°18'08"  |
| C76         | 106.99 | 272.50  | 106.31' | S34°04'35"E | 22°29'47"  |
| C77         | 126.23 | 227.50  | 124.61' | N38°43'24"W | 31°47'25"  |
| C78         | 60.92  | 227.50  | 60.74'  | N62°17'23"W | 15°20'34"  |
| C79         | 37.09  | 25.00   | 33.78'  | S67°32'21"W | 85°00'00"  |
| C80         | 180.38 | 1477.50 | 180.27' | S21°32'29"W | 6°59'42"   |
| C81         | 24.33  | 1522.50 | 24.33'  | S18°30'06"W | 0°54'56"   |
| C82         | 124.54 | 1522.50 | 124.50' | S21°18'10"W | 4°41'12"   |
| C83         | 37.01  | 1522.50 | 37.01'  | S24°20'33"W | 1°23'34"   |
| C84         | 139.34 | 1477.50 | 139.29' | N22°20'14"E | 5°24'12"   |
| C85         | 143.58 | 1522.50 | 143.53' | N22°20'14"E | 5°24'12"   |
| C86         | 41.45  | 25.00   | 36.86'  | S22°27'39"E | 95°00'00"  |
| C87         | 89.84  | 272.50  | 89.43'  | N60°30'58"W | 18°53'23"  |
| C88         | 134.33 | 272.50  | 132.97' | N36°56'59"W | 28°14'36"  |
| C89         | 147.70 | 227.50  | 145.12' | S41°25'39"E | 37°11'55"  |
| C90         | 46.06  | 227.50  | 45.98'  | S65°49'36"E | 11°36'00"  |

| LEGEND |                           |
|--------|---------------------------|
|        | ROADWAY CENTERLINE        |
|        | RIGHT OF WAY              |
|        | PROPERTY BOUNDARY         |
|        | ADJOINING PROPERTY        |
|        | TREE LINE                 |
|        | PROPOSED LOT BOUNDARY     |
|        | PROPOSED SUBDIVISION ROAD |

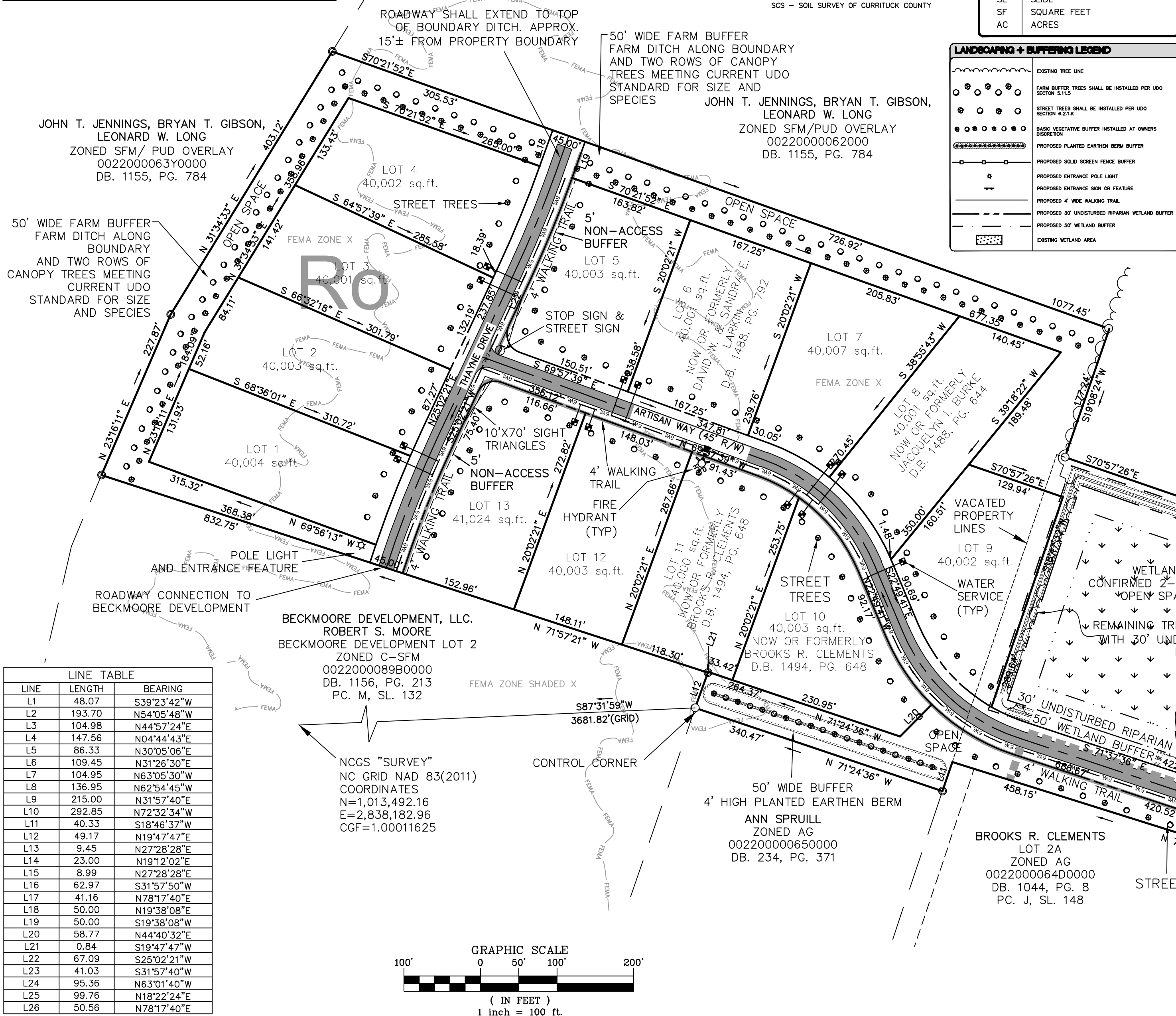


NC GRID NAD 83(2011)

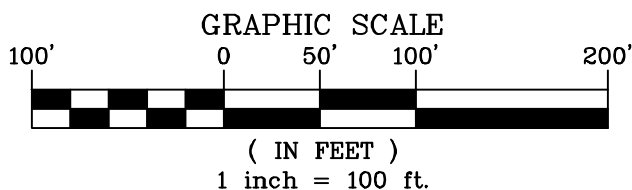
| SOILS LEGEND                          |          |
|---------------------------------------|----------|
| Ro                                    | ROANOKE  |
| To                                    | TOMOTLEY |
| At                                    | AUGUSTA  |
| St                                    | STATE    |
| Do                                    | DOROVAN  |
| Cb                                    | CONABY   |
| SCS - SOIL SURVEY OF CURRITUCK COUNTY |          |

| SURVEY LEGEND |                            |
|---------------|----------------------------|
| ECM           | EXISTING CONCRETE MONUMENT |
| SIR           | SET IRON ROD               |
| EIR           | EXISTING IRON ROD          |
| EIP           | EXISTING IRON PIPE         |
| CP            | CALCULATED POINT           |
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| P.C.          | PLAT CABINET               |
| D.B.          | DEED BOOK                  |
| SL            | SLIDE                      |
| SF            | SQUARE FEET                |
| AC            | ACRES                      |

| LANDSCAPING + BUFFERING LEGEND |                                                             |
|--------------------------------|-------------------------------------------------------------|
|                                | EXISTING TREE LINE                                          |
|                                | FARM BUFFER TREES SHALL BE INSTALLED PER UDO SECTION 5.11.5 |
|                                | STREET TREES SHALL BE INSTALLED PER UDO SECTION 6.2.1.A     |
|                                | BASIC VEGETATIVE BUFFER INSTALLED AT OWNERS DISCRETION      |
|                                | PROPOSED PLANTED EARTHEN BERM BUFFER                        |
|                                | PROPOSED SOLID SCREEN FENCE BUFFER                          |
|                                | PROPOSED ENTRANCE POLE LIGHT                                |
|                                | PROPOSED ENTRANCE SIGN OR FEATURE                           |
|                                | PROPOSED 4' WIDE WALKING TRAIL                              |
|                                | PROPOSED 30' UNDISTURBED RIPARIAN WETLAND BUFFER            |
|                                | PROPOSED 50' WETLAND BUFFER                                 |
|                                | EXISTING WETLAND AREA                                       |



| LINE TABLE |        |             |
|------------|--------|-------------|
| LINE       | LENGTH | BEARING     |
| L1         | 48.07  | S39°23'42"W |
| L2         | 193.70 | N54°05'48"W |
| L3         | 104.98 | N44°57'24"E |
| L4         | 147.56 | N04°44'43"E |
| L5         | 86.33  | N30°05'06"E |
| L6         | 109.45 | N31°26'30"E |
| L7         | 104.95 | N63°05'30"W |
| L8         | 136.95 | N62°54'45"W |
| L9         | 215.00 | N31°57'40"E |
| L10        | 292.85 | N72°32'34"W |
| L11        | 40.33  | S18°46'37"W |
| L12        | 49.17  | N19°47'47"E |
| L13        | 9.45   | N27°28'28"E |
| L14        | 23.00  | N19°12'02"E |
| L15        | 8.99   | N27°28'28"E |
| L16        | 62.97  | S31°57'50"W |
| L17        | 41.16  | N78°17'40"E |
| L18        | 50.00  | N19°38'08"E |
| L19        | 50.00  | S19°38'08"W |
| L20        | 58.77  | N44°40'32"E |
| L21        | 0.84   | S19°47'47"W |
| L22        | 67.09  | S25°02'21"W |
| L23        | 41.03  | S31°57'40"W |
| L24        | 95.36  | N63°01'40"W |
| L25        | 99.76  | N18°22'24"E |
| L26        | 50.56  | N78°17'40"E |



**BISSELL**  
PROFESSIONAL GROUP  
Engineers, Planners, Surveyors  
and Environmental Specialists  
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P.O. Box 1068  
Kitty Hawk, North Carolina 27949  
(252) 261-3266  
FAX (252) 261-1760

**THE GABLES**  
SUBDIVISION PLAT  
AMENDED PRELIMINARY PLAT

PROJECT: THE GABLES SUBDIVISION PLAT  
MOYOCK TOWNSHIP CURRITUCK COUNTY NORTH CAROLINA

| REVISIONS | BY  | DATE     | DESCRIPTION       |
|-----------|-----|----------|-------------------|
| 1         | DMK | 02-27-14 | ADDRESS TRC       |
| 2         | DMK | 06-13-14 | ADD WALK TRAIL    |
| 3         | DMK | 08-21-14 | BUFFER NOTES      |
| 4         | DMK | 08-22-14 | FEMA ZONES        |
| 5         | DMK | 08-22-14 | TRC COMMENTS      |
| 6         | DMK | 08-22-14 | TRC COMMENTS      |
| 7         | DMK | 10-22-14 | Dorra V. COMMENTS |

DATE: 02-27-14 SCALE: 1"=100'

DRAWN: BPG CHECKED: DMK

APPROVED: DMK

SHEET: 6 OF 6

CAD FILE: 450300PP1

PROJECT NO: 4503

**SEAL**  
L-1756  
MICHAEL D. BARR  
NORTH CAROLINA PROFESSIONAL SURVEYOR





## Major Subdivision Application

**OFFICIAL USE ONLY:**

Case Number: \_\_\_\_\_  
 Date Filed: \_\_\_\_\_  
 Gate Keeper: \_\_\_\_\_  
 Amount Paid: \_\_\_\_\_

**Contact Information**
**APPLICANT:**

Name: Gables NC, LLC  
 Address: 448 Viking Drive, Ste. 220  
Virginia Beach, VA23452  
 Telephone: (757) 463-5000 ext. 305  
 E-Mail Address: anthony@lmssi.com

**PROPERTY OWNER:**

Name: Same  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 E-Mail Address: \_\_\_\_\_

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Same

**Request**

Physical Street Address: Guinea Road

Parcel Identification Number(s): \_\_\_\_\_

Subdivision Name: The Gables

Number of Lots or Units: 66 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]* MANAGER, IMPR, LLC 8.20.19  
 Property Owner(s)/Applicant\* ITS MANAGER 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: August 20, 2019 Meeting Location: Moyock Library, Moyock, NC



## Packet Pg. 43

| LOT | PARCEL ID       | NAME AND ADDRESS            | PHONE                                           | EMAIL        |                                                          |
|-----|-----------------|-----------------------------|-------------------------------------------------|--------------|----------------------------------------------------------|
| 1   | 022M00000100000 | Gables NC, LLC              | 4625 East Princess Anne Road, Norfolk, VA 23502 | 252-619-3514 | <a href="mailto:anthony@lmssl.com">anthony@lmssl.com</a> |
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| 8   | 022M00000800000 | Jacquelyn L. Burke          | 1111 Artisan Way, Moyock, NC 27958              | 252-619-3514 |                                                          |
| 9   | 022M00000900000 | Gables Development, LLC     | 4625 East Princess Anne Road, Norfolk, VA 23502 | 252-619-3514 |                                                          |
| 10  | 022M00000100000 | Brooks R. Clements          | 1110 Artisan Way, Moyock, NC 27958              |              |                                                          |
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| 17  | 022M00000170000 | Gables NC, LLC              | 4625 East Princess Anne Road, Norfolk, VA 23502 | 252-619-3514 | <a href="mailto:anthony@lmssl.com">anthony@lmssl.com</a> |
| 18  | 022M00000180000 | Gables NC, LLC              | 4625 East Princess Anne Road, Norfolk, VA 23502 | 252-619-3514 | <a href="mailto:anthony@lmssl.com">anthony@lmssl.com</a> |
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bhas NC, LLC Raymond Gottlieb, Manager

Date

8/21/19

David W. &amp; Sandra E. Larkin

Date

8/21/19

bhas Development, LLC Tina Clements

Date

8/21/19

David W. &amp; Sandra E. Larkin

Date

8/21/19



## PROPERTY OWNERS

| LOT | PARCEL ID        | NAME AND ADDRESS            | PHONE                                           | EMAIL            |
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| 9   | 022M000000900000 | Gables Development, LLC     | 252-619-3514                                    |                  |
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DocuSigned by:

Brooks R. Clements

9/19/2019

Gables Development, LLC, Brooks R. Clements

Date

DocuSigned by:

Jodie Burke

9/19/2019

Jodie Burke

Date



### Purpose of Use Permit and Project narrative.

The project divided approximately 97.75 acres into 66 40,000 square foot lots, along with buffers and common areas. Open space and stormwater management are provided in accordance with the Currituck County U.D.O. and in accordance with commitments that were made to neighbors at the initial community meeting.

### Suggested Findings:

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

1. Stormwater management has been 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. Surrounding drainage ditches will be improved and/or new ditches constructed in parallel to improve existing drainage conditions.
2. Albemarle Regional Health Services has evaluated each of the 66 lots for suitability for wastewater disposal and has established criteria for the approval of a wastewater disposal system for each lot.
3. The project was designed in accordance with the NC Department of Energy, Mineral and Land Resource sedimentation & erosion control standards, and therefore minimized erosion and will contain siltation on site.
4. All lots are accessed via interior subdivision roads for traffic safety.

#### 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:

Most of the surrounding land has been zoned for development and has either been developed as single-family residential, or is slated to be developed, as follows:

- a. Farmland, Glenmore and Currituck Reserve to the north & west (single family)
- b. Beckmoore Estates adjacent to the southwest (single family)
- c. Existing single family homes to the south
- d. SF subdivision to the east (Holly Ridge)

The use will not injure the value of adjoining or abutting lands and will be in harmony with the area, as the subdivision is of similar density to the surrounding area.

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

The 2006 Land Use Plan classifies the site as Full Service within the Moyock subarea.

The full service area identifies a residential base development density to be two units per acre but can be increased to three/four units per acre through overlay zoning depending upon services available and the potential impact on the surrounding areas.

The policy emphasis for the Moyock subarea indicated development densities with on-site wastewater should be limited to one-two units per acre. The proposed development is only 0.675 units per acre.

The following Land Use plan policy statements are relevant to and support the request:

POLICY HN1: Currituck County shall encourage development to occur at densities appropriated for the location. LOCATION AND DENSITY FACTORS shall include whether the development is within an environmentally suitable area, the type of capacity of sewage treatment available to the site, the adequacy of transportation facilities providing access to the site, and the proximity of the site to existing and planned urban services. For example, projects failing within the Full Service areas of the Future Land use map would be permitted at higher density because of the availability of infrastructure as well as similarity to the existing development pattern. Such projects could be developed at a density of two (2) or more dwelling units per acre.

POLICY HN8: To protect the County's tax base and to ensure the long-term viability of the County's neighborhoods and housing stock, the County will continue to enforce appropriate CONSTRUCTION AND SITE DEVELOPMENT STANDARDS for residential developments. Such standards may include, for example, that all homes have a permanent masonry foundation (except where flood levels require elevation: and a pitched roof and overhang, and that local roads must be built to meet NCDOT acceptance standards.

POLICY PR6: All new residential developments 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 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

POLICY WQ5: Development that preserves the NATURAL FEATURES OF THE SITE, including existing topography and significant existing vegetation, shall be encouraged. If COASTAL AND NON-COASTAL WETLANDS are considered part of a lot's acreage for the purpose of determining minimum lot size or development density, Low Impact Development techniques or appropriate



buffers shall be integrated into the development. Open space developments shall be encouraged to REDUCE IMPERVIOUS SURFACE AREAS associated with new development and redevelopment.

- 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.

The County determined at the time of development approval that adequate public facilities were available to serve the subdivision.



## Currituck County

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 Currituck, North Carolina 27929  
 252-232-3055  
 FAX 252-232-3026

### MEMORANDUM

**To:** Bissell Professional Group  
**From:** Planning Staff  
**Date:** September 11, 2019  
**Re:** PB 14-05 The Gables Amended Preliminary, Construction Drawing, and Final Plats

The Technical Review Committee met on September 11, 2019 to recommend and decide on The Gables amended preliminary plat/use permit, amended construction drawings, and amended final plat. At this time, the application is determined incomplete and may not proceed further until:

1. The application includes consent from Brooks R. Clements and Jacquelyn I. Burke, property owners in the Gables subdivision. The consent must be provided within 45 days of this notice or the application is considered withdrawn.
2. The application includes the use permit criteria.

#### **Planning, Donna Voliva 252-232-6032**

##### Application Incomplete

1. The application is considered incomplete for the following reasons:
  - a. Provide application consent from Brooks R. Clements (8/15/2019) and Jacquelyn I. Burke (8/15/2019) who are property owners in the Gables development.
  - b. Provide the use permit criteria.
2. The preliminary plat and construction drawings shall indicate "Amended".
3. The plats and construction drawings shall indicate property ownership as the actual owners shown on the property data.
4. Provide a detailed description of the requested buffer modifications.
5. The CBU does not appear to meet the NCDOT policy. The unit was originally proposed allowed for off-street parking and the ability to access from either side of the road without creating a potential traffic hazard. Given the number of lots in the development (66) it is recommended by staff that the off-street parking be provided instead of a pull-off for a single car accessed from one side of the road.
6. Building setbacks are no longer included on the recorded final plat for traditional subdivisions.
7. The zoning condition #4 was not included on Phase 2 final plat (and was not on the recorded plat).

#### **Currituck County Building and Fire Inspections (Ron Schaecher, 252-232-6024)**

##### Reviewed

1. CBU must be accessible (accessible route, reach ranges) and NCDOT requirements.

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

##### Reviewed

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

##### No Comment



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

No comment

**Albemarle Regional Health Services (Joe Hobbs, 252-232-6603)**

Reviewed

1. Developer/owner needs to consult with Kevin Carver RS (252-232-6603) concerning septic system approval for each lot each lot that makes up this subdivision.

Comments were not received at this time but will be provided this week:

**Currituck County Engineer (Eric Weatherly, 252-232-6035)****Currituck County Public Utilities, SOBWS (Benjie Carawan 252-453-2370)****Currituck County Public Utilities, Water (Yama Jones, 252-232-2769)****Currituck County Public Utilities, Wastewater (Glenn Vance, 252-6062)****The following items are necessary for resubmittal:**

- 3 - full size copies of revised plans.
- 1- 8.5"x11" copy of all revised plans.
- 1- PDF digital copy of all revised documents and plans.

**Community Meeting Sign-In Sheet**  
**For The Gables - 4503**  
**August 20, 2019 @ 6:00PM**

| NAME              | ADDRESS               | TELEPHONE      | E-MAIL                        |
|-------------------|-----------------------|----------------|-------------------------------|
| Mark Bissell      | 1068 K4               | (252) 261-3266 | mark@bissellprofessionals.com |
| AL RUBIO          | 127 HOLLY RIDGE       | 757-536-9241   | NAY-25@Yahoo.com              |
| DANIEL SAMPSON    | 115 ARLING WAY        | 757-348-5575   | dwl@va-ict.com                |
| JAMES T. DEAL     | 103 Bumbleberry Drive | 757-754-7022   | jamesdeal@yahoo.com           |
| Sue Helvestine    | 426 GUNNERS RD.       | 757-477-6405   | work@bdc.com@gmail.com        |
| CINDY MAYBERG     | 113 CAROTAK DR.       | (4) 287-2305   | Cmayberry@roseandwamble.com   |
| Kathy E. Fieridge | PO Box 99 Shadow      | 2339-3531      |                               |
| Tammy Glave       |                       |                |                               |
| Austen Jordan     | 121 Holly Ridge Dr.   | 757-617-1857   | H42jordan@gmail.com           |
| C. Shay Ballance  | 345 Jarvisburg Rd.    | 282-207-8656   | ShayBallance@hotmail.com      |





## Currituck County Agenda Item Summary Sheet

**Agenda ID Number** – (ID # 2626)

**Agenda Item Title**

Consideration of a Request for Deferral: PB 19-17, Baxter Station

**Brief Description of Agenda Item:**

Request for deferral for Baxter Station.

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Leeann Walton, Clerk to the Board

**Presenter of Agenda Item**

**From:** Mark Bissell  
**Sent:** Saturday, October 12, 2019 2:12 PM  
**To:** Laurie LoCicero  
**Cc:** 'Justin Old'; [jamieschwedler@parkerpoe.com](mailto:jamieschwedler@parkerpoe.com) Tammy Glave; Cheri Elliott; Leeann Walton  
**Subject:** RE: 4671 Baxter Station Hearing date

Laurie,

It is our understanding that the Currituck County Board of Education is still working on a plan to resolve the Moyock elementary school capacity issue, and we believe it would be premature for the Baxter Station rezoning request to be heard in advance of that plan being completed and adopted. We are therefore requesting, on behalf of Allied Properties, LLC, the deferral of the Baxter Station PD-R zoning request that is currently scheduled for the October 21, 2019 County Commissioners agenda. We understand that an applicant can be granted one request for a deferral for good cause, and we believe that the school capacity issue is good cause for a deferral. We also understand that a deferral may not exceed six months, and are therefore requesting that this item be heard by the BOC in April, 2020.

Please let us know if you need any additional information in connection with this request.  
Best regards,

Mark

Mark S. Bissell, PE



**Celebrating Innovative Services Since 1985!**

3512 N. Croatan Hwy. \* PO Box 1068 \* Kitty Hawk, NC 27949

O: (252) 261-3266 F: (252) 261-1760 C: (252) 202-1215

**Firm License # C-0956**

Attachment: Baxter Station-Deferral Request (Request for Deferral-PB 19-17, Baxter Station)





## Currituck County Agenda Item Summary Sheet

**Agenda ID Number** – (ID # 2568)

**Agenda Item Title**

PB 19-17 Baxter Station:

**Brief Description of Agenda Item:**

Planned Development - Residential zoning to support 127 unit subdivision (103 single-family units; 24 duplex units) with a density of 2.37 units per acre and minimum lot size of approximately 10,000 sf with the construction on an onsite wastewater treatment plant.

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Tammy Glave,

**Presenter of Agenda Item**

Tammy Glave



**STAFF REPORT  
PB 19-17 BAXTER STATION  
REZONING  
PLANNED DEVELOPMENT- R  
BOARD OF COMMISSIONERS  
OCTOBER 21, 2019**

### APPLICATION SUMMARY

|                                                                                                                                                                                                                                                                                                                        |                                                                                                            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| <b>Property Owner:</b><br>Jarvis Harvest LLC<br>701 Blue Point Dr<br>Wilmington NC 28411                                                                                                                                                                                                                               | <b>Applicant:</b><br>Allied Properties LLC<br>Justin Old<br>417 Caratoke Highway Unit D<br>Moyock NC 27958 |
| <b>Case Number:</b> PB 19-17                                                                                                                                                                                                                                                                                           | <b>Application Type:</b> Rezoning to PD-R                                                                  |
| <b>Parcel Identification Number:</b><br>0009-000-025A-0000                                                                                                                                                                                                                                                             | <b>Existing Use:</b> Cultivated Farmland                                                                   |
| <b>Land Use Plan Classification:</b> Rural                                                                                                                                                                                                                                                                             | <b>Parcel Size (Acres):</b> 53.43                                                                          |
| <b>Moyock Small Area Plan Classification:</b> Full Service                                                                                                                                                                                                                                                             | <b>Zoning History:</b><br>AG (2013)<br>A (1989)                                                            |
| <b>Current Zoning:</b> AG                                                                                                                                                                                                                                                                                              | <b>Proposed Zoning:</b> PD-R                                                                               |
| <b>Request:</b> The applicant is requesting a Planned Development-Residential zoning to support a 127 unit subdivision (103 single-family units; 24 duplex units) with a density of 2.37 units per acre and minimum lot size of approximately 10,000 sf with the construction on an onsite wastewater treatment plant. |                                                                                                            |

### ADEQUATE PUBLIC FACILITIES – SCHOOLS<sup>1</sup>

| School                                      | 2019-2020<br>Actual<br>Capacity <sup>2</sup> | 2021-2022<br>Actual<br>Capacity <sup>3</sup> | Committed<br>Capacity <sup>3</sup> | Proposed Capacity Changes |
|---------------------------------------------|----------------------------------------------|----------------------------------------------|------------------------------------|---------------------------|
|                                             |                                              |                                              |                                    | Number of Students        |
| Moyock<br>Elementary                        | 106%                                         | 96%                                          | 123%                               | +32                       |
| Shawboro<br>Elementary                      | 85%                                          |                                              |                                    |                           |
| Central Elementary                          | 75%                                          |                                              |                                    |                           |
| Moyock Middle<br>Currituck Middle           |                                              | 81%                                          | 95%                                | +10                       |
| Currituck High<br>JP Knapp Early<br>College |                                              | 85%                                          | 105%                               | +18                       |

<sup>1</sup> Does not include minor subdivisions, exempt subdivisions, and subdivisions approved prior to the adoption of the adequate public facilities ordinance (October 1994)

<sup>2</sup> Capacity percentages are based on 2019-2020 classroom standards and August 2019 ADM

<sup>3</sup> Capacity percentages are based on the 2021-2022 classroom standards and August 2019 ADM



**SURROUNDING PARCELS**

|       | Land Use                            | Density (units/ac)                 | Avg Lot Size | Zoning        |
|-------|-------------------------------------|------------------------------------|--------------|---------------|
| North | Low density residential, commercial | .39 (15 lots across from proposal) | 2.6 ac       | AG, GB, C-MXR |
| South | Residential (Hidden Oaks)           | 1.81                               | .25 ac       | C-SFM         |
| East  | Residential (Baxter Lane Estates)   | .61                                | .98 ac       | C-SFM         |
| West  | Vacant                              | 0                                  | 5.19 ac      | GB            |

**DEVELOPMENT OPTIONS**

|                                                              | Density (units/acre)    | Maximum # of Units | BOC Action Required                                                                                         |
|--------------------------------------------------------------|-------------------------|--------------------|-------------------------------------------------------------------------------------------------------------|
| <b>Option 1<br/>By Right in AG Zone</b>                      | .44 (w/ 60% open space) | 23                 | Approval of major subdivision                                                                               |
| <b>Option 2<br/>Rezone to C-SFM</b>                          | 1.0                     | 53                 | 1. Rezone to C-SFM<br>2. LUP map automatically revised to Full Service<br>3. Approval of major subdivision  |
| <b>Option 3<br/>Rezone to PD-R<br/>(Applicant's Request)</b> | 3.0 (2.37)              | 160 (127)          | 1. Rezone to PD-R<br>2. LUP map automatically revised to Full Service<br>3. Approval of Planned Development |

**REQUEST****NARRATIVE**

The applicant is requesting a Planned Development-Residential (PD-R) zoning designation to support a 127 unit subdivision (103 single-family units; 24 duplex units). A planned development zoning district is defined by a master plan and a terms and conditions document. The density for the project is 2.37 units per acre and minimum lot size of approximately 10,000 sf. An on-site wastewater treatment plant will serve the project.

The maximum residential density allowed in a PD-R is referenced to the land use classifications from Future Land Use Map of the 2006 Land Use Plan. **A PD-R project in Full Service can have up to 3 dwelling units per acre; a PD-R project in Limited Service can have up to 1.5 dwelling units per acre.** There is **not a reference of density for a PD-R project for either Rural or Conservation** classification because Rural and Conservation areas typically do not have the infrastructure to support a higher density development.

Preferred uses in the Rural classification include very low density, dispersed development associated directly with farm uses. Residential dwellings associated with farm activity typically employ on-site water supply (e.g. individual wells) and waste disposal (i.e. septic systems). Areas meeting this intent of this classification are appropriate for or presently used for agriculture, forestry, and other similar uses. Population densities are generally very low and development density is anticipated at no more than 1 unit per 3 acres. In addition, any development in the Rural Areas would be served by individual on-site water and septic. If the rezoning is approved, that act will automatically revise the Future Land Use Map from the 2006 Land Use Plan. This property will be reclassified from Rural to Full Service.

The Moyock Small Area Plan designates this property as Full Service.

Moyock Elementary School is at capacity and the county's middle and high schools are at or over the 2021 committed capacity. Should the board choose to amend the 2006 CAMA Land Use plan and approve the project, a phasing schedule with the maximum number of single-family/duplex building permits allowed per calendar year may be established. There is no phasing plan submitted as part of the Terms and Conditions.

Staff has compatibility concerns between this development and the surrounding developments. While lot size may be "identical to those that were recently approved in adjoining neighborhoods", lot size is not the only factor to compare. Among other factors, it is also important to compare densities and the proposed 2.37 units per acre far exceed those of surrounding developments:

- a. Hidden Oaks: Density 1.81 units per acre with lot sizes similar to those proposed.
- b. Baxter Lane Estates: Density .61 units per acre with the average lot size of .98 of an acre.
- c. 15 Lots with frontage along Baxter Lane density: .39 units per acre with an average lot size of 2.66 acres.

The connectivity index score of 1.45 as shown is below the UDO requirement of 1.6 for a PD-R (UDO Section 5.6.4). It is staff's opinion that the connectivity index score cannot be reduced because the developer has not demonstrated that it is not possible to meet the minimum score due to topographic conditions, natural features, existing road configuration, or adjacent existing development patterns. (UDO Section 5.6.4.C) With an undeveloped lot, without any of the above restrictions, the development can be designed to meet the minimum connectivity index score. This is another indication that the property may be better suited to be zoned C-SFM as the adjoining subdivisions are able to meet the connectivity index score. A project zoned SFM has a minimum connectivity score of 1.2. There are no wetlands on the property. The only major drainage feature currently on the property is the ditch that runs along Baxter Lane. The property slopes from 7-8 feet in the northwestern corner to 5-6 feet in the southeastern corner so topography should not be an issue for street design.

The purpose and intent of community form standards like the connectivity index score adopted by the Board of Commissioners is to require developments to meet certain minimum design standards within communities. The applicant's engineer stated that "the only way to improve the connectivity index score is through additional street stubs to adjacent properties". A different solution would be to reduce the number of cul-de-sacs or dead ends by a redesign of the street layout. A street stub to Baxter Lane Estates is not allowed since because Baxter Lane Estates has open space designated on the area next to this project. A street connection is not allowed through the open space. There is a planned connection to Hidden Oaks. The applicant offered a street stub to the railroad right-of-way as part of a resolution for this issue. This is not a preferred option because it creates another railroad crossing when one is available on Baxter Lane. If the board allows for that street stub, staff suggests that railroad encroachment agreements be in place prior to submittal of preliminary plat and the cost of the improved crossing bonded until the crossing is installed.

Baxter Lane Ditch is a major drainage way that runs along Baxter Lane and outlets to Shingle Landing Creek. This ditch drains Baxter Station, Windswept Pines, properties along Baxter Lane and acreage west of NC 168. The improvements to this ditch will need to be adequately sized to handle the changed upstream drainage patterns from Windswept Pines stormwater management. At the end of NCDOT maintenance on Baxter Lane, there is an undersized culvert and a drainage way leading the Shingle Landing Creek with numerous blockages. This undersized culvert and blocked drainage way may impact proper drainage of not only this project but other areas that are served by this outlet ditch.



The on-site wastewater plant is located near the frontage along the railroad track. With the general information provided with the application, it appears there is adequate space for an on-site wastewater treatment facility to be constructed. At preliminary plant, the applicant will need to have a soil study completed along with approved plans for the on-site treatment facility. Albemarle Regional Health Department supports consulting engineers' proposal to construct a wastewater treatment plant or connect to an existing wastewater treatment if available due to the questionable soil conditions of the project area.

It should be noted that adjoining subdivisions are zoned Conditional Single-Family Mainland (C-SFM). Once adequate public facilities are addressed, staff would support a conditional rezoning from Agricultural (AG) to SFM if all UDO, LUP, and Moyock Small Area Plan standards are met. A LUP map amendment will still be required to change the classification from Rural to Limited or Full Service, but can take place simultaneous with the rezoning. The density allowed will then be more compatible with the adjoining Baxter Lane Estates and closer to compatible with the lots on the opposite side of Baxter Lane. Staff cannot speak to lot size similarities without knowing the average lot size for this development. The average lot size appears to be approximately 10,600 sf. A rezoning to C-SFM would reduce the number of units allowed on the property, but it would also address compatibility and UDO inconsistency as outlined above.

## COMMUNITY MEETING

A community meeting was held on April 22, 2019 at 4:30 pm at the Moyock Library. There were 12 people from the community in attendance. The engineer reviewed the proposed development plan and the approval process. The comments received at the meeting included traffic concerns, drainage concerns, property values regarding duplexes, build-out schedule, keeping tree buffer, Baxter Lane ditch improvements, and wastewater treatment. A summary of the community meeting is provided in the packet.

## CONDITIONS

The Technical Review Committee recommends denial of the rezoning to a PD-R district. However, should the board decide to approve the PD-R zoning, staff recommends the following conditions be adequately addressed:

1. The Terms and Conditions document be incorporated into this request. (attached)
2. Assure that adequate public facilities are available to serve the development. (i.e. schools, fire/EMS, law enforcement, etc.)
3. Address incompatibility issues with adjoining communities.
4. Redesign street/lot layout to meet the minimum connectivity index score.

## LAND USE PLAN

The 2006 Land Use Plan classifies this site as Rural within the Moyock subarea. The policy emphasis for the Moyock subarea is managing the increased urban level of growth that this area is sure to experience over the next decade and beyond. In areas where on-site wastewater is proposed and other county services are limited, development density should be limited to 1-2 units per acre. The proposed development plan may be considered consistent with the Moyock subarea emphasis, but this consideration does not change the 2006 Land Use Plan land use classification of the subject property. This signifies a discrepancy with the UDO dimensional standards for the PD-R district.\* The following land use plan policy is relevant to the request and it is staff's opinion there is conflict with this policy as outlined above.

|            |                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policy HN1 | Currituck County shall encourage development to occur at densities appropriate for the location. LOCATION AND DENSITY FACTORS shall include whether the development is within an environmentally suitable area, the type and capacity of sewage treatment available to the site, the adequacy of transportation facilities providing access to the site, and proximity of the site to existing and planned urban services. (summary) |
|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**\*Prior zoning map amendments adopted by the BOC placed emphasis on the Moyock Small Area plan future land use map classifying this property as Full Service. A recent zoning map amendment, PB 18-23 effective May 6, 2019, placed emphasis on the CAMA Land Use Plan. The decision emphasizes the 2006 Land Use Plan as the controlling document and the relation to the UDO dimensional standards for the PD-R district signifies a discrepancy between the two plans.**

## Moyock SMALL AREA PLAN

The Moyock Small Area Plan identifies this site as Full Service. Full Service designations are focal points in the community where high amounts of activity occur. Typical densities in full service designations range from 1.5 – 3 units per acre depending on surround land uses. The following small area plan policies are relevant to the request and it is staff's opinion that there are conflicts with these policies as outlined above.

|             |                                                                                                                                                                                                                                                                                                                                                                         |
|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policy FLU1 | Promote compatibility between new development and existing development to avoid adverse impacts to the existing community. This is achieved through design and includes larger setbacks, landscaped or forested strips, transition zones, fencing, screening, density and/or bulk step downs, or other architectural and site planning measures that encourage harmony. |
| Policy HN1  | Currituck County shall encourage development to occur at densities appropriate for the location.                                                                                                                                                                                                                                                                        |

## Drainage and Utilities

### County Engineer Comments

The ditch along Baxter Lane will be a key component for this project. We are aware of downstream restrictions that may impact proper drainage of this area.

## RECOMMENDATION

### Technical Review Committee

The Technical Review Committee recommends denial of the rezoning subject to the following:

1. It is incompatible with the 2006 Land Use Plan and the surrounding communities as outlined above.



2. The minimum connectivity index score is not met and the developer has not demonstrated that it is not possible to meet the minimum score due to topographic conditions, natural features, existing road configuration, or adjacent existing development patterns. The minimum score can be met with internal street/lot layout redesign.
3. Adequate public facilities are not present to service this request. (i.e. schools, etc.)

## RECOMMENDATION

### Planning Board

The Planning Board recommends denial of the rezoning subject to the following:

1. It is incompatible with the 2006 Land Use Plan and the Moyock Small Area plan because of incompatibility with surrounding subdivisions and neighborhoods and because schools are at capacity and the request is not reasonable and not in the public interest for the same reasons.

## CONSISTENCY AND REASONABLENESS STATEMENT

**A planned development rezoning is a legislative decision of the Board of Commissioners. In determining whether to approve or deny a rezoning the Board of Commissioners shall adopt a written statement of consistency and reasonableness.**

This PD-R zoning request is inconsistent with the 2006 Land Use Plan because the PD-R request is incompatible with the surrounding communities as outlined above.

A PD-R rezoning is not reasonable and not in the public interest because of compatibility concerns, non-compliance with standards in the UDO, and the fact that adequate public facilities are not present to services this request. However, the 2006 LUP map amendment is compatible and in the public interest because it is required by changed conditions acknowledged by the Moyock Small Area Plan and addresses a demonstrated community need providing a full service area that offers mixed use development with both residential and commercial components.

If the Board of Commissioners approves this request, a consistency and reasonableness statement must be made regarding the 2006 Land Use Plan in order to amend that Land Use Plan. Examples include:

*"This conditional zoning request is consistent with and amends the 2006 Land Use Plan by designating this property as Full Service on the future land use map because the amendment recognizes and implements the Full Service designation of the Moyock Small Area Plan adopted by the Board of Commissioners.*

*It is reasonable and in the public interest because it is required by changed conditions acknowledged by the Moyock Small Area Plan and addresses a demonstrated community need providing a full service area that offers mixed use development with both residential and commercial components."*

Alternately, assuming adequate public facilities have been addressed, staff will support a new C-SFM rezoning application which would afford compatibility with surrounding developments which are zoned C-SFM and AG. A C-SFM rezoning would be considered reasonable and in the public interest because the SFM district is intended to "accommodate residential development in ways that will not interfere with agricultural activity, interrupt scenic vistas from the Caratoke Highway, or place stress on the county's educational infrastructure." A variety of use types are allowed in the SFM district including single-family dwellings and duplexes.

## TERMS AND CONDITIONS

Terms and conditions shall be approved as part of a planned development rezoning. No condition shall be less restrictive than the standards of the parallel general use zoning district. While staff does not support a rezoning to a PD-R district, if the Board of Commissioners approves the request, the Terms and Conditions document (attached) shall be incorporated into the approval.

### Summary of Developer's Terms and conditions:

- Use: PD-R Subdivision
- Improvements to be made to Baxter Lane ditch
- Minimum of 2 phases
- Master plan and Terms & Conditions document incorporated into approval
- Housing styles conform to models presented.
- Transportation
  - 3 connections to Baxter Lane
  - Main entrance includes deceleration Lane
  - Connection to Hidden Oaks.
  - Curb and gutter to NCDOT standards, with sidewalks.
- Potable Water
  - Supplied by Currituck County 8" main
  - Looped through site and connected to Hidden Oaks.
  - Adequate flow and pressure for fighting fires
- Wastewater
  - On-site WWTP
  - If off-site becomes available and the applicant desires to connect, an amended PD-R will be required.
- Stormwater Management
  - Improve major drainage way that runs along Baxter Lane (widen, deepen, and laying back slopes) at Phase 1.
  - Conveyed to on-site retention ponds to handle 100 year storm event through a combination of curbs with inlets, stormwater pipes, and open vegetated swales.
- Provisions Related to Environmental Protection and Monitoring
  - Installation and management of stormwater system as well as landscape areas throughout the development.
  - Association will be formed that will assume responsibility for management of facilities, including Baxter Lane ditch from railroad track to eastern property boundary

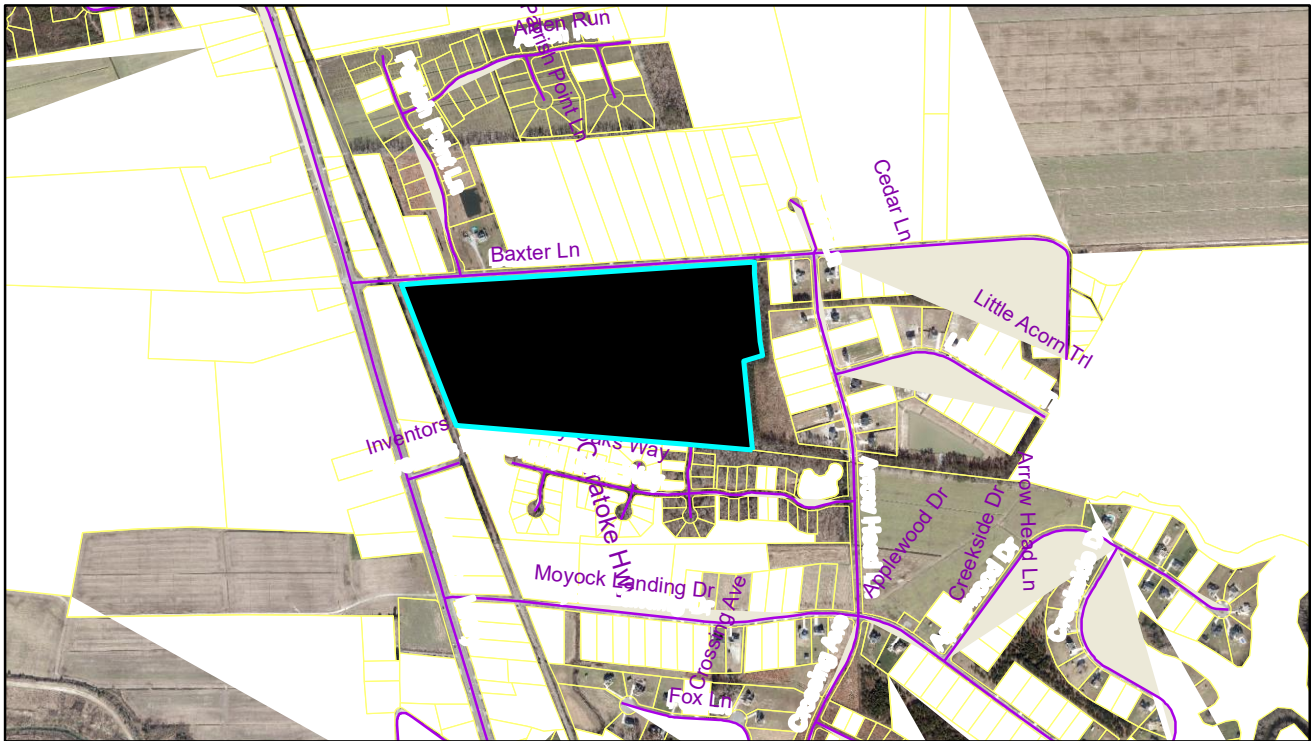


TABLE A

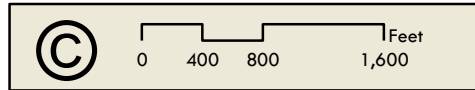
DEVELOPMENT STANDARDS & SETBACKS

| STYLE:                | <u>SIMPLEX</u> | <u>DUPLEX</u> |
|-----------------------|----------------|---------------|
| Min Lot Size:         | 10,000         | 12,500        |
| Min. Lot Width:       | 65'            | 75'           |
| Typ. Lot Width:       | 65'            | 80'           |
| Front Setback:        | 20'            | 20'           |
| Side Setback:         | 10'            | 10'           |
| Rear Setback:         | 30'            | 30'           |
| Corner Side Setback:  | 20'            | 20'           |
| Maximum Setback:      | N/A            | N/A           |
| Maximum Height:       | 35'            | 35'           |
| Maximum Bldg. Size:   | 4,800 SF       | 4800 SF       |
| Maximum Lot Coverage: | 45%            | 45%           |

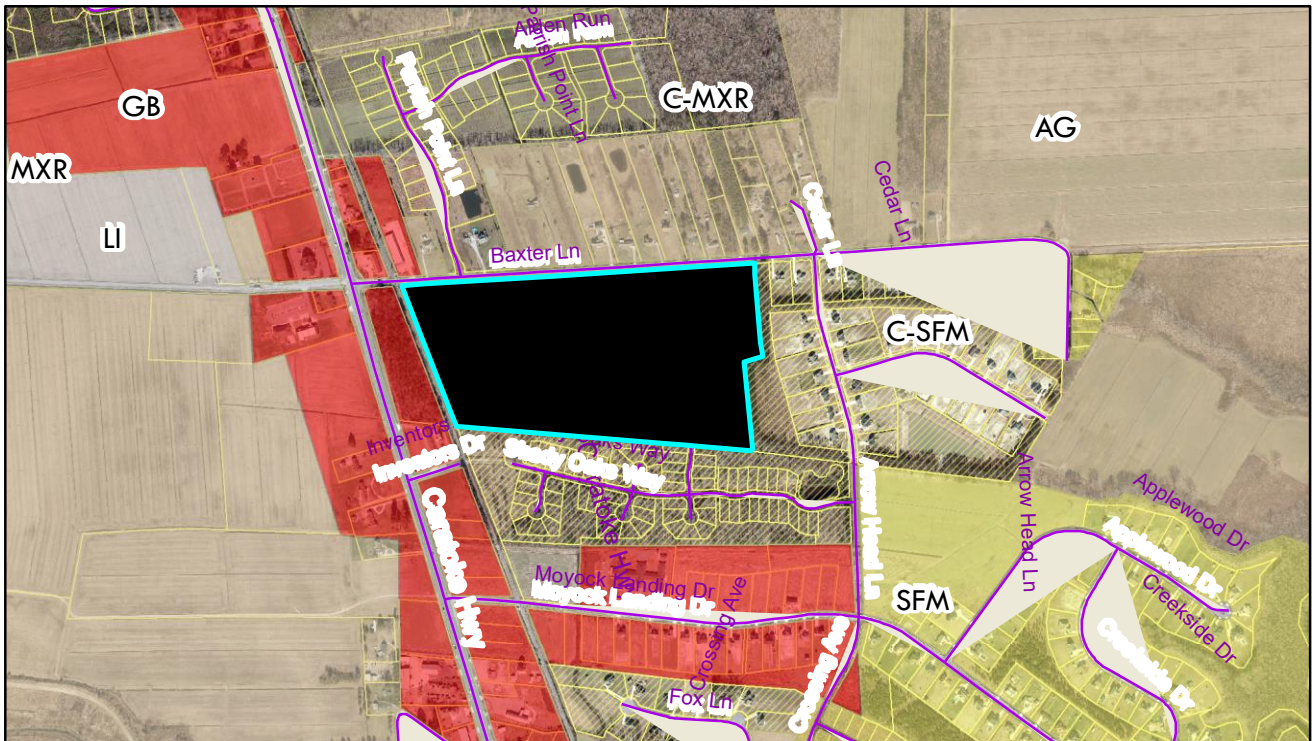
THE APPLICATION AND RELATED MATERIALS ARE AVAILABLE ON THE COUNTY'S WEBSITE  
 Board of Commissioners: [www.co.currituck.nc.us/board-of-commissioners-minutes-current.cfm](http://www.co.currituck.nc.us/board-of-commissioners-minutes-current.cfm)



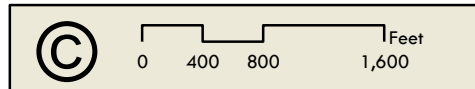
PB 19-17 Baxter Station  
PD-R Rezoning  
2016 Aerial Photography



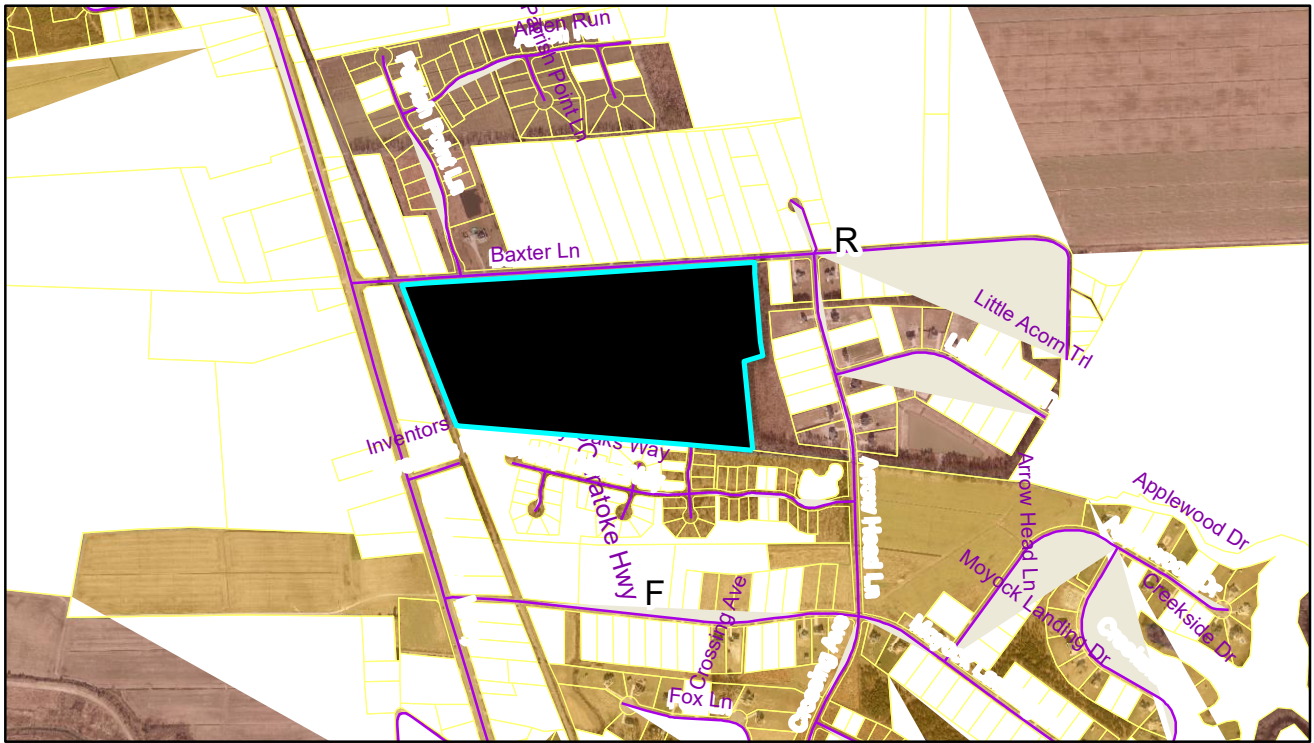
Currituck County  
Planning and  
Community Development



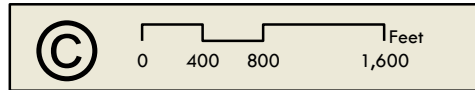
PB 19-17 Baxter Station  
PD-R Rezoning  
Zoning Map



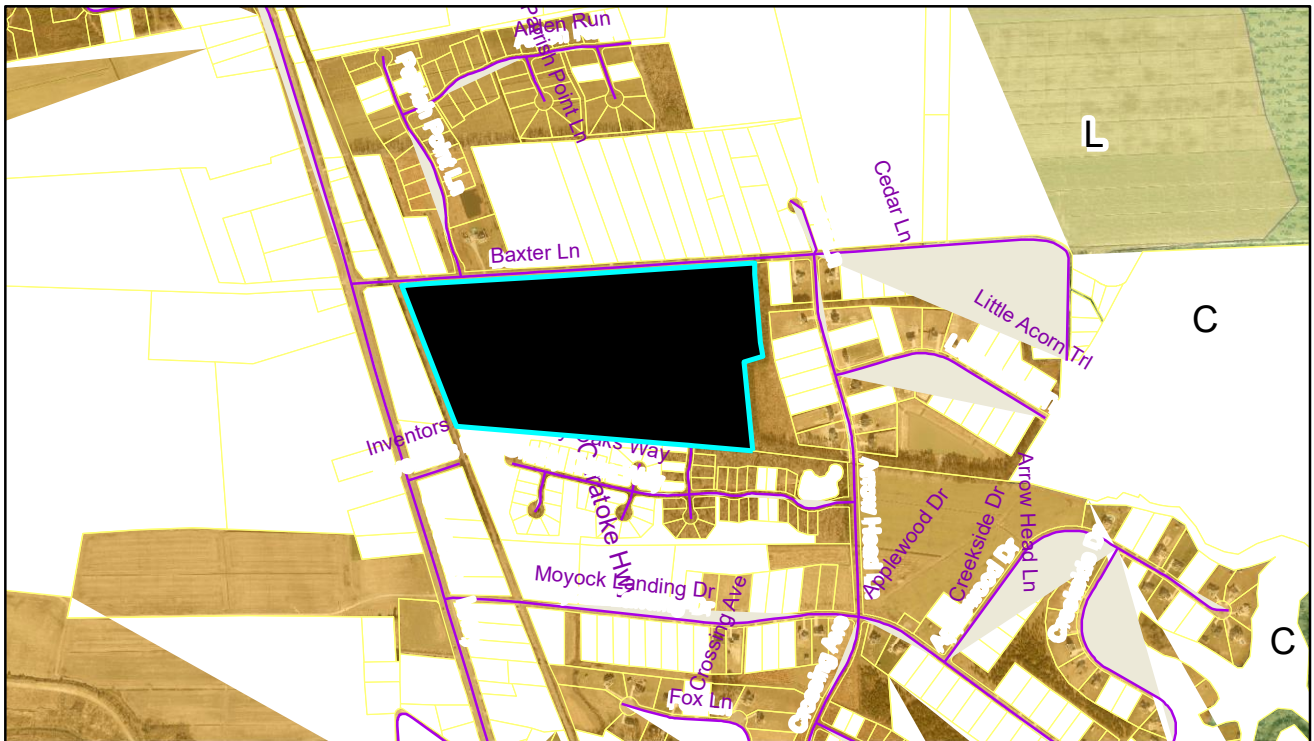
Currituck County  
Planning and  
Community Development



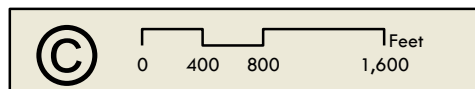
PB 19-17 Baxter Station  
PD-R Rezoning  
2006 LUP Classification



Currituck County  
Planning and  
Community Development



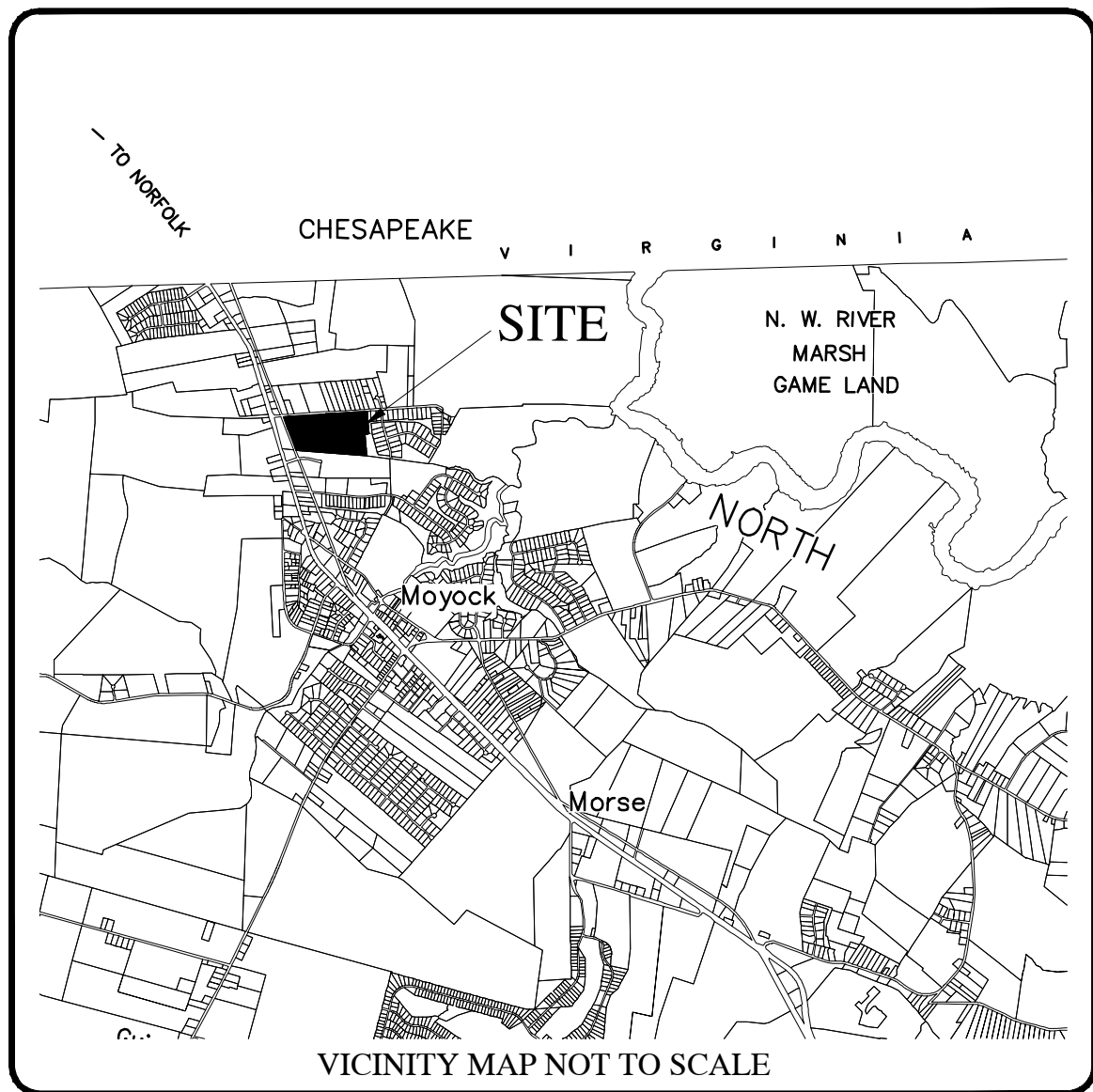
PB 19-17 Baxter Station  
PD-R Rezoning  
Moyock SAP



Currituck County  
Planning and  
Community Development

PB 19-17 Baxter Station  
Planned Development Rezoning  
10/21/19 BOC Mtg  
Page 10 of 10





# BAXTER STATION

## PLANNED DEVELOPMENT - RESIDENTIAL

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## PRELIMINARY MASTER PLAN

# CURRITUCK COUNTY

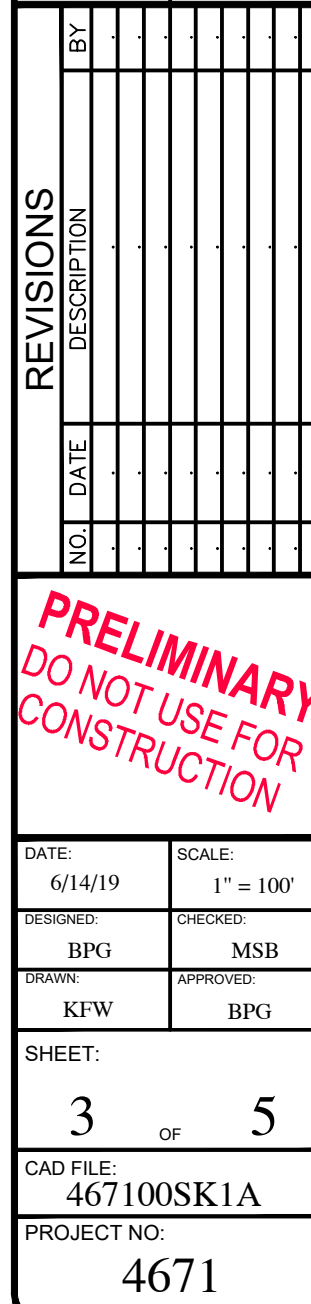
## GENERAL DEVELOPMENT NOTES

1. PROPERTY OWNER: JARVIS HARVEST, LLC  
701 BLUE POINT DR.  
WILMINGTON, NC 28411
2. APPLICANT: ALLIED PROPERTIES, LLC  
417-D CARATOKE HIGHWAY  
MOYOCK, NC 27958
3. PROPERTY DATA: ADDRESS: BAXTER LANE, MOYOCK, NC 27958  
PIN: 0009-000-025A-0000  
RECORD: D.B.1421, PG: 801  
ACREAGE: 53.43 ACRES
4. ZONING: EXISTING: AGRICULTURAL (AG)  
PROPOSED: PLANNED DEVELOPMENT - RESIDENTIAL (PD-R)











**AREA DATA**

|                          |                    |
|--------------------------|--------------------|
| TOTAL DEVELOPMENT AREA   | 53.52 AC.          |
| TOTAL LOT AREAS          | 27.99 AC.          |
| SINGLE FAMILY LOTS       | 103                |
| DUPLEX UNITS             | 24                 |
| RIGHT-OF-WAY AREA        | 6.90 AC.           |
| OPEN SPACE AREA          | 16.24 AC. (30.34%) |
| WASTEWATER FACILITY AREA | 2.40 AC.           |

**GRAPHIC SCALE**

1" = 100'

**TYPICAL SITE PLAN**

MINIMUM LOT SIZE = 10,000 S.F.  
MINIMUM LOT WIDTH = 65'  
MAXIMUM HEIGHT: 2 STORES  
SCALE 1" = 40'



|                         |                     |
|-------------------------|---------------------|
| DATE:<br>6/14/19        | SCALE:<br>1" = 100' |
| DESIGNED:<br>BPG        | CHECKED:<br>MSB     |
| DRAWN:<br>KFW           | APPROVED:<br>BPG    |
| SHEET:<br><br>4 OF 5    |                     |
| CAD FILE:<br>467100SK1B |                     |
| PROJECT NO:<br>4671     |                     |

**MASTER PLAN WITH  
ON-SITE WWW FACILITY**

**BUSSELL**  
PROFESSIONAL GROUP

Engineers, Planners,  
and Environmental Specialists

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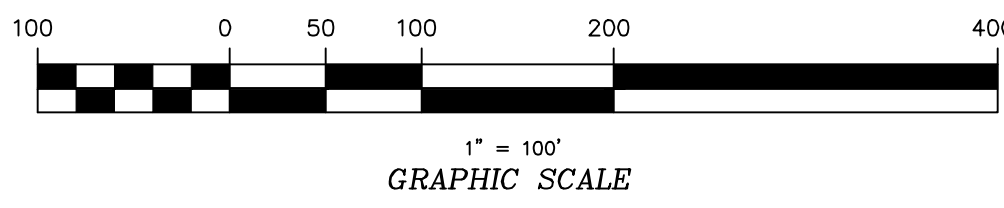
Busell Professional Group  
Firm License # C-506  
Professional Engineer  
P.O. Box 1808  
Raleigh, NC 27602  
Tel: (919) 331-3268  
Fax: (919) 331-1760

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MOYOCK TOWNSHIP  
CURRITUCK COUNTY  
NORTH CAROLINA

[illegible]





**PRELIMINARY**  
DO NOT USE FOR  
CONSTRUCTION

UTILITIES PLAN WITH  
ON-SITE WWTP FACILITY

MOYOCK TOWNSHIP  
CURRITUCK COUNTY  
NORTH CAROLINA

**BISSELL**  
PROFESSIONAL GROUP

Engineers, Planners, Surveyors  
and Environmental Specialists

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Firm License # 0-956  
10000 Old Dominion Highway  
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Rt.101 Hawk North Carolina 27949  
Tel. (252) 261-1760  
Fax. (252) 261-1760





## 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:** Mark Bissell, Bissell Professional Group  
 Justin Old, Allied Properties LLC

**From:** Tammy D. Glave, CZO  
 Senior Planner

**Date:** July 11, 2019

**Re:** PB 19-17 Baxter Station – Planned Development Request

The following comments have been received for the July 11, 2019 Technical Review Committee meeting. Please provide necessary corrections prior to July 22, 2019 in order to be placed on the August 13, 2019 Planning Board agenda. TRC comments are valid for six months from the date of the TRC meeting.

#### **Planning (Tammy Glave, 252-232-6025)**

Reviewed with comments:

1. Until recently zoning map amendments adopted by the BOC placed emphasis on the Moyock Small Area Plan future land use map classifying this property as Full Service. A recent zoning map amendment, PB 18-23 Fost, effective May 6, 2019, placed emphasis on the 2006 CAMA Land Use Plan. The decision emphasizes the 2006 Land Use Plan as the controlling document and the relation to the UDO dimensional standards for the PDR district signifies a discrepancy between the two plans.
  - a. Planned Development – Residential (PD-R) is not allowed on property with a Rural designation in the 2006 Land Use Plan (UDO Sections 3.7.2.B and 3.7.3). A 2006 Land Use Plan (LUP) map amendment by the Board of Commissioners would be required to change the Rural designation of the property to Full Service. We do agree that “there is no corresponding maximum density for the Rural Service Area”, but that is not an oversight, it is simply not allowed. The UDO restricts density in the Rural Service Area by not allowing a planned development in that classification.
  - b. The PD zoning district designation, the master plan, and the terms and conditions document shall be consistent with the LUP, and any applicable functional plans and small area plans adopted by the county. (UDO Section 3.7.2.E)
  - c. Preferred uses in the Rural classification included *very low density*, dispersed development associated directly with farm uses. Residential dwellings associated with farm activity typically employ on-site water supply (e.g. individual wells) and waste disposal (i.e. septic systems). *Areas meeting this intent of this classification are appropriate for or presently used for agriculture, forestry, and other similar uses.* Population densities are generally very low and *development density is anticipated at no more than 1 unit per 3 acres.* In addition, any

development in the Rural Areas would be served by *individual on-site water and septic*.

2. Schools are at or over the 2021 committed capacity in Moyock in the elementary and high school groups.
3. Compatibility issues with surrounding development are a concern. While lot size may be “identical to those that were recently approved in adjoining neighborhoods”, lot size is not the only factor to compare. Among other factors, it is also important to compare densities and the proposed 2.37 units per acre far exceeds those of surrounding developments:
  - a. Hidden Oaks: Density 1.9 units per acre with lot sizes similar to those proposed.
  - b. Baxter Lane Estates: Density .65 units per acre with the average lot size of .98 of an acre.
  - c. 15 Lots “stripped out along Baxter Lane” density: .39 units per acre with an average lot size of 2.66 acres.
4. Revise reference in Conversion Schedule “Duplex lots, if market conditions warrant, maybe converted to conventional single-family dwellings at the rate of 1.5 single-family lots per one duplex.” PD-R district allows no more than 85% of a maximum single housing type. At 127 units proposed, 19 would have to remain a different housing type, not all single-family dwellings.
5. The connectivity index score of 1.45 as shown is below the UDO requirement of 1.6 (UDO Section 5.6.4). It is staff’s opinion that the connectivity index score cannot be reduced because the developer has not demonstrated that it is not possible to meet the minimum score due to topographic conditions, natural features, existing road configuration, or adjacent existing development patterns. (UDO Section 5.6.4.C) With an undeveloped lot, without any of the above restrictions, the development can be designed to meet the minimum connectivity index score. The purpose and intent of community form standards like the connectivity index score adopted by the Board of Commissioners is to require developments to meet certain minimum standards within communities. A text amendment to the UDO to lower the index score for the PD-R district will be required.
6. Remove all references for off-site wastewater connection from the plan set and Terms and Conditions document since off-site wastewater connection is not available at this time. If off-site wastewater connection is desired and becomes available in the future, an amended application, plan, Terms and Conditions document, etc. is required.
7. It should be noted that the surrounding subdivisions used in comparison by the applicant are zoned Single-Family Mainland (SFM). Staff would support a rezoning from Agricultural (AG) to SFM if all UDO, LUP, and Moyock Small Area Plan standards are met. A LUP map amendment will still be required to change the classification from Rural to Limited or Full Service, but can take place simultaneous with the rezoning. The density allowed will then be compatible with the lots in Baxter Lane Estates and closer to compatible with the lots on the opposite side of Baxter Lane. Staff cannot speak to lot size similarities without knowing the average lot size for this development. The average lot size appears to be approximately 10,600 sf?

At preliminary plat/use permit submittal, the development will be reviewed for compliance with subdivision and development regulations, some of which are:

8. Please call out the easement for future connection for the street stub/sidewalks if not installing to the property line. (UDO Section 5.6.5.B and 5.6.10)
9. Call out 5’ non access easements on corner lots on the street with the most traffic. (UDO Section 10.3.3)
10. Call out how pedestrian crossings will be delineated. (UDO Section 5.6.10)



11. Call out the sight triangles for the main entrance. (UDO 10.3.4)
12. Call out the planting easements for street trees.

### Recommendations

13. Consider aligning the main entrance to the subdivision with the main entrance of Windswept Pines across Baxter Lane. It is more compatible to align the main subdivision entrance with another main subdivision entrance across the street than with a single-family dwelling across the street, particularly at night.

### **Currituck County Building and Fire Inspections (Ron Schaecher, 252-232-6024)**

Approved with corrections:

#### Inspection Comments

1. Cluster mail box units must be accessible (accessible route, reach ranges)
2. Accessible routes must be provided to all amenities such as pools, boardwalks, piers, docks and other amenities within the development. Plans must be designed to the 2018 NC Building Code design loads and structures must meet ADA requirements.
3. Curb cuts at vehicular traffic areas and pedestrian crossings must be ADA compliant and have detectable warning devices installed.
4. Soil engineering reports for footings will be required for lots that have fill placed on them where the footings do not rest at a minimum of 12" below grade on undisturbed natural soil. Site preparation, the area within the foundation walls shall have all vegetation, top soil and foreign material removed.
5. Compaction testing will be required for slabs and thickened footing areas that exceed 24" of fill. Fill material shall be free of vegetation and foreign material. The fill shall be compacted to ensure uniform support of the slab, and except where approved, the fill depths shall not exceed 24 inches for clean sand or gravel and 8 inches (203 mm) for earth.
6. Mark fire hydrants locations in the center of road/street with blue reflectors.

#### Fire Comments

7. Needed Fire Flow for construction is determined by the ISO method.
8. No new construction can occur that creates a Needed Fire Flow greater than the available fire flow on site.
9. Fences/barriers must not impede the fire hydrant access to site.
10. Gates/entrances to sites must be 20' clear width.
11. 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 backing of 150' should be measured in a straight line.
12. Fire apparatus access must be at least 20' wide 13' 6" in height. Maximum slope shall not exceed 10%.
13. All portions of the fire apparatus access must be capable of 75,000lbs under all weather conditions.
14. By general statue parking is not allowed within 15' of a fire hydrant. (FDC)
15. Mark fire hydrants locations in the center of road/street with blue reflectors.

#### Subdivisions

16. Fire hydrants must be within 500' of all road frontages.
17. Cul-de-sacs must be 96' in width curb to curb at the center of the cul de sac.
18. Dwellings greater than 4800 sq. ft. and/or greater than 2 stories will be calculated using the ISO commercial method.
19. 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.

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

Reviewed with comment:

1. The ditch along Baxter Lane will be a key component for this project. We are aware of downstream restrictions that may impact proper drainage of this area.

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

Reviewed with comment:

1. GIS will assign addresses during the Preliminary Plat review cycle. Please submit proposed street names for review.

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

Reviewed with comment:

1. The county will be accepting a fee-in-lieu of recreation and park area dedication.

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

Reviewed with comment:

1. A major drainage way (Baxter Lane Ditch) runs down Baxter Lane and outlets to the NW River. This drainage way is responsible for draining Baxter Station and acreage west of 168.

**Southern Outer Banks Water System (Benjie Carawan, 252-453-2620)**

Reviewed without comment.

**Albemarle Regional Health Services (Joe Hobbs, 252-232-6603)**

Reviewed with comment:

1. NOTE: DUE TO PROPOSED SMALL LOT SIZES AND QUESTIONABLE SOIL CONDITIONS FOR SUB-SURFACE WASTEWATER SYSTEMS FOR EACH LOT THAT MAKES UP THIS PROPOSED SUB-DIVISION ; CURRITUCK COUNTY HEALTH DEPT. SUPPORTS CONSULTING ENGINEERS' PROPOSAL TO CONSTRUCT A WASTEWATER PACKAGE PLANT OR CONNECT TO A EXISTING WASTEWATER TREATMENT PLANT IF AVAILABLE TO PROVIDE WASTEWATER TREATMENT AND DISPOSAL FOR PROPOSED LOTS. \*CONSULT WITH KEVIN CARVER RS AT 252-232-6603.

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

Reviewed without comment.

**US Post Office (Moyock)**

Please contact the post office regarding method of mail delivery.

**Comments Not Yet Received from:**

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

NC Department of Transportation (Caitlin Spear, 252-331-4737)

**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.

Attachment: 3 PB 19-17 Baxter Station TRC Comments 7-17-19 (PB 19-17 Baxter Station)



## TERMS & CONDITIONS

### BAXTER STATION PLANNED DEVELOPMENT

These Terms & Conditions shall be incorporated into the Master Plan approval for the Baxter Station PD-R:

1. Conditions related to approval of the application for the PD conditional zoning classification:
  - a) Improvements shall be made to the existing Baxter Lane ditch that fronts this property by the Developer as part of the first phase of the development including widening and laying back side slopes and putting the ditch on proper grade.
  - b) The development will be completed in a minimum of two phases, as shown on the Master Plan.
  - c) The development will be connected to a central wastewater treatment and disposal system, either an on-site facility or off-site facility, and to the Currituck County water system. Fire protection will be provided in accordance with the UDO Standards and the N.C. Fire Code.
2. The Master Plan including the density, dimensional standards and development standards that are shown on the Master Plan drawings and in this accompanying document shall be incorporated into the approval and adhered to by the Developer.
3. The housing styles shall conform to the example model home drawings that are and included as an attachment to this document. Variations shall be provided and permitted in colors, materials, and architectural detailing that are compatible with the design concept.
4. Transportation, potable water, wastewater, and stormwater management will be addressed in accordance with the following paragraphs:
  - a) Transportation: Three connections will be made to Baxter Lane. The main entrance will include a deceleration lane. Connectivity will be provided to N. Heritage Tree Manor (Hidden Oaks) to the south.

Roadways will be laid out generally as shown on the Master Plan and will be designed with a curb and gutter section per NCDOT subdivision standards, and will have sidewalks.

- b) Potable Water: Water will be supplied by Currituck County via an existing 8" main that will be extended along Baxter Lane and will be tapped and looped through the site and connected to an existing main at Hidden Oaks. Fire protection will be provided in accordance with UDO Standards and the applicable ISO standards. The water system will be modeled to demonstrate

adequate flow and pressure for fighting fires while meeting the maximum day domestic demand.

- c) Wastewater: A wastewater collection system will be constructed by the Developer and managed by either Currituck County or a privately owned wastewater utility that will be regulated by the North Carolina Utilities Commission. If off-site wastewater service becomes available (either a new Regional System or Currituck County) the development may connect to one of those utilities, generally as shown on the Master Plan. Land has also been set aside for the construction of a centralized wastewater treatment and disposal facility if it becomes necessary to construct a facility on-site. If so, the facility will be designed and constructed in accordance with NCDEQ Standards and approved by NCDEQ and regulated by the Utilities Commission.
- d) Stormwater Management: An existing major drainage way runs along the edge of Baxter Lane along the frontage of this property, which is in need of improvement. The developer will commit to widening and deepening and laying the slopes back on this ditch to carry an appropriate design storm based on modeling on both on and off-site stormwater that currently flows and will flow thru this ditch section. Those improvements will be completed in connection with the first phase of the Baxter Station development.

On-site stormwater will be managed by constructing a series of stormwater ponds that will be interconnected and retain and slow release stormwater primarily to the Baxter Lane ditch. In addition to modeling and retaining stormwater to the UDO and stormwater model annual standard of the difference between run-off from the 10 year developed condition and run-off from a two year wooded condition site, the stormwater will also be modeled for the 100 year storm event and property line berms constructed as necessary to manage the 100 year storm without adversely impacting neighboring properties.

Stormwater will conveyed to on-site retention ponds through a combination of curbs with inlets, stormwater pipes and open vegetated swales.

- 5. Provisions Related to Environmental Protection and Monitoring: There are no wetlands on this site subject to the jurisdiction of the US Army Corps of Engineers, nor is there any vegetation that needs to be protected. The site has been farmed for many years.

The main environmental protection and monitoring that will be associated with this development will be the installation and management of stormwater system, as well as lawn and landscape areas throughout the development.

As Association will be formed that will be responsible for management of these facilities, including the Baxter Lane ditch that runs from the railroad track to the eastern property boundary of the development.



6. Other Provisions: None at this time

**TABLE A**  
**DEVELOPMENT STANDARDS & SETBACKS**

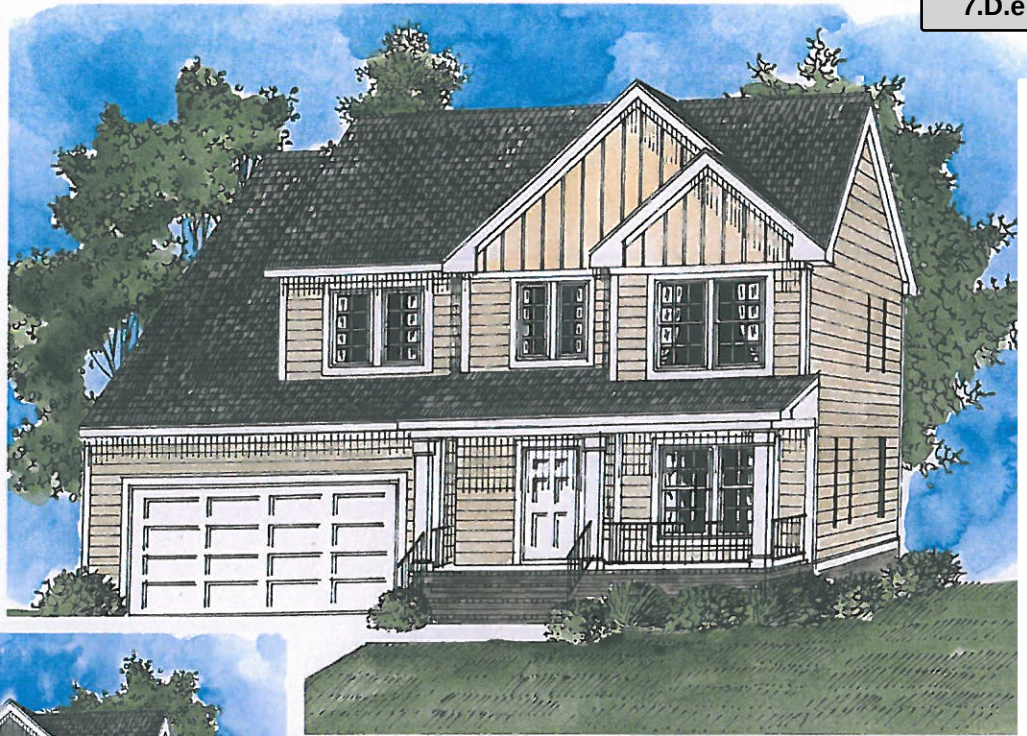
| <b>STYLE:</b>         | <b><u>SIMPLEX</u></b> | <b><u>DUPLEX</u></b> |
|-----------------------|-----------------------|----------------------|
| Min Lot Size:         | 10,000                | 12,500               |
| Min. Lot Width:       | 65'                   | 75'                  |
| Typ. Lot Width:       | 65'                   | 80'                  |
| Front Setback:        | 20'                   | 20'                  |
| Side Setback:         | 10'                   | 10'                  |
| Rear Setback:         | 30'                   | 30'                  |
| Corner Side Setback:  | 20'                   | 20'                  |
| Maximum Setback:      | N/A                   | N/A                  |
| Maximum Height:       | 35'                   | 35'                  |
| Maximum Bldg. Size:   | 4,800 SF              | 4800 SF              |
| Maximum Lot Coverage: | 45%                   | 45%                  |



## Preliminary Building Elevations

(Actual construction is expected to be similar, though not identical, to these representative housing styles.)





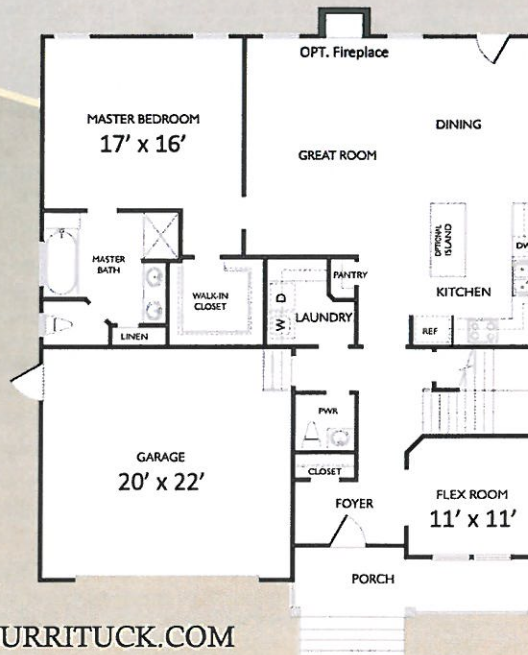
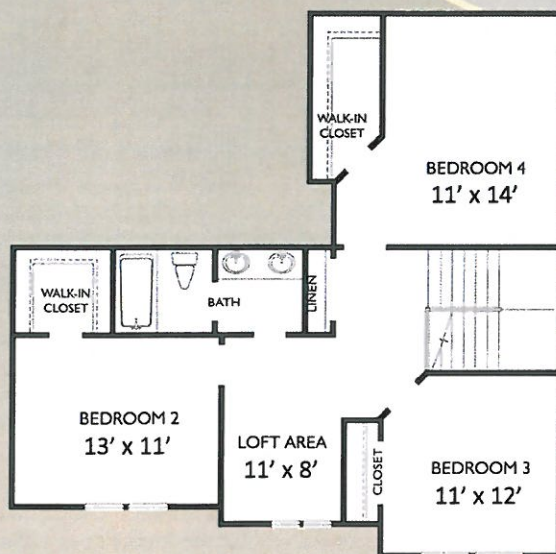
*Shown with decorative gable option.*

## THE BRIGANTINE

First Floor - 1,546 sq.  
 Second Floor - 809 sq.  
 Total Heated - 2,355 sq.  
 Garage - 440 sq.  
 Opt. Dining Room - 55 sq.



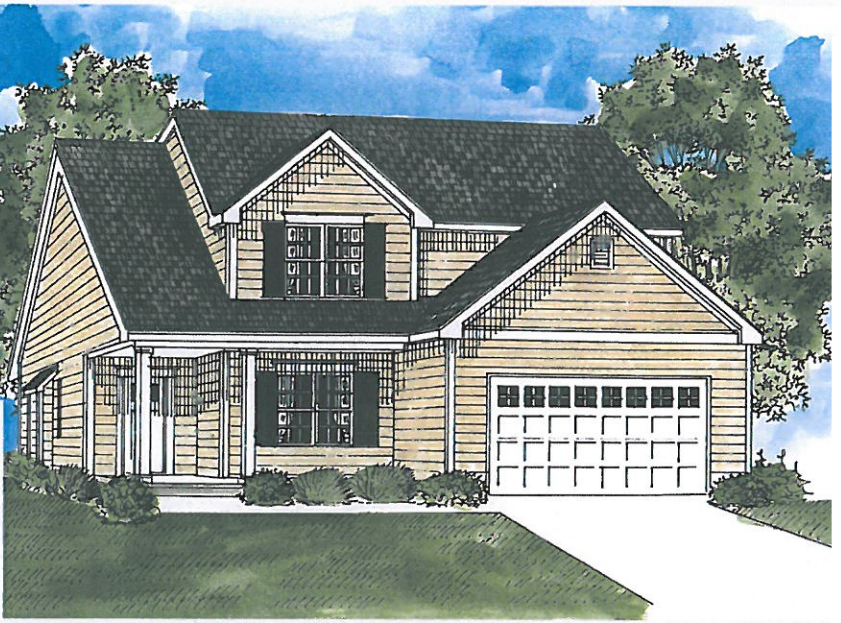
*Shown with side load garage, craftsman columns and decorative gables.*



QUALITYHOMESOFCURRITUCK.COM

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Standard Elevation



Elevation B

# THE MELINA

First floor - 1,494 Sq. F.  
 Second Floor - 784 Sq. F.  
 Total Heated - 2,278 Sq. F.  
 Garage - 462 Sq. F.

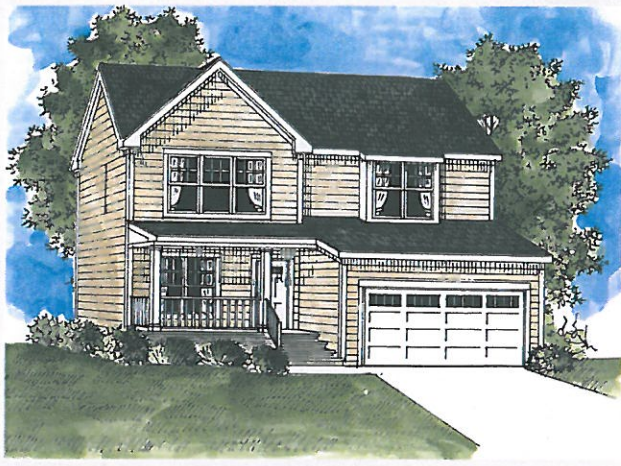


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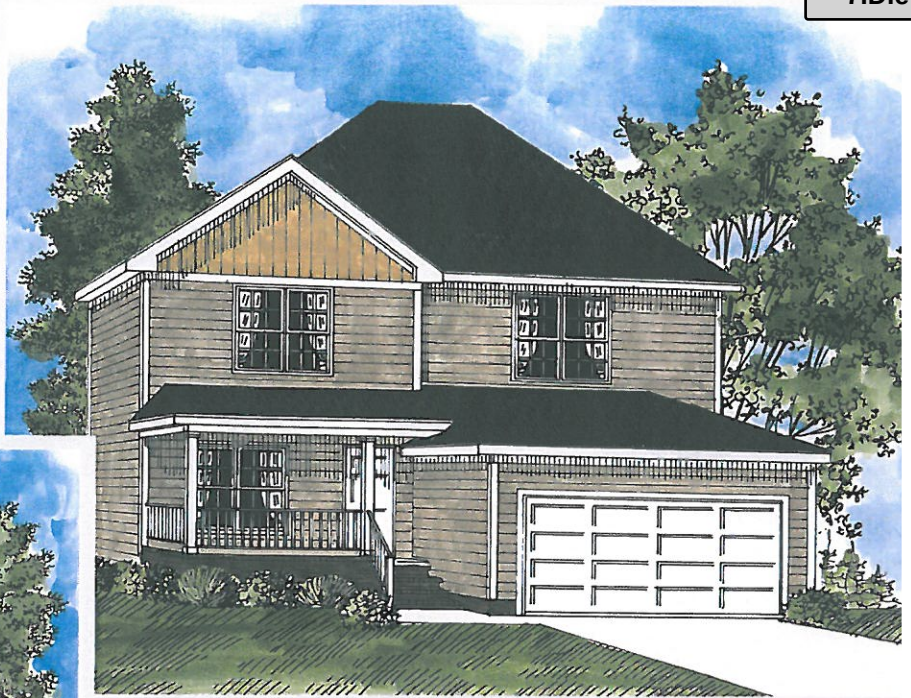
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Attachment: 5 Prelim. Bldg. Elevations (PB 19-17 Baxter Station)





Elevation B



Shown with decorative gable option.

OPT. MASTER  
BATH

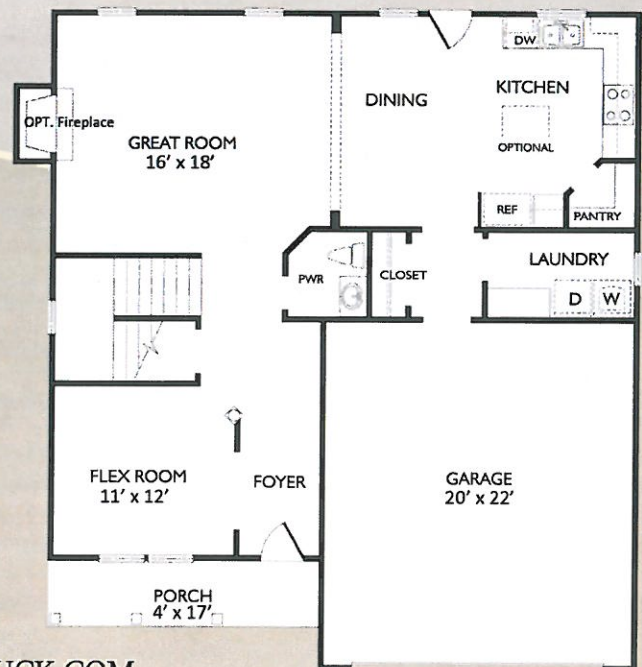
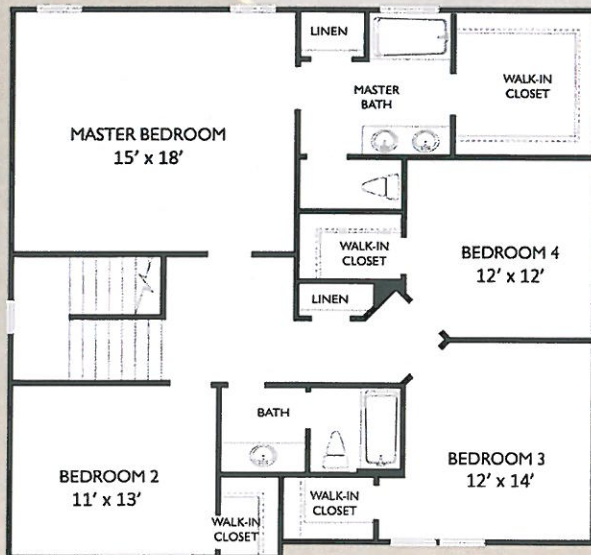
# THE AVINGTON

First Floor - 982 sq

Second Floor - 1,262 sq

Total Heated - 2,244 sq

Garage - 440 sq

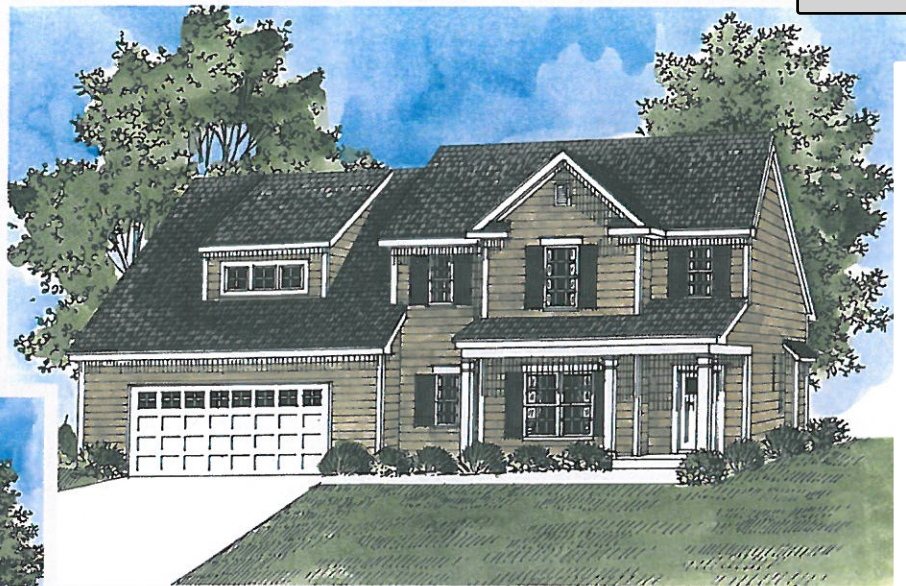


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Attachment: 5 Prelim. Bldg. Elevations (PB 19-17 Baxter Station)





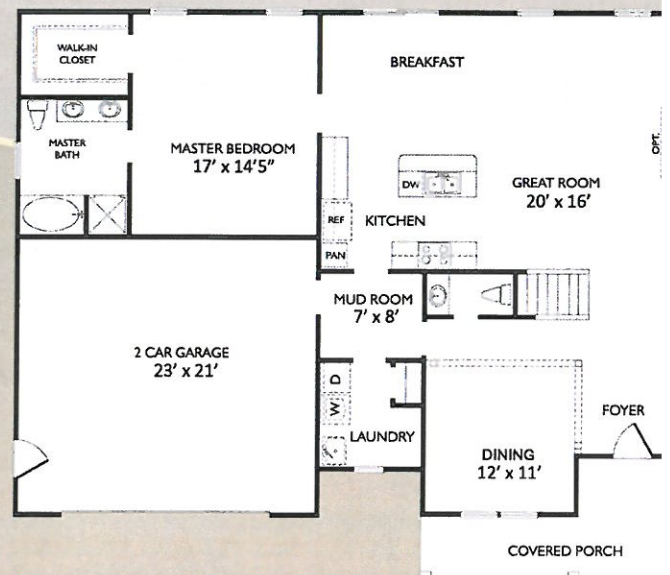
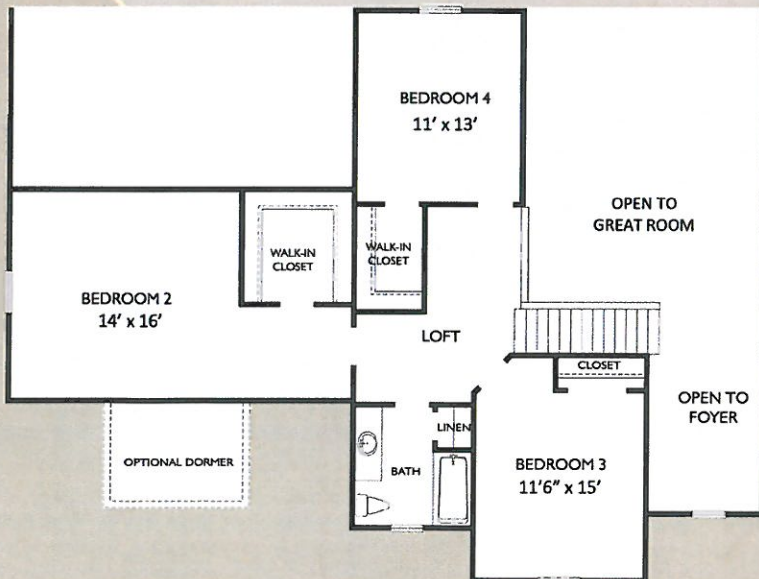
Shown with optional dormer

# THE ANFIELD

First Floor - 1,493 sq.  
 Second Floor - 927 sq.  
 Total Heated - 2,420 sq.  
 Garage - 528 sq.  
 Opt Dormer - 68 sq.



Elevation B shown with optional dormer



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Attachment: 5 Prelim. Bldg. Elevations (PB 19-17 Baxter Station)





Attachment: 5 Prelim. Bldg. Elevations (PB 19-17 Baxter Station)



**CONSISTENCY WITH COMPREHENSIVE PLAN**  
**BAXTER STATION**

The proposed zoning is from AG to PD-R, with a sketch plan limiting density to approximately 2.58 units per acre. This request is for approximately 53.52 acres along Baxter Lane just off Caratoke Highway to provide new single-family planned development including a duplex section. This request is consistent with the following density and development pattern policies of the 2006 Land Use Plan, Moyock Small Area Plan, and UDO:

**1. 2014 Moyock Area Small Area Plan ("MSAP"):**

The 2014 MSAP "is used to assist staff and the Board of Commissioners in guiding growth as well as planning for future county improvements to infrastructure and services." MSAP, p. 1. The plan guidance materials indicate that it was intended to:

"supplement the [2006] Land Use Plan to more specifically address the needs and issues of the [Moyock] study area over the next 10 years. The policies and guidance given in this plan are consistent with the Land Use Plan and other county policies and documents. This plan will establish a new focus for growth and development. The Board of Commissioners and staff will use the SAP to make recommendations about development proposals and other county land use policy decisions. This plan is a vital tool for staff in day to day decision making and in assisting the public with development proposals."

MSAP, p. 7. The MSAP Future Land Use Map "should be used in conjunction with the entire plan." MSAP, p. 30. The fact that the site is designated Full Service on the MSAP Future Land Use Map, will have County water available, is located close to 168, and is adjacent to a Full Service Area on the MSAP and 2006 LUP all support the requested density for the site.

The MSAP designates this area as Full Service Area, with densities up to 3 units per acre. This is significant because only several portions of the MSAP include Full Service; the majority of the plan is Rural Area and Conservation Area. MSAP p. 30. The Full Service designations "are focal points in the community where high amounts of activity occur ...[and] ... a broad range of infrastructure and service investments ... will be made available by the public and/or private sectors." These investments may include centralized water and sewer. MSAP p. 31. "[P]lanned commercial and residential areas with diversity in housing types is preferred. Typical densities in full service designations range from 1.5 – 3 units per acre depending on surrounding land uses." MSAP p. 31.

Activity centers are located in full service designations, and are anticipated to be destination hubs for activity in the surrounding community. MSAP p. 32. This property is also almost adjacent to the largest Activity Center on the MSAP, the Employment Center, across Hwy 168. This center includes planned corporate parks, and supporting residential use is encouraged.

*Policy FLU 1 – promote compatibility between new development and existing development to avoid adverse impacts to the existing community.*

*Policy CC 1 - Encourage and foster development that is compatible with rural atmosphere, transitional areas, and a small town, main street feel consistent with the vision, policies, and future land use map of this plan.*

*Policy CC 2 - Encourage non-residential and mixed use development that incorporates building and site design to enhance community appearance, promote human scale, and create a unique sense of place. This may include common themed building materials, forms, and site amenities.*

## 2. 2006 Currituck County Land Use Plan ("LUP"):

### A. Land Use Compatibility Policies

i. **Density:** The project is located within the Rural Area of the LUP, and proposes a maximum density of 2.58 units per acre. The site is across from land zoned MXR and AG to the north, all put to residential, non-agricultural uses. To the west of the site is a General Business zoning designation, which extends along Caratoke Highway. To the east and south the land is zoned and used for residential use, zoned C-MXR and C-SFM. Directly across 168 from the property is an area proposed as G-3 and up to 12 dwelling units per acre.

**The density guidance in the LUP is based on assumptions about available infrastructure, existing development patterns, and the presence of environmental features that do not apply to this site in the same way they may apply to Rural sites in general.** There are no environmentally sensitive features or factors which suggest preservation of this portion of the development is critical. County water is available to be extended from Baxter Lane.

POLICY HN1: Currituck County shall encourage development to occur at densities appropriate for the location. LOCATION AND DENSITY FACTORS shall include whether the development is within an environmentally suitable area, the type and capacity of sewage treatment available to the site, the adequacy of transportation facilities providing access to the site, and the proximity of the site to existing and planned urban services. For example, projects falling within the Full Services areas of the Future Land Use Map would be permitted a higher density because of the availability of infrastructure as well as similarity to the existing development pattern. Such projects could be developed at a density of two (2) or more dwelling units per acre.... Projects within areas designated as Limited Service would be permitted a density of one (1) to one and one half (1.5) units per acre depending upon the surrounding development pattern and availability of resources. Projects within areas designated as Rural or Conservation by the Future Land Use Plan would be permitted a much lower density of 1 dwelling unit per 3 acres because of the lack of infrastructure in the area, the existing low density development pattern, and presence of environmentally sensitive natural areas. LUP, p. 9-7.

POLICY AG6: For areas experiencing intense development pressure, new residential development may be allowed to locate in COMPACT, VILLAGE-LIKE CLUSTERS, PREFERABLY NEAR EXISTING, NON-AGRICULTURAL ACTIVITIES AND SERVICES, or in other locations that will not interfere with resource production activities. Overall density shall



remain very low, with permanent open space, dedicated during the development review process, surrounding such clusters of homes. LUP, p. 9-7.

**ii. Development Patterns:** This is consistent with the County's approach to development in the Moyock area, which encourages continuation of development patterns instead of abrupt changes, holes, or leapfrogging. It is also consistent with the Board's findings in similar cases approving density in this area of Moyock. The site is also adjacent to commercial uses along 168, which is designated a Full Service Area, and thus is close to the area where more intense development is anticipated.

POLICY HN3: Currituck County shall especially encourage two forms of residential development, each with the objective of avoiding traditional suburban sprawl... 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. LUP, p. 9-7.

POLICY HN4: Currituck County shall discourage all forms of housing from "LEAPFROGGING" INTO THE MIDST OF FARMLAND and rural areas, thereby eroding the agricultural resource base of the county. LUP, p. 9-7.

POLICY AG3: County ACTIONS CONCERNING INFRASTRUCTURE (e.g. schools, parks, and utilities) and regulations shall serve to direct new development first to targeted growth areas near existing settlements identified as Full Service Areas on the Future Land Use Map, rather than "leapfrogging" to locations in the midst of farmland and greenspace identified as Rural and Conservation areas on the Future Land Use Map. LUP, p. 9-6.

POLICY AG4: County growth management tools, including particularly zoning, should provide PROTECTION TO AGRICULTURE and other RESOURCE BASED ACTIVITIES from incompatible land uses, such as a residential subdivision in the midst of generally uninterrupted farm land. LUP, p. 9-6.

## **B. Moyock Area Policy Emphasis of the Land Use Plan:**

**Summary of Area Character:** The Moyock area is the fastest growing part of Currituck County. Development densities currently range from 1 to 3 units per acre depending upon development type.

**Moyock Area Policy Emphasis:** The policy emphasis of this plan is on properly managing the increased urban level of growth that this area is sure to experience over the next decade and beyond. Residential development densities should be medium to high depending upon available services. In areas where on-site wastewater is proposed and other County services are limited, development density should be limited to 1-2 units per acre. However in areas where central sewer is proposed or existing, additional services are available and the character of the surrounding areas supports it, higher density ranging from 3-4 units per acre could be considered through the use of overlay zones. Clustered housing developments, with open space required by ordinance, will ... be encouraged. Given the existing development pattern and availability of services, much of the Moyock area is planned as Full Service. LUP, p. 11-4.

The applicant is proposing on-site stormwater improvements, centralized wastewater treatment with both off-site and on-site treatment alternatives offered, and will connect to County water available on Baxter Lane. The Moyock Area policy consistently references densities at 1 unit per acre minimum, and recognizes that increased density is appropriate where services are available. This is consistent with the 2.58 units per acre proposed.

**3. UDO:**

- A.** The proposed single-family residential use is designated in the PD-R (Planned Development – Residential) District is intended to encourage “creative design to provide a mix of different residential uses in close proximity to one another on mainland Currituck County, while at the same time providing an efficient use of open space.” UDO Sec. 3.7.3(A).
- B.** This district includes dimensional standards for single-family detached development, including the minimum district area of 50 acres, the maximum housing type, and buffers. UDO Sec. 3.7.3(B). Maximum density is established in the master plan for these districts, and may not exceed 3 units per acre in Full Service areas or 1.5 units per acre for Limited Service areas. There is no corresponding maximum density listed for the Rural Service Area, and thus the UDO does not restrict density in the Rural designated areas of the 2006 Land Use Plan. The proposed density is thus consistent with the UDO.



## Baxter Station PD-R

### A. Statement of Planning Objectives for the District:

Baxter Station is a 53.52 acre tract of land located on Baxter Lane directly across Caratoke Highway from one of the proposed main entrances to the Currituck Station Mega Site. It is surrounded on three sides by existing residential development and on the fourth side by a railroad tract and commercial frontage on NC 168. The location and setting make it ideal for the development of a residential planned development, with lot sizes mirroring those in the recently developed Hidden Oaks Subdivision directly to the south. There is also an opportunity for an alternative housing type that is not currently available in the Moyock area, which is the duplex development.

The objective of this project is to develop an attractive community of single family and duplex lots with large expanses of open space that provide opportunities for active and passive recreation, and particularly connected by walking paths and multi-use trails. Multiple options are being proposed for wastewater treatment and disposal from this development.

The ways in which these goals and objectives will be achieved is shown graphically on the Master Plan, and is further described in the following paragraphs:

1. Two housing options are proposed, which are attractively designed single-family homes similar to those developed in neighboring Hidden Oaks, and upscale attractive duplex houses.
2. The Community will be pedestrian friendly, with open spaces and greenways connected by sidewalks and multi-use paths. There will be ponds and other large outdoor recreation areas.
3. Details of the Master Plan are shown on the drawings and supplemented by the information included on subsequent pages in this supplemental report, including development acreages, types and land uses, and residential density. Open spaces are also identified with tentative improvements shown.
4. The general location of an onsite wastewater treatment facility is shown, as well as two tentative force main routes for a possible off-site wastewater connection if one becomes available. The off-site wastewater solution is the preferred alternative for this development.
5. An existing 8" water main that runs along Baxter Lane will be extended in front of the property, and will be tapped to provide potable water for the development, generally as shown on the Preliminary Utilities Plan.
6. An overview of stormwater management facilities is provided on the plan, with more details provided in the Terms & Conditions section.

7. Solid waste management will be provided door to door using rollout trash containers.

**B. Densities/Intensities**

1. The proposed density for this development is 2.37 units per acre for the alternative that includes a wastewater treatment facility, and 2.58 units per acre for the off-site wastewater alternative.
2. The consistency with County plans is addressed in a separate attachment.
3. Compatibility with surrounding areas: The property is surrounded on three sides by existing residential development. To the north are residential lots stripped out on Baxter Lane and the recently developed Windswept Pines Subdivision. To the east is Baxter Lane Estates Subdivision which has been completed recently, and to the south is the Hidden Oaks Subdivision which is nearing completion. Both Hidden Oaks and Baxter Lane Estates have dedicated open space areas adjacent to the proposed development, ranging in width from 50' to more than 200' in width. An additional buffer is being proposed around the periphery of Baxter Lane Estates to increase separation to existing development.

To the west is the Chesapeake and Albemarle railroad and then commercial frontage along Caratoke Highway.

Lot sizes are identical to those that were recently developed in Hidden Oaks, and no land use compatibility issues are anticipated.

**C. Development Phasing Plan**

The community is proposed to be phased, with 2 phases being proposed for development as shown on the Master Plan drawings. The plan shows water and sewer infrastructure, open space and amenity areas which are associated with each development phase.

**D. Conversion Schedule**

Duplex lots, if market conditions warrant, maybe converted to conventional single-family dwellings at the rate of 1.5 single-family lots per one duplex lot. Also, if an off-site wastewater facility is utilized, the area set aside for an on-site utility system may be converted to open space so that an additional eleven (11) dwelling units can be developed, as shown on the alternative development plans.



**E. Onsite Public Facilities**

The developer will design and construct wastewater collection sewers, a pump station, water distribution mains, stormwater management facilities, roadways, sidewalks and multi-use paths throughout this development. These facilities are shown on the Master Plan.

All rights-of-way and easements necessary for the construction, use and ongoing maintenance of these facilities will be dedicated in accordance with applicable county, state and federal regulations.

**F. Street Standards**

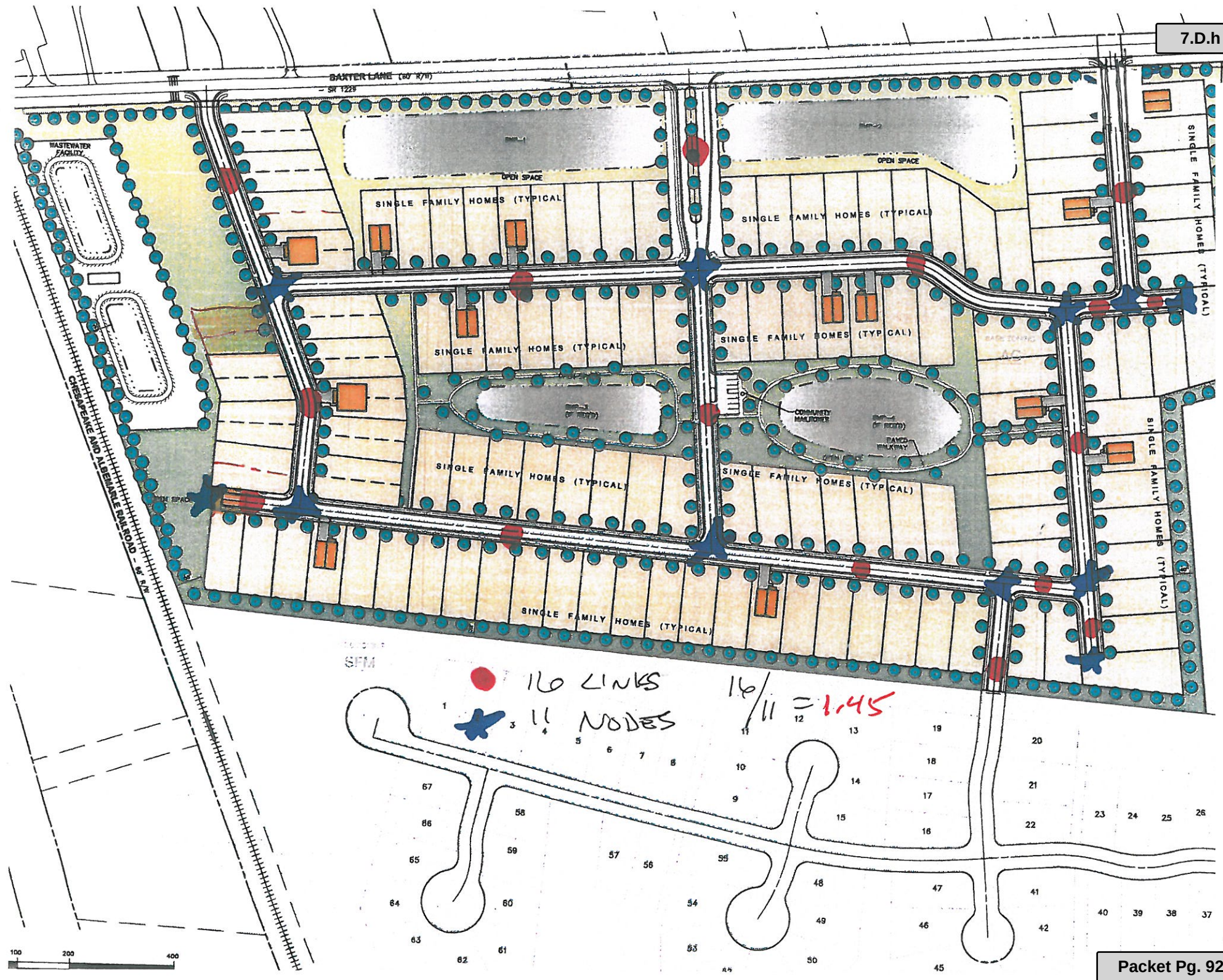
The general street layout is shown on the Master Plan drawing. Pavement widths will be 27 feet from back-of-curb to back-of-curb, per NCDOT standards.

Roadways are being designed to accommodate emergency service vehicles in accordance with applicable standards, including the North Carolina Fire Code.

**G. Planned Development Terms & Conditions**

A Terms and Conditions document is attached on the following pages.





Attachment: 8 Street Connectivity Index Plan (PB 19-17 Baxter Station)



**4671 Baxter Station****Community Meeting Minutes****Monday, April 22, 2019****Scheduled Time/Place: 4:30pm, Moyock Library, Moyock, NC****Meeting Began at 4:35 pm**

**Attendees: Justin Old, Representing the Developer**  
**Tammy Glave, Representing the Currituck County**  
**Planning and Development Department**  
**Mark Bissell, Representing the Engineering Firm**  
**Nearby Community Residents (please refer to the**  
**attached sign-in sheet)**

**Summary:**

An outline of the meeting presentation is attached. The residents were provided an overview of the review and approval process for this type of project, and were provided a description of the main elements of the development plan. A map showing the context of the site as well as the preliminary development plan were presented.

The following comments and concerns were expressed by the Community members, and responses that were given are shown next to each comment below:

| Comments from the Community                                                                | How Addressed                                                                                                                                                                                                                                                                         |
|--------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Traffic is increasing on Baxter Lane. Are there any plans to improve the road?             | NCDOT periodically does traffic counts and uses the results to determine when improvements are needed.                                                                                                                                                                                |
| A light is needed at the intersection of Baxter Lane and Highway 168.                      | The road to the West across from Baxter Lane will become one of the main entrances to the Currituck Station according to the County's master plan. It is our understanding that a traffic light will eventually be provided at that intersection, but the timing will be up to NCDOT. |
| Please make sure there is no drainage impact on Hidden Oaks.                               | Drainage is being directed to the North toward two large stormwater ponds located adjacent to the canal that runs along Baxter Lane.                                                                                                                                                  |
| There is a drainage issue at the end of the road that will connect to the new development. | There is some standing water now after a rain fall, but that is because the final lift of asphalt has not yet been installed, which should clear up that problem.                                                                                                                     |
| How many duplexes will there be?                                                           | We are showing 15 lots, or 30 total duplex units on the master plan                                                                                                                                                                                                                   |
|                                                                                            |                                                                                                                                                                                                                                                                                       |

|                                                                                      |                                                                                                                                                                                                                                                                               |
|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| What will be the values of the duplexes?                                             | We are anticipating approximately \$225,000 sale price. They will be two-story, upscale units.                                                                                                                                                                                |
| What is the build-out schedule?                                                      | We anticipate a build-out in approximately three years if market conditions continue to be strong.                                                                                                                                                                            |
| Will the tree buffer remain?                                                         | The existing tree buffer will remain and we are proposing additional buffer on the Baxter Station side.                                                                                                                                                                       |
| Really like the buffer. How wide will it be?                                         | The buffer at Hidden Oaks ranges from 50' to more than 100'. A 50' buffer is being proposed at Baxter Station, so the minimum total buffer should be 100' between lots.                                                                                                       |
| How will the Baxter Lane ditch be improved?                                          | The ditch will be widened, deepened as necessary to put it on a positive grade along Baxter Lane, and then the side slopes laid back at a 3 to 1 slope for ease of future maintenance.                                                                                        |
| Where will the ponds overflow?                                                       | They will overflow directly to the Baxter Lane ditch which runs east to an outlet at Moyock Creek.                                                                                                                                                                            |
| We are concerned about traffic on Heritage Tree Manor. Can speed bumps be installed? | We don't believe that NCDOT will allow speed bumps to be installed on what will become a state road. However, we are providing a Tee intersection with a stop sign about 200' into the project.                                                                               |
| Houses will be two stories?                                                          | Most houses will be two story.                                                                                                                                                                                                                                                |
| Will there be sidewalks?                                                             | There will be sidewalks on both sides of the street as well as a walkway through the central park area.                                                                                                                                                                       |
| How will wastewater be handled?                                                      | We are planning to put in a pump station and force main to connect to an off-site wastewater treatment plant, either the Moyock treatment plant owned by Currituck County or another plant. The county may also require us to look at an on-site wastewater treatment option. |

The main part of the meeting ended at approximately 5:20 PM; several of the community members stayed to look at the maps and further discuss the details of the development, until about 5:45 PM.





## Planned Development Application

**OFFICIAL USE ONLY:**

Case Number: \_\_\_\_\_  
 Date Filed: \_\_\_\_\_  
 Gate Keeper: \_\_\_\_\_  
 Amount Paid: \_\_\_\_\_

**Contact Information**
**APPLICANT:**

Name: Allied Properties, LLC  
 Address: 417 Caratoke Hwy., Unit D  
Moyock, NC 27958  
 Telephone: (252) 435-2718  
 E-Mail Address: jold@qhoc.com

**PROPERTY OWNER:**

Name: Jarvis Harvest, LLC  
 Address: 701 Blue Point Dr.  
Wilmington, NC 28411  
 Telephone: \_\_\_\_\_  
 E-Mail Address: \_\_\_\_\_

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Contract Purchaser

**Property Information**

Physical Street Address: Baxter Lane, Moyock, NC  
 Location: Moyock, NC  
 Parcel Identification Number(s): 0009000025A0000  
 Total Parcel(s) Acreage: 53.43  
 Existing Land Use of Property: \_\_\_\_\_

**Request**

Current Zoning of Property: \_\_\_\_\_

Proposed Zoning District

- ☒ Planned Development – Residential (PD-R)  
☐ Planned Development – Mixed (PD-M)  
☐ Planned Development – Outer Banks (PD-O)

Amendments

- ☐ Amended Master Plan  
☐ Amended Terms and Conditions

**Community Meeting**

Date Meeting Held: April 22, 2019 Meeting Location: Moyock Library

**Planned Development Request**

It is understood and acknowledged that If the property is rezoned as requested, the property involved in this request will be perpetually bound to the master plan, terms and conditions document, use(s) authorized, and subject to such condition(s) as imposed, unless subsequently changed or amended as provided for in the Currituck County Unified Development Ordinance. It is further understood and acknowledged that final plans for any development be made pursuant to any such planned development so authorized and shall be submitted to the Technical Review Committee.

By: JARVIS HARVEST, LLC  
Charles T. Busby, Manager

6/27/19  
 Date

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

Planned Development Application  
 Page 5 of 7

Revised 7/1/2018

Attachment: 10 Signed Application (PB 19-17 Baxter Station)



## Currituck County Agenda Item Summary Sheet

**Agenda ID Number** – (ID # 2538)

### **Agenda Item Title**

PB 19-15 Windswept Pines: A request to conditional zone 66.8 acres from Conditional-Mixed Residential District (C-MXR) to Conditional-Mixed Residential District (C-MXR) to add 14 residential lots, streets, and modify phases in the Windswept Pines development located on the north side of Baxter Road in Moyock, Tax Map 9H, Parcels 42-58, 1-12, and OSA-OSC; and, Tax Map 9, Parcels 6A and 11L, Moyock Township.

### **Brief Description of Agenda Item:**

A request to conditional zone 66.8 acres from Conditional-Mixed Residential District (C-MXR) to Conditional-Mixed Residential District (C-MXR) to add 14 residential lots, streets, and modify phases in the Windswept Pines development located on the north side of Baxter Road in Moyock, Tax Map 9H, Parcels 42-58, 1-12, and OSA-OSC; and, Tax Map 9, Parcels 6A and 11L, Moyock Township.

### **Planning Board Recommendation:**

#### **Planning Board Recommendation - July 9, 2019**

The Planning Board recommended approval unanimously as presented with the agreed upon conditions.

**Motion** - Chairman Ballance motioned to approve PB 19-15 Windswept Pines conditional rezoning as presented with the agreed upon conditions of approval because the conditional zoning request is consistent with and amends the 2006 Land Use Plan by designating this property as Full Service on the future land use map because the amendment recognizes and implements the Full Service designation of the Moyock Small Area Plan adopted by the Board of Commissioners. It is reasonable and in the public interest because it is required by changed conditions acknowledged by the Moyock Small Area Plan and addresses a demonstrated community need providing a full service area that offers mixed use development with both residential and commercial components. Mr. Doll seconded the motion and the motion carried unanimously.

### **RESULT: RECOMMENDED APPROVAL [UNANIMOUS]**

**AYES:** C. Shay Ballance, Chairman, K. Bryan Bass, Board Member, David Doll, Board Member, Anamarie Hilgendorf, Board Member, Juanita S Krause, Board Member



**ABSENT:** Garry Owens, Vice Chairman, J. Timothy Thomas, Board Member

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Donna Voliva, Assistant Planning Director

**Presenter of Agenda Item**

Donna Voliva



**STAFF REPORT**  
**PB 19-15 WINDSWEPT PINES (ALLIED**  
**PROPERTIES, LLC)**  
**CONDITIONAL ZONING**  
**BOARD OF COMMISSIONERS**  
**SEPTEMBER 16, 2019**

### APPLICATION SUMMARY

|                                                                                      |                                                                         |
|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| <b>Property Owner:</b><br>See complete listing of property owners on Attachment A    | <b>Applicant:</b><br>See complete listing of applicants on Attachment A |
| <b>Case Number:</b> 19-15                                                            | <b>Application Type:</b> Conditional Rezoning                           |
| <b>Parcel Identification Number:</b> See Attachment A                                | <b>Existing Use:</b> Residential Subdivision                            |
| <b>Land Use Plan Classification:</b> Rural                                           | <b>Parcel Size (Acres):</b> 66.8 acres                                  |
| <b>Moyock Small Area Plan Classification:</b><br>Full Service                        | <b>Zoning History:</b><br>A and GB (1989)<br>C-MXR (2015) (2018)        |
| <b>Current Zoning:</b> C-MXR                                                         | <b>Proposed Zoning:</b> C-MXR                                           |
| <b>Request:</b> The request is amend the conceptual plan to add 14 residential lots. |                                                                         |

### ADEQUATE PUBLIC FACILITIES – SCHOOLS<sup>1</sup>

| School                   | 2019-2020<br>Actual<br>Capacity <sup>2</sup> | 2021-2022<br>Actual<br>Capacity <sup>3</sup> | Committed Capacity <sup>3</sup> | Proposed Capacity<br>Changes |
|--------------------------|----------------------------------------------|----------------------------------------------|---------------------------------|------------------------------|
|                          |                                              |                                              |                                 | Number of Students           |
| Moyock Elementary        | 106%                                         | 96%                                          | 123%                            | +3                           |
| Shawboro Elementary      | 85%                                          |                                              |                                 |                              |
| Central Elementary       | 75%                                          |                                              |                                 |                              |
| Griggs Elementary        |                                              | 74%                                          | 100%                            |                              |
| Jarvisburg Elementary    |                                              |                                              |                                 |                              |
| Knotts Island Elementary |                                              | 37%                                          | 38%                             |                              |
| Moyock Middle            |                                              | 81%                                          | 95%                             | +1                           |
| Currituck Middle         |                                              |                                              |                                 |                              |
| Currituck High           |                                              | 85%                                          | 105%                            | +2                           |
| JP Knapp Early College   |                                              |                                              |                                 |                              |

<sup>1</sup>Does not include minor subdivisions, exempt subdivisions, and subdivisions approved prior to the adoption of the adequate public facilities ordinance (October 1994)

<sup>2</sup>Capacity percentages are based on 2019-2020 classroom standards and August 2019 ADM

<sup>3</sup>Capacity percentages are based on the 2021-2022 classroom standards and August 2019 ADM

### REQUEST

#### NARRATIVE

A conditional zoning of this property was approved in 2015 that established the Conditional Mixed Residential (C-MXR) district known as Windswept Pines development. The 2015 approved development plan created 59 total lots (including one existing parcel recombined to provide an entrance to Baxter Lane), 1.48 acre commercial area, and a possible future development phase. The future development phase did not have a conceptual design layout, pedestrian and vehicular circulation plans, drainage facilities or patterns, additional open space, or approximate location of

PB 19-15 Windswept Pines (Allied Properties)  
 Conditional Rezoning  
 Page 1 of 9



jurisdictional wetlands. Since the 2015 conditional zoning approval, the applicant has designed and developed Windswept Pines, Phases 1 and 2. Windswept Pines Phase 1 is recorded and several homes are under construction. It is anticipated that Phase 2 will be recorded in the near future.

The property in question is zoned C-MXR and at the time of the conditional zoning was identified as future development area with no identified lot or road layout. On November 5, 2018, the Board of Commissioners approved a conditional zoning amending the conditions and project area to provide additional stormwater ponds for Phase 2 development.

This request is to amend the development plan to add 14 residential lots and streets that will phase as follows:

|         |            |                                                              |
|---------|------------|--------------------------------------------------------------|
| Phase 1 | 30 lots    | Recorded                                                     |
| Phase 2 | 29 lots    | 2019 Final Plat is under review (previously shown as year 2) |
| Phase 3 | 14 lots    | 2020                                                         |
| Phase 4 | Commercial | 2021 (previously shown as Phase 3 in year 3)                 |

The road extension and access for this phase (14 lots) provides interconnectivity to adjacent lands to the north and east.

For the entire development, the summary of the new conceptual plan is as follows:

Total Area: 66.87 acre rezoning

73 residential lots (including the existing McCrary parcel)  
1 commercial parcel with 1 – 2,500 square feet building

Open Space - Required

19.617 acres required residential open space (65.32 acres x 30%)  
0.148 acres required commercial open space (1.48 acres x 10%)

Open Space – Provided

24.57 acres residential open space  
0.15 acres commercial open space

## COMMUNITY MEETING

The community meeting was held on May 13, 2019 at 6:00 pm at the Moyock Library. There were three people from the community in attendance. The engineer reviewed the proposed development plan and the approval process. The comments received at the meeting included another access to Baxter Lane, development interconnectivity, street lights, speed limit, and the timing of the development and home construction. A summary of the community meeting is provided in the packet.

## CONDITIONS OF APPROVAL

The applicant does not propose any changes to the zoning conditions of approval:

1. Use: Subdivision
2. All lots to be greater than or equal to 20,000 square feet.
3. Install a new culvert under Baxter's Lane to improve off-site drainage, size to be determined after engineering evaluation.
4. Explore the possibility of routing a portion of stormwater runoff to the northeast.
5. All residential development will be single family and will conform to sample building elevations provided.

**SURROUNDING PARCELS**

|       | Land Use                                 | Zoning |
|-------|------------------------------------------|--------|
| North | Residential/Woodland/Farmland/ Sand Mine | GB/AG  |
| South | Residential/Business                     | GB/AG  |
| East  | Farmland                                 | AG     |
| West  | Cemetery/Farmland                        | GB     |

**LAND USE PLAN**

The 2006 Land Use Plan classifies this site as Rural within the Moyock subarea. The policy emphasis for the Moyock subarea is managing the increased urban level of growth that this area is sure to experience over the next decade and beyond. In areas where on-site wastewater is proposed and other county services are limited development density should be limited to 1-2 units per acre. The proposed development plan may be considered consistent with the Moyock subarea emphasis, but this consideration does not change the 2006 Land Use Plan land use classification of the subject property. This signifies a discrepancy with the UDO dimensional standards for the MXR district.\* The following land use plan policies are relevant to the request:

|            |                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policy HN1 | Currituck County shall encourage development to occur at densities appropriate for the location. LOCATION AND DENSITY FACTORS shall include whether the development is within an environmentally suitable area, the type and capacity of sewage treatment available to the site, the adequacy of transportation facilities providing access to the site, and proximity of the site to existing and planned urban services. (summary) |
| Policy PP2 | Currituck County shall continue to implement a policy of ADEQUATE PUBLIC FACILITIES, sufficient to support associated growth and development. Such facilities may include but not be limited to water supply, school capacity, park and open space needs, fire fighting capability, and law enforcement.                                                                                                                             |

**\*Prior zoning map amendments (2015 and 2018) adopted by the BOC placed emphasis on the Moyock Small Area plan future land use map classifying this property as Full Service. A recent zoning map amendment, PB 18-23 effective May 6, 2019, placed emphasis on the CAMA Land Use Plan. The decision emphasizes the 2006 Land Use Plan as the controlling document and the relation to the UDO dimensional standards for the MXR district signifies a discrepancy between the two plans.**

**MOYOCK SMALL AREA PLAN**

The Moyock Small Area Plan identifies this site as Full Service. Full Service designations are focal points in the community where high amounts of activity occur. Typical densities in full service designations range from 1.5 – 3 units per acre depending on surround land uses.

|             |                                                                                                                                                                                                                                                                                                                                                                         |
|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policy FLU1 | Promote compatibility between new development and existing development to avoid adverse impacts to the existing community. This is achieved through design and includes larger setbacks, landscaped or forested strips, transition zones, fencing, screening, density and/or bulk step downs, or other architectural and site planning measures that encourage harmony. |
|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|



## RECOMMENDATION

### Technical Review Committee

The Technical Review Committee reviewed the conditional zoning request and identifies the following **outstanding staff concerns**:

1. The 2006 Land Use Plan identifies this property as Rural within the Moyock subarea. The policy emphasis for the Moyock subarea is managing the increased urban level of growth that this area is sure to experience over the next decade and beyond. In areas where on-site wastewater is proposed and other county services are limited development density should be limited to 1-2 units per acre.
2. The Moyock Small Area Plan identifies this site as Full Service.
3. The UDO dimensional standards in the MXR zoning district provide the maximum gross density of 2 units per acre in the Full Service Area and 1 unit per acre in the Limited Service Area. The UDO does not provide density allocation for property in the Rural land use classification. The MXR zoning district purpose provides more intense development density and uses than the areas typically identified as the Rural land use classification.
4. Prior zoning map amendments, including the amendments in 2015 and 2018, placed emphasis on the Moyock Small Area plan allowing for the full service development density of 2 units per acre. However, a recent zoning map amendment of PB 18-23 with an effective date of May 6, 2019, placed emphasis on the 2006 Land Use Plan as the approved CAMA plan. That decision, if applied to this property, would not meet the county UDO since this area is identified as Rural with no development density allocated.
  - a. Windswept Pines, as approved, has a development gross density of 0.88 dwelling units per acre (66.8 acres – including 1.48 acres commercial lot).
  - b. The requested gross development density is 1.09 dwelling units per acre.
5. Based on the 2019 decision, an amendment to the 2006 Land Use Plan land use map (Rural to Full Service) is necessary for this increase in development density to be allowed under the UDO.

When emphasis is placed on the 2006 Land Use Plan, the conditional zoning could be considered consistent with the Moyock subarea. However, without an amendment to the Land Use Plan (map) the increase in development density is not allowed in the UDO. An amendment the 2006 Land Use plan shall comply with the standards in the NCGS.

Based on August 2019 Average Daily Membership (ADM) for Moyock Elementary School (MES) and the capacity approved by Currituck County Board of Education in September 2019, Moyock Elementary School exceeds capacity. The capacity for MES is **560** students and the August 2019 ADM is **593** students. Because school facilities are not adequate, staff recommends denial of the rezoning at this time. If the rezoning is approved, the applicant will need to revise the Preliminary Plat and Use Permit associated with this development. The Use Permit process will require a finding that the development does not exceed the County's ability to provide adequate public facilities. With the ADM of MES exceeding the acknowledged capacity, this finding cannot be met.

## RECOMMENDATION

### Planning Board

#### Planning Board Discussion – July 9, 2019

Donna Voliva, Assistant Planning Director, presented the staff report. This rezoning will modify the development plan. Ms. Voliva gave the narrative and described the adjacent properties zonings. This property is designated at rural and the Small Area Plan shows as Full Service. Ms. Voliva showed a drawing of the subdivision and explained the phases of the 73 lot subdivision which has road extensions which are required by ordinance, explained the school capacity chart on page 20 and the 2006 Land Use Plan (LUP). In 2014 the county adopted a Moyock - Small Area Plan (SAP). In the past, staff has used the SAP as the guiding document, but earlier this year the Board of Commissioners made a decision that used the LUP. The LUP shows this area as Rural and this designation does not have any density classification, but the Moyock SAP shows it as Full Service with a density of 1.5 to 3 units per acre depending on surrounding land uses. The General Assembly has allowed rezoning decisions to automatically update the LUP. Therefore, an amendment to the Zoning Map is also an amendment to the 2006 LUP. Ms. Voliva also went over the agreed upon conditions of approval and said staff recommends approval since it is needed to amend the 2006 LUP to allow the increase in density for the development.

Chairman Ballance opened the public comment and Mr. Bissell came before the board. He said this is basically an expansion; all is the same on the development plan except adding the 14 lots and the additional 2,500 square foot building. There were no questions for the applicant. Three residents of Windswept Pines voiced concerns about the amount of traffic and only having one entrance/exit road. They also said they were not made aware of these additions when they purchased within the subdivision and wanted to know what the commercial buildings will be used for.

Mr. Bissell responded saying there was never a plan to provide a second entrance from Baxter Lane, but eventually the two connector streets may be used if subdivisions are developed adjacent to the property. He said the commercial property where the buildings will be located has always been shown as commercial. The types of businesses to be located in these buildings are unknown at this time, but possibly a business such as a dry cleaner, office or retail.

#### **Planning Board Motion – Approved Unanimously**

Chairman Ballance motioned to approve PB 19-15 Windswept Pines conditional rezoning as presented with the agreed upon conditions of approval because the conditional zoning request is consistent with and amends the 2006 Land Use Plan by designating this property as Full Service on the future land use map because the amendment recognizes and implements the Full Service designation of the Moyock Small Area Plan adopted by the Board of Commissioners. It is reasonable and in the public interest because it is required by changed conditions acknowledged by the Moyock Small Area Plan and addresses a demonstrated community need providing a full service area that offers mixed use development with both residential and commercial components. Mr. Doll seconded the motion and the motion carried unanimously.

The Windswept Pines residents in the audience voiced concerns over this approval. Ms. Voliva let them know this is a recommendation and the final decision will be made by the Board of Commissioners. She told them they will receive letters in the mail with the date and time of the Board of Commissioners meeting for this public hearing.

#### **CONSISTENCY AND REASONABLENESS STATEMENT**



**A conditional zoning is a legislative decision of the Board of Commissioners. In determining whether to approve or deny a conditional rezoning the Board of Commissioners shall adopt a written statement of consistency and reasonableness.**

This conditional zoning request is not consistent with 2006 Land Use Plan because:

- The request is located in the Moyock Elementary School district;
- The Moyock Elementary School average daily membership (ADM) for August 2019 exceeds the actual school capacity adopted by the Currituck County Board of Education;
- The request increases the number of projected students in the Moyock Elementary School district by three students based on the Student Generation Rate study prepared by Tischler and Associates, Inc. (2004);
- The request will exceed the county's ability to provide adequate public facilities and is inconsistent with 2006 LUP Policy PP2.

It is not reasonable and not in the public interest because the proposed development can not be adequately served by public facilities (schools) and is not in harmony with the purposes and intent of the UDO, including but not limited to the purpose and intent of the subdivision standards (Section 6.1.1.)

#### **CONDITIONS OF APPROVAL**

**Only conditions mutually agreed to by the owner(s) may be approved as part of a conditional zoning district. Conditions shall be limited to those that address conformance of development and use of the site with county regulations and adopted plans and that address the impacts reasonably expected to be generated by the development or use. No condition shall be less restrictive than the standards of the parallel general use zoning district.**

#### **Agreed upon conditions of approval:**

1. Use: Subdivision
2. All lots to be greater than or equal to 20,000 square feet.
3. Install a new culvert under Baxter's Lane to improve off-site drainage, size to be determined after engineering evaluation.
4. Explore the possibility of routing a portion of stormwater runoff to the northeast.
5. All residential development will be single family and will conform to sample building elevations provided.

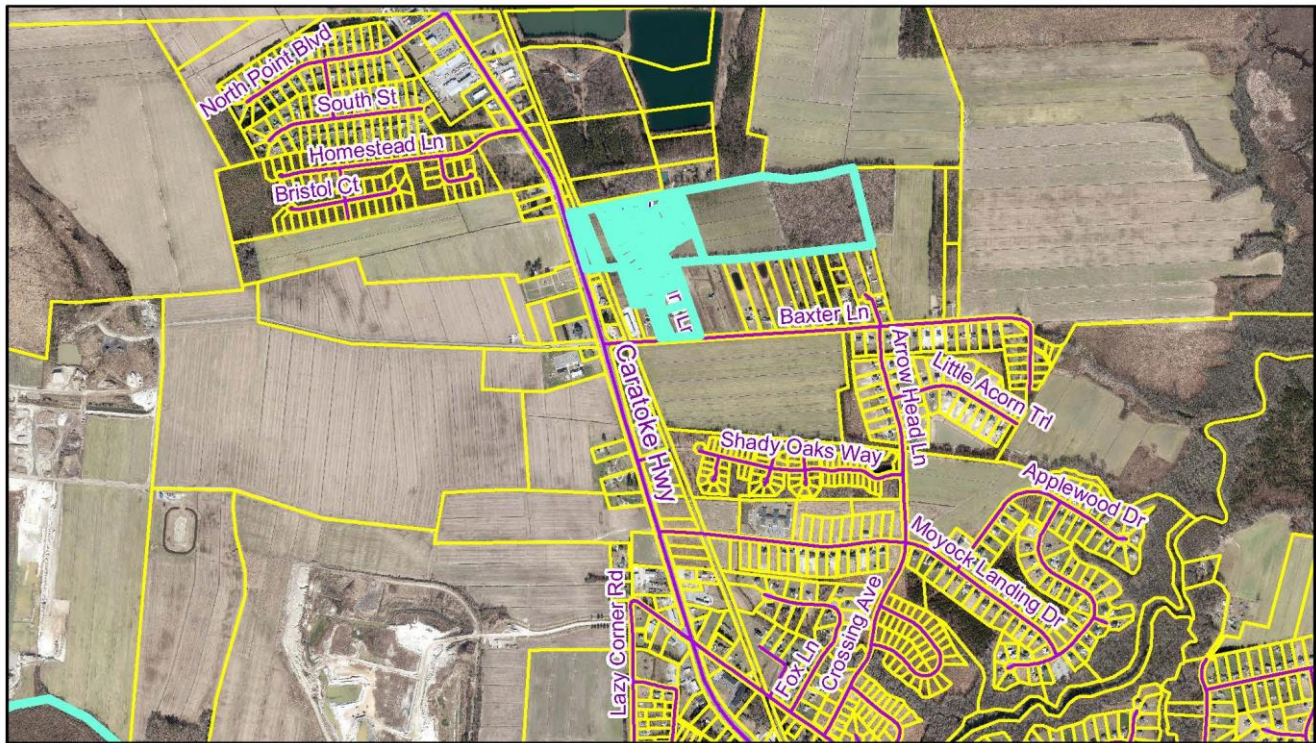
THE APPLICATION AND RELATED MATERIALS ARE AVAILABLE ON THE COUNTY'S WEBSITE  
Planning Board: [www.co.currituck.nc.us/planning-board-minutes-current.cfm](http://www.co.currituck.nc.us/planning-board-minutes-current.cfm)

## Attachment A

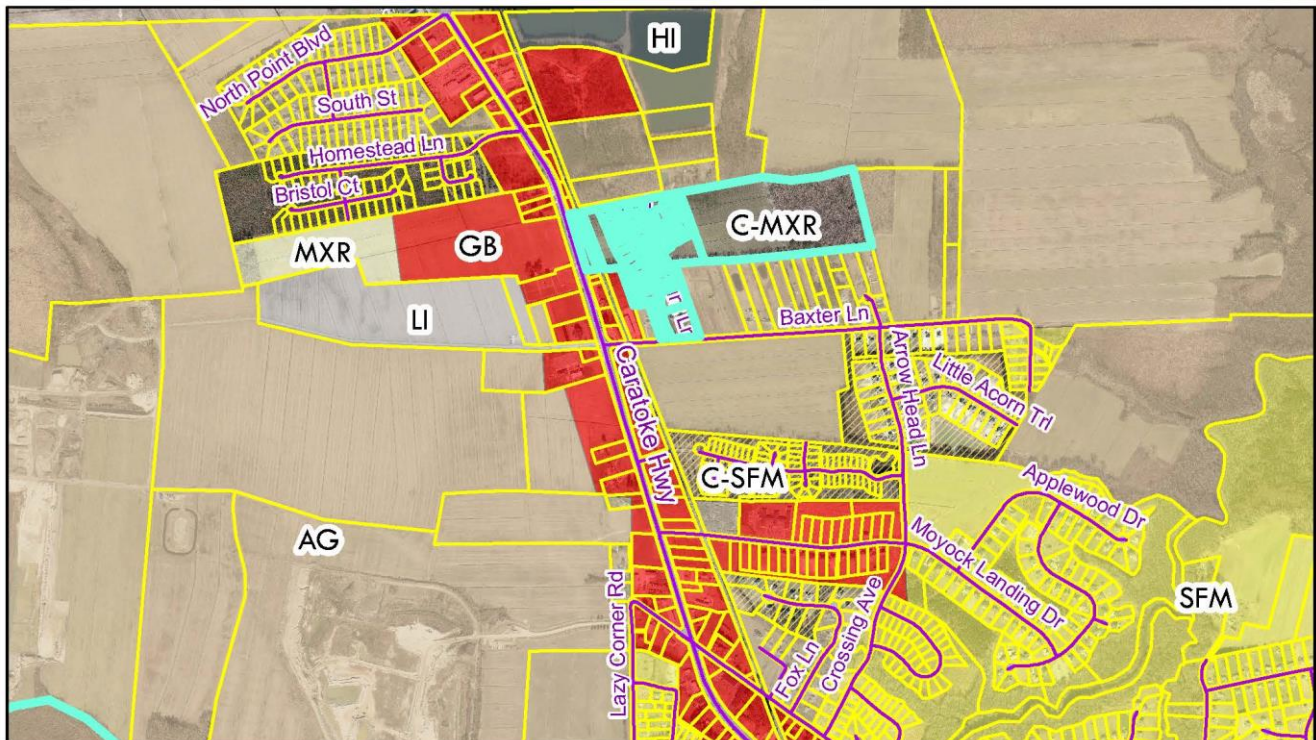
| Property Owner                     | Property Address                   | PIN                                                        |
|------------------------------------|------------------------------------|------------------------------------------------------------|
| QHOC of Windswept Pines, LLC       | 123 Parrish Point, Moyock, NC      | 009H-000-0001-0000                                         |
| Brian Cantal                       | 125 Parrish Point, Moyock, NC      | 009H-000-0002-0000                                         |
| Phillip & Lisa Hall                | 127 Parrish Point Lane, Moyock, NC | 009H-000-0003-0000                                         |
| Mark Hedish                        | 129 Parrish Point Lane, Moyock, NC | 009H-000-0004-0000                                         |
| Kim & Robert Ausman                | 128 Parrish Point Lane, Moyock, NC | 009H-000-0005-0000                                         |
| Matthew & Stacey Raftery           | 126 Parrish Point Lane, Moyock, NC | 009H-000-0006-0000                                         |
| Spencer & Meaghan Press            | 124 Parrish Point Lane, Moyock, NC | 009H-000-0007-0000                                         |
| Allied Properties, LLC             | 122 Parrish Point Lane, Moyock, NC | 009H-000-0008-0000,                                        |
| Benjamin Weller                    | 103 Alden Run, Moyock, NC          | 009H-000-0009-0000                                         |
| Stephen & Rosemary Nitsch          | 105 Alden Run, Moyock, NC          | 009H-000-0010-0000                                         |
| Alexander & Amber Wilbanks         | 107 Alden Run, Moyock, NC          | 009H-000-0011-0000                                         |
| Paul & Susan Nielsen               | 109 Alden Run, Moyock, NC          | 009H-000-0012-0000                                         |
| Wendy & Craig Williams             | 108 Alden Run, Moyock, NC          | 009H-000-0042-0000                                         |
| Ian & Sheila Gill                  | 106 Alden Run, Moyock, NC          | 009H-000-0043-0000                                         |
| Wesley & Sherry Henry              | 104 Alden Run, Moyock, NC          | 009H-000-0044-0000                                         |
| QHOC of Windswept Pines, LLC       | 102 Alden Run, Moyock, NC          | 009H-000-0045-0000                                         |
| Jerrell Wayne Stokes & Jane Curran | 120 Parrish Point, Moyock, NC      | 009H-000-0046-0000                                         |
| David & Judith Gregg               | 118 Parrish Point, Moyock, NC      | 009H-000-0047-0000                                         |
| QHOC of Windswept Pines, LLC       | 116 Parrish Point, Moyock, NC      | 009H-000-0048-0000                                         |
| Jordan & Rathid Hassani            | 114 Parrish Point Lane, Moyock, NC | 009H-000-0049-0000                                         |
| Reed & Courtney Wissman            | 112 Parrish Point Lane, Moyock, NC | 009H-000-0050-0000                                         |
| Richard Warren                     | 110 Parrish Point Lane, Moyock, NC | 009H-000-0051-0000                                         |
| QHOC of Windswept Pines, LLC       | 109 Parrish Point Lane, Moyock, NC | 009H-000-0052-0000                                         |
| Douglas & June Carillon            | 111 Parrish Point Lane, Moyock, NC | 009H-000-0053-0000                                         |
| QHOC of Windswept Pines, LLC       | 113 Parrish Point Lane, Moyock, NC | 009H-000-0054-0000                                         |
| Amber & Joshua Graham              | 115 Parrish Point Lane, Moyock, NC | 009H-000-0055-0000                                         |
| Ashley & Johnny McDonald           | 117 Parrish Point Lane, Moyock, NC | 009H-000-0056-0000                                         |
| QHOC of Windswept Pines, LLC       | 417D Caratoke Hwy, Moyock, NC      | 009H-000-0057-0000,                                        |
| Michael & Lisa Reinke              | 121 Parrish Point, Moyock, NC      | 009H-000-0058-0000                                         |
| Allied Properties, LLC             | N/A                                | 009H-000-00SA-0000, 009H-000-00SB-0000, 009H-000-00SC-0000 |
| Allied Properties, LLC             | N/A                                | 0009-000-006A-0000                                         |
| Mark & Penny McCrary               | 131 Baxter Lane, Moyock, NC        | 0009-000-011L-0000                                         |

Attachment: 1- 19-15 Allied Properties Staff Report (BOC) (PB 19-15 Windswept Pines)

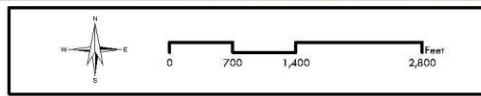




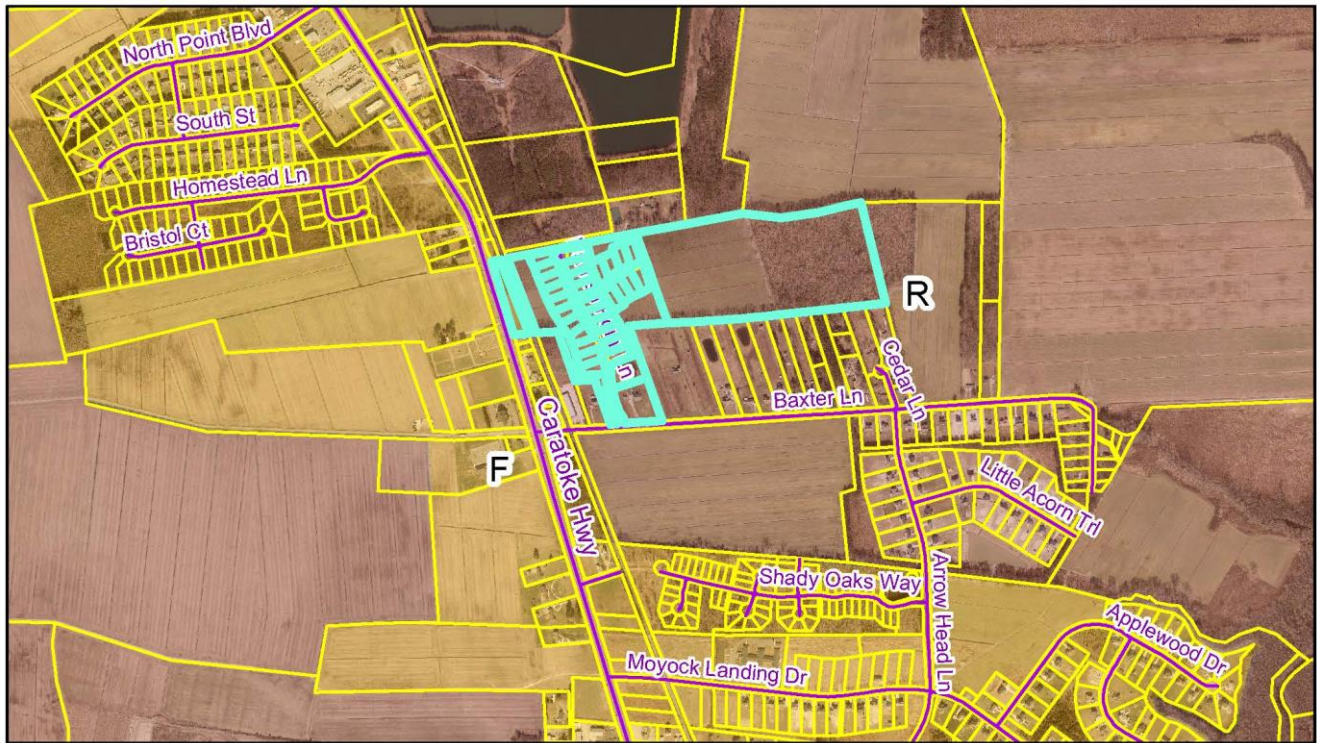
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Allied Properties, LLC  
Aerial



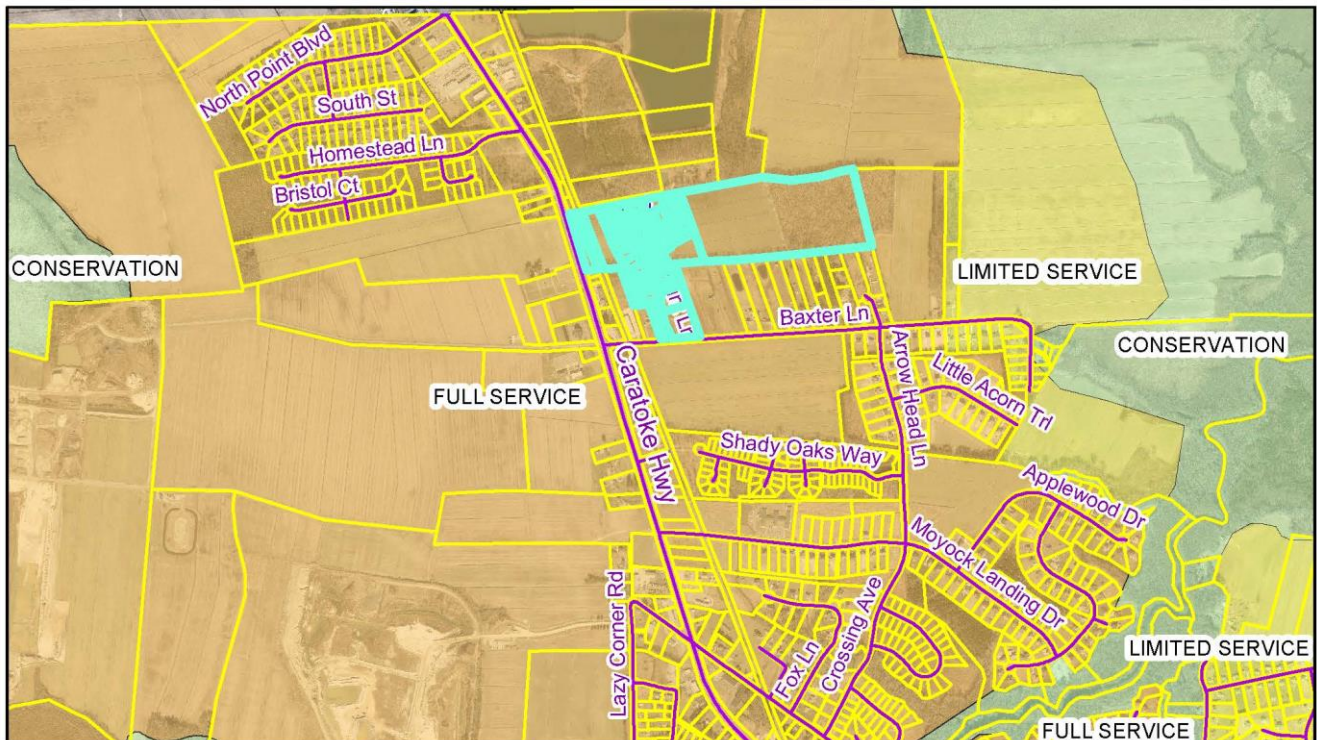
**PB 19-15**  
Allied Properties, LLC  
Zoning



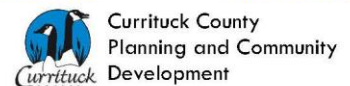
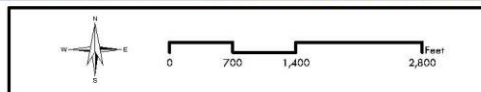




PB 19-15  
Allied Properties, LLC  
2006 LUP LUC



PB 19-15  
Allied Properties, LLC  
Moyock Small Area Plan











## Conditional Rezoning Application

**OFFICIAL USE ONLY:**

Case Number: \_\_\_\_\_  
 Date Filed: \_\_\_\_\_  
 Gate Keeper: \_\_\_\_\_  
 Amount Paid: \_\_\_\_\_

**Contact Information**
**APPLICANT:**

 Name: See Attached

 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Telephone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**PROPERTY OWNER:**

 Name: See Attached

 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Telephone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

 LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Same
**Property Information**

 Physical Street Address: NC 168 just north of Baxter Lane

 Location: Moyock, NC

 Parcel Identification Number(s): See Attached

 Total Parcel(s) Acreage: 68.8

 Existing Land Use of Property: Single Family Residential and Vacant
**Request**

 Current Zoning of Property: MXR - Conditional District

 Proposed Zoning District: Same
**Community Meeting**

 Date Meeting Held: 5-13-19

 Meeting Location: Moyock Library



**Conditional Rezoning Request**

To Chairman, Currituck County Board of Commissioners:

The undersigned respectfully requests that, pursuant to the Unified Development Ordinance, a conditional zoning district be approved for the following use(s) and subject to the following condition(s):

**Proposed Use(s):**

Subdivision (addition of Phase 3)

**Proposed Zoning Condition(s):**

1. All lots to be greater than or equal to 20,000 square feet.

2. Route a portion of stormwater runoff to the northeast.

3. All residential development will be single family and will conform to sample building elevations provided.

An application has been duly filed requesting that the property involved with this application be rezoned from \_\_\_\_\_ to: \_\_\_\_\_

It is understood and acknowledged that if the property is rezoned as requested, the property involved in this request will be perpetually bound to the conceptual development plan, use(s) authorized, and subject to such condition(s) as imposed, unless subsequently changed or amended as provided for in the Currituck County Unified Development Ordinance. It is further understood and acknowledged that final plans for any development be made pursuant to any such conditional zoning district so authorized and shall be submitted to the Technical Review Committee.

Attached \_\_\_\_\_

Property Owner (s)

05-23-2019

Date

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

Conditional Rezoning Application  
Page 6 of 8

Revised 7/1/2018

Attachment: 3- 19-15 CZ Application (PB 19-15 Windswept Pines)

## PROPERTY OWNERS

| NAMES                          | ADDRESS                                    | PHONE NUMBER   | EMAIL                         |
|--------------------------------|--------------------------------------------|----------------|-------------------------------|
| ✓ Paul & Susan Nielsen         | 109 Alden Run, Moyock, NC 27958            | (479) 372-8259 | rigpig1979@yahoo.com          |
| ✓ Alexander & Amber Wilbanks   | 107 Alden Run, Moyock, NC 27958            | (757) 636-6769 | ateam6416@gmail.com           |
| ✓ Steven & Rosemary Nitsch     | 105 Alden Run, Moyock, NC 27958            | (860) 949-4637 | subdocker@gmail.com           |
| ✓ Wendy & Craig Williams       | 108 Alden Run, Moyock, NC 27958            | (804) 435-7945 | coleman78@me.com              |
| ✓ Ian & Sheila Gill            | 106 Alden Run, Moyock, NC 27958            | (254) 247-6733 | sheila.gill@itgconsulting.org |
| ✓ Wesley & Sherry Henry        | 104 Alden Run, Moyock, NC 27958            | (757) 288-5155 | wsbehenry@yahoo.com           |
| ✓ QHOC of Windswept Pines, LLC | 417 D Caratoke, Hwy., Moyock, NC 27958     | (252) 435-2718 | jold@qhoc.com                 |
| ✓ Kim & Robert Ausman          | 128 Parrish Point Lane, Moyock, NC 27958   | (757) 537-2506 | ausmankim@gmail.com           |
| ✓ Matthew & Stacey Raftery     | 126 Parrish Point Lane, Moyock, NC 27958   | (757) 971-1916 | horsemenblue@yahoo.com        |
| ✓ Spencer & Meaghan Press      | 124 Parrish Point Lane, Moyock, NC 27958   | (805) 490-5039 | spencerpress@gmail.com        |
| ✓ QHOC of Windswept Pines, LLC | 417 D Caratoke Hwy., Moyock NC 27958       | (252) 435-2718 | jold@qhoc.com                 |
| ✓ Jerrell Stokes & Jape Curran | 120 Parrish Point Lane, Moyock, NC 27958   | (757) 376-6049 | dolphinlover14@cox.net        |
| ✓ David Gregg + Judith         | 118 Parrish Point Lane, Moyock, NC 27958   | (757) 450-3558 | jom22ort@gmail.com            |
| ✓ QHOC of Windswept Pines, LLC | 417 D Caratoke, Hwy., Moyock, NC 27958     | (252) 435-2718 | jold@qhoc.com                 |
| ✓ Jordan & Rachid Hassani      | 114 Parrish Point Lane, Moyock, NC 27958   | (753) 513-4297 | jhassani@ecsurety.com         |
| ✓ Reed & Courtney Wissman      | 112 Parrish Point Lane, Moyock, NC 27958   | (757) 754-7524 | reed.wissman@gmail.com        |
| ✓ Richard Warren               | 110 Parrish Point Lane, Moyock, NC 27958   | (757) 408-3225 | rewarren@cox.net              |
| ✓ Allied Properties, LLC       | 417 Caratoke Hwy, Unit D, Moyock, NC 27958 | (252) 435-2718 | jold@qhoc.com                 |
| ✓ Mark Hedish                  | 129 Parrish Point Lane, Moyock, NC 27958   | (757) 282-8152 | hedishmark@yahoo.com          |
| ✓ Philip & Lisa Hall           | 127 Parrish Point Lane, Moyock, NC 27958   | (757) 617-1975 | artlisah@gmail.com            |
| ✓ QHOC of Windswept Pines, LLC | 417 D Caratoke, Hwy., Moyock, NC 27958     | (252) 435-2718 | jold@qhoc.com                 |
| ✓ Michael & Lisa Reinki        | 121 Parrish Point Lane, Moyock, NC 27958   | (910) 467-9887 | mlreinke99@aol.com            |
| ✓ QHOC of Windswept Pines, LLC | 417 D Caratoke, Hwy., Moyock, NC 27958     | (252) 435-2718 | jold@qhoc.com                 |
| ✓ Ashley & Johnny McDonald     | 117 Parrish Point Lane, Moyock, NC 27958   | (757) 339-1509 | caash15@yahoo.com             |
| ✓ QHOC of Windswept Pines, LLC | 417 D Caratoke, Hwy., Moyock, NC 27958     | (252) 435-2718 | jold@qhoc.com                 |
| ✓ Douglas & Juare Carillon     | 111 Parrish Point Lane, Moyock, NC 27958   | (757) 635-3178 | jd6191@verizon.net            |
| ✓ QHOC of Windswept Pines, LLC | 417 D Caratoke, Hwy., Moyock, NC 27958     | (252) 435-2718 | jold@qhoc.com                 |
| ✓ Benjamin Weller              | 103 Alden Run, Moyock, NC 27958            | (619) 995-3285 | wellersbj@bellsouth.net       |
| ✓ Amber Graham + Joshua        | 115 Parrish Point Lane, Moyock, NC 27958   | (757) 348-4701 | choicesuhave@gmail.com        |
| ✓ Mark & Penny McCrary         | 131 Batter Lane, Moyock, NC 27958          | (252) 435-7576 | mmccrary81@aol.com            |
| ✓ Allied Properties, LLC       | 417 Caratoke Hwy, Unit D, Moyock, NC 27958 | (252) 435-2718 | jold@qhoc.com                 |

125 Pamish Pt.

113 Pamish Pt. sold 5/31

9/4/54

Attachment: 3- 19-15 CZ Application (PB 19-15 Windswept Pines)



## Previously Owned by Allied Properties, LLC - New Owner Info (if applicable)

Parcel: 0009-000-006A-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-005A-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-005B-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-005C-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0001-0000

Name(s): QHOC of Windswept Pines, LLCAddress: 417 Caratoke Hwy, Unit DMoyock, NC 27958Telephone: (252) 435-2718Email Address: jold@qhoc.com

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0002-0000

Name(s): Bryan E. CantalAddress: 125 Parrish Point Ln

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): Bryan E. Cantaldotloop verified  
12/11/2014 1:46 PM EST  
4012 550-3107-1021

Parcel: 009H-000-0005-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0008-0000

Name(s): QHOC of Windswept Pines, LLCAddress: 417 Caratoke Hwy, Unit DMoyock, NC 27958Telephone: (252) 435-2718Email Address: jold@qhoc.com

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0009-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0012-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

DocuSign Envelope ID: A015CD79-A0F9-4F53-ABF3-2C862077EA24

## Previously Owned by MCQ Builders LLC-2 - New Owner Info (if applicable)

Lot 3 \*

Parcel: 009H-000-0003-0000

Name(s): Phillip & Lisa HallAddress: 5101 Lone Oak CtDeKenne TX 75071-7846Telephone: 757-617-1975Email Address: artlisa@gmail.comSignature(s): [Signature][Signature]

3/6/2019

Parcel: 009H-000-0007-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): [Signature][Signature]

3/6/2019

Parcel: 009H-000-0011-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

\_\_\_\_\_

Parcel: 009H-000-0044-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

\_\_\_\_\_

Attachment: 3- 19-15 CZ Application (PB 19-15 Windswept Pines)



## Previously Owned by QHOC of Windswept Pines, LLC - New Owner Info (if applicable)

Parcel: 009H-000-0004-0000

Name(s): Mark K. Hedish

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): *Mark K. Hedish* 001000p verified  
11/02/18 8:17PM EDT  
VHLD-3K5C-FYR LSL

Parcel: 009H-000-0006-0000

Name(s): Matthew R. Raftery

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): *Matthew R. Raftery* 001000p verified  
11/04/18 5:25PM EST  
G6FH-6AB 6RL-PHUB

Parcel: 009H-000-0010-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0042-0000

Name(s): Wendy Jo Williams

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): *Wendy Jo Williams* 001000p verified  
11/04/18 4:56PM EST  
6SVD-D11 QSSQ-VAGD

Parcel: 009H-000-0043-0000

Name(s): Ian Gill

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0049-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0050-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0051-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0052-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0055-0000 - Graham

Name(s): Michael T. Packert

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): *Michael T. Packert* 001000p verified  
11/02/18 5:36PM EDT  
7UCQ-IRYT-808-R0HD

**Previously Owned by Allied Properties, LLC - New Owner Info (if applicable)**

Parcel: 0009-000-006A-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-005A-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-005B-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-005C-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0001-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0002-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0005-0000

Name(s): Robert and Kim Ausman

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): *Robert Ausman* 000000-000000  
002/18 6 28PM 501  
1YES 4NOX 01X 0000

Parcel: 009H-000-0008-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0009-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0012-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_



dotloop signature verification: dtdp.us/H415-3mll4-jrkKh

**Previously Owned by Mark & Penny McCrary - New Owner Info (if applicable)**

LOT 5 \_\_\_\_\_

Name(s): Robert F. Ausman and kim ausman

Address: \_\_\_\_\_

128 Parrish Point, Moyock, 201 27958

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

*Kim J. Ausman*

dotloop verified  
06/26/19 1:23 PM EDT  
YSAB-ZWPA-STCE-YNYU

Attachment: 3- 19-15 CZ Application (PB 19-15 Windswept Pines)

**Previously Owned by Mark & Penny McCrary - New Owner Info (if applicable)**

LOT 6 \_\_\_\_\_

Name(s): Matthew R. Raftery and Stacey L. RafteryAddress: \_\_\_\_\_  
126 Parrish Point, Moyock, NC 27958

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s):

Stacey L. Rafterydotloop verified  
06/26/19 3:33 PM EDT  
B717-WAVID-DDAP-EBCK



## Previously Owned by MCQ Builders LLC-2 - New Owner Info (If applicable)

Parcel: 009H-000-0003-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0011-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

\* Parcel: 009H-000-0007-0000

Name(s): SPENCER PRESSAddress: 124 PINEHURST PARK LNMOORE NC 27958Telephone: 805-490-5039Email Address: SPENCERPRESS@gmail.comSignature(s): [Signature]

Parcel: 009H-000-0044-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

loop signature verification

**Previously Owned by Allied Properties, LLC - New Owner Info (if applicable)**

Parcel: 0009-000-006A-0000  
 Name(s): Allied Properties, LLC  
 Address: 417 Caratoke Hwy, Unit D  
Moyock, NC 27958  
 Telephone: (252) 435-2718  
 Email Address: jold@ghoc.com  
 Signature(s): [Signature]

Parcel: 009H-000-005A-0000  
 Name(s): Allied Properties, LLC  
 Address: 417 Caratoke Hwy, Unit D  
Moyock, NC 27958  
 Telephone: (252) 435-2718  
 Email Address: jold@ghoc.com  
 Signature(s): [Signature]

Parcel: 009H-000-005B-0000  
 Name(s): Allied Properties, LLC  
 Address: 417 Caratoke Hwy, Unit D  
Moyock, NC 27958  
 Telephone: (252) 435-2718  
 Email Address: jold@ghoc.com  
 Signature(s): [Signature]

Parcel: 009H-000-005C-0000  
 Name(s): Allied Properties, LLC  
 Address: 417 Caratoke Hwy, Unit D  
Moyock, NC 27958  
 Telephone: (252) 435-2718  
 Email Address: jold@ghoc.com  
 Signature(s): [Signature]

Parcel: 009H-000-0001-0000  
 Name(s): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Signature(s): \_\_\_\_\_

Parcel: 009H-000-0002-0000  
 Name(s): Bryan E. Cantal  
 Address: 125 Parrish Point Ln  
 Telephone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Signature(s): [Signature]

Parcel: 009H-000-0005-0000  
 Name(s): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Signature(s): \_\_\_\_\_

Parcel: 009H-000-0008-0000  
 Name(s): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Signature(s): \_\_\_\_\_

Parcel: 009H-000-0009-0000  
 Name(s): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Signature(s): \_\_\_\_\_

Parcel: 009H-000-0012-0000  
 Name(s): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Signature(s): \_\_\_\_\_

Attachment: 3- 19-15 CZ Application (PB 19-15 Windswept Pines)



## Previously Owned by Allied Properties, LLC - New Owner Info (If applicable)

Parcel: 0009-000-006A-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-005A-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-005B-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-005C-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-0001-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-0002-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-0005-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-0008-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-0009-0000

Name(s): Benjamin Weller  
Address: 103 Arden RunTelephone: 619 955 3285  
Email Address: \_\_\_\_\_  
Signature(s): *[Signature]*

Parcel: 009H-000-0012-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

## Previously Owned by QHOC of Windswept Pines, LLC - New Owner Info (If applicable)

Parcel: 009H-000-0004-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-0006-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

✓ Parcel: 009H-000-0010-0000

✓ Name(s): Steve N. Smith  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
p Signature(s): [Signature]

Parcel: 009H-000-0042-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-0043-0000

Name(s): Ian Gill  
Address: 100 ALDENTelephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): [Signature]

Parcel: 009H-000-0049-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-0050-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-0051-0000

Name(s): Richard Warren  
Address: 110 Parrish PointTelephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-0052-0000

Name(s): QHOC of Windswept Pines, LLC  
Address: 417 Caratoke Hwy, Unit D  
Moyock, NC 27958Telephone: (252) 435-2718  
Email Address: jold@qhoc.com  
Signature(s): [Signature]

Parcel: 009H-000-0055-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_



Previously Owned by Mark & Penny McCrary - New Owner Info (if applicable)

LOT 10

Name(s): Rosemary Nitsch

Address: 105 Alden Run  
Moyock, NC 27958

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): Rosemary Nitsch

\_\_\_\_\_

\_\_\_\_\_

Attachment: 3- 19-15 CZ Application (PB 19-15 Windswept Pines)

## Previously Owned by MCQ Builders LLC-2 - New Owner Info (if applicable)

Parcel: 009H-000-0003-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0007-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0011-0000

Name(s): Alexander + Amber WilbanksAddress: 107 Alden RunMoyock NC 27958Telephone: 737-636-6269Email Address: ATEAMH46@gmail.comSignature(s): [Signature]

Parcel: 009H-000-0044-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_



**Previously Owned by Allied Properties, LLC - New Owner Info (if applicable)**

**Parcel: 0009-000-006A-0000**

**Name(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-00SA-0000**

**Name(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-00SB-0000**

**Name(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-00SC-0000**

**Name(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-0001-0000**

**Name(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-0002-0000**

**Name(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-0005-0000**

**Name(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-0008-0000**

**Name(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-0009-0000**

**Name(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-0012-0000**

**Name(s):** Paul A. Nielsen

**Address:** 109 Alden Run

**Telephone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signature(s):** Paul A. Nielsen

05/22/19 11:03 PM  
EST

*Susan L. Nielsen*

dotloop verified  
05/22/19 11:03 AM EDT  
QTMH-R8D4-KGKD-DMFN

Attachment: 3- 19-15 CZ Application (PB 19-15 Windswept Pines)

Previously Owned by Mark & Penny McCrary - New Owner Info (if app

LOT: 42

Name(s): Craig Robert Williams and Wendy Jo Williams

Address:

108 Alden, Moyock, NC 27958

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s):

Craig Robert Williams Wendy Jo Williams

Attachment: 3- 19-15 CZ Application (PB 19-15 Windswept Pines)



**Previously Owned by Mark & Penny McCrary - New Owner Info (if applicable)**LOT 43Name(s): Sheila GillAddress: 106 Alden Run  
Moyock, NC 29752

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Sheila P. Gill

\_\_\_\_\_

## Previously Owned by MCQ Builders LLC-2 - New Owner Info (if applicable)

Parcel: 009H-000-0003-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0007-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0011-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0044-0000

Name(s): Wesley & Sherry HenryAddress: 104 Aiden Run,Moyock, NC 27958Telephone: 757-288-5155Email Address: wsbhenry@yahooSignature(s): Wesley N. HenrySherry Henry



Parcel: 009H-000-0045-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0046-0000

Name(s): Jerrell StokesAddress: 170 Parrish PointMoyock NC 27958

Telephone: \_\_\_\_\_

Email Address: AuthentiSignature(s): Jerrell Stokes

2/19/2018 2:10:18 AM EST

Parcel: 009H-000-0047-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0048-0000

Name(s): QHOC of Windswept Pines, LLCAddress: 417 Caratoke Hwy, Unit DMoyock, NC 27958Telephone: (252) 435-2718Email Address: jold@qhoe.com

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0053-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0054-0000

Name(s): QHOC of Windswept Pines, LLCAddress: 417 Caratoke Hwy, Unit DMoyock, NC 27958Telephone: (252) 435-2718Email Address: jold@qhoe.com

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0056-0000

Name(s): Johnny McDonaldAddress: 117 Parrish Point LnMoyock NC 27958

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0057-0000

Name(s): QHOC of Windswept Pines, LLCAddress: 417 Caratoke Hwy, Unit DMoyock, NC 27958Telephone: (252) 435-2718Email Address: jold@qhoe.com

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0058-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

dotloop signature verification: c/tip u-7PhkD-QqEG-Q17 1q

Previously Owned by Mark & Penny McCrary - New Owner Info (if applicable)

LOT: \_\_\_\_\_

Name(s): Jerrell W. Stokes and Jane Curran

Address:  
120 Parrish Point, Moyock, 201 27958

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s):

*Jane Curran*

dotloop verified  
06/26/19 1:05 PM EDT  
IMSE-POHX-MIWS-BHRR

Attachment: 3- 19-15 CZ Application (PB 19-15 Windswept Pines)



Parcel: 009H-000-0045-0000

Name(s): QHOC of Windswept Pines, LLCAddress: 417 Caratoke Hwy, Unit D  
Moyock, NC 27958Telephone: (252) 435-2718Email Address: jold@qhoc.comSignature(s): 

Parcel: 009H-000-0046-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

✓ Parcel: 009H-000-0047-0000

Name(s): David and Judith GreggAddress: 118 Parrish Point Ln

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): 

Parcel: 009H-000-0048-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0053-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0054-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0056-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0057-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0058-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0045-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0046-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0047-0000

Name(s): David and Judith Gregg

Address: 118 Parrish Point Ln

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

*David N. Gregg* dotloop verified  
12/18/18 7:08 PM EST  
T2VF-X0VC-RPT-0001

*Judith O. Gregg* dotloop verified  
06/25/19 7:04 AM EDT  
XZTW-FBZT-PDW6-TMW6

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0053-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0054-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0056-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0057-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0058-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_



## Previously Owned by QHOC of Windswept Pines, LLC - New Owner Info (If applicable)

Parcel: 009H-000-0004-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0006-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0010-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0042-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0043-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0049-0000

Name(s): Jordan & Rachid HassaniAddress: 114 Parrish Point LaneMoyock, NC 27958Telephone: 252 513 4291Email Address: jhassani@qswcnc.comSignature(s): [Signature]

Parcel: 009H-000-0050-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0051-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0052-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0055-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

401000 verified  
 11/18/18 12:57 PM EST  
 OOUU-NWS2-CCOR-IDFC



Previously Owned by Mark & Penny McCrary - New Owner Info (If applicable)

LOT 50

Name(s): COURTNEY WISSMAN

Address: 112 PARRISH  
MOYOCK, NC 29758

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Courtney Wissman

\_\_\_\_\_

Attachment: 3- 19-15 CZ Application (PB 19-15 Windswept Pines)

## Previously Owned by QHOC of Windswept Pines, LLC - New Owner Info (if applicable)

Parcel: 009H-000-0004-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-0006-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-0010-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-0042-0000

Name(s): \_\_\_\_\_  
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Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

Parcel: 009H-000-0051-0000

Name(s): Richard E. Warren  
Address: 110 Parrish Point Lane  
Moyock NC 27958Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): [Signature]

Parcel: 009H-000-0052-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
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Signature(s): \_\_\_\_\_

Parcel: 009H-000-0055-0000

Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

**Previously Owned by Mark & Penny McCrary - New Owner Info (if applicable)**LOT 53Name(s): DOUGLAS CARILLONAddress: 111 ParrishMoyock, NC 27958

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_





Parcel: 009H-000-0045-0000

Name(s): \_\_\_\_\_

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Telephone: \_\_\_\_\_

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Signature(s): \_\_\_\_\_

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Signature(s): \_\_\_\_\_

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Telephone: \_\_\_\_\_

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Signature(s): \_\_\_\_\_

Parcel: 009H-000-0048-0000

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Telephone: \_\_\_\_\_

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Signature(s): \_\_\_\_\_

Parcel: 009H-000-0053-0000

Name(s): Jane CarillonAddress: 111 Parrish PtMoyock NCTelephone: 757 635 3178Email Address: dulair@verizon.netSignature(s): Jane Carillon

Parcel: 009H-000-0054-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

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Signature(s): \_\_\_\_\_

Parcel: 009H-000-0058-0000

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Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

**Previously Owned by QHOC of Windswept Pines, LLC - New Owner Info (if applicable)**

**Parcel: 009H-000-0004-0000**

**Name(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-0006-0000**

**Name(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

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**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-0010-0000**

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**Telephone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-0042-0000**

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**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-0043-0000**

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**Telephone:** \_\_\_\_\_

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**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-0049-0000**

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**Address:** \_\_\_\_\_

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**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-0050-0000**

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**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-0051-0000**

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**Address:** \_\_\_\_\_

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**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-0052-0000**

**Name(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

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**Signature(s):** \_\_\_\_\_

**Parcel: 009H-000-0055-0000**

**Name(s):** Amber D. Gaham

**Address:** 115 Parrish Point Ln

**Telephone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Signature(s):** *Amber D. Gaham*

DocuSigned by: CA45B83B76844B...

*Joshua Graham*

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Attachment: 3- 19-15 CZ Application (PB 19-15 Windswept Pines)

Parcel: 009H-000-0045-0000

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0046-0000

Name(s): Jessell Stokes

Address: 170 Parrish Point

Moyock NC 27958

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 009H-000-0047-0000

Name(s): \_\_\_\_\_

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Signature(s): \_\_\_\_\_

Parcel: 009H-000-0056-0000

Name(s): Johnny McDonald Ashl

Address: 117 Parrish Point Ln

Moyock NC 27958

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): Johnny McDonald

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Telephone: \_\_\_\_\_



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Signature(s): \_\_\_\_\_

Parcel: 009H-000-0058-0000

Name(s): Michael W. Reinke

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s): *Michael W. Reinke*

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Previously Owned by Mark & Penny McCrary - New Owner Info (if applicable)

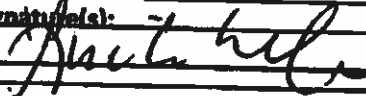
LOT 58

Name(s): Lisa RENKE

Address: 121 Parrish Ln  
Moyock, NC 27968

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature(s):   
\_\_\_\_\_

Attachment: 3- 19-15 CZ Application (PB 19-15 Windswept Pines)

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loop signature verification

Parcel: 009H-000-0045-0000

Name(s): Don Deleo

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

*Don Deleo* signature verified  
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Email Address: \_\_\_\_\_

Signature(s): \_\_\_\_\_

Parcel: 0009-000-011L-0000

Name(s): Mark & Penny McCrary

Address: \_\_\_\_\_

Telephone: (252) 435-7576Email Address: mmccrary819@aol.comSignatures: MM - 1st

Attachment: 3- 19-15 CZ Application (PB 19-15 Windswept Pines)



## **4558 Windswept Pines - Phase 3 Conditional Zoning Amendment and Amended Preliminary Plat**

### **Community Meeting Minutes**

**Monday, May 13, 2019**

**Scheduled Time/Place: 6:00 pm, Moyock Library, Moyock, NC**

**Meeting Began at 6:05 pm**

**Attendees: Justin Old, Representing the Developer  
Donna Voliva, Representing the Currituck County  
Planning and Development Department  
Mark Bissell, Representing the Engineering Firm  
Nearby Community Residents (please refer to the  
attached sign-in sheet)**

#### **Summary:**

An outline of the meeting presentation is attached. The residents were provided an overview of the review and approval process for this type of project, and were provided a description of the main elements of the development plan. A map showing the context of the site as well as the preliminary development plan were presented.

The following comments and concerns were expressed by the Community members, and responses that were given are shown next to each comment below:

| <b>Comments from the Community</b>                                      | <b>How Addressed</b>                                                                                                                                                        |
|-------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Will there be a second connector road to Baxter Lane from the property? | There is no opportunity to make another connection to Baxter unless additional property is added to the development. Surrounding properties are all owned by other parties. |
| Speed limit signs are needed in the development.                        | NCDOT will put permanent speed limit signs up when they take the roads into the state system, but the developer will put up some temporary signs.                           |
| How will the roadway connection be made to the property to the North?   | The connector road will be paved to the top of the property line ditch bank and a fee provided to Currituck County for the future connection.                               |
| What is the time frame for the development?                             | We have anticipated that the property will be improved and ready for home construction in approximately one year.                                                           |
| Are street lights proposed?                                             | Street lights are not being proposed for this subdivision.                                                                                                                  |
|                                                                         |                                                                                                                                                                             |

The main part of the meeting ended at approximately 6:25 PM; with a couple of the community members staying to look at the maps and further discuss the details of the development after the regular meeting had adjourned.

| NAME               | ADDRESS             | TELEPHONE      | E-MAIL                             |
|--------------------|---------------------|----------------|------------------------------------|
| MARK BISSSEL       | PO BOX 1068 KIRKMAN | (252) 252-1215 | mark@bissellprofessionalsgroup.com |
| Bertrille B. Lomax | 437 Neck Rd.        | (804) 888-0070 | Lomax4@aol.com                     |
| Donna Voliva       | Creech P+CD         | 252 232 6032   | donna.voliva@cumtuckcountync.gov   |
| STEVE B. BISSSEL   | 105 ALDEN RUN       | 860-949-4637   | Subdacker@gmail.com                |

# Windswept Pines Community Meeting- Outline of Presentation

May 13, 2019

6:00 PM

## A. Housekeeping –

- Please sign-in
- A record of the Community meeting will be provided to Currituck County.  
(concerns raised/ attempts to address concerns)

## B. What is the Request?

- Amendments to Conditional Zoning and Preliminary Plat
- Next step in the approval process –before construction plans

## C. The Process:

- Pre-application meeting with County
- Community meeting (now)
- TRC review
- PB review
- BOC hearing/action

Then:

- Construction drawing application
- Construction
- Final plat application

## D. The Plan:

- The street and lot layout is unchanged (Still proposing 20,000 sq ft minimum lots)
- Increasing open space to provide more stormwater ponds
- Woodlands behind – future phase

## E. Questions & Comments

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**CONSISTENCY WITH LAND USE PLAN - DENSITY**  
**WINDSWEPT PINES PHASE 3**

The proposed zoning is to amend the existing C-MXR zoning district, to incorporate a conceptual plan for the development of 14 lots on the 14.07 acre portion of the property that was previously reserved for future development. Adding this third phase to the Windswept Pines subdivision will result in an overall density for the 66.8 acre tract of 1.09 units per acre. The previous amendment (Phase 2) was for a development plan for the first approximately 52 acres (PB 18-22), and a conceptual plan that indicated Phase 3 would be “future residential development similar to phases 1 and 2.” Phase 3 proposes a single-family development pattern similar to phases 1 and 2, with less density. This request is consistent with the following density and development pattern policies of the 2006 Land Use Plan, Moyock Small Area Plan, and UDO:

**1. 2006 Currituck County Land Use Plan (“LUP”):**

**A. Land Use Compatibility Policies**

**i. Density:** The project is located within the Rural Area of the LUP, and proposes a density of 1.09 units per acre. The site is surrounded by land zoned AG, but put to residential, non-agricultural uses. Immediately west of the site are Phases 1 and 2 of Windswept Pines, which are laid out in a similar pattern as the proposed conceptual plan. Further west is a strip of commercial uses along Caratoke Highway. The area to the east and north is largely wooded, and this site is separated from existing residential to the south by additional vegetation.

**The density guidance in the LUP is based on assumptions about available infrastructure, existing development patterns, and the presence of environmental features that do not apply to this site in the same way they may apply to Rural sites in general.** There are no environmentally sensitive features or factors which suggest preservation of this portion of the development is critical, especially where the Board has twice before considered this project and the future development contemplated. County water is available to be extended from the adjacent phase. The pattern of development would be consistent with prior Windswept phases, in terms of lot layout, cul-de-sacs, open space provisions, and stormwater controls.

In its December 2018 approval of Phase 2, the Board found that the proposed C-MXR district was “consistent with the 2006 Land Use Plan and the Moyock Small Area Plan because it is at a density appropriate for the location (LUP HN1).” *See* PB 18-22, Item 2. Here, the availability of County water in the adjacent phase and the consistency of this development with other approved low-density residential in the Rural designation make this an appropriate location for this density. This is also consistent with the County’s density designations because development is occurring along Caratoke Highway, a major transportation corridor.

**POLICY HN1:** *Currituck County shall encourage development to occur at densities appropriate for the location. LOCATION AND DENSITY FACTORS shall include whether the development is within an environmentally suitable area, the type and capacity of sewage treatment available to the site, the adequacy of transportation facilities providing access to the*

site, and the proximity of the site to existing and planned urban services. For example, projects falling within the Full Services areas of the Future Land Use Map would be permitted a higher density because of the availability of infrastructure as well as similarity to the existing development pattern. Such projects could be developed at a density of two (2) or more dwelling units per acre.... Projects within areas designated as Limited Service would be permitted a density of one (1) to one and one half (1.5) units per acre depending upon the surrounding development pattern and availability of resources. Projects within areas designated as Rural or Conservation by the Future Land Use Plan would be permitted a much lower density of 1 dwelling unit per 3 acres because of the lack of infrastructure in the area, the existing low density development pattern, and presence of environmentally sensitive natural areas. LUP, p. 9-7.

**POLICY AG6:** For areas experiencing intense development pressure, new residential development may be allowed to locate in COMPACT, VILLAGE-LIKE CLUSTERS, PREFERABLY NEAR EXISTING, NON-AGRICULTURAL ACTIVITIES AND SERVICES, or in other locations that will not interfere with resource production activities. Overall density shall remain very low, with permanent open space, dedicated during the development review process, surrounding such clusters of homes. LUP, p. 9-7.

**ii Development Patterns:** This site is the final phase of Windswept Pines, which the applicant committed to develop as “residential development similar to phases 1 and 2.” See conceptual plan note, Case PB 18-22. This is consistent with the County’s approach to development in this particular subdivision, but also in the Moyock area, which encourages continuation of development patterns instead of abrupt changes, holes, or leapfrogging. It is also consistent with the Board’s findings in similar cases approving density of approximately 1 unit per acre in the Rural area, including Countryside Estates (PB 15-15, 1.11 units/acre), Waterleigh (PB 16-11, 1.0 unit/acre), Glenmoor Ridge (PB 16-12, 1.0 unit/acre), and Currituck Reserve (PB 14-34, 0.92 units/acre). Similarly, the Board made a finding for Tucker’s Cove (PB 14-32) in the Courthouse subarea, that the suggested subarea density of 1-2 units per acre superseded the lower density suggested in the Rural land use classification. **The layout of this phase** of the development is similar to earlier phases, but has more than 50% of the site reserved as open space, including buffers and stormwater controls. The site is also adjacent to commercial uses along 168, which is designated a Full Service Area, and thus is close to the area where more intense development is anticipated.

**POLICY HN3:** Currituck County shall especially encourage two forms of residential development, each with the objective of avoiding traditional suburban sprawl... 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. LUP, p. 9-7.

**POLICY HN4:** Currituck County shall discourage all forms of housing from “LEAPFROGGING” INTO THE MIDST OF FARMLAND and rural areas, thereby eroding the agricultural resource base of the county. LUP, p. 9-7.

**POLICY AG3:** County ACTIONS CONCERNING INFRASTRUCTURE (e.g. schools, parks, and utilities) and regulations shall serve to direct new development first to targeted

*growth areas near existing settlements identified as Full Service Areas on the Future Land Use Map, rather than “leapfrogging” to locations in the midst of farmland and greenspace identified as Rural and Conservation areas on the Future Land Use Map. LUP, p. 9-6.*

***POLICY AG4:** County growth management tools, including particularly zoning, should provide PROTECTION TO AGRICULTURE and other RESOURCE BASED ACTIVITIES from incompatible land uses, such as a residential subdivision in the midst of generally uninterrupted farm land. LUP, p. 9-6.*

## **B. Moyock Area Policy Emphasis of the Land Use Plan:**

**Summary of Area Character:** *The Moyock area is the fastest growing part of Currituck County. Development densities currently range from 1 to 3 units per acre depending upon development type.*

**Moyock Area Policy Emphasis:** *The policy emphasis of this plan is on properly managing the increased urban level of growth that this area is sure to experience over the next decade and beyond. Residential development densities should be medium to high depending upon available services. In areas where on-site wastewater is proposed and other County services are limited, development density should be limited to 1-2 units per acre. However in areas where central sewer is proposed or existing, additional services are available and the character of the surrounding areas supports it, higher density ranging from 3-4 units per acre could be considered through the use of overlay zones. Clustered housing developments, with open space required by ordinance, will ... be encouraged. Given the existing development pattern and availability of services, much of the Moyock area is planned as Full Service. LUP, p. 11-4.*

The proposed use will reserve open space of roughly 50% of the phase, and over 30% for the site as a whole. The applicant is proposing stormwater treatment and septic onsite, and will connect to County water available from Phase 2. These services are consistent with the 1-2 units per acre density described in the policy emphasis. The Moyock Area policy consistently references densities at 1 unit per acre minimum, and recognizes that increased density is appropriate where services are available. This is consistent with the 1.09 units per acre proposed here.

## **2. Moyock Area Small Area Plan (“SAP”):**

The SAP designates this area as Full Service Area, with densities which exceed 1 unit per acre. The Small Area Plan map states that “[t]he map should be used in conjunction with the entire plan and not weighted as more important than the vision, policies, or other recommendations” of the County. The fact that the site will have County water available, is located close to 168, and is the final phase of a project with the same designation and density that is adjacent to a Full Service Area on the SAP and LUP all support the requested density for the site.

***Policy FLU 1** – promote compatibility between new development and existing development to avoid adverse impacts to the existing community.*



**3. UDO:**

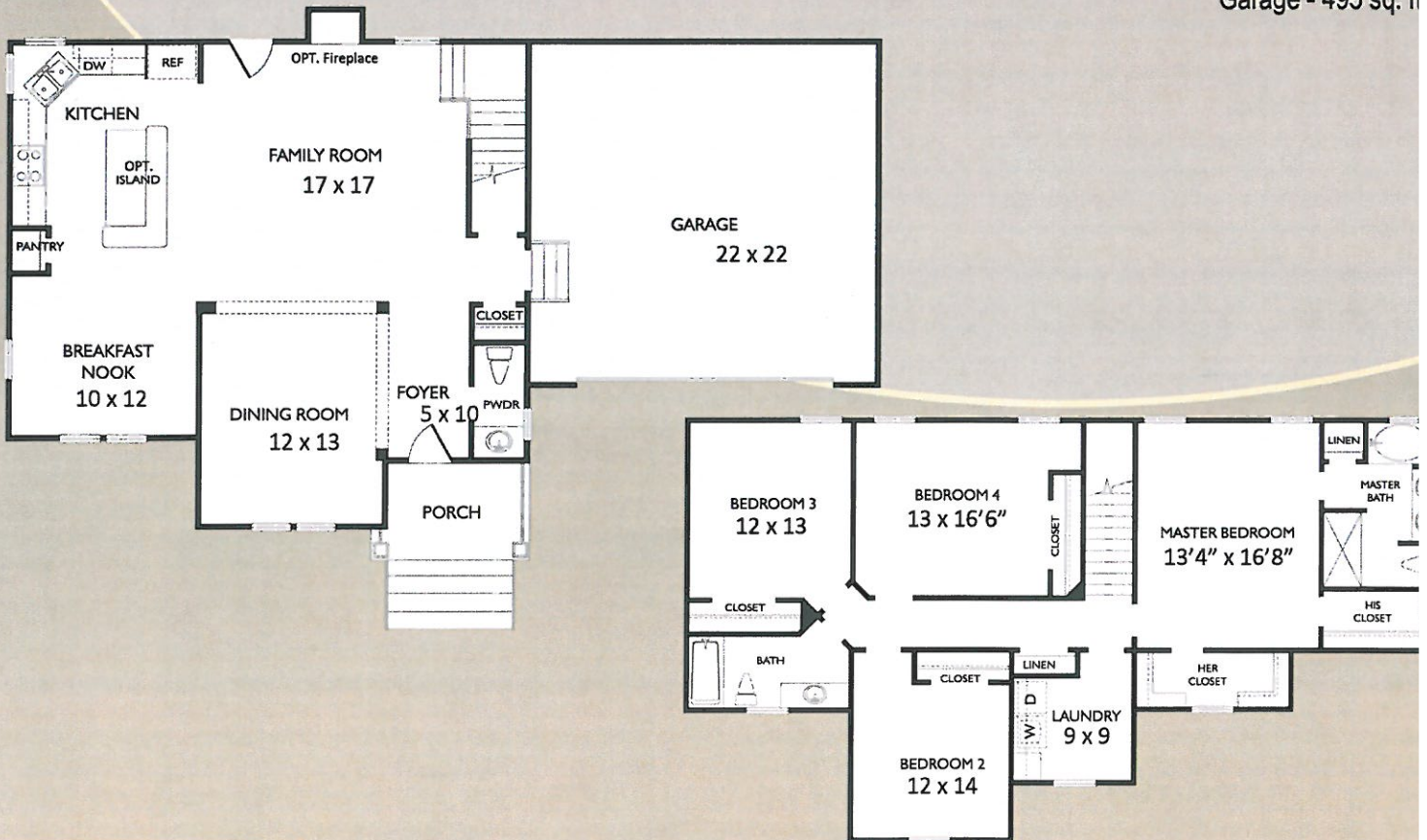
- A.** The proposed single-family residential use is designated in the MXR (Mixed Residential) zoning district. This district “is established to accommodate a wide variety of residential use types at moderate densities” and “is intended to provide moderate-cost housing options for county residents.” UDO Sec. 3.4.6(A).
- B.** This district includes dimensional standards for single-family detached development, including limits on gross density in Full Service Area of 2 units per acre, and a maximum of 1 unit per acre in Limited Service Area. 3.4.6 (D). There is no corresponding maximum density listed for the Rural Service Area, and thus the UDO does not restrict density in the Rural designated areas of the 2006 Land Use Plan. The proposed density of 1.09 units per acre is thus consistent with the UDO.
- C.** The proposed concept plan complies with the dimensional standards in 2.4.6(D) able to be met at the zoning stage, including lot area and minimum open space set aside.



Shown with side entry garage, craftsman style porch post & metal roof accents.

## THE PARKLIN

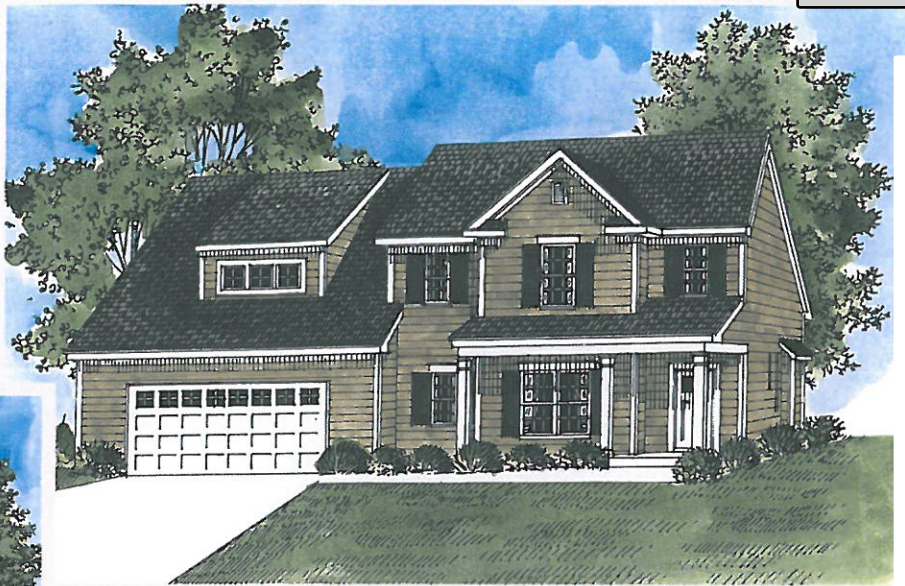
First Floor - 898 sq. ft.  
Second Floor - 1,344 sq. ft.  
Total Heated - 2,242 sq. ft.  
Garage - 495 sq. ft.



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Builder reserves the right to change prices, plans, components and specifications, to withdraw any plan without notice. All illustrations are artists' concepts and accuracy is not guaranteed. Extra-cost options may be shown in models or in illustrations. Individual homes may differ from the models or from each other depending on field conditions.





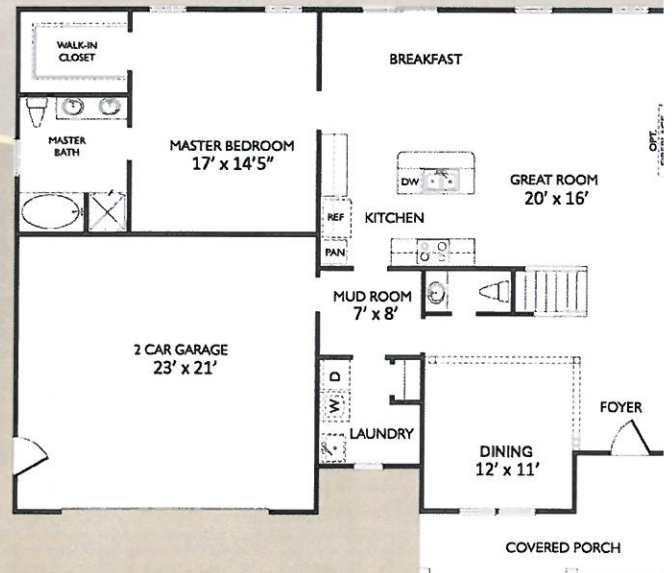
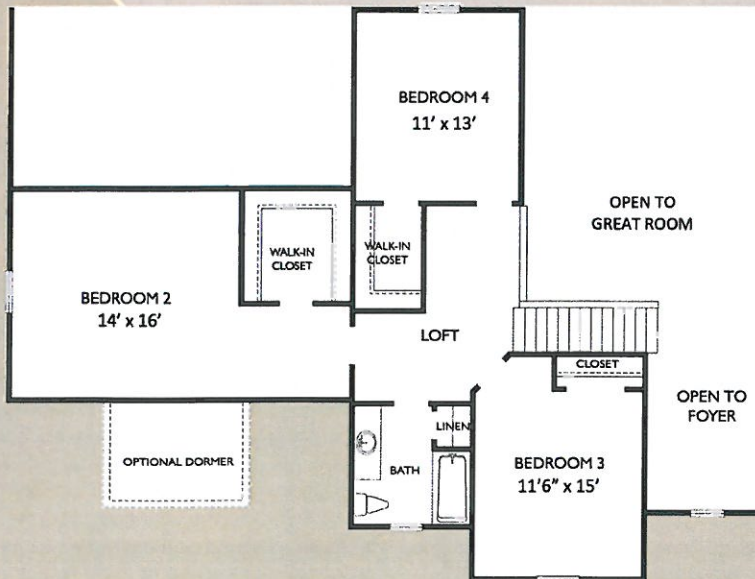
Shown with optional dormer

# THE ANFIELD

First Floor - 1,493 sq.  
 Second Floor - 927 sq.  
 Total Heated - 2,420 sq.  
 Garage - 528 sq.  
 Opt Dormer - 68 sq.



Elevation B shown with optional dormer

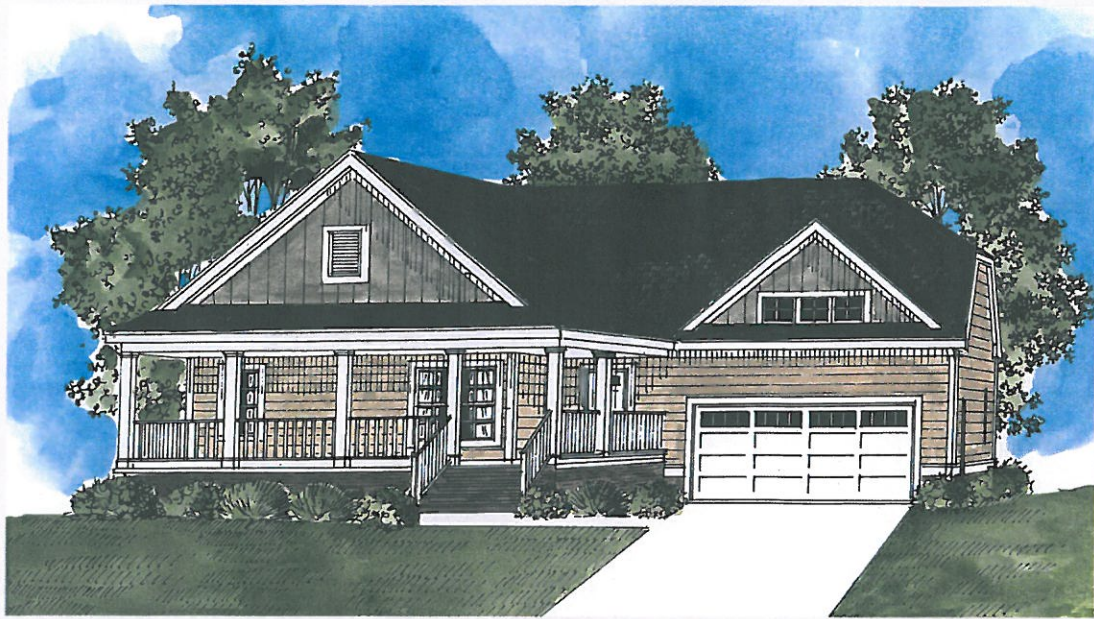


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Builder reserves the right to change prices, plans, components and specifications, to withdraw any plan without notice. All illustrations are artists' concepts and accuracy is not guaranteed. Extra-cost options may be shown in models or in illustrations. Individual homes may differ from the models or from each other depending on field conditions.

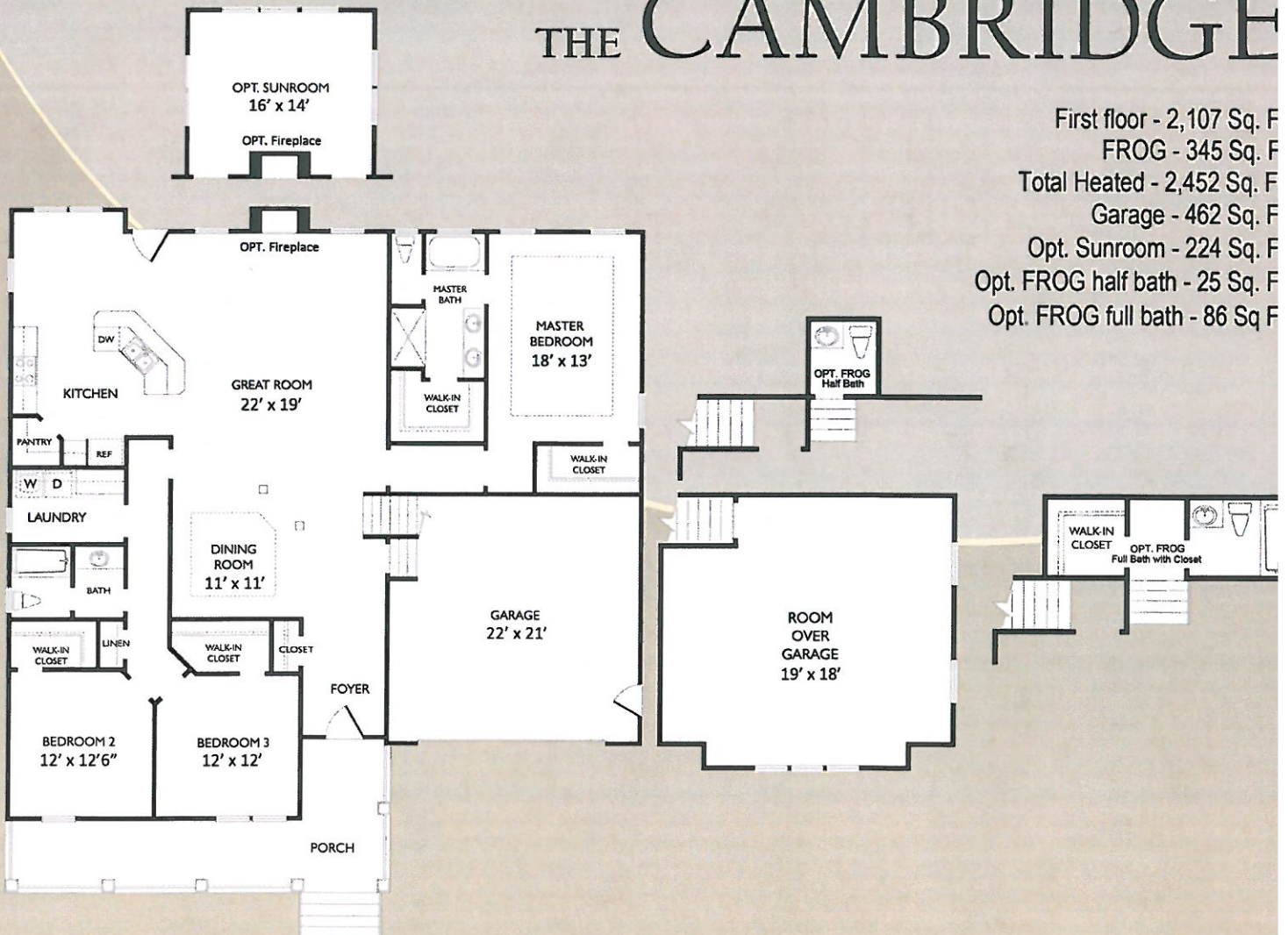
Attachment: 6- 19-15 Architectural Sketches (PB 19-15 Windswept Pines)





Shown with decorative gable option

# THE CAMBRIDGE



First floor - 2,107 Sq. F  
FROG - 345 Sq. F  
Total Heated - 2,452 Sq. F  
Garage - 462 Sq. F  
Opt. Sunroom - 224 Sq. F  
Opt. FROG half bath - 25 Sq. F  
Opt. FROG full bath - 86 Sq. F



QUALITYHOMESOFCURRITUCK.COM

Builder reserves the right to change prices, plans, components and specifications, to withdraw any plan without notice. All illustrations are artists' concepts and accuracy is not guaranteed. Extra-cost options may be shown in models or in illustrations. Individual homes may differ from the models or from each other depending on field conditions.



## Currituck County Agenda Item Summary Sheet

**Agenda ID Number** – (ID # 2623)

**Agenda Item Title**

Consideration of Hangar Lease Credits for Currituck County Airport Tenants

**Brief Description of Agenda Item:**

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Leeann Walton, Clerk to the Board

**Presenter of Agenda Item**





William Nelson  
Airport Manager

## Currituck County

153 Courthouse Road, Suite 800  
Currituck, North Carolina 27929  
252-453-2876

FAX 252-453-3172

William.Nelson@CurrituckCountyNC.gov

On September 6th 2019, Hurricane Dorian brought great wind and rain fall to Currituck County. The airport experienced some damage to a few hangers. The B row of T hangers has some severe damage due to one of the doors being blown off the track and flipped around back onto the neighboring hanger. The track was bent at the top, and all of the rollers on the door were damaged. Monday September 9th contractors were contacted for quotes. With the economy doing so well we had very few interested in the job. This took several weeks to obtain exact quotes. The contract was secured with a contractor on October 4th, and supplies were ordered Thursday October 10th. The equipment was delivered October 15th, expected start date of October 19th. Damage caused by hurricane Dorian has completely exposed one hanger and has blocked access to two others. It is my recommendation that the County waive 2 months lease payments for those in hangars B5, B6, and B7 that have not been able to move their aircraft in and out of their hangars as a result of this storm damage.



Attachment: Hurricane Dorian Hanger Damage Memo (Currituck County Airport-Hanger Lease Credits)





## Currituck County Agenda Item Summary Sheet

**Agenda ID Number** – (ID # 2624)

**Agenda Item Title**

Carova Beach Road Maintenance Service District Advisory

**Brief Description of Agenda Item:**

Chairman White will nominate Chuck Bedall as a full-time resident to serve as a member of the Carova Beach Road Maintenance Service District. This nominee will replace Chuck McGuire and fill an unexpired term ending in August, 2021.

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Leeann Walton, Clerk to the Board

**Presenter of Agenda Item**

## Carova Beach Road Service District Advisory Board Residents or Property Owners of Carova

**Member: Carova Resident****Kimberlee Hoey**

2365 Swan Island Road

Corolla, NC 27927

252-457-0925 (H)

[kkimbrulea@embarqmail.com](mailto:kkimbrulea@embarqmail.com)**Appt: 9-3-2019****1<sup>st</sup> Term****Exp: 8-18-2021****Member: Carova Resident****Chuck Maguire (Chairman)****Term Expires: 8-18-2017**

822 Grebe Pt.

Corolla, NC 27927

252-453-2696

[dmaguire@embarqmail.com](mailto:dmaguire@embarqmail.com)**Member: Carova Resident****Robert Gilliam***(Replaced Woody Dreher)*

2127 Sandfiddler Road

Corolla, NC 27927

[VAGilliam@yahoo.com](mailto:VAGilliam@yahoo.com)**Appt: 8-19-19****1<sup>st</sup> Term****Exp: 8-18-2021****Member: Absentee Owner, Carova Beach****O. Vance Aydlett***(Replaced Kevin Riggs)*

120 Litchfield Lane

Knotts Island, NC 27950

757-619-2266

[Vance.aydlett@yahoo.com](mailto:Vance.aydlett@yahoo.com)**Appt: 8-19-19****1<sup>st</sup> Term****Exp: 8-18-2021****Member: Carova Beach VFD****Jay Laughmiller, Chief**

2169 Ocean Pearl Road

Corolla, NC 27927

252-267-1949 (c)

[jay.laughmiller@currituckcountync.gov](mailto:jay.laughmiller@currituckcountync.gov)**Appt: 9-3-2019****1<sup>st</sup> Term****Exp: 8-18-2021****Member: Currituck County EMS****Chief Ralph "Chip" Melton**

Currituck County Fire &amp; EMS

2793 Caratoke Highway

Currituck, NC 27929

252-232-7746 ext. 4029

Cell: 757-350-9321

[Ralph.Melton@CurrituckCountyNC.gov](mailto:Ralph.Melton@CurrituckCountyNC.gov)**Member: Currituck Sheriff's Department****Lieutenant Terence Sutton**

407 Maple Road

Maple, NC 27956

252-453-8204 ext. 4177

252-597-5880 (Cell)

[228@CurrituckCountyNC.gov](mailto:228@CurrituckCountyNC.gov)



## CURRITUCK COUNTY NORTH CAROLINA

October 7, 2019

Minutes – Regular Meeting of the Board of Commissioners

### WORK SESSION

#### 1. 5:00 PM Solar Arrays

The Board of Commissioners attended a work session at 5:00 PM in the Historic Courthouse Conference Room to discuss safety at solar facilities after two separate incidents occurred at solar facilities in the county. Most recently, there was a failure of panels and bracing at the Ecoplexus facility in Grandy, dislodged and damaged by winds during Hurricane Dorian. A separate incident at the Sun Energy facility in Moyock involved an inverter that blew and sparked a fire at the back of the solar farm.

Staff in attendance included Chief Building Inspector, Bill Newns, Planning and Community Development Director, Laurie LoCicero, and Chief of Fire and Emergency Medical Services, Ralph Melton. Mr. Newns used a powerpoint and reviewed the scope and responsibility of County Inspections. He said solar is classified as a utility and the county has almost no authority to inspect since installations are stamped and certified by an engineer. Further discussion of the Ecoplexus facility in Grandy included an explanation of wind speed ratings within the building code and those that had been submitted and presented to the County by the applicant. Ms. LoCicero noted the applicant is in compliance at this time. Commissioners reviewed correspondence received from Ecoplexus dated October 4, 2019, that addressed the failures and plans for repairing the facility. After discussion, Commissioners directed staff to get a cost estimate for an outside engineer to review the site plans.

SunEnergy's Moyock facility inverter fire was discussed, and Commissioner Beaumont and Commissioner McCord reported on a recent site visit where they observed high grass toward the back of the facility and poor roadway conditions when traveling to the inverter fire location. Commissioners requested Code Enforcement expect more frequently and asked that Occupational Safety and Health Administration (OSHA) be notified that Materials Safety Data Sheets were not available at the site upon request.

There was no further discussion and the work session concluded at 5:50 PM.

#### 6:00 PM CALL TO ORDER

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

| Attendee Name | Title    | Status  | Arrived |
|---------------|----------|---------|---------|
| Bob White     | Chairman | Present |         |

Communication: Minutes for October 7, 2019 (Approval Of Minutes for October 7, 2019)



|                        |               |         |  |
|------------------------|---------------|---------|--|
| Mike H. Payment        | Vice Chairman | Present |  |
| Paul M. Beaumont       | Commissioner  | Present |  |
| J. Owen Etheridge      | Commissioner  | Present |  |
| Mary "Kitty" Etheridge | Commissioner  | Present |  |
| Selina S. Jarvis       | Commissioner  | Present |  |
| Kevin E. McCord        | Commissioner  | Present |  |

Chairman White called the meeting to order.

**A) Invocation & Pledge of Allegiance-Pastor Patrick Moore, Providence Baptist Church**

Pastor Patrick Moore attended to offer the Invocation and lead the Pledge of Allegiance.

**B) Approval of Agenda**

Commissioner Payment amended the agenda to add a Closed Session pursuant to G.S. 143-318.11(a)(6) to discuss personnel and G.S. 143-318.11(a)(3) to consult with the county attorney and to preserve the attorney-client privilege in the matter entitled Ayers v. Currituck County Department of Social Services.

The motion was seconded by Commissioner Mary Etheridge. The motion carried.

Approved agenda:

**Work Session**

5:00 PM Solar Arrays

**6:00 PM Call to Order**

A) Invocation & Pledge of Allegiance-Pastor Patrick Moore, Providence Baptist 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**

**County Manager's Report**

**Public Hearings**

- A) **PB 19-18 Wheelz of Steel:** Bernadette Gariglio is requesting an Automobile Sales or Rentals Use Permit for property located at 8295 Caratoke Highway, Powells Point, Tax Map 124C, Parcel 4, Poplar Branch Township.

### **New Business**

- A) **Recommendation of Award-New Well Serving SOBWS Reverse Osmosis Water Plant**
- B) **Consideration of Approval of a Grant Agreement with NC 911 Board-Grant Award for Public Safety Building**
- C) **Consideration of Approval of Contracts for Currituck Regional Airport Runway 5 PAPI Replacement and Airfield Lighting Vault Backup Generator**
- D) **Consent Agenda**
1. Approval Of Minutes for September 16, 2019
  2. Budget Amendments
  3. Settlement of Delinquent Taxes from Fiscal Year 2018-2019
  4. Consideration of Revisions to Job Descriptions

### **Special Meeting of the Tourism Development Authority**

Budget Amendments

Consideration and Possible Adoption of the Travel & Tourism Event Marketing Assistance & Event Grant Programs

### **Adjourn Special Meeting**

### **Closed Session**

**Amended Item:** Closed Session Pursuant to G.S. 143-318.11(a)(6) to discuss Personnel Matters and G.S. 143-318.11(a)(3) to consult with the County Attorney and to preserve the attorney-client privilege related to the matter entitled Ayers v. Currituck County Department of Social Services.

### **Adjourn**

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

## PUBLIC COMMENT

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

Chairman White opened the Public Comment period.

Ginger Sikes, President of the Animal Lovers Assistance League, announced dates and special activities planned at the upcoming Bark 'N Park event in Currituck County.

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

## COMMISSIONER'S REPORT

Chairman White announced the earlier work session on solar arrays and reported the Board is concerned with the storm damage at the Grandy solar site. He discussed repairs needed for fencing that contains the Corolla Wild Horses on the off-road area and said the county will step in to replace the fencing, which is now beyond repair.

Commissioner Payment also discussed the Grandy solar farm. He noted solar facilities are new to the county and the Board is learning and making adjustments to ensure solar arrays are safe for the community. He announced the upcoming Currituck Heritage Festival at the Currituck County Rural Center in Powells Point, which will include a BBQ fundraiser to benefit Currituck Kids.

Commissioner Mary Etheridge announced the start of the Operation Santa Clause program through the Department of Social Services (DSS) and encouraged citizens to contact DSS to donate or to sign up for assistance. She acknowledged Breast cancer awareness month and, as a survivor, stressed the importance of annual checkups.

Commissioner Beaumont discussed solar energy and said Currituck County is in the top 5 in the country for solar facilities and there are no state policies or guidelines in place. He encouraged citizens to contact state representatives and request they move to develop solar policies at the state level. Commissioner Beaumont announced firefighter training is in progress for the use of new Self-Contained Breathing Apparatus equipment, purchased through SAFER grant funds the County was awarded. He announced a meeting of the Albemarle Regional Planning Organization later in the week to discuss transportation.

Commissioner McCord reported on the success of the recent rabies vaccinations clinic offered by Currituck County Animal Services and Control. Referring to Bark 'N Park activities announced at Public Comment, Commissioner McCord reported a County Deputy is now a certified K-9 instructor. He reported his attendance at Moyock Volunteer Fire



Department's Community Day and said the County's annual Christmas Parade will be held on December 6, 2019.

Commissioner J. Owen Etheridge also discussed Moyock Volunteer Fire Department's Community Day. He said it was well attended and described some of the demonstrations and events that took place. He reported on the weekend's High School Football game and encouraged community attendance at future games.

Commissioner Jarvis said she was recently interviewed by a local boy scout, Nicholas Woods, and commended scout leaders and the young men who participate in the Boy Scouts of America organization. Commissioner Jarvis wished Nicholas good luck in achieving his first-class designation.

### COUNTY MANAGER'S REPORT

Ben Stikeleather, County Manager, provided an update on Hurricane Dorian storm debris pickup, currently in progress, and to contact the Emergency Management office with questions. Capital Projects updates noted site work for the Currituck Maritime Museum has begun, the funding loan for construction of the Public Safety building has closed, and permitting is in process for Shingle Landing Park. Mr. Stikeleather announced Strategic Planning Sessions for Commissioners will be held November 15 and 16, 2019, at the Currituck County Cooperative Extension facility in Barco.

### PUBLIC HEARINGS

#### A. PB 19-18 Wheelz of Steel:

| APPLICATION SUMMARY                                     |                                        |
|---------------------------------------------------------|----------------------------------------|
| <b>Property Owner:</b> Kent Harvin                      | <b>Applicant:</b> Bernadette Gariglio  |
| <b>Case Number:</b> PB 19-18                            | <b>Application Type:</b> Use Permit    |
| <b>Parcel Identification Number:</b><br>124C00000040000 | <b>Existing Use:</b><br>Office         |
| <b>Land Use Plan Classification:</b> Full Service       | <b>Parcel Size (Acres):</b> 0.92 Acres |
| <b>Request:</b> Use Permit - Auto Rental                | <b>Zoning:</b> General Business        |

| SURROUNDING PARCELS |                                        |                  |
|---------------------|----------------------------------------|------------------|
|                     | Land Use                               | Zoning           |
| North               | Retail/First Flight Motorcycles        | General Business |
| South               | Contractor Services/ Norris Mechanical | General Business |
| East                | Single Family Dwelling                 | General Business |
| West                | Single Family Dwelling                 | Agriculture      |

The business is called Wheelz of Steel and the purpose is to rent classic vehicles.

The applicant is requesting a use permit to establish a classic vehicle rental business in the General Business (GB) zoning district. The use will be established in an existing multi-tenant office building. There is an existing concrete display area and adequate parking. A type A buffer yard will be installed between the display area and Caratoke Hwy. The applicant has indicated this will be a small scale business with limited inventory.

#### COMMUNITY MEETING

A community meeting was held on July 23, 2019 at 5:45 pm at the subject property. There was one person from the community in attendance. The Applicant reviewed the proposed development plan and the approval process. There were no concerns expressed. A summary of the community meeting is provided in the packet.

#### INFRASTRUCTURE

|             |                                                               |
|-------------|---------------------------------------------------------------|
| Water       | Public                                                        |
| Sewer       | Septic                                                        |
| Landscaping | Required installation of Type A buffer yard for display area. |

#### 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. ***Type A landscaping buffers are required between the street and all display areas.***
  - b. ***Vehicles shall not be driven on any portion of the septic system.***
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. ***The property shall be developed in accordance with an approved minor site plan.***
  - b. ***Outdoor storage of vehicles shall occur only within the approved display areas.***

#### 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. The use will not be a danger to the public health or safety as it is located in an existing commercial building in the General Business zoning district. The business consists of the rental of licensed classic vehicles.

**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 location is surrounded by similar uses in the general business zoning district and therefore will not injure the value of abutting lands. This will be a very small scale operation.

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 Point Harbor Subarea. The proposed use is in keeping with the policies of the plan, including Policies ED1 and ED4

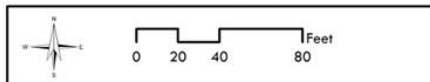
The use will not exceed the county's ability to provide adequate public facilities, including, but not limited to: schools, fire and rescue, law enforcement, and other county facilities. Applicable state standards and guidelines shall be followed for determining when public facilities are adequate.

Preliminary Staff Findings:

1. There will be no effect on the school system. Currituck County has other adequate public facilities to serve this use.

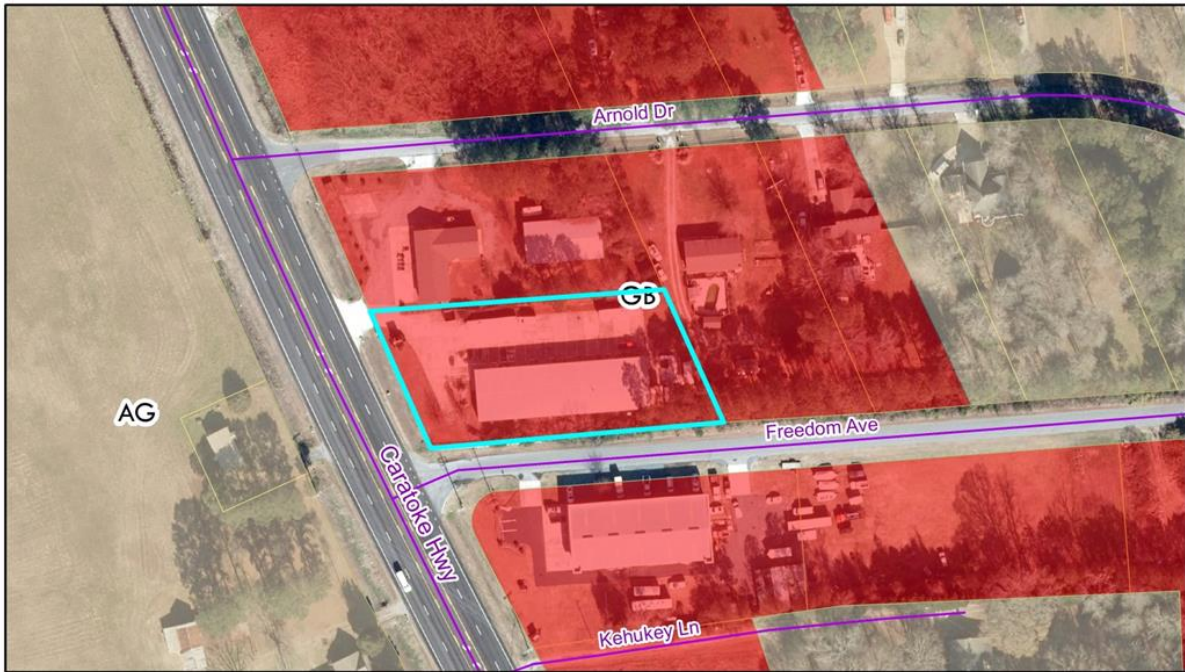


PB 19-18 Wheelz of Steel  
Use Permit - Vehicle Rental  
Aerial

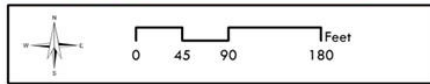


Currituck County  
Planning and  
Community Development





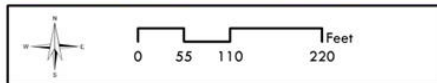
PB 19-18 Wheelz of Steel  
Use Permit - Vehicle Rental  
Zoning



Currituck County  
Planning and  
Community Development



PB 19-18 Wheelz of Steel  
Use Permit - Vehicle Rental  
Land Use Classification



Currituck County  
Planning and  
Community Development

Communication: Minutes for October 7, 2019 (Approval Of Minutes for October 7, 2019)

Parties to speak were sworn in. Laurie LoCicero, Planning and Community Development Director, provided a summary of the request for Commissioners. Ms. LoCicero reviewed conditions for approval of the use permit as recommended by the Technical Review Committee (TRC), and she presented supporting policies. Ms. LoCicero responded to questions pertaining to the site.

Applicant, Bernadette Gariglio, provided sworn testimony and spoke in support of approval of the request. She provided information on the rental vehicles, parking availability and the plan for vehicle storage and maintenance. Commissioners discussed the parking allotment for the business at the location and ventilation and fire suppression requirements for storing vehicles within the unit.

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

There was no further discussion. Commissioner Jarvis moved to approve PB 19-18 use permit with staff recommendations because the applicant has demonstrated the proposed use meets the use permit review standards of the Unified Development Ordinance (UDO).

Include in conditions of approval:

- Improvements will be made to the site in accordance with the approved minor site plan
- Display areas will be screened with a Type A buffer
- Outdoor storage of vehicles shall occur only within the approved display areas
- Vehicles shall not be driven on any portion of the septic system
- Rental insurance shall be maintained on the vehicles

The use will not endanger the public health or safety:

- The use will not be a danger to the public health or safety as it is located in an existing commercial building in the General Business zoning district
- The business consists of the rental of licensed classic vehicles

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 location is surrounded by similar uses in the general business zoning district and therefore will not injure the value of abutting lands. This will be a very small-scale operation

The use will be in conformity with the Land Use Plan (LUP) or other officially adopted plans:

- The 2006 LUP classifies this site as Full Service within the Point Harbor Subarea
- The proposed use is in keeping with the policies of the plan, including Policies ED1 and ED4

The use will not exceed the county's ability to provide adequate public facilities:

- There will be no effect on the school system. Currituck County has other

adequate public facilities to serve this use

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

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

## RECESS

Chairman White called a recess at 6:42 PM. The Board reconvened at 6:49 PM.

## PUBLIC COMMENT, CONT.

Commissioner Payment moved to reopen Public Comment to allow for additional speakers. The motion was seconded by Commissioner Jarvis. The motion carried and Public Comment was reopened.

Doris Flora of Moyock discussed the importance of the Meals on Wheels program for seniors and encouraged people to donate their time and to volunteer to assist with deliveries in the county. She discussed all of the new homes and residents in the Moyock area and said it is the citizens that make a community great and hopes people will come out and help.

The Public Comment period was closed.

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

## NEW BUSINESS

### A. Recommendation of Award-New Well Serving SOBWS Reverse Osmosis Water Plant

Eric Weatherly, County Engineer, reviewed the design and bidding timeline for the well project for Southern Outer Banks Water System and recommended Magette Well and Pump Company, Inc., be awarded the contract in the amount of \$384,729.

Commissioner McCord moved for approval. Commissioner Payment seconded the motion. The motion carried.



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

#### **B. Consideration of Approval of a Grant Agreement with NC 911 Board-Grant Award for Public Safety Building**

County Manager, Ben Stikeleather, reviewed the grant agreement for the Board. Grant funds were awarded to the county from the North Carolina 911 Board to contribute toward construction of the 911 center in the county's new Public Safety Facility.

Commissioner J. Owen Etheridge moved for approval. Commissioner Beaumont seconded the motion. The motion carried.

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

#### **C. Consideration of Approval of Contracts for Currituck Regional Airport Runway 5 PAPI Replacement and Airfield Lighting Vault Backup Generator**

Currituck County Airport Manager, William Nelson, reviewed the Runway 5 PAPI (Precision Approach Path Indicator) replacement and generator backup project and presented the bid processes followed by the County. Mr. Nelson recommended the project be awarded to Southeast Site Services in the amount of \$319,810, contingent upon receipt of the fully executed grant modification from the North Carolina Division of Aviation.

Commissioner Payment motioned for approval of the contract. The motion was seconded by Commissioner McCord. The motion carried.

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

#### D) Consent Agenda

Responding to questions posed by Commissioner Mary Etheridge, County Manager, Ben Stikeleather, explained the purpose of revisions requested for several job descriptions included in Consent Agenda . After discussion, Commissioner Mary Etheridge moved for approval of the Consent Agenda. The motion was seconded by Commissioner Beaumont. The motion carried.

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

#### 1) Approval Of Minutes for September 16, 2019

##### 1. Minutes for September 16, 2019

##### 2. Budget Amendments

|                           |                                                                                                                  | Debit                                   | Credit                                  |
|---------------------------|------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------------------|
|                           |                                                                                                                  | Decrease Revenue or<br>Increase Expense | Increase Revenue or<br>Decrease Expense |
| <u>Account Number</u>     | <u>Account Description</u>                                                                                       |                                         |                                         |
| 10550-545000              | Contract Services                                                                                                | \$ 24,875                               |                                         |
| 10320-411000              | Article 39 Sales Tax                                                                                             |                                         | \$ 24,875                               |
|                           |                                                                                                                  | <u>\$ 24,875</u>                        | <u>\$ 24,875</u>                        |
| <b>Explanation:</b>       | Airport (10550) - Increase appropriations for remaining portion of AWOS clearing project from prior fiscal year. |                                         |                                         |
|                           |                                                                                                                  |                                         |                                         |
|                           |                                                                                                                  |                                         |                                         |
| <b>Net Budget Effect:</b> | Operating Fund (10) - Increased by \$24,875.                                                                     |                                         |                                         |

|                       |                                | Debit                                   | Credit                                  |
|-----------------------|--------------------------------|-----------------------------------------|-----------------------------------------|
|                       |                                | Decrease Revenue or<br>Increase Expense | Increase Revenue or<br>Decrease Expense |
| <u>Account Number</u> | <u>Account Description</u>     |                                         |                                         |
| 50550-592022          | PAPI/Light Vault 36237.87.14.2 | \$ 400,178                              |                                         |
| 50330-448000          | State Aide to Airports         |                                         | \$ 360,160                              |
| 50380-481000          | Investment Earnings            |                                         | \$ 40,018                               |
|                       |                                | <u>\$ 400,178</u>                       | <u>\$ 400,178</u>                       |

**Explanation:** Multi-year Governmental Construction (50550) - Increase appropriations for construction portion of the PAPI/Light Vault airport project.

**Net Budget Effect:** County Governmental Construction Fund (50) - Increased by \$400,178.

|                       |                            | Debit                                   | Credit                                  |
|-----------------------|----------------------------|-----------------------------------------|-----------------------------------------|
|                       |                            | Decrease Revenue or<br>Increase Expense | Increase Revenue or<br>Decrease Expense |
| <u>Account Number</u> | <u>Account Description</u> |                                         |                                         |
| 66868-531400          | Equipment Fuel             | \$ 2,500                                |                                         |
| 66868-531000          | Fuel                       |                                         | \$ 2,500                                |
|                       |                            | <u>\$ 2,500</u>                         | <u>\$ 2,500</u>                         |

**Explanation:** Southern Outer Banks Water (66868) -Transfer budgeted funds for emergency fuel for generators during Hurricane Dorian.

**Net Budget Effect:** Southern Outer Banks Water Fund (66) - No change.

|                       |                            | Debit                                   | Credit                                  |
|-----------------------|----------------------------|-----------------------------------------|-----------------------------------------|
|                       |                            | Decrease Revenue or<br>Increase Expense | Increase Revenue or<br>Decrease Expense |
| <u>Account Number</u> | <u>Account Description</u> |                                         |                                         |
| 61818-545000          | Contract Services          | \$ 5,850                                |                                         |
| 61380-484001          | Insurance Recovery         |                                         | \$ 5,850                                |
|                       |                            | <u>\$ 5,850</u>                         | <u>\$ 5,850</u>                         |

**Explanation:** Mainland Water (61818) - Increase appropriations to replace fire hydrant hit by a motorist. Insurance from motorist paid claim.

**Net Budget Effect:** Mainland Water Fund (61) - Increased by \$5,850.

Communication: Minutes for October 7, 2019 (Approval Of Minutes for October 7, 2019)



|                           |                                                                                                                                                                       | Debit                                   | Credit                                  |
|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------------------|
|                           |                                                                                                                                                                       | Decrease Revenue or<br>Increase Expense | Increase Revenue or<br>Decrease Expense |
| <u>Account Number</u>     | <u>Account Description</u>                                                                                                                                            |                                         |                                         |
| 10660-557100              | Software License Fee                                                                                                                                                  | \$ 1,000                                |                                         |
| 10660-514800              | Fees Paid to Officials                                                                                                                                                |                                         | \$ 1,000                                |
|                           |                                                                                                                                                                       | <u>\$ 1,000</u>                         | <u>\$ 1,000</u>                         |
| <b>Explanation:</b>       | Planning (10660) - Request to transfer money from Fees Paid to Officials fund to Software License fund to pay for the new license for Nitro PDF for PDF manipulation. |                                         |                                         |
|                           |                                                                                                                                                                       |                                         |                                         |
| <b>Net Budget Effect:</b> | Operating Fund (10) - No change.                                                                                                                                      |                                         |                                         |
|                           |                                                                                                                                                                       | Debit                                   | Credit                                  |
|                           |                                                                                                                                                                       | Decrease Revenue or<br>Increase Expense | Increase Revenue or<br>Decrease Expense |
| <u>Account Number</u>     | <u>Account Description</u>                                                                                                                                            |                                         |                                         |
| 10510-590000              | Capital Outlay                                                                                                                                                        | \$ 8,500                                |                                         |
| 10330-424000              | Officer Fees                                                                                                                                                          |                                         | \$ 8,500                                |
|                           |                                                                                                                                                                       | <u>\$ 8,500</u>                         | <u>\$ 8,500</u>                         |
| <b>Explanation:</b>       | Sheriff (10510) - Increase appropriations for capital outlay for striping and equipment for vehicle.                                                                  |                                         |                                         |
|                           |                                                                                                                                                                       |                                         |                                         |
| <b>Net Budget Effect:</b> | Operating Fund (10) - Increased by \$8,500.                                                                                                                           |                                         |                                         |

### 3. Settlement of Delinquent Taxes from Fiscal Year 2018-2019

### 4. Consideration of Revisions to Job Descriptions

#### RECESS

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

#### SPECIAL MEETING OF THE TOURISM DEVELOPMENT AUTHORITY

The Board of Commissioners held a Special Meeting sitting as the Tourism Development Authority during the 6:00 PM regular meeting of the Board. The meeting was held in the Board Meeting Room of the Historic Courthouse, 153 Courthouse Road, Currituck, North

Carolina, to consider budget amendments and two event assistance programs proposed by the Travel & Tourism Department.

### E. Budget Amendments

Ben Stikeleather reviewed the budget amendment for Commissioners which would provide funds for repair of the horse fencing on the off-road beach.

Chairman White moved for approval. The motion was seconded by Commissioner McCord. The motion carried.

|                                                                                                                                                                                                                                          |                                                                                                                              |                                         |                                         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------------------|
| The Currituck County Board of Commissioners sitting as the Tourism Development Authority, at a meeting on the 7th day of October 2019, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2020. |                                                                                                                              |                                         |                                         |
|                                                                                                                                                                                                                                          |                                                                                                                              | Debit                                   | Credit                                  |
|                                                                                                                                                                                                                                          |                                                                                                                              | Decrease Revenue or<br>Increase Expense | Increase Revenue or<br>Decrease Expense |
| <u>Account Number</u>                                                                                                                                                                                                                    | <u>Account Description</u>                                                                                                   |                                         |                                         |
| 15447-545000                                                                                                                                                                                                                             | Contract Services                                                                                                            | \$ 3,500                                |                                         |
| 15320-415000                                                                                                                                                                                                                             | Occupancy Tax                                                                                                                |                                         | \$ 3,500                                |
|                                                                                                                                                                                                                                          |                                                                                                                              | <u>\$ 3,500</u>                         | <u>\$ 3,500</u>                         |
| <b>Explanation:</b>                                                                                                                                                                                                                      | Occupancy Tax - Tourism Related (15447) - Increase appropriations to repair fence to keep wild horses in the Northern beach. |                                         |                                         |
|                                                                                                                                                                                                                                          |                                                                                                                              |                                         |                                         |
| <b>Net Budget Effect:</b>                                                                                                                                                                                                                | Occupancy Tax Fund (15) - Increased by \$3,500.                                                                              |                                         |                                         |

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

### F. Consideration and Possible Adoption of the Travel & Tourism Event Marketing Assistance & Event Grant Programs

Travel & Tourism Director, Tameron Kugler, used a powerpoint and reviewed two Travel and Tourism programs for Board consideration. The Event Marking Assistance and Event Grant Assistance programs would allow those holding events in Currituck County to submit applications to be considered for funding support. Ms. Kugler responded to questions from Commissioners, and Chairman White discussed development of the plans and thanked the Tourism Advisory Board for their efforts and input.

Chairman White moved for approval and the motion was seconded by J. Owen Etheridge. The motion carried.

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

### ADJOURN SPECIAL MEETING

There was no further business. Commissioner Mary Etheridge moved to adjourn. The motion was seconded by Commissioner McCord. The motion carried and the meeting of the Tourism Development Authority was adjourned.

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

### CLOSED SESSION

The regular meeting of the Board of Commissioners was reconvened following adjournment of the meeting of the Tourism Development Authority.

**G. Amended Item: Closed Session Pursuant to G.S. 143-318.11(a)(6) to discuss Personnel Matters and G.S. 143-318.11(a)(3) to consult with the County Attorney and to preserve the attorney-client privilege related to the matter entitled Ayers v. Currituck County Department of Social Services.**

Chairman White made a motion to enter Closed Session pursuant to 143-318.11(a)(6) to discuss matters related to Personnel and G.S. 143-318.11(a)(3) to consult with the County Attorney and to preserve the attorney-client privilege related to the matter entitled Ayers v. Currituck County Department of Social Services. Commissioner Payment seconded the motion. The motion carried and the Board of Commissioners entered Closed Session.

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

### ADJOURN



### Motion to Adjourn Meeting

Commissioners returned from Closed Session and had no further business. Commissioner J. Owen Etheridge moved to adjourn. The motion was seconded by Commissioner Jarvis. The motion carried and the regular meeting of the Board of Commissioners adjourned at 7:47 PM.

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



## Currituck County Agenda Item Summary Sheet

**Agenda ID Number** – (ID # 2617)

**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

20200033

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 21st day of October 2019, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2020.

| <u>Account Number</u> | <u>Account Description</u> | Debit                                           | Credit                                          |
|-----------------------|----------------------------|-------------------------------------------------|-------------------------------------------------|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 67878-545000          | Contracted Services        | \$ 10,000                                       |                                                 |
| 67878-590000          | Capital Outlay             |                                                 | \$ 10,000                                       |
|                       |                            | <u>\$ 10,000</u>                                | <u>\$ 10,000</u>                                |

**Explanation:** Mainland Sewer (67878) - Transfer funds for cleaning of sewer lines required by State permit.

**Net Budget Effect:** Mainland Sewer Fund (67) - No change.

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\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends\_Oct 21\_General Meeting (Budget Amendments)



Number

20200034

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 21st day of October 2019, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2020.

| <u>Account Number</u> | <u>Account Description</u> | Debit                                           | Credit                                          |
|-----------------------|----------------------------|-------------------------------------------------|-------------------------------------------------|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10530-514500          | Training & Education       | \$ 3,000                                        |                                                 |
| 10530-532000          | Supplies                   | \$ 9,240                                        |                                                 |
| 10530-533900          | Ambulance Supplies         | \$ 6,400                                        |                                                 |
| 10530-536000          | Uniforms                   | \$ 10,000                                       |                                                 |
| 10530-590000          | Capital Outlay             |                                                 | \$ 28,640                                       |
| 10541-532000          | Supplies                   | \$ 8,495                                        |                                                 |
| 10541-590000          | Capital Outlay             |                                                 | \$ 8,495                                        |
|                       |                            | <u>\$ 28,640</u>                                | <u>\$ 28,640</u>                                |

**Explanation:** Emergency Medical Services (10530); Fire Services (10541) - To reclassify purchases budgeted in capital outlay that were below the capital outlay threshold.

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

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\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends\_Oct 21\_General Meeting (Budget Amendments)

Number

20200035

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 21st day of October 2019, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2020.

| <u>Account Number</u> | <u>Account Description</u> | Debit                                           | Credit                                          |
|-----------------------|----------------------------|-------------------------------------------------|-------------------------------------------------|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10760-532900          | FC Supplement              | \$ 23,887                                       |                                                 |
| 10390-499900          | Fund Appropriate Balance   |                                                 | \$ 23,887                                       |
|                       |                            | <u>\$ 23,887</u>                                | <u>\$ 23,887</u>                                |

**Explanation:** County Assistance (10760) - Roll forward Foster Care Supplement funds from FY 2019.

**Net Budget Effect:** Operating Fund (10) - Increased by \$23,887.

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\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends\_Oct 21\_General Meeting (Budget Amendments)

Number

20200036

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 21st day of October 2019, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2020.

| <u>Account Number</u> | <u>Account Description</u> | Debit                                           | Credit                                          |
|-----------------------|----------------------------|-------------------------------------------------|-------------------------------------------------|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10531 545000          | Contracted Services        | \$ 11,250                                       |                                                 |
| 10330-445000          | Emergency Management       |                                                 | \$ 11,250                                       |
|                       |                            | <u>\$ 11,250</u>                                | <u>\$ 11,250</u>                                |

**Explanation:** Emergency Management (10531) -Homeland Security Grant Program awarded funds to conduct a Search and Rescue exercise. Grant approved to hire a contractor to help develop the exercise. Grant

**Net Budget Effect:** Operating Fund (10) - Increased by \$11,250.

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\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends\_Oct 21\_General Meeting (Budget Amendments)



Number

20200037

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 21st day of October 2019, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2020.

| <u>Account Number</u> | <u>Account Description</u> | Debit                                           | Credit                                          |
|-----------------------|----------------------------|-------------------------------------------------|-------------------------------------------------|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10531 532000          | Supplies                   | \$ 4,060                                        |                                                 |
| 10531 590000          | Capital Outlay             | \$ 20,000                                       |                                                 |
| 10330-445000          | Emergency Management       |                                                 | \$ 24,060                                       |
|                       |                            | <u>\$ 24,060</u>                                | <u>\$ 24,060</u>                                |

**Explanation:** Emergency Management (10531) -Homeland Security Grant Program awarded funds for equipment and supplies for the medical bus. Grant approved for one light tower, one camera/cable/monitor, 12

**Net Budget Effect:** Operating Fund (10) - Increased by \$24,060.

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\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends\_Oct 21\_General Meeting (Budget Amendments)

Number 20200038

**BUDGET AMENDMENT**

The Currituck County Board of Commissioners, at a meeting on the 21st day of October 2019, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2020.

| <u>Account Number</u> | <u>Account Description</u>               | Debit                                           | Credit                                          |
|-----------------------|------------------------------------------|-------------------------------------------------|-------------------------------------------------|
|                       |                                          | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10460-502000          | Salaries                                 | \$ 30,475                                       |                                                 |
| 10460-505000          | FICA expense                             | 2,331                                           |                                                 |
| 10460-506000          | Health insurance                         | 4,480                                           |                                                 |
| 10460-507000          | Retirement                               | 7,049                                           |                                                 |
| 10460-514000          | Travel                                   | 1,500                                           |                                                 |
| 10460-514500          | Training & Education                     | 1,500                                           |                                                 |
| 10460-513000          | Fuel                                     | 3,000                                           |                                                 |
| 10460-516200          | Vehicle maintenance                      | 2,000                                           |                                                 |
| 10460-532020          | Stormwater supplies                      | 10,000                                          |                                                 |
| 10390-495014          | T F - Carova Beach Road Service District |                                                 | 1,484                                           |
| 10390-495016          | T F - Ocean Sands/Crwn Pt N Watershed    |                                                 | 12,981                                          |
| 10390-495018          | T F - Hog Bridge Ditch Watershed         |                                                 | 101                                             |
| 10390-495019          | T F - Northwest Watershed                |                                                 | 161                                             |
| 10390-495020          | T F - Whalehead Watershed                |                                                 | 44,342                                          |
| 10390-495025          | T F - Guinea Mill Watershed              |                                                 | 2,253                                           |
| 10390-495027          | T F - Moyock Watershed                   |                                                 | 1,013                                           |
| 14460-587010          | T T - Operating Fund                     | 1,484                                           |                                                 |
| 14460-545000          | Contract Services                        |                                                 | 1,484                                           |
| 16609-587010          | T T - Operating Fund                     | 12,981                                          |                                                 |
| 16609-588000          | Contingency                              |                                                 | 12,981                                          |
| 18609-587010          | T T - Operating Fund                     | 101                                             |                                                 |
| 18609-545000          | Contracted Services                      |                                                 | 101                                             |
| 19609-587010          | T T - Operating Fund                     | 161                                             |                                                 |
| 19609-545000          | Contracted Services                      |                                                 | 161                                             |
| 20609-587010          | T T - Operating Fund                     | 44,342                                          |                                                 |
| 20609-588000          | Contingency                              |                                                 | 44,342                                          |
| 25607-587010          | T T - Operating Fund                     | 2,253                                           |                                                 |
| 25607-545000          | Contracted Services                      |                                                 | 2,253                                           |
| 27608-587010          | T T - Operating Fund                     | 1,013                                           |                                                 |
| 27608-545000          | Contracted Services                      |                                                 | 1,013                                           |
|                       |                                          | <u>\$ 124,670</u>                               | <u>\$ 124,670</u>                               |

**Explanation:** Public Works (10460) - Increase appropriations to create a Stormwater Technician position in the Public Works department that will work with the County service districts. This position will be funded from the service districts.

**Net Budget Effect:** Operating Fund (10) - Increased by \$62,335.  
 Carova Beach Road District Fund (14) - No change.  
 Ocean Sands/Crowne Point N Watershed District Fund (16) - No change.  
 Hog Bridge Ditch Watershed Fund (18) - No change.  
 Northwest Watershed Fund (19) - No change.  
 Whalehead Watershed Fund (20) - No change.  
 Guinea Mill Watershed Fund (25) - No change.  
 Moyock Watershed Fund (27) - No change.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

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\_\_\_\_\_  
 Clerk to the Board

Attachment: BudAmends\_Oct 21\_General Meeting (Budget Amendments)

Number

20200038

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 21st day of October 2019, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2020.

| <u>Account Number</u> | <u>Account Description</u> | Debit                                           | Credit                                          |
|-----------------------|----------------------------|-------------------------------------------------|-------------------------------------------------|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10980-545000          | Contract Services          | 100,000                                         |                                                 |
| 10330-445100          | FEMA Public Assistance     |                                                 | 100,000                                         |
|                       |                            | <u>\$ 100,000</u>                               | <u>\$ 100,000</u>                               |

**Explanation:** Disaster Recovery (10980) - Increase appropriations for change order for debris management from Hurricane Dorian.

**Net Budget Effect:** Operating Fund (10) - Increased by \$100,000.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

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\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends\_Oct 21\_General Meeting (Budget Amendments)





## Currituck County Agenda Item Summary Sheet

**Agenda ID Number – (ID # 2621)**

**Agenda Item Title**

Surplus Resolution-Communications

**Brief Description of Agenda Item:**

Communications equipment for surplus.

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Leeann Walton, Clerk to the Board

**Presenter of Agenda Item**

## 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.

| County<br>Asset Tag | Description       | Serial Number |
|---------------------|-------------------|---------------|
| 6004                | Raytheon ACU 1000 | N/A           |

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

**ADOPTED,** this 21st day of October, 2019.

\_\_\_\_\_  
 Bob White  
 County of Currituck, Board of Commissioners

\_\_\_\_\_  
 Leeann Walton  
 Clerk to the Board

(Seal)

Attachment: Communications-Surplus Res-10\_21\_2019 (Surplus Resolution-Communications)



## Currituck County Agenda Item Summary Sheet

**Agenda ID Number – (ID # 2622)**

**Agenda Item Title**

Surplus Resolution-Mainland Water

**Brief Description of Agenda Item:**

Mainland Water request for equipment surplus.

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Leeann Walton, Clerk to the Board

**Presenter of Agenda Item**



## 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.

| <u>County</u> | <u>Asset Tag</u> | <u>Description</u>  | <u>Serial Number</u> | <u>Dept</u> |
|---------------|------------------|---------------------|----------------------|-------------|
|               | 6831A-B          | A/C / HEATING UNITS | n/a                  | MLW         |

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

**ADOPTED**, this 21st day of October, 2019.

\_\_\_\_\_  
 Bob White  
 County of Currituck, Board of Commissioners

\_\_\_\_\_  
 Leeann Walton  
 Clerk to the Board

(Seal)

Attachment: Resolution-MLW Surplus (Surplus Resolution-Mainland Water)



## Currituck County Agenda Item Summary Sheet

**Agenda ID Number** – (ID # 2625)

**Agenda Item Title**

Amendment to Notice to Proceed for Pre-Event Contract for Disaster & Debris Removal Services

**Brief Description of Agenda Item:**

Amendment of debris removal contract to increase "not to exceed" amount for removal services being performed by Southern Disaster Recovery, LLC.

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Leeann Walton, Clerk to the Board

**Presenter of Agenda Item**

**AMENDMENT TO NOTICE TO PROCEED FOR PRE-EVENT CONTRACT  
FOR DISASTER DEBRIS REMOVAL SERVICES BY AND BETWEEN  
COUNTY OF CURRITUCK AND SOUTHERN DISASTER RECOVERY, LLC.**

THIS AMENDMENT to the Notice to Proceed for the Pre-Event Contract for Disaster Debris Removal Services made and entered into this \_\_\_\_ day of October, 2019 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 (the "County") and Southern Disaster Recovery, LLC., a South Carolina corporation existing and organized pursuant to the laws of the State of South Carolina, (the "Contractor").

**WITNESSETH:**

WHEREAS, County and Contractor entered into an agreement effective September 3, 2019 (the "Contract"), and pursuant to the Contract the County issued a Notice to Proceed effective September 16, 2019 for the Contractor to provide certain services related to the Hurricane Dorian Disaster Debris Removal Services; and

WHEREAS, County and Contractor have determined that modification of the Notice to Proceed is desirable;

NOW, THEREFORE it is mutually agreed that the Notice to Proceed is amended as follows:

1. "Not to Exceed: amount is rewritten to read as follows:
  1. "Not to Exceed" amount: \$500,000, pursuant to Hourly Rate Schedule, included in Southern Disaster Recovery, LLC's response to RFP for Disaster Debris Removal Services, dated June 20, 2019.
2. Except as amended herein, the terms and conditions of the Notice to Proceed shall remain in effect.



In Testimony Whereof, the parties have executed this Amendment to the Notice to Proceed in duplicate originals this the \_\_\_\_ day of October, 2019.

ATTEST:

COUNTY OF CURRITUCK

By: \_\_\_\_\_  
Leeann Walton  
Clerk to the Board

By: \_\_\_\_\_(SEAL)  
Bob White, Chairman  
Board of Commissioners

SOUTHERN DISASTER RECOVERY, LLC

By: \_\_\_\_\_(SEAL)  
Al McClaran, Chief Operating Officer

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Sandra Hill  
Finance Officer



## Currituck County Agenda Item Summary Sheet

**Agenda ID Number** – (ID # 2599)

**Agenda Item Title**

Ocean Sands Wastewater Treatment Plant-Change Order, Hauling

**Brief Description of Agenda Item:**

Change Order to provide for additional charges for sludge hauling. Memo included in agenda packet.

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Leeann Walton, Clerk to the Board

**Presenter of Agenda Item**



Eric T. Weatherly, P.E.  
County Engineer

## Currituck County

153 Courthouse Road, Suite 302  
Currituck, North Carolina 27929  
252-232-6035  
FAX 252-232-3298  
Eric.Weatherly@CurrituckCountyNC.Gov

### MEMORANDUM

**Date:** October 2, 2019

**To:** Board of Commissioners  
Ben Stikeleather, County Manager

**From:** Eric Weatherly

**RE:** Ocean Sands Wastewater Treatment Plant Replacement  
Change Order # 2

The replacement of the existing Ocean Sands Wastewater Treatment Plant is complete. The new wastewater plant is a 600,000 gallons per day facility capable of meeting the build out flows of the current Ocean Sands Water and Sewer District (does not include the undeveloped tracts).

The last step in this project was to demolish and remove the old wastewater plant and finish up the site work. During demolition of the old plant, it was determined the old sludge in the plant could not be processed through the new plant and would have to be hauled off. In addition, the sludge was thick and had to be manually broken down to a consistency to allow it to be pumped out.

The contractor was hired to manage hauling off this sludge. The project consisted of hauling out 176,000 gallons of sludge at an agreed upon rate of 25 cents per gallon for labor.

Attached is Change Order # 2 in the amount of \$44,000 to remove the sludge from the old wastewater plant. Staff recommends approval of this change order. Funds for this work are available in the existing budget for construction of the new wastewater plant.

Attachment: OSWWTP Memo with CO 2 (OSWWTP Change Order-Hauling)



Change Order No. 2

Date of Issuance: 10/01/2019

Effective Date:

10/02/2019

Owner:

Owner's Contract No.:

COUNTY OF  
CURRITUCK

Contractor: HATCHELL CONCRETE INC

OSWWTP 2/3  
REPLACEMENT PROJECT

Engineer: JOE ANLAUF

Project: OSWWTP

The Contract is modified as follows upon execution of this Change Order:

Description: LABOR FOR REMOVAL OF 176,000 GALLONS OF SLUDGE AT \$.25 PER GALLON

Attachments: HCI original proposal for additional work

| CHANGE IN CONTRACT PRICE                                                                    | CHANGE IN CONTRACT TIMES<br>[note changes in Milestones if applicable]                        |
|---------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| Original Contract Price:                                                                    | Original Contract Times:                                                                      |
| \$ 7,299,643.00                                                                             | Substantial Completion: _____                                                                 |
|                                                                                             | Ready for Final Payment: _____                                                                |
|                                                                                             | days or dates                                                                                 |
| [Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>1</u> : | [Increase] [Decrease] from previously approved Change Orders No. <u>  </u> to No. <u>  </u> : |
| \$ 89,451.00                                                                                | Substantial Completion: _____                                                                 |
|                                                                                             | Ready for Final Payment: _____                                                                |
|                                                                                             | days                                                                                          |
| Contract Price prior to this Change Order:                                                  | Contract Times prior to this Change Order:                                                    |
| \$ 7,389,094.00                                                                             | Substantial Completion: _____                                                                 |
|                                                                                             | Ready for Final Payment: _____                                                                |
|                                                                                             | days or dates                                                                                 |
| [Increase] [Decrease] of this Change Order:                                                 | [Increase] [Decrease] of this Change Order:                                                   |
| \$ 44,000.00                                                                                | Substantial Completion: _____                                                                 |
|                                                                                             | Ready for Final Payment: _____                                                                |
|                                                                                             | days or dates                                                                                 |
| Contract Price incorporating this Change Order:                                             | Contract Times with all approved Change Orders:                                               |
| \$ 7,433,094.00                                                                             | Substantial Completion: _____                                                                 |
|                                                                                             | Ready for Final Payment: _____                                                                |
|                                                                                             | days or dates                                                                                 |

RECOMMENDED:  
By: ANLAUF ENG PLLC  
JOE ANLAUF PE  
Engineer (if required)

ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

ACCEPTED:

By: [Signature]  
Contractor (Authorized Signature)

Title: OWNER

Title

Title

Date: 10/2/19

Date

Date

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

EJCDC® C-941, Change Order.

Prepared and published 2013 by the Engineers Joint Contract Documents Committee.

Attachment: OSWWTP Change Order No 2 R1 (OSWWTP Change Order-Hauling)

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**HATCHELL CONCRETE, INC.**

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P.O. Box 2405  
1002 Dridwood Drive  
Mantoloking, NJ 07954

NC LICENSED CONTRACTOR  
Commercial & Residential

Phone: (252) 473-6074  
Fax: (252) 473-6006  
Email: hcr@hatchellconcrete.com

October 1, 2019

Re: Eric Weatherly  
Waste removal change order

Hatchell concrete removed 176,000 gallons of sludge for .25 cents per gallon.

Scope

- Labor only

Lump Sum Price = \$44,000.00

Best Regards,

Nathaniel Hatchell



Hatchell Concrete, Inc.

Page 1 of 1

Attachment: OSWWTP Change Order No 2 R1 (OSWWTP Change Order-Hauling)



## Currituck County Agenda Item Summary Sheet

**Agenda ID Number** – (ID # 2618)

**Agenda Item Title**

FEMA Designation of Applicant's Agent

**Brief Description of Agenda Item:**

Approval of document to allow Finance Director and Emergency Management Director to sign and submit forms to FEMA on behalf of the County in response to Hurricane Dorian.

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Leeann Walton, Clerk to the Board

**Presenter of Agenda Item**



| <b>RESOLUTION</b><br><b>DESIGNATION OF APPLICANT'S AGENT</b><br>North Carolina Division of Emergency Management                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| Organization Name (hereafter named Organization)<br>County of Currituck                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Disaster Number: <b>FEMA-4465-DR-NC</b>                  |
| Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate):<br>Not Assigned                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                          |
| Applicant's Fiscal Year (FY) Start<br>Month: July Day: 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                          |
| Applicant's Federal Employer's Identification Number<br>56 - 6000292                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                          |
| Applicant's Federal Information Processing Standards (FIPS) Number<br>37 - 053 -                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                          |
| <b>PRIMARY AGENT</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>SECONDARY AGENT</b>                                   |
| Agent's Name<br><b>Mary Beth Newns</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Agent's Name<br><b>Sandra L Hill</b>                     |
| Organization<br>County of Currituck                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Organization<br>County of Currituck                      |
| Official Position<br>Emergency Management Director                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Official Position<br>Finance Director                    |
| Mailing Address<br>153 Courthouse Rd                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Mailing Address<br>153 Courthouse Rd, Ste 102            |
| City ,State, Zip<br>Currituck, NC 27929                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | City ,State, Zip<br>Currituck, NC 27929                  |
| Daytime Telephone<br>252 232-2115                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Daytime Telephone<br>(252) 232-2381                      |
| Facsimile Number<br>252 232-2750                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Facsimile Number<br>(252) 232-2141                       |
| Pager or Cellular Number<br>252 202 7130                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Pager or Cellular Number<br>N/A                          |
| BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and <b>the assurances printed on the reverse side hereof</b> . BE IT FINALLY RESOLVED THAT the above-named agents are authorized to act severally. PASSED AND APPROVED this __21st____ day of October __, 2019 __. |                                                          |
| <b>GOVERNING BODY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>CERTIFYING OFFICIAL</b>                               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Name<br>Leeann Walton                                    |
| Robert M. White III, Chairman – Board of Commissioners                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Official Position<br>Clerk to the Board of Commissioners |
| Name and Title                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Daytime Telephone<br>252-232-2075                        |
| <b>CERTIFICATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                          |
| I, _____, (Name) duly appointed and _____ (Title) of the Governing Body, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Governing Body of _____ (Organization) on the _____ day of _____, 20___.<br><br><b>Date:</b> _____ <b>Signature:</b> _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                          |



## Currituck County Agenda Item Summary Sheet

**Agenda ID Number – (ID # 2616)**

**Agenda Item Title**

Records Disposal-Finance

**Brief Description of Agenda Item:**

Request to dispose of Financial records as per the adopted Records Retention Schedule.

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Leeann Walton, Clerk to the Board

**Presenter of Agenda Item**

## Memorandum

To: Ben Stikeleather, County Manager

From: Sandra Hill

Date: October 10, 2019

Subject: Record Disposal

The Finance Office would like permission to dispose of the following records, which are scheduled for disposal as per the record retention schedule.

| <u>Time Period</u>               | <u>Description</u>                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>FY 2016</b>                   |                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| July 1, 2015-June 30, 2016       | Accounts Payable Invoices<br>Bank Statements<br>Bank Reconciliation Reports<br>Deposit Slips<br>Accounts Receivable Files<br>Ambulance Payment files<br>Shell Airport Revenue files<br>Daily Receipts<br>Budget Amendments<br>Journal Vouchers<br>NC Sales Tax Summary Reports<br>Sales Tax Refund Report<br>Register of Deeds Monthly Reports<br>Investment Records<br>Utility EFT files<br>Web Payments<br>Purchasing Card Statements |
| September 1, 2018 - May 31, 2019 | Remote Deposit Check Originals                                                                                                                                                                                                                                                                                                                                                                                                          |





## Currituck County Agenda Item Summary Sheet

**Agenda ID Number – (ID # 2627)**

**Agenda Item Title**

Amended Item: Consideration of Approval of Stormwater Technician Job Description and Revised Salary Classification Chart

**Brief Description of Agenda Item:**

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Leeann Walton, Clerk to the Board

**Presenter of Agenda Item**

10-20-2019  
Amended to Boc  
Agenda -  
Consent Agenda



**CURRITUCK COUNTY JOB DESCRIPTION**

**JOB TITLE: STORMWATER TECHNICIAN  
PUBLIC WORKS DEPARTMENT**

**GENERAL STATEMENT OF JOB**

The Stormwater Technician provides technical, administrative and operations work for county stormwater districts and stormwater related services to the County within the Department of Public Works under the supervision of the County Engineer.

**SPECIFIC DUTIES AND RESPONSIBILITIES & ESSENTIAL FUNCTIONS**

- Manage and oversee county stormwater districts.
- Development of budgets and capital improvement plans for the stormwater districts.
- Perform operations and maintenance of mechanical stormwater facilities. Coordinate equipment maintenance and repairs.
- Perform drainage assessments of ditches and other related non-mechanical stormwater infrastructure and perform/coordinate needed maintenance and or upgrades.
- Gather data and information necessary to develop stormwater plans, including performing, gathering and analyzing information, engineering studies, watershed surveys, etc.
- Serve as advisor, manage and attend all stormwater district advisory board meetings. Attend POA/Homeowners meetings within districts to provide updates and address stormwater concerns.
- Work with county residences and businesses to address individual stormwater concerns within districts.
- Perform and interpret various hydraulic and stormwater computer software programs.
- Manage and oversee emergency stormwater pumping operations during flooding events.
- Research and write grant applications for potential stormwater capital projects.

### **ADDITIONAL JOB FUNCTIONS**

Perform duties as assigned by the County Manager or his designees during a State of Emergency or other disaster. Have the ability to read, analyze, and interpret governmental regulations and procedures.

Performs other related work as required.

### **MINIMUM TRAINING AND EXPERIENCE**

Associate's degree in stormwater practices, civil engineering or related field, and one to two years of experience in stormwater practices and a minimum of 2 years design experience in municipal stormwater systems and software or management of municipal stormwater systems; or any equivalent combination of training and experience which provides the required knowledge, skills and abilities.

### **SPECIAL REQUIREMENTS**

Possess a valid North Carolina driver's license.

### **KNOWLEDGE, SKILLS AND ABILITIES**

Considerable knowledge of applicable federal, state and local laws, and standard practices, methods and techniques of stormwater design and operations.

Considerable knowledge of planning and application of stormwater development practices.

General knowledge of the practices, principles and use of drafting, surveying and computer software for stormwater systems.

General knowledge of tools and supplies used in stormwater management

Ability to use common office programs including word processing, spreadsheets, stormwater software and file maintenance programs

Ability to understand drainage features and flow patterns of the county drainage ditches and watersheds

Ability to exercise considerable independent judgment in applying stormwater.

Ability to exercise considerable tact and courtesy in contact with landowners, land users and the general public.

Ability to perform rigorous outdoor work in various types of weather.

Ability to perform physical labor as necessitated by work assignments.

Ability to establish and maintain effective working relationships as necessitated by work assignments.



**MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED  
TO PERFORM ESSENTIAL JOB FUNCTIONS**

**Physical Requirements:** Must be physically able to operate a variety of machinery and equipment, including computers, calculators, design instruments, laser-equipped transits, global-positioning equipment, pumps, shovels, etc. Must be physically able to operate a motor vehicle. Must be able to exert up to 50 pounds of force occasionally, and/or up to 25 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. Requires the ability to physically maneuver over and/or upon varying terrain, surfaces or physical structures. Physical demand requirements are for Medium to Heavy Work.

**Data Conception:** Requires the ability to compare and/or judge the readily observable, functional, structural or composite characteristics (whether similar or divergent from obvious standards) of data, people or things.

**Interpersonal Communication:** Requires the ability to speak and/or signal people to convey or exchange information. Includes receiving instructions, assignments or directions from superiors.

**Language Ability:** Requires the ability to read a variety of reports, correspondence, ordinances, maps, design plans, spreadsheets, engineering charts, surveys, guides, manuals, technical references, etc. Requires the ability to prepare correspondence, reports, contracts, forms, etc., using prescribed formats. Requires the ability to speak to people with poise, voice control and confidence.

**Intelligence:** Requires the ability to apply principles of logical or scientific thinking to define problems, collect data, establish facts, and draw valid conclusions; to interpret an extensive variety of technical instructions in mathematical or diagrammatic form; and to deal with several abstract and concrete variables.

**Verbal Aptitude:** Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively and efficiently in a variety of technical or professional languages, including engineering terminology.

**Numerical Aptitude:** Requires the ability to utilize mathematical formulas; to add and subtract; multiply and divide; calculate decimals and percentages; interpret graphs; perform calculations involving variables, formulas, square roots and polynomials; perform statistical calculations, which include frequency distributions, reliability and validity tests, correlation techniques, factor analysis and econometrics; perform algebraic operations.

**Form/Spatial Aptitude:** Requires the ability to inspect items for proper length, width and shape.

**Motor Coordination:** Requires the ability to coordinate hands and eyes rapidly and accurately in using office equipment and tools.

**Manual Dexterity:** Requires the ability to handle a variety of items, such as keyboards, control knobs, toggle switches, levers, etc. Must have minimal levels of eye/hand/foot coordination.

**Color Discrimination:** Requires the ability to differentiate between colors and shades of color.

**Interpersonal Temperament:** Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under stress when confronted with persons acting under stress.

**Physical Communication:** Requires the ability to talk and hear: (Talking: expressing or exchanging ideas by means of spoken words. Hearing: perceiving nature of sounds by ear.) Must be able to communicate via telephone.

ED: 10/21/2019 (BOC)

| SALARY GRADE | SALARY RANGE      | CLASSIFICATION                                                                                                                                                                                                                                                                                                                      |
|--------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 50           | \$24,290-\$33,293 | Custodian                                                                                                                                                                                                                                                                                                                           |
| 50.5         | \$25,666-\$35,831 | Senior Center Assistant Coordinator                                                                                                                                                                                                                                                                                                 |
| 51           | \$26,261-\$36,053 | Maintenance Helper<br>Park Attendant<br>Rural Attendant                                                                                                                                                                                                                                                                             |
| 52           | \$28,232-\$38,852 | Accounting Clerk I<br>Animal Care Technician<br>Community Social Services Assistant DSS<br>DCI CP/Clerk<br>Deputy Register of Deeds<br>Library Assistant I<br>Permit Officer I<br>Processing Assistant IV<br>Public Information Assistant IV<br>Recreation Assistant<br>Secretary I<br>Tax Clerk I<br>Visitor Relations Coordinator |



|      |                   |                                                                                                                                                                                                                                                                                                                                                                                                                  |
|------|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 53   | \$30,204-\$41,575 | Line Maintenance Mechanic Helper<br>Library Assistant II<br>Maintenance/Repair Worker<br>Meter Reader<br>EMT Basic/Firefighter<br>Firefighter EMT/Basic<br>Lineman - Airport<br>Tax Clerk II<br>Utilities Customer Service Representative                                                                                                                                                                        |
| 53.5 | \$30,773-\$42,615 | Detention Officer                                                                                                                                                                                                                                                                                                                                                                                                |
| 54   | \$32,175-\$44,333 | 4H Program Assistant<br>Animal Control Officer<br>Assistant Register of Deeds<br>Deputy Director of Elections<br>District Administrator<br>F&C Sciences Associate<br>Income Maintenance Caseworker I<br>Library Associate I<br>Permit Officer II<br>Public Information Assistant V<br>Accounting Clerk II<br>Rural Center Manager<br>Shelter Manager<br>Telecommunicator Trainee<br>Visitor Relations Specialist |
| 54.5 | \$32,783-\$45,442 | Intake Officer                                                                                                                                                                                                                                                                                                                                                                                                   |

9.C.9.a

55

\$34,144-\$44,096

Accounting Clerk III

Administrative Assistant I

Athletic Grounds Manager

Deputy Tax Collector

Library Associate II

Line Maintenance Mechanic

Maintenance/Repair Worker Electrician

Maintenance/Repair Worker HVAC

Park Superintendent

Public Relations Coordinator

Recreation Specialist

Sales &amp; Marketing Associate

Telecommunicator I

Tourism Promo &amp; Event Coordinator

Utilities Customer Service Supervisor

55.5

\$34,795-\$48,274

Firefighter EMT/Advanced  
EMT Intermediate/Firefighter

56

\$36,120-49,859

Deputy Trainee

Evidence Technician

Income Maintenance Caseworker II

Permit Officer III

Social Worker I

Support Technician

Telecommunicator II

Wastewater ORC Trainee

Water Plant Operator Trainee

56.5

\$37,506-\$52,646

Sergeant Detention Officer

9.C.9.a

|    |                   |                                                                                                                                                                                                                                                                                                        |
|----|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 57 | \$38,091-\$52,617 | Administrative Assistant II<br>Building Inspector I<br>Code Enforcement Officer<br>Deputy Sheriff I<br>Human Resources Assistant<br>Maintenance Supervisor<br>Rural Center Director<br>Visitor Center Supervisor<br>Wastewater Operator<br>Water Plant Operator<br>Water Plant Operator/Lab Technician |
| 58 | \$40,062-\$55,379 | Deputy Sheriff II<br>Income Maintenance Caseworker III<br>Income Maintenance Investigator II<br>Training Officer                                                                                                                                                                                       |
| 59 | \$42,034-\$58,139 | Accounting Technician<br>Building Inspector II probationary/<br>FQ Inspect I<br>** E Body<br>Deputy Sheriff III<br>Development Technician<br>Detective I<br>Firefighter/EMT Paramedic<br>EMT Paramedic/Firefighter<br>Planner I<br>Tax Appraiser                                                       |



|      |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 60   | \$44,000-\$60,901 | *Administrative Officer I<br>*Communications Supervisor<br>Deputy Emergency Management Coordinator<br>EMS Training Officer<br>Fire Training Officer/Recruitment Coordinator<br>Fire Lieutenant<br>*Income Maintenance Supervisor II<br>*Lieutenant Detention Officer<br>Fire Marshal<br>Lieutenant - EMS<br>*Operations Director<br>Risk Manager<br>Social Worker II<br>Stormwater Technician<br>Water Distribution Supervisor Trainee |
| 60.5 | \$44,850-\$62,423 | *Senior Center Coordinator                                                                                                                                                                                                                                                                                                                                                                                                             |
| 61   | \$45,978-\$63,662 | Building Inspector III probationary/FQ BI II<br>Creative Director<br>Detective II<br>GIS Specialist<br>GIS Coordinator<br>IT Coordinator<br>Paralegal<br>Planner II<br>Marketing Director<br>Public Information Officer<br>Video Production Specialist                                                                                                                                                                                 |

|    |                   |                                                                                                                                                                                                                |
|----|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    |                   | 9.C.9.a                                                                                                                                                                                                        |
| 62 | \$47,950-\$66,423 | Water Distribution Supervisor<br>Web/AV Specialist                                                                                                                                                             |
|    |                   | *Airport Manager<br>*Contract Purchasing Agent<br>Fiscal and Budget Assistant<br>Sergeant<br>Site Manager/Curator<br>Soil and Stormwater Manager<br>Social Worker III<br>Social Worker Invest/Assess Treatment |
| 63 | \$49,920-\$69,182 | Building Inspector III FQ<br>*Director of Elections<br>Engineering Technician<br>Social Work Supervisor II<br>*Water Treatment Plant Supervisor                                                                |
| 64 | \$51,893-\$71,944 | *Accountant<br>*Jail Superintendent<br>Senior Planner                                                                                                                                                          |
| 65 | \$54,287-\$75,297 | *Administrative Assistant/Clerk to Board<br>*Captain - EMS<br>*Fire and EMT Captain<br>*Project Coordinator                                                                                                    |
| 66 | \$55,837-\$77,467 | *Public Utilities Superintendent<br>*Public Works Director<br>*Social Worker Supervisor III<br>*Wastewater Superintendent                                                                                      |

| b / | \$57,800-\$80,224  | *Clerk Building Inspector                                                                                                      |
|-----|--------------------|--------------------------------------------------------------------------------------------------------------------------------|
|     |                    | *Emergency Management Director<br>*Lieutenant - Sheriff<br>*Recreation Director<br>*Social Work Program Manager                |
| 68  | \$59,778-\$82,984  | *Assistant Finance Director<br>*Human Resources Director<br>*IT Director<br>*Tax Administrator                                 |
| 69  | \$61,749-\$85,746  |                                                                                                                                |
| 70  | \$63,781-\$88,590  |                                                                                                                                |
| 71  | \$65,693-\$91,267  | *Captain- Sheriff<br>*Chief Deputy - Fire/EMS<br>*Tourism Director                                                             |
| 72  | \$67,665-\$94,030  | *Assistant Planning Director                                                                                                   |
| 73  | \$69,636-\$96,788  | *Assistant Public Services Director/<br>Assistant County Engineer<br>*Chief Deputy - Sheriff<br>*Economic Development Director |
| 74  | \$71,608-\$99,550  |                                                                                                                                |
| 75  | \$73,579-\$102,310 | *Chief of EMS                                                                                                                  |
| 76  | \$75,552-\$105,071 | *Director of Social Services<br>*Finance Director<br>*Public Utilities Director                                                |
| 77  | \$77,522-\$107,830 |                                                                                                                                |
| 78  | \$79,495-\$110,593 |                                                                                                                                |
| 79  | \$81,466-\$113,354 |                                                                                                                                |
| 80  | \$83,196-\$115,775 |                                                                                                                                |



|     |                     |                                           |
|-----|---------------------|-------------------------------------------|
| 82  | \$87,408-\$132,370  |                                           |
| 83  | \$89,593-\$135,679  | *Assistant County Manager                 |
|     |                     | *Planning Director                        |
| 84  | \$91,833-\$139,071  |                                           |
| 85  | \$94,129-\$142,548  |                                           |
| 86  | \$96,482-\$146,111  |                                           |
| 87  | \$98,750-\$149,546  |                                           |
| 88  | \$99,729-\$151,029  | *Senior Planning Director                 |
| 89  | \$102,222-\$154,805 |                                           |
| 90  | \$104,778-\$158,675 |                                           |
| 91  | \$107,397-\$162,642 |                                           |
| 92  | \$109,673-\$166,088 | *Public Services Director/County Engineer |
| 93  | \$112,415-\$170,240 |                                           |
| 94  | \$115,225-\$174,496 |                                           |
| 95  | \$118,106-\$178,859 |                                           |
| 96  | \$121,059-\$183,330 |                                           |
| 97  | \$124,085-\$187,913 |                                           |
| 98  | \$127,187-\$192,611 |                                           |
| 99  | \$130,367-\$197,426 |                                           |
| 100 | \$133,626-\$202,362 |                                           |
| 101 | \$136,967-\$207,421 |                                           |
| 102 | \$140,391-\$212,607 |                                           |
| 103 | \$143,901-\$217,922 |                                           |

|     |                     |           |
|-----|---------------------|-----------|
| 104 | \$147,400-\$228,954 |           |
| 105 | \$151,186-\$228,954 |           |
| 106 | \$154,965-\$234,678 |           |
| 107 | \$158,839-\$240,545 |           |
| 108 | \$162,810-\$246,559 |           |
| 109 | \$166,881-\$252,723 |           |
| 110 | \$171,053-\$259,041 |           |
| 111 | \$175,318-\$265,501 | *Attorney |

\* indicates exempt status

Board determined County Manager's salary

Board determined \*Sheriff's salary

Board determined \*Register of Deeds' salary

Board determined \*Attorney's salary

\*\* E Body Grade is Dependent upon State Certification Level



## Currituck County Agenda Item Summary Sheet

**Agenda ID Number – (ID # 2619)**

**Agenda Item Title**

Budget Amendments-TDA

**Brief Description of Agenda Item:**

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Leeann Walton, Clerk to the Board

**Presenter of Agenda Item**



Number

TDA2020006

## BUDGET AMENDMENT

The Currituck County Board of Commissioners sitting as the Tourism Development Authority, at a meeting on the 21st day of October 2019, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2020.

| <u>Account Number</u> | <u>Account Description</u> | Debit                                           | Credit                                          |
|-----------------------|----------------------------|-------------------------------------------------|-------------------------------------------------|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 15442-526300          | Promotion Grants           | \$ 100,000                                      |                                                 |
| 15442-526300          | Promotion Grants           | \$ 10,000                                       |                                                 |
| 15442-526200          | Promotions                 |                                                 | \$ 10,000                                       |
| 15390-499900          | Appropriated Fund Balance  |                                                 | \$ 100,000                                      |
|                       |                            | <u>\$ 110,000</u>                               | <u>\$ 110,000</u>                               |

**Explanation:** Occupancy Tax Tourism Promotion (15442) - Funding for the Event Assistance Marketing and Event Grant Programs.

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

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board

Attachment: Bud Amends\_TDA\_Oct 21 (Special Meeting TDA-Budget Amendments)



## Currituck County Agenda Item Summary Sheet

**Agenda ID Number** – (ID # 2620)

**Agenda Item Title**

OSWSD-Budget Amendment

**Brief Description of Agenda Item:**

**Board Action Requested**

Action

**Person Submitting Agenda Item**

Leeann Walton, Clerk to the Board

**Presenter of Agenda Item**

Number OS2020001

## BUDGET AMENDMENT

The Currituck County Board of Commissioners sitting as the Ocean Sands Water and Sewer Authority, at a meeting on the 21st day of October 2019, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2020.

| <u>Account Number</u> | <u>Account Description</u> | Debit                                           | Credit                                          |
|-----------------------|----------------------------|-------------------------------------------------|-------------------------------------------------|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 60808-545001          | Contracted Services        | \$ 23,155                                       |                                                 |
| 60808-590001          | Capital Outlay             |                                                 | \$ 23,155                                       |
|                       |                            | <u>\$ 23,155</u>                                | <u>\$ 23,155</u>                                |

**Explanation:** Ocean Sands Water and Sewer (60808) - Transfer funds for State required sewer line cleaning.

**Net Budget Effect:** Ocean Sands Water and Sewer District Fund (60) - No change.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmend\_Ocean Sands\_Oct 21 (OSWSD Board-Budget Amendments)