



**Board of Commissioners
Agenda Packet**

December 5, 2022

Work Session - 4:00 PM

One Boat Community Calendar

Discussion of Volunteer Fire Operations and Service Delivery

6:00 PM Call to Order

A) Invocation & Pledge of Allegiance

Administer Oaths of Office for Newly-Elected Officials-Ray Matusko, Clerk of Superior Court

Election of Board Chair

Election of Board Vice-Chair

Recess

Approval of Agenda

Ethics Awareness and Conflict of Interest Reminder

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

County Attorney's Report

Administrative Reports

- A) **United States Air Force Cycling Team Memorial to Memorial Inaugural Event - Chief Master Sergeant Jack McCombs, US Air Force (Ret.)**
- B) **Presentation of Curbside Collection Survey Results-Rebecca Gay, Assistant County Manager**

Old Business-Ordinance Second Reading

Ordinance of the Currituck County Board of Commissioners Amending Article IV, Chapter 12, of the Currituck County Code of Ordinances Regarding Parking Upon the Road or Shoulder of Still Water Court, Lost Lake Lane, and Bear Foot Path-Villages at Ocean Hill, Corolla

Public Hearings

- A) **PB 87-56 Monterey Shores, Phase 10, Part A** Request for preliminary plat/special use permit for six lots (five single-family residential and one commercial) at the proposed Corolla Boat Club, Monterey Shores, PUD, Phase 10. The property is located on Malia Drive in Corolla, Tax Map 116, Parcel 10, Poplar Branch (Beach) Township.

- B) Public Hearing and Action: Local Historic Landmark Application for the Gideon C. Boswood, Jr. House located at 198 N. Gregory Road (Including 204 N. Gregory Road) in Shawboro, NC**

New Business

- A) Recommendation of Award for Emergency Pumping Facilities, Ocean Sands North and Crown Point Service District for Watershed Improvements, and Delegate Signature Authority to County Manager**
- B) Recommendation of Award-Drainage Improvements at Bonito Street, Whalehead Subdivision, and Authorize County Manager to Execute Contracts**
- C) Recommendation of Award for Construction of the Corolla ABC Store and Authorize County Manager to Execute Contracts**
- D) Public Works Building Design-Build Amendment Guaranteed Maximum Price (GMP) and Delegation of Signature Authority to County Manager**
- E) Consideration of License Agreement Allowing Use of County-Owned Property by Carova Beach Volunteer Fire and Rescue for Parking and Boat Mooring**
- F) Consent Agenda**
1. Budget Amendments
 2. Project Ordinance-Aviation Fuel Farm
 3. Vehicle Surplus Resolution-EMS
 4. Affirmation of Sheriff's Bond
 5. Sheriff's Office-Return Equipment Received from Law Enforcement Support Office for Transfer
 6. Records Disposal-Permits and Inspections
 7. Approval Of Minutes-November 7, 2022; November 14, 2022

Adjourn



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3620)

Agenda Item Title: One Boat Community Calendar

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Information

Brief Description of Agenda Item:

Michael McOwen, One Boat, will attend a Work Session to present a site concept for a Community Calendar that will be available to businesses in Currituck County.

Potential Budget Affect: N/A

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3621)

Agenda Item Title: Discussion of Volunteer Fire Operations and Service Delivery

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Information

Brief Description of Agenda Item:

Commissioners will receive information on funding, operations, and service for the county's volunteer fire organizations.

Potential Budget Affect: N/A

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3634)

Agenda Item Title: United States Air Force Cycling Team Memorial to Memorial Inaugural Event - Chief Master Sergeant Jack McCombs, US Air Force (Ret.)

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Information

Brief Description of Agenda Item:

This past September the USAF Cycling Team had its inaugural Memorial to Memorial (M2M) bike event; a 4-day bicycle ride that began at the Wright Memorial in Kill Devil Hills to the USAF Memorial located close to the Pentagon in Northern Virginia. This will become an annual event to celebrate the creation of the USAF with the objective to raise funds for Air Force and Space Force families in need, particularly, wounded airmen.

The Currituck County's Sheriff's Department provided superb "guardian" service that ensured the safety of cyclists while cycling through the county. The Air Force Cycling Team has created a photographic gift that reflects its appreciation for the Sheriff's great help.

Potential Budget Affect: N/A

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3633)

Agenda Item Title: Presentation of Curbside Collection Survey Results-Rebecca Gay,
Assistant County Manager

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

**Review results of a survey of Moyock Township residents on their opinion of
implementing Curbside Solid Waste Collection.**

Potential Budget Affect: N/A

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3611)

Agenda Item Title: Ordinance of the Currituck County Board of Commissioners Amending Article IV, Chapter 12, of the Currituck County Code of Ordinances Regarding Parking Upon the Road or Shoulder of Still Water Court, Lost Lake Lane, and Bear Foot Path-Villages at Ocean Hill, Corolla

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Villages at Ocean Hill are requesting the addition of Still Water Ct, Lost Lake Ln, and Bear Foot Path, be added to the existing Ordinance to allow enforcement of parking restrictions in the subdivision. The VOH Board of Directors adopted a Resolution as required on August 31, 2022.

Potential Budget Affect: N/A

Is this item regulated by plan, regulation or statute? Yes

Manager Recommendation:

**AN ORDINANCE OF THE CURRITUCK COUNTY BOARD OF COMMISSIONERS
AMENDING ARTICLE IV, CHAPTER 12 OF THE CURRITUCK COUNTY CODE OF
ORDINANCES REGARDING PARKING UPON THE ROAD OR SHOULDER OF
STILL WATER COURT, LOST LAKE LANE, AND BEAR FOOT PATH**

WHEREAS, pursuant to N.C. Gen. Stat. §153A-121 a county may by ordinance define, regulate, prohibit, or abate acts, omissions, or conditions detrimental to the health, safety, or welfare of its citizens and the peace and dignity of the county; and

WHEREAS, pursuant to N.C. Gen. Stat. §§153A-139 the governing body of a county may, by ordinance, regulate the stopping, standing, or parking of vehicles in a privately owned public vehicular area, provided the owner or person in general charge of the operation and control of that area requests in writing that such an ordinance be adopted; and

WHEREAS, Villages at Ocean Hill Community Association, Inc. is the owner of the land upon which that street or road known as Still Water Court, Lost Lake Lane, and Bear Foot Path, is located, and have requested in writing this ordinance be adopted in a resolution, which is attached hereto as Exhibit "A."

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

PART I. The Code of Ordinances, Currituck County, North Carolina is amended by rewriting Section 12-62(3) to read as follows:

- (3) No person shall park a vehicle or permit it to stand, whether attended or unattended, upon the roads or shoulders of the roads located within or leading to the subdivision known as The Villages at Ocean Hill such roads being Ocean Trail, Windance Lane, East Ocean Hill Boulevard, Ocean Hill Court, Windjammer Court, Homeport Court East, Homeport Court West, Fourwinds Court, Lakeside Drive, Clearwater Lane, North Lake Court, Crystal Lake Court, Lakeside Court, Fairwinds Lane, West Ocean Hill Boulevard, Bluewater Court, North Beach Access Road, Head Wind Way, Stillwind Court, ~~and Sandcastle Drive~~, Still Water Court, Lost Lake Lane, and Bear Foot Path, unless the vehicle is disabled to such an extent that it is impossible to avoid stopping and temporarily leaving a vehicle upon the paved or main traveled portion or shoulder of the roads names in this subdivision.

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

PART III. This ordinance is effective upon adoption.

ADOPTED this 5th day of December, 2022.

Chairman, Board of Commissioners

ATTEST:

Samantha M. Evans, Deputy Clerk to the Board

APPROVED AS TO FORM:

Megan E. Morgan, County Attorney

Date adopted: _____

Motion to adopt by Commissioner _____

Second by Commissioner _____

Vote: _____ AYES _____ NAYS

To Megan
10.27.2022

**RESOLUTION
BOARD OF DIRECTORS ("BOD") OF
VILLAGES AT OCEAN HILL COMMUNITY ASSOCIATION, INC., a
North Carolina Limited Liability Corporation ("VOH")**

AUGUST 31, 2022

The BOD by resolution this 31st Day of August 2022, resolved that the streets in VOH, namely Still Water Court, Lost Lake Lane and Bear Foot Path, should be added to the list of roads in VOH pursuant to the Currituck County Ordinance Section 12, with respect to street parking. The BOD understands that the BOD needed to make this request in writing so that the Ordinance be amended by the County to include the additional streets which are owned by VOH.

Lost Lake Lane and Bear Foot Path were transferred by 6/5 Defense, LLC on July 21, 2008. OBX Home Group, LLC deeded all its rights in and to Still Water Court by recorded deed on August 24, 2022.

Witness my hand and seal of the VOH this 31st day of August, 2022.

Frances Hamilton

Frances Hamilton, Vice President



Sherie Cordell

Sherie Cordell, Secretary

Seal of Corporation

Attachment: VOH Resolution-Road Additions (Ordinance Amendment-Road Additions for Ocean Hill-Parking Enforcement)

Letter of Agreement for Phase-5 Streets Transfer

1. The Villages at Ocean Hill Community Association (VOHCA) accepts ownership of VOH Phase-5 streets, Lost Lake Lane (approximately 22,470 sq. ft. of paved surface) and Bear Foot Path (approximately 21,250 sq. ft. of paved surface) including two associated cul-de-sacs. The street right-of-way is 30 ft wide with approximately 20 ft width of pavement and a 5 ft grass edge on each side.
2. The County Held \$13,790 "Street Maintenance" bond shall be released upon completion of this street transfer.

Signatures attesting to the above agreement:

VOHCA President: William Robinson Date: 7/21/08

6/5 Defense, LLC Nils Ladenburg Date: 7/21/08
 By Nils Ladenburg, Managing Partner



Currituck County Agenda Item Summary Sheet

Agenda ID Number – 3622

Agenda Item Title: PB 87-56 Monteray Shores, Phase 10, Part A

Submitted By: Jennie Turner – Planning & Community Development

Item Type: Quasi-Judicial

Presenter of Item: Kevin Kemp

Board Action: Action

Brief Description of Agenda Item:

Request for preliminary plat/special use permit for six lots (five single-family residential and one commercial) at the proposed Corolla Boat Club, Monteray Shores, PUD, Phase 10. The property is located on Malia Drive in Corolla, Tax Map 116, Parcel 10, Poplar Branch (Beach) Township.

Planning Board Recommendation:

Staff Recommendation: Application Reviewed

TRC Recommendation: Application Reviewed



STAFF REPORT
PB 87-56 MONTERAY SHORES,
PHASE 10, PART A, COROLLA BOAT CLUB
PRELIMINARY PLAT/SPECIAL USE PERMIT
BOARD OF COMMISSIONERS
DECEMBER 5, 2022

Attachment: 1 Staff Report - Corolla Boat Club - PPSUP (PB 87-56 Monterey Shores, Phase 10, Part A)

APPLICATION SUMMARY

Property Owner: Richard C. Willis Outer Banks Ventures, LLC PO Box 549 Corolla, NC 27927	Applicant: Richard C. Willis Outer Banks Ventures, LLC PO Box 549 Corolla, NC 27927
Case Number: PB 87-56	Application Type: Preliminary Plat/Special Use Permit
Parcel Identification Number: 0116-000-0010-0000	Existing Use: Vacant Land with Existing Pond
Imagine Currituck Land Use Plan Classification: G3 & O2	Parcel Size (Acres): 36.19 (Subject Parcel) 10.01 (Proposed Phase)
Request: Preliminary Plat/Special Use Permit for 6 lots (5 residential & 1 commercial)	Zoning: SFO with PUD Overlay

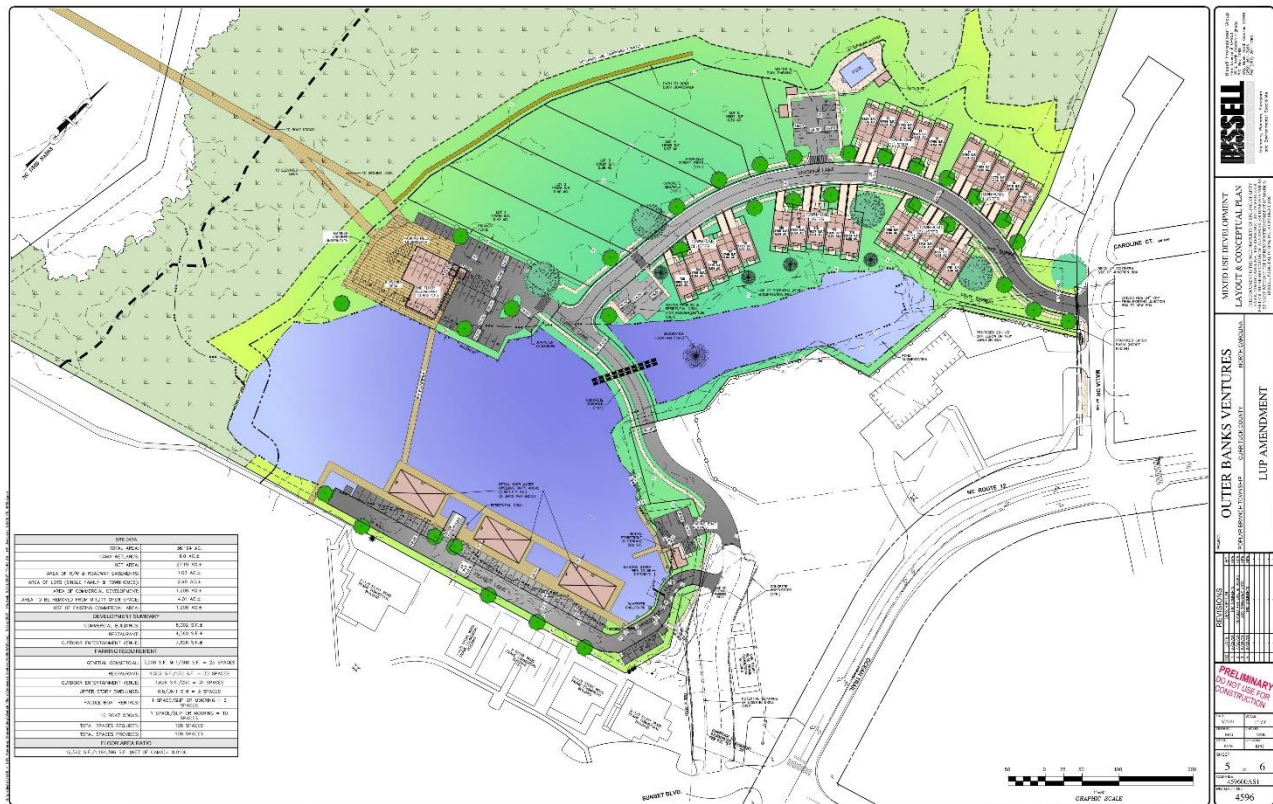
SURROUNDING PARCELS

	Land Use	Zoning
North	Monterey Shores Open Space	Monterey Shores PUD SFO with PUD Overlay
South	Timbuck II Shops	Buck Island PUD SFO with PUD Overlay
East	Monterey Shores WWTP/ Corolla Adventure Golf & Bumper Cars/Seaside Farm Market/Coffee Shop	SFO with PUD Overlay
West	Currituck Sound	N/A

STAFF ANALYSIS
Background

The overall development plan approved through the Amended Sketch Plan/Special Use Permit process included a total of thirty-six (36) residential dwelling units: five (5) single-family dwelling lots, twenty-five (25) townhome lots and six (6) upper story dwelling units, a ten (10) slip boat basin for use by residents and visitors to the site, construction of three retail buildings over the existing pond with two (2) upper story dwelling units in each building. A boardwalk connection is proposed from the retail buildings to a proposed restaurant and outdoor entertainment deck. A recreation/paddle boat rental storefront/storage building is proposed adjacent to the pond with docks over the pond.

A conceptual development plan and preliminary architectural renderings were provided by the applicant during the Amended Sketch Plan/Special Use Permit process to illustrate the proposed uses and project layout. Additional approvals are required prior to construction. Below is the conceptual plan that was approved.



Request & Application Summary

The applicant, Outer Banks Ventures, Inc. is requesting **preliminary plat/special use permit (PP/SUP) approval for the establishment of six (6) lots** (including five (5) single-family residential lots and one (1) commercial lot) on the 36.194-acre subject property located in the Monterey Shores Planned Unit Development (PUD). This request is part of the development plan approved by the BOC on October 18, 2021 (see above).

The proposed lots meet the bulk and dimensional standards of UDO Section 1.8 for minimum lot area, width, and setbacks. Required open space is provided. Paved sidewalks are proposed within the subdivision and a pedestrian connection will be made to the crosswalk at NC12 just northeast of Malia Drive. County water and private wastewater are available to serve the proposed development.

The approved Amended Sketch Plan is a development plan with water access for the residents and visitors to the site. A boardwalk for water access is proposed as part of this phase. The BOC may consider a required timing of actual construction of the boardwalk to the water instead of posting of a performance guarantee for this improvement. Staff suggests that construction of the boardwalk to the water be completed prior to platting of all lots in this phase. This water access is a critical piece of the development proposal. (A suggested condition is included in the TRC Review Comments below.)

The applicant is proposing access to the subdivision from Malia Drive as well as an entrance through the NCDOT owned property where Seaside Farm Market is located. Approval for access through the

NCDOT property has not been provided by the applicant. The TIA submitted references access scenarios, one being that the connection through the NCDOT property will not be made. The amended sketch plan was approved with the proposed connection through the NCDOT property and the connection across the existing pond is required to meet internal street connectivity requirements of UDO Section 5.6.4. A condition of Amended Sketch Plan/Special Use Permit approval stated: "Proposed access and configuration through the NCDOT owned parcel(s) shall be approved by NCDOT or Turnpike Authority as appropriate and by County Staff through the Preliminary Plat/Special Use Permit or Major Site Plan review process". The BOC may consider a condition that approval of the connection by NCDOT must be submitted prior to approval of construction drawings related to this preliminary plat. (A suggested condition is included in the TRC Review Comments below.)

The applicant is proposing to post a performance guarantee for this portion of the road connection. The BOC may consider a required timing of actual construction of the road extension. Staff suggests that construction of the road and sidewalk connection across the pond be installed prior to final plat recordation of all 6 proposed lots. (A suggested condition is included in the TRC Review Comments below.)

COMMUNITY MEETING

An initial community meeting was held on July 25, 2022, and a second properly noticed community meeting was held on August 11, 2022. County staff attended the meeting on August 11, 2022. A community meeting summary provided by the applicant is included in the agenda packet.

INFRASTRUCTURE

Water	Southern Outer Banks Water System (SOBWS)
Sewer	Carolina Water Service (Private)

REVIEW AND COMMENT

TECHNICAL REVIEW COMMITTEE

The Technical Review Committee provides the following review comments regarding the proposed Amended Sketch Plan/Special Use Permit:

1. Prior to approval of Construction Drawings, proposed access, and configuration through the NCDOT owned parcel(s) shall be approved by NCDOT or Turnpike Authority as appropriate.
2. Prior to recordation of the Final Plat, construction of road connection across the pond to the NCDOT property must be completed.
3. Prior to recordation of the Final Plat, construction of the boardwalk to the water must be completed.
4. Proposed changes to pond configuration shall not negatively impact the county's easement or purpose for the easement recorded in the Currituck County Register of Deeds Office on Deed Book 1135, Page 302.
5. Walkways and piers for private property owner use may not be constructed in open space set-asides.
6. Prior to approval of Construction Drawings, provide certification that Malia Drive meets NCDOT construction standards for compliance with UDO Section 6.2.1.D.4 Connection with State Streets.

Imagine Currituck 2040 Vision Plan

The *Imagine Currituck 2040 Vision Plan* classifies this site as **G-3: Mixed-Use Centers and Corridors** and **O-2: Reserved Lands** within the Corolla area. Generally, the G-3 classification is supported by major transportation networks, public water and wastewater infrastructure, and a community greenway system that links neighborhoods to mixed-use areas. This sector provides for a wide range of uses including mixed residential subdivisions with a variety of housing types and mixed-use developments that maximize the efficient use of space. Medium to high residential densities, commercial and compatible industrial uses are encouraged to locate within the G-3 transect areas where both water and wastewater services are available. The O-2 classification is comprised of wetlands, environmentally sensitive areas, significant natural heritage areas, and prime agricultural land that should be targeted for conservation or farmland preservation. This area should not be targeted for public or private water and sewer infrastructure or other growth inducing activities.

The following policies of the plan may apply to the proposed request:

Land Use Goal 1: Encourage development to occur at densities appropriate for their location and consider factors, including but not limited to: environmentally suitable areas; suitable soils, adequate infrastructure; the type and capacity of sewage treatment available to the site; the adequacy of transportation facilities providing access to the site; and compatibility and proximity of the site to existing and planned County services.

Land Use Policy 1.3: Consider community character and established visions for the community.

Land Use Policy 1.4: Protect the uniqueness of the County through preservation of farmland, wooded areas, open space and water views from roads, walkways, and other public spaces.

Land Use Policy 2.1: Continue to encourage businesses to coordinate site design with nearby businesses including shared or connected parking and access, pedestrian and vehicular movement, and consistent signage.

Transportation Policy 2.1: New development shall construct pedestrian walkways and multi-use greenways that connect adjacent residential and commercial areas.

Environment Goal 1: Preserve and protect the County's environmentally significant and sensitive lands and surrounding areas.

Environment Policy 1.1: Preserve coastal and non-coastal wetlands and riparian buffers for their natural resilience benefits.

Parks and Recreation Goal 1: Improve public access to natural resource areas including ocean and estuarine shorelines and public trust waters.

Parks and Recreation Policy 1.5: New development shall provide public access to recreation and natural resource areas.

Parks and Recreation Policy 2.1: Continue to require new development to construct pedestrian walkways and multi-use greenways that connect to external adjacent residential, commercial, recreation and open space areas.

Parks and Recreation Policy 3.2: Continue to require recreation and park area dedication or fee in lieu of providing recreation amenities.

General Corolla Land Use Policy 1.4: Continue to improve access to estuarine shorelines and beaches.

General Corolla Land Use Policy 1.7: Minimize commercial strip development and maximize traffic moving capability by encouraging commercial development to cluster at appropriate locations rather than dispersing along NC12.

Corolla G-2 Transect Policy 2.1: Concentrate commercial development in existing neighborhood nodes to minimize commercial strip development and maximize the moving capability of NC12.

Corolla G-2 Transect Policy 2.2: Encourage existing PUDs to continue to develop according to the master plan in order to achieve a more efficient use of land, a higher level of amenities and creative design.

SPECIAL USE PERMIT REVIEW STANDARDS

Following an evidentiary hearing, the board shall decide if the application is in accordance with Section 2.3.10, Decision-Making Body Review and Decision, and Section 2.4.6.D, Special Use Permit Review Standards.

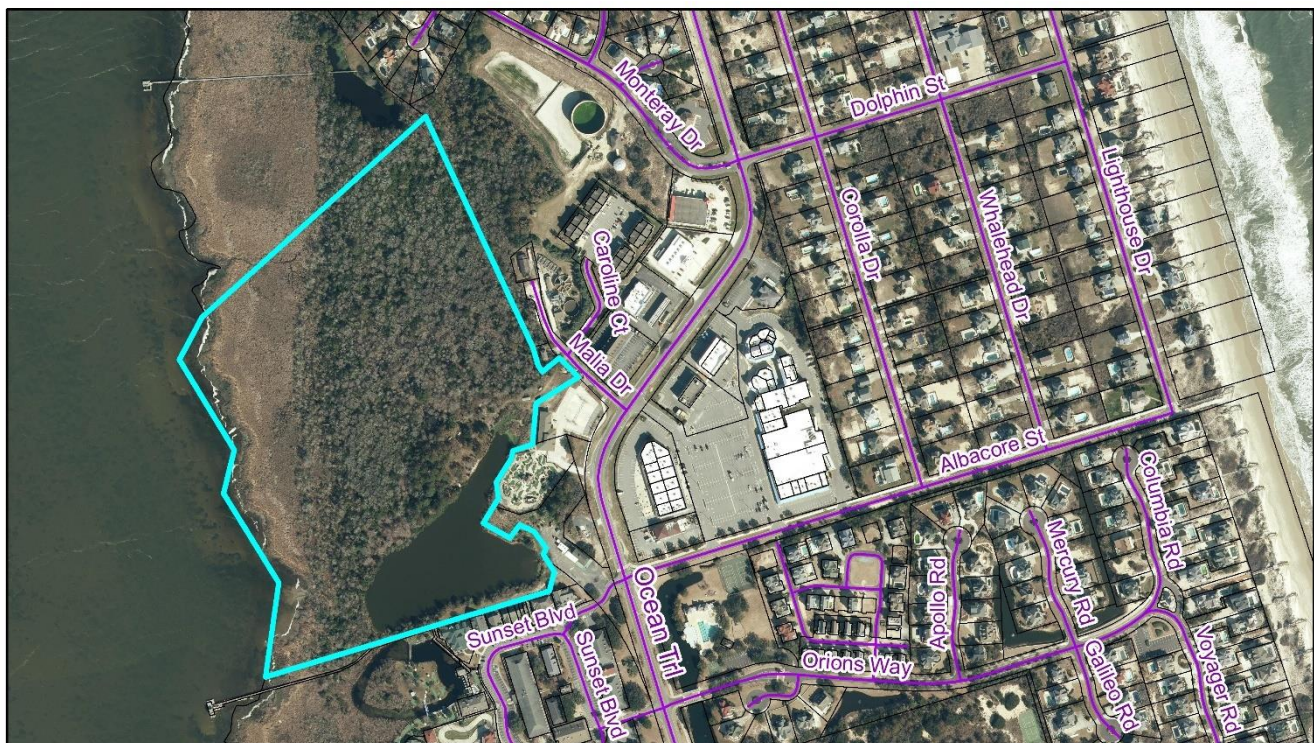
Special Use Permit Review Standards

A special use permit shall be approved on a finding that the applicant demonstrates the proposed use will:

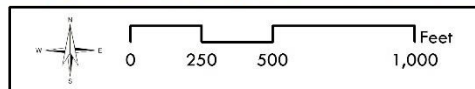
1. Not endanger the public health or safety.
2. Not injure the value of adjoining or abutting lands and will be in harmony with the area in which it is located.
3. Be in conformity with the Land Use Plan or other officially adopted plan.
4. Not exceed the county's ability to provide adequate public facilities, 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 APPLICATION AND RELATED MATERIALS ARE AVAILABLE ON THE COUNTY'S WEBSITE

Board of Commissioners: www.co.currituck.nc.us/board-of-commissioners-minutes-current.cfm



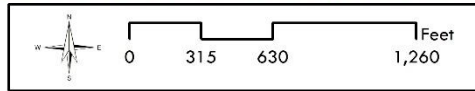
PB 87-56 Monterey Shores
Corolla Boat Club
Preliminary Plat/SUP
2020 Aerial Photography



Currituck County
Planning and
Community Development



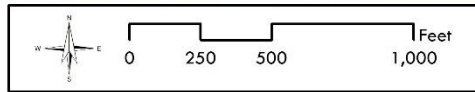
PB 87-56 Monterey Shores
Corolla Boat Club
Preliminary Plat/SUP
Official Zoning Map



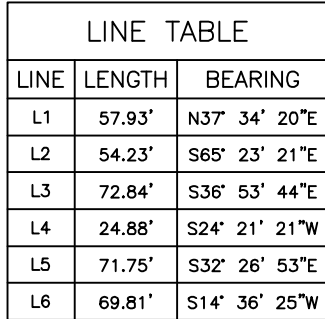
Currituck County
Planning and
Community Development



PB 87-56 Monterey Shores
Corolla Boat Club
Preliminary Plat/SUP
Imagine Currituck Transect Classification

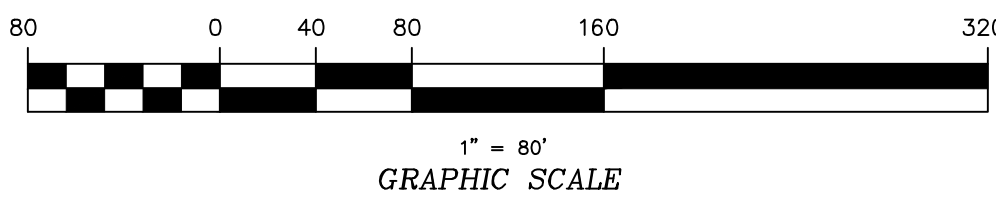


Currituck County
Planning and
Community Development



SOILS LEGEND	
---	SOILS LINE
CoB	COROLLA FINE SAND
CrB	COROLLA-DUCKSTON COMPLEX
Cu	CURRITUCK MUCKY PEAT
NhC	NEWHAN-COROLLA COMPLEX
Os	OSIER FINE SAND
W	WATER

SCS - SOIL SURVEY OF CURRITUCK COUNTY
SEE NOTES SHEET XX FOR SOILS DESCRIPTIONS



OUTER BANKS VENTURES

POPLAR BRANCH TOWNSHIP CURRITUCK COUNTY NORTH CAROLINA

PRELIMINARY DEVELOPMENT PLANS

PROJECT: _____

BY: _____

DATE: _____

DESIGNED: _____

DRAWN: _____

SHEET: 2 OF 7

PRELIMINARY
DO NOT USE FOR
CONSTRUCTION

DATE: 2/22/22

DESIGNED: BPG

DRAWN: KFW

SCALE: 1"=80'

CHECKED: _____

APPROVED: _____

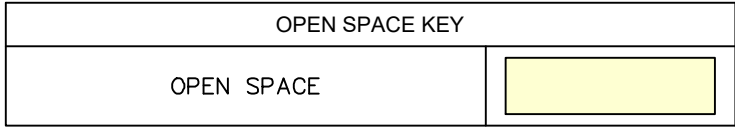
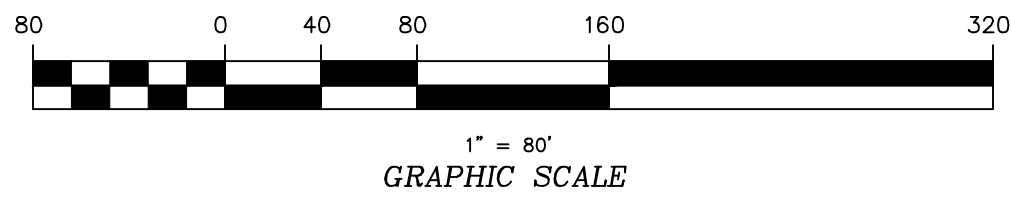
BPG

CAD FILE: 459600PP-L1

PROJECT NO: 4596

S:\Projects\4596 - 091 Monterey Shores\Bays Preliminary Plans\459600PP-L1.dwg 11/23/2022 2:32 PM HP Bissell 72500 PS HP02.pct3

ADDRESSES
LOT 1: 814 VIRGINIA LN
LOT 2: 812 VIRGINIA LN
LOT 3: 810 VIRGINIA LN
LOT 4: 808 VIRGINIA LN
LOT 5: 806 VIRGINIA LN
LOT 6: 816 VIRGINIA LN



NC 6800 NAD89

CURRICK SOUND

DEVELOPMENT
AREA
10.01 AC.

PAVED MULTI-USE PATH

LOT 5
17581 S.F.
0.40 AC.

LOT 4
14183 S.F.
0.37 AC.

LOT 3
16668 S.F.
0.38 AC.

LOT 2
17375 S.F.
0.40 AC.

LOT 1
17948 S.F.
0.41 AC.

LOT 6
44280 S.F.
1.02 AC.

OPEN SPACE
(PVT.) (TYP.)

OPEN SPACE
EASEMENT SHALL
BE RECORDED FOR
OPEN SPACE AREAS
ON LOT 6

RESIDENTIAL
CNU &
PARKING

COMMERCIAL
USE AREA

REAR YARD

PHASE
LIMIT FOR
LOT DEVT.

EXISTING POND

OPEN SPACE

CONCRETE
SIDEWALK

ORIGINAL
30' W/10' BUFFER

PHASE
LIMIT FOR
LOT DEVT.

EASEMENT FOR
FUTURE
DEVELOPMENT

EASEMENT FOR
FUTURE
DEVELOPMENT

EASEMENT FOR
FUTURE
DEVELOPMENT

CAROLINE CT. (40' R/W)

MALIA DRIVE

MALIA DRIVE FROM NC
12 TO SUBDIVISION
ENTRANCE SHALL BE
TESTED AND IMPROVED
AS NECESSARY TO
MEET NCOT
STANDARDS.

CONCRETE
SIDEWALK

X8WL

X8WL

X8WL

X8WL

X8WL

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X8WL

REVISIONS		NO.	DATE	DESCRIPTION	BY
		1	8/22/22	TRC COMMENTS	ACB
		2	10/27/22	2ND TRC COMMENTS	ACB
		3	11/23/22	FINAL UPDATE	ACB
		4	11/23/22	FINAL UPDATE	ACB
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PRELIMINARY
DO NOT USE FOR
CONSTRUCTION

DATE: 8/22/22 SCALE: 1"=80'

DESIGNED: BPG CHECKED: MSB

DRAWN: KFW APPROVED: BPG

SHEET: 3 OF 7

CAD FILE: 459600PP-L1

PROJECT NO: 4596

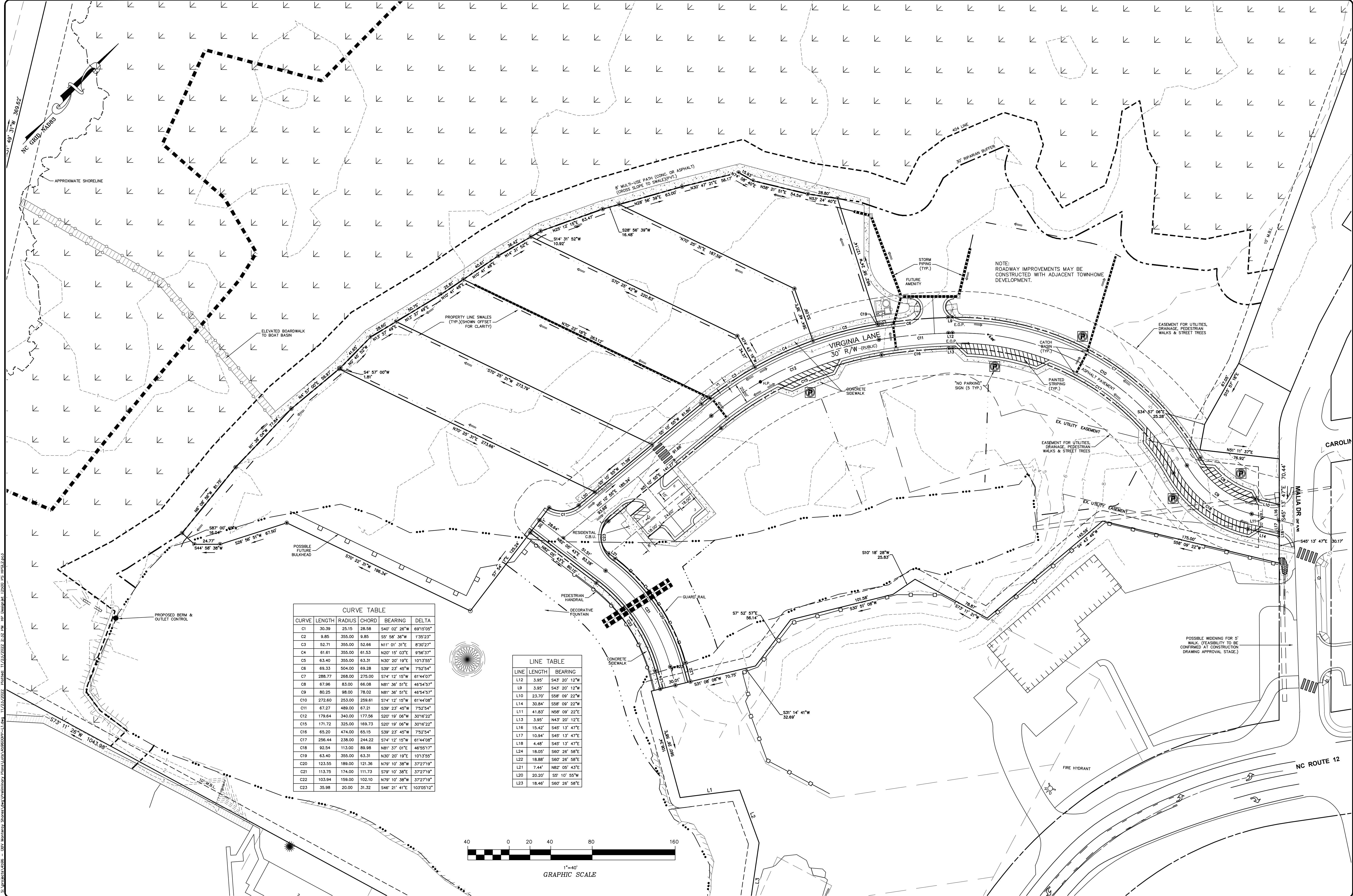
OVERALL SITE PLAN

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(336) 261-3200
(336) 261-3201
FAX (336) 261-1790

**METES & BOUNDS & STORMWATER
MANAGEMENT PLAN**

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OUTER BANKS VENTURES
NORTH CAROLINA
CURRITUCK COUNTY
POPLAR BRANCH TOWNSHIP

PRELIMINARY DEVELOPMENT PLANS

PROJECT: 4596

NO.	DATE	DESCRIPTION	BY	CHKD.
1	8/22/22	ISS. COMMENTS	MSB	
2	10/27/22	2ND ISS. COMMENTS	MSB	
3	11/23/22	FINAL UPDATE	MSB	

DATE: 8/22/22 SCALE: 1"=40'

DESIGNED: BPG CHECKED: MSB

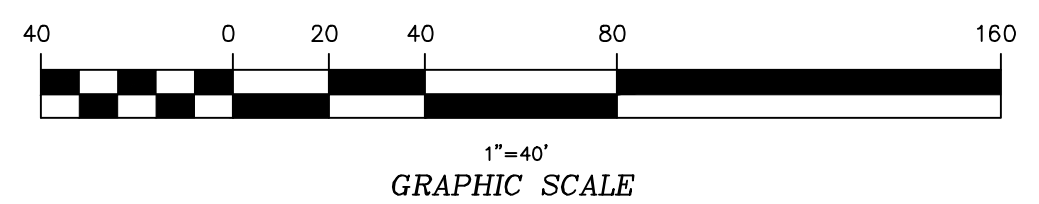
DRAWN: KFW APPROVED: BPG

SHEET: 4 OF 7

CAD FILE: 459600PP-L1

PROJECT NO: 4596

PRELIMINARY
DO NOT USE FOR
CONSTRUCTION



REVISIONS			BY
NO.	DATE	DESCRIPTION	
1	9/23/22	TRC COMMENTS	KCW
2	10/21/22	2ND TRC COMMENTS	KCW
3	11/16/22	TRC COMMENTS	KCW
4	-	-	-
5	-	-	-
6	-	-	-
7	-	-	-
8	-	-	-
9	-	-	-
10	-	-	-

PRELIMINARY
DO NOT USE FOR
CONSTRUCTION

DATE: 8/22/22	SCALE: 1"=40'
DESIGNED: BPG	CHECKED: MSB
DRAWN: KFW	APPROVED: BPG
SHEET: 5 OF 7	
CAD FILE: 459600PP-L1	
PROJECT NO: 4596	

**WATER MAIN EXTENSION,
SERVICES & WASTEWATER PLAN**

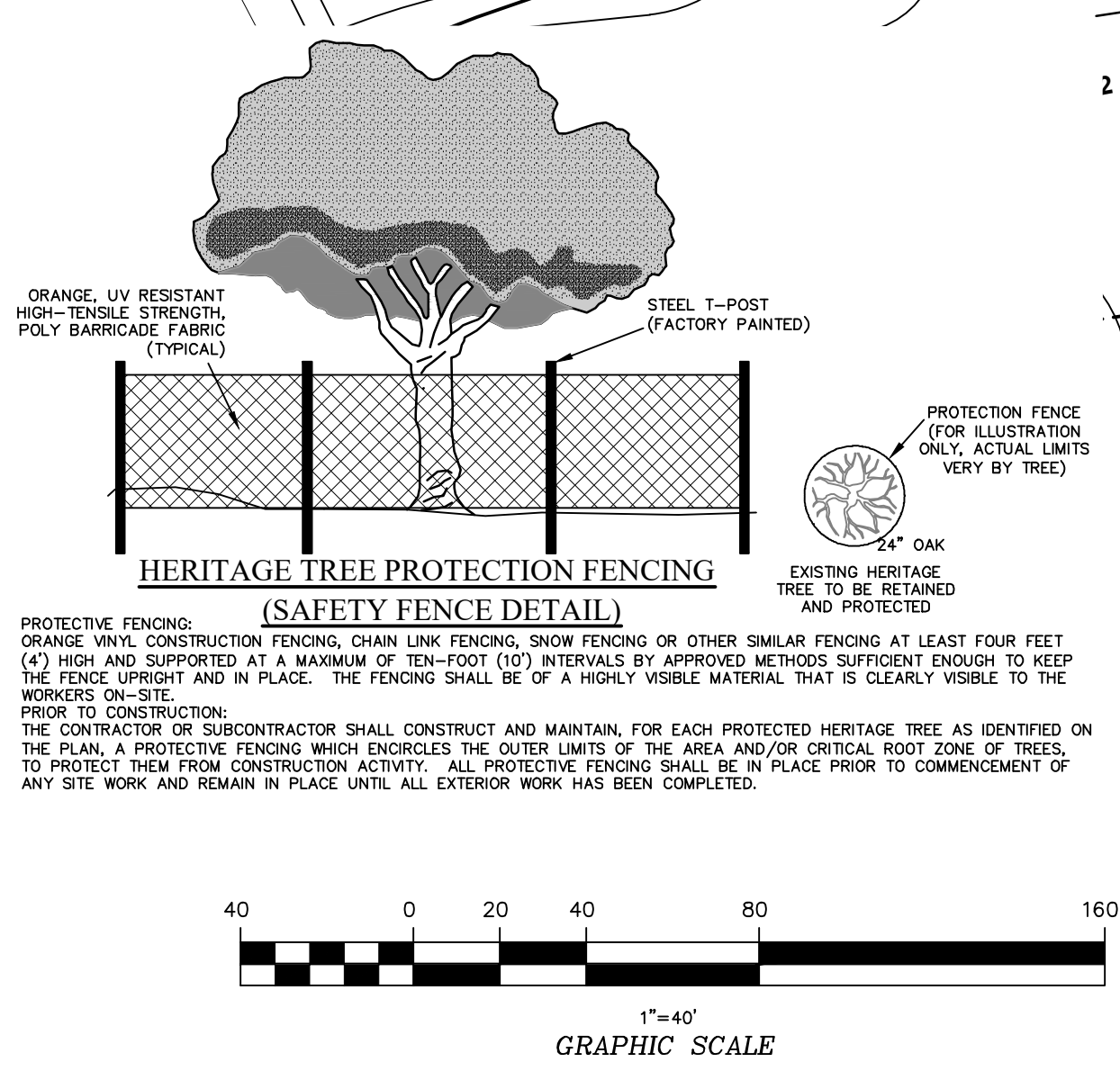
OUTER BANKS VENTURES
NORTH CAROLINA
CURRITUCK COUNTY
CURRITUCK TOWNSHIP
PRELIMINARY DEVELOPMENT PLAN

BISSELL

PROFESSIONAL GROUP

Engineers, Planners, Surveyors
and Environmental Specialists

Bissell Professional Group
3512 North Carolina Highway
P.O. Box 1068
Charlotte, NC 28216
(252) 261-2096
FAX (252) 261-1760

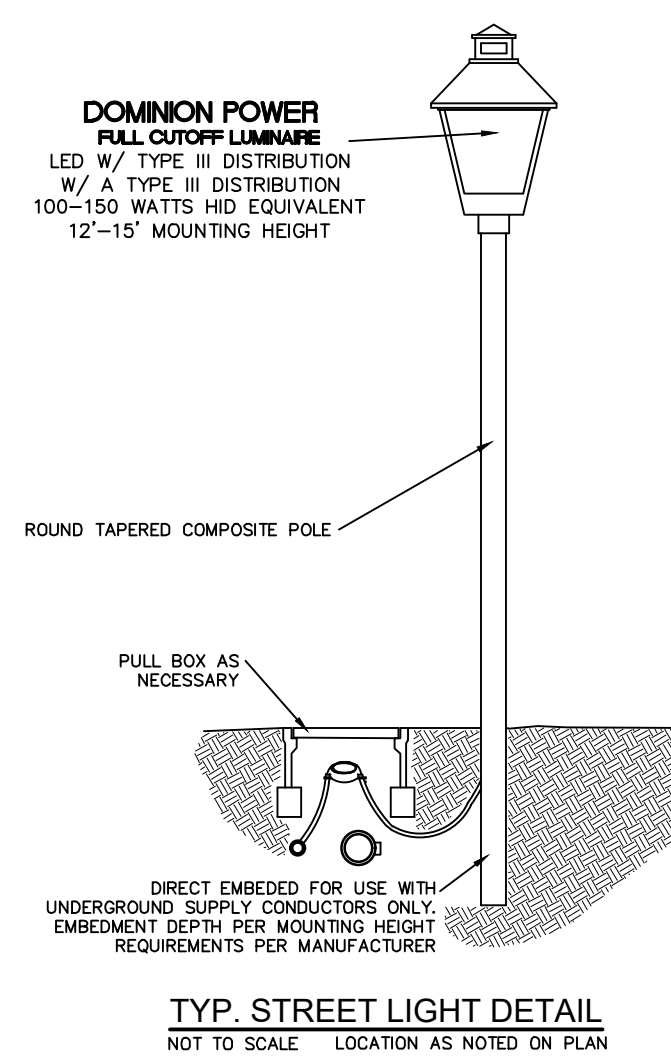
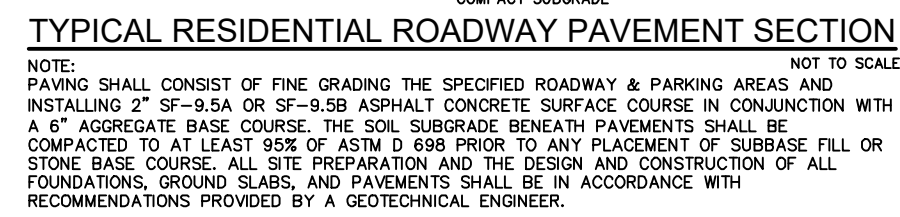


OUTER BANKS VENTURES
NCH TOWNSHIP CURRITUCK COUNTY NORTH

PRELIMINARY DEVELOPMENT PLANS

[illegible]

**LANDSCAPING, BUFFERING,
LIGHTING & SIGNAGE PLAN**



PRELIMINARY
DO NOT USE FOR
CONSTRUCTION

DATE: AS NOTED	SCALE: N/A
DESIGNED: BPG	CHECKED: MSB
DRAWN: KFW	APPROVED: BPG
SHEET: 7 OF 7	
CAD FILE: 459600PP-L1	
PROJECT NO: 4596	

[illegible]

OUTER BANKS VENTURES
BRANCH TOWNSHIP
CURRITUCK COUNTY
NORTH CAROLINA

PRELIMINARY DEVELOPMENT PLANS

Attachment: 2 11-23-22 4596 Monterey Family Lots PP (PB 87-56 Monterey Shores, Phase 10, Part A)



Major Subdivision Application

OFFICIAL USE ONLY:

Case Number: _____

Date Filed: _____

Gate Keeper: _____

Amount Paid: _____

Contact Information
APPLICANT:
Name: Outer Banks Ventures, Inc.Address: PO Box 549Corolla, NC 27927Telephone: 252-453-4198E-Mail Address: rcwillis@outerbanksventures.com
PROPERTY OWNER:
Name: Same

Address: _____

Telephone: _____

E-Mail Address: _____

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Same
Request
Physical Street Address: Malia DriveParcel Identification Number(s): 0116-000-0010-0000Subdivision Name: Monterey Shores Ph. 10 Part A (Corolla Boat Club)Number of Lots or Units: 6

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.

Property Owner(s)/Applicant*

Date

8/24/2022

*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: _____

Meeting Location: _____

Major Subdivision Application
Updated 9/2021
Page 5 of 12

Attachment: 3 Signed Application (PB 87-56 Monterey Shores, Phase 10, Part A)

Use Permit Review Standards, if applicable

PUD Amended Sketch Plan/Use Permit, Type II Preliminary Plat

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

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

- A. The use will not endanger the public health or safety.
See attached
- B. The use will not injure the value of adjoining or abutting lands and will be in harmony with the area in which it is located.
See attached
- C. The use will be in conformity with the Land Use Plan or other officially adopted plan.
See attached
- D. The use will not exceed the county's ability to provide adequate public facilities, including, but not limited to, schools, fire and rescue, law enforcement, and other county facilities. Applicable state standards and guidelines shall be followed for determining when public facilities are adequate.
See attached

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


Property Owner(s)/Applicant*


Date

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

Major Subdivision Application
Updated 9/2021
Page 6 of 12

Attachment: 3 Signed Application (PB 87-56 Monterey Shores, Phase 10, Part A)

ATTACHMENT "A"
to USE PERMIT REVIEW STANDARDS

Purpose of the Use Permit and Project Narrative

The purpose of Amended Sketch Plan/Use Permit Application is to develop five single family lots and one commercial lot on this tract in accordance with the Amended Sketch Plan and SUP that was issued in October 2021.

A) The Use will not endanger the public health or safety.

Transportation, potable water, wastewater and stormwater management will be addressed in accordance with the following paragraphs:

1. **Transportation:** The existing Malia Drive will be used for access to the residential uses. Pedestrian connectivity is also being provided between uses within the development, with an external connection being made to the existing pedestrian crosswalk at Malia Drive. A traffic analysis has been prepared that supports this plan.

Appropriate access has been made for emergency service vehicles.

2. **Potable Water:** Water will be supplied by Currituck County via an existing water main located on NC 12. Fire protection will be provided in accordance with the NC Fire Code, applicable ISO Standards, and the Unified Development Ordinance.
3. **Wastewater:** Advanced wastewater treatment will be provided by the adjacent Monterey Shores Wastewater Treatment Facility, which has capacity to serve the proposed development and is regulated by NCDEQ and the NC Utilities Commission.
4. **Stormwater Management:** Stormwater will be collected and filtered through vegetative swales and then will flow into the existing 4+ acre pond on site, which will attenuate the flow and then slow-release stormwater to the adjacent wetlands, which will provide additional filtration.

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.

1. Adjacent properties are commercial to the east and to the south, where new commercial uses are proposed. Adjacent properties to the northeast are a combination utility and multi-family development. Adjacent property to the north is open space and to the west is the Currituck Sound. The nearest single family dwelling to the north is more that one-quarter mile from any proposed commercial use.
2. Community compatibility standards will be adhered to. The Architectural design and materials will be done in the local vernacular and will be attractive and compatible with existing

residential and commercial buildings. Landscaping and buffering are also being provided in accordance with the UDO standards.

3. The proposed land uses are suitable and complimentary to the development and use of adjacent and nearby properties, and will not effect the existing use or usability of adjacent or nearby properites.

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

1. The property is located within an existing PUD, where the proposed density still keeps the PUD well below the allowable 3 dwelling units per acre.
2. The Future Land Use Map that has been prepared in connection with Imagine Currituck classifies all of the upland area on this tract as "G3-Mixed Use Center and Corridors", which anticipates mixed use development at densities of up to 3 units per acre (one unit per acre is being proposed).
3. Other policies from the 2006 Land Use Plan that support this development proposal include the following?
 - a. Policy CD2: Commercial and and office development of greater than a neighborhood scale shall be encouraged to cluster in COMMERCIAL OR MIXED-USE CENTERS to curtail the proliferation of strip development, and minimize traffic generation.
 - b. Policy ES4: In approving new developments, Currituck County shall support the retention or creation of a vegetated buffer area along ESTUARINE SHORLINES as a simple, effective and low-cost means of preventing pollutants from entering estuarine waters.
 - c. Policy HN1: Currituck County shall encourage development to occur at densities appropriate for the location. LOCATION AND SENSITY 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.
 - d. 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 xcluster 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 occure 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.

The proposed development appears to support both of these development policies.

- e. POLICY PR8: New mixed use developments, office and business parks, and other non-residential areas shall be encouraged to include WALKWAYS WITHIN THE DEVELOPMENT.

This development provides walkways between uses and connects them to adjacent pedestrian pathways.

4. In addition to Policy OB1, cited above, the following special policy applicable to the Outer Banks is supported:

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.

- 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 proposed uses are not expected to have an adverse impact on schools, fire and rescue, law enforcement or other county facilities. Dwellings are expected to be seasonal rentals without school aged children. The commercial development will have adequate fire protection and fire access, and the type of development is not expected to have an impact on law enforcement.

Monterey Shores Phase 10 Part A
Corolla Boat Club

Community Meeting Minutes

July 25, 2022 and August 11, 2022

Scheduled Time/Place: 6:00 pm, on site off Malia Drive, Corolla, NC. Due to inclement weather, the August meeting was relocated to the covered arcade area at the adjacent miniature golf and bumper car facility. The meetings started a few minutes after 6:00 pm and ended about 7:15.

Attendees: (See attached sign-in sheets)

Comments from the Community	How Addressed
How many restaurant seats will there be?	Approximately 150
How many seats for the venue?	We expect it to seat about 200 people
How much parking is provided?	Approximately 70 parking spaces
Will there be a connection made to TimBuck II?	Probably not at this stage of the development. There may be a connection proposed with the future phase of development
How will stormwater be handled?	A stormwater model is being prepared including everything that is feeding the pond from off-site as well as the on-site development. The outlet will be re-worked to provide some storage and controlled release of stormwater
Will the pond size be reduced?	In some areas it will, but there are also opportunities to expand it in other areas. The model will dictate whether that is necessary
Is the only entrance from Malia Drive?	For the current development that is being proposed, yes
Will that access be adequate?	A traffic analysis has been performed and improvements will be made to the intersection and Malia Drive in accordance with that TIA
There is a parking shortage in Corolla and on-street parking might help	We are working with the county to determine whether on -street parking can be approved
Pedestrian connectivity is needed along NC 12	We will be providing connectivity from this development to the existing crosswalk at NC 12. The county and NCDOT will need to

	approve additional improvements within the right of way. The completion of the pedestrian system is part of the county's pedestrian master plan
Will stormwater facilities be sized for future development?	Yes, all development will be considered at the modeling
What is the benefit to the residents of Corolla?	An additional place to eat, additional entertainment venue
There aren't enough people to work and isn't enough employee housing.	This development does not propose employee housing, but we have one in the works that is going to propose additional housing
Will that be done prior to this project?	We hope that it will be approved prior to the development of this site being completed
There no good drainage from NC 12 to the pond and the pipe failed during a hurricane	The failed pipe has now been replaced and hopefully has been replaced with a pipe that will not fail
Who does the pipe serve?	Monterey Plaza shopping center, Monterey Pines development and adjacent development. The pond also receives ground water from Whalehead and from the Monterey Shores wastewater site. All of this water is being considered in the modeling
Will there be a traffic light?	That will be up to NCDOT, after a traffic warrant study is done, but we doubt this intersection will warrant a light
Who decides when improvements are made to the multi-use path?	The Currituck Commissioners
Will you propose these improvements or will county staff propose it?	It is suggested that the County Commissioners be made aware of the residents' desire to have this path completed
Who records the comments?	We are recording and will provide a record to the County as part of the application
Who reviews the stormwater?	Both the County and the State DEQ
What is the sequence?	State permits are obtained after the SUP and before construction approval
What is the schedule?	Shooting for BOC review in November
When will constructions start?	Hopefully by the ending of the year

U.S. ARMY CORPS OF ENGINEERS WILMINGTON DISTRICT

Action Id. SAW-2017-01236 County: Currituck U.S.G.S. Quad: Mossey Island

NOTIFICATION OF JURISDICTIONAL DETERMINATION

Property Owner/Applicant: Outer Banks Ventures, Inc.
C/O Richard Willis
Address: Post Office Box 549
Corolla, North Carolina 27927
Telephone Number: 252-261-1760 A

Size (acres) 36.1 Acres
Nearest Waterway Sanders Bay
USGS HUC 03010205

Nearest Town Corolla
River Basin Currituck Sound
Coordinates Latitude: 36.327407 N
Longitude: -75.819538 W

Location description: Property is located at Parcel 10 Monterey Shores P.U.D, off Malia Drive and Ocean Trail Highway, adjacent to a man-made pond and the Currituck Sound, near Sanders Bay, in Corolla, Currituck County, North Carolina. NC Parcel No. 9935-63-4485. Deed Book 1161. Page 734.

Indicate Which of the Following Apply:

A. Preliminary Determination

- There are waters, including wetlands, on the above described project area, that may be subject to Section 404 of the Clean Water Act (CWA)(33 USC § 1344) and/or Section 10 of the Rivers and Harbors Act (RHA) (33 USC § 403). The waters, including wetlands, have been delineated, and the delineation has been verified by the Corps to be sufficiently accurate and reliable. Therefore this preliminary jurisdiction determination may be used in the permit evaluation process, including determining compensatory mitigation. For purposes of computation of impacts, compensatory mitigation requirements, and other resource protection measures, a permit decision made on the basis of a preliminary JD will treat all waters and wetlands that would be affected in any way by the permitted activity on the site as if they are jurisdictional waters of the U.S. This preliminary determination is not an appealable action under the Regulatory Program Administrative Appeal Process (Reference 33 CFR Part 331). However, you may request an approved JD, which is an appealable action, by contacting the Corps district for further instruction.
- There are wetlands on the above described property, that may be subject to Section 404 of the Clean Water Act (CWA)(33 USC § 1344) and/or Section 10 of the Rivers and Harbors Act (RHA) (33 USC § 403). However, since the waters, including wetlands, have not been properly delineated, this preliminary jurisdiction determination may not be used in the permit evaluation process. Without a verified wetland delineation, this preliminary determination is merely an effective presumption of CWA/RHA jurisdiction over all of the waters, including wetlands, at the project area, which is not sufficiently accurate and reliable to support an enforceable permit decision. We recommend that you have the waters of the U.S. on your property delineated. As the Corps may not be able to accomplish this wetland delineation in a timely manner, you may wish to obtain a consultant to conduct a delineation that can be verified by the Corps.

B. Approved Determination

- There are Navigable Waters of the United States within the above described property subject to the permit requirements of Section 10 of the Rivers and Harbors Act (RHA) (33 USC § 403) and Section 404 of the Clean Water Act (CWA)(33 USC § 1344). Unless there is a change in law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.

There are waters of the U.S., including wetlands, on the above described property subject to the permit requirements of Section 404 of the Clean Water Act (CWA) (33 USC § 1344). Unless there is a change in the law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.

- We recommend you have the waters of the U.S. on your property delineated. As the Corps may not be able to accomplish this wetland delineation in a timely manner, you may wish to obtain a consultant to conduct a delineation that can be verified by the Corps.

The waters of the U.S., including wetlands, on your project area have been delineated and the delineation has been verified by the Corps. If you wish to have the delineation surveyed, the Corps can review and verify the survey upon completion. Once verified, this survey will provide an accurate depiction of all areas subject to CWA and/or RHA jurisdiction on your property which, provided there is no change in the law or our published regulations, may be relied upon for a period not to exceed five years.

RW **X** The waters of the U.S., including wetlands, have been delineated and surveyed and are accurately depicted on the plat signed by the Corps Regulatory Official identified below on April 23, 2020. Unless there is a change in the law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.

There are no waters of the U.S., to include wetlands, present on the above described property which are subject to the permit requirements of Section 404 of the Clean Water Act (33 USC 1344). Unless there is a change in the law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.

RW **X** The property is located in one of the 20 Coastal Counties subject to regulation under the Coastal Area Management Act (CAMA). You should contact the Division of Coastal Management in Elizabeth City, NC 252-264-3901 to determine their requirements.

Placement of dredged or fill material within waters of the US, including wetlands, without a Department of the Army permit may constitute a violation of Section 301 of the Clean Water Act (33 USC § 1311). Placement of dredged or fill material, construction or placement of structures, or work within navigable waters of the United States without a Department of the Army permit may constitute a violation of Sections 9 and/or 10 of the Rivers and Harbors Act (33 USC § 401 and/or 403). If you have any questions regarding this determination and/or the Corps regulatory program, please contact Raleigh W. Bland, SPWS at (910) 251-4564 or Raleigh.w.bland@usace.army.mil.

C. Basis For Determination: This site meets all of the required wetland criteria as described in the 1987 Corps Wetland Delineation Manual and the Atlantic and Gulf Coastal Plain Interim Regional Supplement (Supplement to the 1987 Wetland Delineation Manual. The waters and wetlands are part of a broad continuum of wetlands connected to the Currituck Sound.

D. Remarks: A Department of the Army Permit is required for any work on this property in jurisdictional waters or wetlands.

E. Attention USDA Program Participants

This delineation/determination has been conducted to identify the limits of Corps' Clean Water Act jurisdiction for the particular site identified in this request. The delineation/determination may not be valid for the wetland conservation provisions of the Food Security Act of 1985. If you or your tenant are USDA Program participants, or anticipate participation in USDA programs, you should request a certified wetland determination from the local office of the Natural Resources Conservation Service, prior to starting work.

F. Appeals Information (This information applies only to approved jurisdictional determinations as indicated in B. above)

This correspondence constitutes an approved jurisdictional determination for the above described site. If you object to this determination, you may request an administrative appeal under Corps regulations at 33 CFR Part 331. Enclosed you will find a Notification of Appeal Process (NAP) fact sheet and request for appeal (RFA) form. If you request to appeal this determination you must submit a completed RFA form to the following address:

US Army Corps of Engineers
South Atlantic Division
Attn: Jason Steele, Review Officer
60 Forsyth Street SW, Room 10M15
Atlanta, Georgia 30303-8801

SAW-2017-01236 Outer Banks Ventures, Inc.

In order for an RFA to be accepted by the Corps, the Corps must determine that it is complete, that it meets the criteria for appeal under 33 CFR part 331.5, and that it has been received by the Division Office within 60 days of the date of the NAP. Should you decide to submit an RFA form, it must be received at the above address by **June 23, 2020**.

****It is not necessary to submit an RFA form to the Division Office if you do not object to the determination in this correspondence.****

Corps Regulatory Official:

Robert W. Bland, SPWS

Date: April 23, 2020

Expiration Date: April 23, 2025

The Wilmington District is committed to providing the highest level of support to the public. To help us ensure we continue to do so, please complete our Customer Satisfaction Survey, located online at

http://corpsmapu.usace.army.mil/cm_apex/f?p=136:4:0.

Copy Furnished: CESA/RG-W/Bland

Attachment: 5 JD with Updated Wetland Map (PB 87-56 Monterey Shores, Phase 10, Part A)

NOTIFICATION OF ADMINISTRATIVE APPEAL OPTIONS AND PROCESS AND REQUEST FOR APPEAL

Applicant: Outer Banks Ventures, Inc.	File Number: SAW 2017-01236	Date: April 23, 2020
Attached is:		See Section below
<input type="checkbox"/> INITIAL PROFFERED PERMIT (Standard Permit or Letter of permission)		A
<input type="checkbox"/> PROFFERED PERMIT (Standard Permit or Letter of permission)		B
<input type="checkbox"/> PERMIT DENIAL		C
<input checked="" type="checkbox"/> APPROVED JURISDICTIONAL DETERMINATION		D
<input type="checkbox"/> PRELIMINARY JURISDICTIONAL DETERMINATION		E

SECTION I - The following identifies your rights and options regarding an administrative appeal of the above decision. Additional information may be found at <http://www.usace.army.mil/Missions/CivilWorks/RegulatoryProgramandPermits.aspx> or Corps regulations at 33 CFR Part 331.

A: INITIAL PROFFERED PERMIT: You may accept or object to the permit.

- **ACCEPT:** If you received a Standard Permit, you may sign the permit document and return it to the district engineer for final authorization. If you received a Letter of Permission (LOP), you may accept the LOP and your work is authorized. Your signature on the Standard Permit or acceptance of the LOP means that you accept the permit in its entirety, and waive all rights to appeal the permit, including its terms and conditions, and approved jurisdictional determinations associated with the permit.
- **OBJECT:** If you object to the permit (Standard or LOP) because of certain terms and conditions therein, you may request that the permit be modified accordingly. You must complete Section II of this form and return the form to the district engineer. Your objections must be received by the district engineer within 60 days of the date of this notice, or you will forfeit your right to appeal the permit in the future. Upon receipt of your letter, the district engineer will evaluate your objections and may: (a) modify the permit to address all of your concerns, (b) modify the permit to address some of your objections, or (c) not modify the permit having determined that the permit should be issued as previously written. After evaluating your objections, the district engineer will send you a proffered permit for your reconsideration, as indicated in Section B below.

B: PROFFERED PERMIT: You may accept or appeal the permit

- **ACCEPT:** If you received a Standard Permit, you may sign the permit document and return it to the district engineer for final authorization. If you received a Letter of Permission (LOP), you may accept the LOP and your work is authorized. Your signature on the Standard Permit or acceptance of the LOP means that you accept the permit in its entirety, and waive all rights to appeal the permit, including its terms and conditions, and approved jurisdictional determinations associated with the permit.
- **APPEAL:** If you choose to decline the proffered permit (Standard or LOP) because of certain terms and conditions therein, you may appeal the declined permit under the Corps of Engineers Administrative Appeal Process by completing Section II of this form and sending the form to the division engineer. This form must be received by the division engineer within 60 days of the date of this notice.

C: PERMIT DENIAL: You may appeal the denial of a permit under the Corps of Engineers Administrative Appeal Process by completing Section II of this form and sending the form to the division engineer. This form must be received by the division engineer within 60 days of the date of this notice.

D: APPROVED JURISDICTIONAL DETERMINATION: You may accept or appeal the approved JD or provide new information.

- **ACCEPT:** You do not need to notify the Corps to accept an approved JD. Failure to notify the Corps within 60 days of the date of this notice, means that you accept the approved JD in its entirety, and waive all rights to appeal the approved JD.
- **APPEAL:** If you disagree with the approved JD, you may appeal the approved JD under the Corps of Engineers Administrative Appeal Process by completing Section II of this form and sending the form to the district engineer. This form must be received by the division engineer within 60 days of the date of this notice.

Attachment: 5 JD with Updated Wetland Map (PB 87-56 Monterey Shores, Phase 10, Part A)

SAW-2017-01236 Outer Banks Ventures, Inc.

E: PRELIMINARY JURISDICTIONAL DETERMINATION: You do not need to respond to the Corps regarding the preliminary JD. The Preliminary JD is not appealable. If you wish, you may request an approved JD (which may be appealed), by contacting the Corps district for further instruction. Also you may provide new information for further consideration by the Corps to reevaluate the JD.

SECTION II - REQUEST FOR APPEAL or OBJECTIONS TO AN INITIAL PROFFERED PERMIT

REASONS FOR APPEAL OR OBJECTIONS: (Describe your reasons for appealing the decision or your objections to an initial proffered permit in clear concise statements. You may attach additional information to this form to clarify where your reasons or objections are addressed in the administrative record.)

ADDITIONAL INFORMATION: The appeal is limited to a review of the administrative record, the Corps memorandum for the record of the appeal conference or meeting, and any supplemental information that the review officer has determined is needed to clarify the administrative record. Neither the appellant nor the Corps may add new information or analyses to the record. However, you may provide additional information to clarify the location of information that is already in the administrative record.

POINT OF CONTACT FOR QUESTIONS OR INFORMATION:

If you have questions regarding this decision and/or the appeal process you may contact:

**District Engineer, Wilmington Regulatory Division,
Attn: Raleigh W. Bland, PWS
2407 West 5th Street
Washington, North Carolina 27889
910-252-4558**

If you only have questions regarding the appeal process you may also contact:

**Mr. Jason Steele, Administrative Appeal Review Officer
CESAD-PDO
U.S. Army Corps of Engineers, South Atlantic Division
60 Forsyth Street, Room 10M15
Atlanta, Georgia 30303-8801
Phone: (404) 562-5137**

RIGHT OF ENTRY: Your signature below grants the right of entry to Corps of Engineers personnel, and any government consultants, to conduct investigations of the project site during the course of the appeal process. You will be provided a 15 day notice of any site investigation, and will have the opportunity to participate in all site investigations.

Signature of appellant or agent.

Date:

Telephone number:

For appeals on Initial Proffered Permits send this form to:

**District Engineer, Wilmington Regulatory Division, Raleigh W. Bland, PWS, 2407 West 5th Street
Washington, North Carolina 27889**

For Permit denials, Proffered Permits and approved Jurisdictional Determinations send this form to:

**Division Engineer, Commander, U.S. Army Engineer Division, South Atlantic, Attn: Mr. Jason Steele,
Administrative Appeal Officer, CESAD-PDO, 60 Forsyth Street, Room 10M15, Atlanta, Georgia 30303-8801
Phone: (404) 562-5137**

Attachment: 5 JD with Updated Wetland Map (PB 87-56 Monterey Shores, Phase 10, Part A)

Nº 00542



N.C. DIVISION OF COASTAL MANAGEMENT NOTIFICATION OF COASTAL WETLAND DETERMINATION

Pursuant to NCGS 113-229(n)(3), and 15A NCAC 07H.0205(a)

(A) B C D

Property Owner: Oyster Banks Ventures Inc. Mailing Address: PO Box 549
 Site Address: Parcel # 0116 00000100000 Corolla, NC 27927
Melia Drive, Corolla, N.C.
27927

Project Location: County Currituck US/NC/SR # off of NC SR 12
 River Basin Pasquotank Adj. Water Body Sanders Bay of Currituck Sound

Indicate Which of the Following Apply:

_____ Coastal Wetlands have been identified on the above described property. The project (as currently proposed) may impact these wetlands but no official delineation was performed. The Division of Coastal Management suggests that you request a formal delineation by this Division to evaluate potential impacts to Coastal Wetlands and project design alternatives.

☒ Coastal Wetlands have been identified on the above described property. At your request, an official Coastal Wetland delineation was performed by the Division of Coastal Management. The Division of Coastal Management suggests that you have the delineation surveyed. The Division will verify the surveyed line, which will then remain valid for a period not to exceed 12 months from the delineation.

* Previously Surveyed, Survey Approved by DCM
May 12th 2022

Coastal Wetlands species identified on-site:

<input type="checkbox"/> <i>Spartina alterniflora</i>	<input checked="" type="checkbox"/> <i>Juncus roemerianus</i>	<input type="checkbox"/> <i>Salicornia</i> spp.
<input type="checkbox"/> <i>Distichlis</i> spp.	<input type="checkbox"/> <i>Limonium</i> spp.	<input type="checkbox"/> <i>Scirpus</i> spp.
<input type="checkbox"/> <i>Cladium jamaicense</i>	<input checked="" type="checkbox"/> <i>Typha</i> spp.	<input type="checkbox"/> <i>Spartina patens</i>
<input checked="" type="checkbox"/> <i>Spartina cynosuroides</i>		

Check any field indicators that apply to establish regular or occasional flooding:

☒ tidal water observed on-site (do not check if during or following Tropical Storm/Hurricane)
☐ crabs/holes ☐ wrack lines ☐ staining ☐ tidal water connection
☐ periwinkle ☒ elevation changes ☐ other (please describe) _____

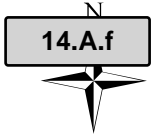
DCM Official Robert Corbett Title Field Rep
 Date 5-27-22

In the event you ^{disagree with} ~~wish to appeal~~ this jurisdictional call, you may request a second opinion by contacting my supervisor, Ben Renaldi (DCM District Manager) at Elizabeth City.

Visit our website at www.nccoastalmanagement.com

Attachment: 6 N.C. DCM Notification of Coastal Wetland Determination (5-27-2022) (PB 87-56 Monterey Shores, Phase 10, Part A)

Field Notes Coastal Wetland Delineation May 12, 2022
Outer Banks Ventures Inc.
Sanders Bay, Currituck Sound, Corolla, North Carolina



Attachment: 6 N.C. DCM Notification of Coastal Wetland Determination (5-27-2022) (PB 87-56 Monterey Shores, Phase 10, Part A)

ROY COOPER
Governor

ELIZABETH S. BISER
Secretary

RICHARD E. ROGERS, JR.
Director



NORTH CAROLINA
Environmental Quality

July 25, 2022

Currituck County
Planning and Community Development
153 Courthouse Road, Suite 110
Currituck, North Carolina 27929

RE: Wastewater Service
Monteray Shores - Phase 10 Project (4596 Monteray Sewer Allocation)
Corolla - Currituck County

Dear Currituck County:

Carolina Water Service of North Carolina holds permit Number WQ0009772 allowing for the continued operation of the Monteray Shores wastewater treatment and disposal system. The subject treatment system permit is in effect through October 31, 2026 and can be renewed and reissued. At this time, there are no significant compliance or flow capacity issues related to the operation of the Monteray Shores wastewater facility. As such, wastewater management needs generated through the referenced project (restaurant, boat slips, and residences) have potential to be served through the Monteray Shores WWTP based on a cursory review of available information.

Please note that the above position is based on a preliminary review of Monteray Shores' operational status. A final determination regarding the feasibility of directing flow from the subject project to Monteray Shores would not be made until review of a sewer extension permit application package is performed. All conditions and requirements for issuance of a sewer system extension permit must be satisfied to enable approval of such permit. No part of a sewer collection system shall be constructed without first obtaining required permits.

This letter does not commit or obligate Carolina Water Service of North Carolina to provide sewer service for the subject project, nor does it obligate the Division of Water Resources to issue related sewer system permits for the project.

A copy of the Monteray Shores WWTP permit is attached for reference.



North Carolina Department of Environmental Quality | Division of Water Resources
Washington Regional Office 943 Washington Square Mall
Washington, North Carolina 27889
252-946-6481

Should you have any questions concerning this matter, please contact me at 252-948-3939 or at david.may@ncdenr.gov.

Sincerely,

David May

David May, L.G., Supervisor
Water Quality Regional Operations Section
Division of Water Resources
Washington Regional Office

Attachment: Monterey Shores WWTP Permit (No. WQ0009772)

cc: Carolina Water Service of NC – electronic copy via e-mail



North Carolina Department of Environmental Quality | Division of Water Resources
Washington Regional Office 943 Washington Square Mall
Washington, North Carolina 27889
252-948-3939



Carolina Water Service of North Carolina™

July 21, 2022

Re: Monteray Shores Phase Ten, OBV
Corolla, Currituck County NC
Sanitary Sewer Utility-Willingness to Serve- Capacity Commitment Letter

To Whom It May Concern:

Carolina Water Service, Inc. of North Carolina (CWSNC) provides sanitary sewer utility service to the Corolla Light and adjacent developments including the above referenced property and project.

CWSNC is willing and able to provide the sanitary sewer utility needs for the above referenced property and project, with an additional capacity allocation of 27,400 gallons per day.

Should you have questions, please contact me at 252-269-2540 or
dana.hill@carolinawaterservicenc.com.

Respectfully,

Dana Hill
Director of Operations

4944 Parkway Plaza Boulevard, Suite 375 • Charlotte, North Carolina 28217
(800) 525-7990 • cwsnc@carolinawaterservicenc.com • www.carolinawaterservicenc.com



Currituck County Southern Outer Banks Water Capacity Availability Form

County Contact Information

Will Rumsey, Utilities Director
444 Maple Road
Maple, NC 27956

Phone: 252.232.2769
Fax: 252.453.3721

Website: <https://co.currituck.nc.us/departments/water/>

Request

This request is for:

- ☐ Single Family Residence
☒ Residential Development
☒ Non-residential

Owner Information

Name(s): Outer Banks Ventures, Inc.
Mailing Address: PO Box 459, Corolla, NC 27927
E-Mail Address: rcwillis@outerbanksventures.com
Phone Number: 252*-453-4198

Applicant Information (if different from Owner)

Name(s): Same
Mailing Address:
E-Mail Address:
Phone Number:

Parcel Information

PIN's: 0116-000-0010-0000

Street Address: Malia Drive, Corolla, NC 27927

Project Information

Name of Project: Monteray Shores

Number of Units: See attached Projected Daily Project Demand (gpd): 22,600Anticipated Water Access Date: 2/2023

Applicant's Signature

I declare, that to the best of my knowledge, the information provided herein is true, correct, and complete.

[Signature]
Property Owner/Applicant Signature

7/22/2022
Date

Note: Water connection and/or developmental fees are due at building permit application. See the Currituck County Master Fee Schedule for rates.
<https://co.currituck.nc.us/master-fee-schedule/>

For Office Use Only

☒ Water capacity is available for this project.

☐ Water capacity is not available for this project.

[Signature] 7-22-22
Utilities Director Date

[Signature] 7/25/22
County Manager Date

This capacity availability is valid for one year from approval date.

150 restaurant seats @ 40 gpd/seat	= 6,000 gpd
200 bar seats @ 20 gpd/seat	= 4,000 gpd
10 boat slips @ 10 gpd/slip	= 100 gpd
30 residential units @ 400 gpd/connection	= 12,000 gpd
Clubhouse: 50 people @ 10 gpd/person	= <u>500 gpd</u>
TOTAL	22,600 gpd

Proposed Street Name Review and Addition to Master Street List Form

To Be Completed By Applicant

Subdivision Name: Monteray Shores
 Subdivision Type: Planned Unit Development
 Applicant: Outer Banks Ventures, Inc.
 Address: PO Box 459
Corolla, NC 27927
 Phone: 252-453-4198 Fax: _____

Proposed Street Name(s):

<u>Virginia Lane</u>	<input checked="" type="checkbox"/>	_____
<u>Currie Lane</u>	<input checked="" type="checkbox"/>	_____
<u>XXXXXXX</u>	<input type="checkbox"/>	_____
<u>Peanut Lane</u>	<input checked="" type="checkbox"/>	_____
_____	_____	_____

Alternate Street Name(s): *Please provide at least one (1) alternate street name*

To Be Completed By County Staff

Proposed street names with a check mark have been approved. Proposed street names with an X mark have been denied.

Reviewed By: Harry P. Lee Date: 6/24/21

Add the following data to the Master Street List:

Street Name: _____

Address Range: _____

F&R #: _____

Community: _____

ZIP: _____

Location: _____

Plat Approval Date: _____

Plat Approved By: _____

Attachment: 10 Street Name Approvals (PB 87-56 Monterey Shores, Phase 10, Part A)

TRAFFIC IMPACT ANALYSIS

Monterey Shores Development

Corolla, North Carolina

PREPARED FOR

Richard Willis
Outer Banks Ventures
215 Brooks Ave #1001
Norfolk, Virginia 23510
757.286.2859

PREPARED BY



VHB Engineering NC, P.C. (C-3075)
940 Main Campus Drive, Suite 500
Raleigh, NC 27606
919.829.0328

4/6/2022



4/6/2022

Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)

Executive Summary

This development includes the construction of a residential and commercial development in Corolla, North Carolina (Figure 1). The development is planned to be constructed near the intersection of Ocean Trail (NC 12) and Malia Drive and will tentatively be completed in two phases. Phase I will include 5 single-family homes, 25 multi-family dwellings and 4,502 square feet of restaurant space with an expected build year of 2023 and Phase II will add 8,002 square feet of retail space and an additional 6 multi-family dwellings with an expected full build-out year of 2025.

Project Background

Based on the conceptual site plan (Figure 2), access to the development is proposed via up to two (2) vehicular access points:

- › Future Access #1, full movement access along Malia Drive, approximately 250 feet northwest of Ocean Trail (NC 12).
- › Future Access #2, full movement access along Sunset Boulevard, via an extension of the access driveway serving the Seaside Market.

There are potential right-of-way complications for the proposed access along Sunset Boulevard. Because of this, the full build-out of the proposed development was analyzed under two scenarios; one with only Future Access #1 via Malia Drive being available for use, and one with both access points available. Additionally, the land uses located along internal streets accessing Malia Drive, north of the lake, will be constructed first.

Monterey Shores Development TIA

Based on discussions with the North Carolina Department of Transportation (NCDOT), the following intersections were included in the study area and analyzed for existing and future conditions, as applicable:

- › Ocean Trail (NC 12) and Dolphin Street (SR 1458)/Monterey Drive (unsignalized)
- › Ocean Trail (NC 12) and Malia Drive/Commercial Driveway (unsignalized)
- › Ocean Trail (NC 12) and Albacore Street/Sunset Boulevard (signalized)
- › Malia Drive and Future Access #1 (future unsignalized)
- › Sunset Boulevard and Seaside Market Driveway/Future Access #2 (unsignalized)

The following scenarios were analyzed for existing and future conditions to evaluate the impacts that the proposed development may have on the surrounding roadway network:

- › Existing (2021) Conditions
- › Phase I No-Build (2023) Conditions
- › Phase I Build (2023) Conditions
- › Phase II No-Build (2025) Conditions
- › Phase II Build (2025) Alternative #1 Conditions
- › Phase II Build (2025) Alternative #2 Conditions

The Existing (2021) scenario includes typical weekday AM and PM peak hour analysis based on turning movement count data collected in 2021. The Phase I No-Build (2023) scenario includes existing traffic with a two percent (2%) annual growth rate for two years to calculate the expected background growth within the study area. No background developments or roadway improvements were included in this study. The Phase I Build (2023) scenario includes the No-Build (2023) volumes with the addition of Phase I site trips generated by the proposed development utilizing only Future Access #1 via Malia Drive. The Phase II No-Build (2025) scenario includes existing traffic with a two percent (2%) annual growth rate for four years to calculate the expected background growth within the study area. No background developments or roadway improvements were included in this study. The Phase II Build (2025) Alternative #1 scenario includes the No-Build (2025) volumes with the addition of site trips generated by the full build-out of the proposed development utilizing only Future Access #1 via Malia Drive. The Phase II Build (2025) Alternative #2 scenario includes the No-Build (2025) volumes with the addition of site trips generated by the full build-out of the proposed development utilizing both Future Access #1 and Future Access #2.

Existing (2021) Conditions

Existing analyses were conducted based on current roadway geometrics and intersection turning movement counts collected on September 1st, 2021, prior to the Labor Day weekend. After comparisons of the existing volumes collected via counts to the NCDOT AADT figures for the study roadways, no additional adjustment factors were deemed necessary to be applied to the AM and PM peak hour volumes to account for the COVID-19 pandemic or seasonal variations. A minimum of 4 vehicles per movement was applied based on NCDOT Congestion Management guidance.

As reported in the Summary Level of Service (LOS) table on page vi, the signalized intersection within the study area operates at an overall acceptable level of service (LOS D or better) during both peak

Monterey Shores Development TIA

hours. The stop-controlled approaches operate at acceptable levels of service except the westbound approach at the intersection of Ocean Trail (NC 12) and Dolphin Street/Monterey Drive, which operates at LOS E during the PM peak hour.

Phase I No-Build (2023) Conditions

The Existing (2021) peak hour volumes were grown to the Phase I build-out year (2023) using an annual growth rate of two percent (2%) to calculate the expected background growth within the study area. No additional background developments were identified within the study area.

As shown on the Summary LOS table on page vi, the signalized intersection within the study area is expected to continue to operate at an acceptable level of service during both peak hours. The stop-controlled westbound approach at the intersection of Ocean Trail (NC 12) and Dolphin Street/Monterey Drive is projected to degrade to a LOS F during the PM peak hour.

Phase I Trip Generation and Assignment

Trip generation was conducted based on the most appropriate corresponding trip generation codes included in the *Institute of Transportation Engineers (ITE) Trip Generation Manual, 10th Edition* and the suggested method of calculation in the NCDOT's "Rate vs. Equation" Spreadsheet. Phase I of the proposed development is to consist of 5 single-family homes, 25 multi-family dwellings, and 4,502 sf of restaurant space; ITE Land Use Code (LUC) 210 (Single Family Detached Housing), LUC 220 (Multi-Family Housing, Low-Rise), and LUC 931 (Quality Restaurant) were used based on the NCDOT guidance.

As a result, the proposed development is projected to generate 591 daily weekday site trips, with 24 trips (7 entering, 17 exiting) occurring in the AM peak hour and 58 trips (38 entering, 20 exiting) occurring in the PM peak hour. After reductions to account for internal capture the proposed development is expected to generate 552 daily weekday external site trips, with 24 trips (7 entering, 17 exiting) occurring in the AM peak hour, and 53 trips (36 entering, 17 exiting) occurring in the PM peak hour. The generated site trips were distributed in accordance with the existing turning movement counts and land uses.

Phase I Build (2023) Conditions

The Build (2023) Alternative #1 conditions account for both the Phase I No-Build (2023) traffic and the site traffic generated by Phase I of the proposed development, and the traffic is assigned to the network utilizing only Future Access #1 via Malia Drive.

As shown on the Summary LOS table on page vi, with the addition of site trips, the signalized intersection continues to operate at overall acceptable levels of service during both peak hours. The stop-controlled westbound approach at the intersection of Ocean Trail (NC 12) and Dolphin Street/Monterey Drive is projected to continue to operate at a LOS F during the PM peak hour.

Phase II No-Build (2025) Conditions

The Existing (2021) peak hour volumes were grown to the Phase II build-out year (2025) using an annual growth rate of two percent (2%) to calculate the expected background growth within the study area. No additional background developments were identified within the study area.

As shown on the Summary LOS table on page vi, the signalized intersection within the study area is expected to continue to operate at an acceptable level of service during both peak hours. The stop-controlled westbound approach at the intersection of Ocean Trail (NC 12) and Dolphin Street/Monterey Drive is projected to degrade to a LOS F during the PM peak hour.

Phase II Trip Generation and Assignment

Trip generation was conducted based on the most appropriate corresponding trip generation codes included in the *Institute of Transportation Engineers (ITE) Trip Generation Manual, 10th Edition* and the suggested method of calculation in the NCDOT's "Rate vs. Equation" Spreadsheet. The full build-out of the proposed development is to consist of 8,002 sf of retail space, 5 single-family homes, 31 multi-family dwellings, and 4,502 sf of restaurant space; ITE Land Use Code (LUC) 210 (Single Family Detached Housing), LUC 220 (Multi-Family Housing, Low-Rise), LUC 820 (General Retail) and LUC 931 (Quality Restaurant) were used based on the NCDOT guidance.

As a result, the proposed development is projected to generate 1,716 daily weekday site trips, with 70 trips (35 entering, 35 exiting) occurring in the AM peak hour and 127 trips (71 entering, 56 exiting) occurring in the PM peak hour. After reductions to account for internal capture the proposed development is expected to generate 1,285 daily weekday external site trips, with 68 trips (34 entering, 34 exiting) occurring in the AM peak hour, and 80 trips (48 entering, 32 exiting) occurring in the PM peak hour. The generated site trips were distributed in accordance with the existing turning movement counts and land uses.

Phase II Build (2025) Alternative #1 Conditions

The Phase II Build (2025) Alternative #1 conditions account for both the Phase II No-Build (2025) traffic and the site traffic generated by the full build-out of the proposed development, and the traffic is assigned to the network utilizing only Future Access #1 via Malia Drive.

As shown on the Summary LOS table on page vi, with the addition of site trips, the signalized intersection continues to operate at overall acceptable levels of service during both peak hours. The stop-controlled westbound approach at the intersection of Ocean Trail (NC 12) and Dolphin Street/Monterey Drive is projected to continue to operate at a LOS F during the PM peak hour.

Phase II Build (2025) Alternative #2 Conditions

The Phase II Build (2025) Alternative #2 conditions account for both the Phase II No-Build (2025) traffic and the site traffic generated by the full build-out of the proposed development, and the traffic is assigned to the network utilizing both Future Access #1 via Malia Drive and Future Access #2 via Sunset Boulevard.

Monterey Shores Development TIA

As shown on the Summary LOS table on page vi, with the addition of site trips, the signalized intersection continues to operate at overall acceptable levels of service during both peak hours. The stop-controlled westbound approach at the intersection of Ocean Trail (NC 12) and Dolphin Street/Monterey Drive is projected to continue to operate at a LOS F during the PM peak hour.

Roadway Improvement Recommendations

As indicated in the traffic operations analyses, the proposed development is projected to have a minimal impact on the traffic operations within the study area.

The following configurations are recommended for the site access driveways:

Malia Drive and Future Access #1 (unsignalized)

The stop-controlled driveway is expected to operate at LOS A during the AM peak hour and LOS A during the PM peak hour under both Build (2025) conditions. The following lane configurations are recommended for the new driveway connection:

- › Construct driveway with one ingress lane and one egress lane and full movement access.
- › Provide a minimum internal protected stem length of 100 feet.

Sunset Boulevard and Future Access #2 (unsignalized)

The stop-controlled driveway is expected to operate at LOS A during the AM peak hour and LOS B during the PM peak hour under Build Alternative #2 (2025) conditions. The following lane configurations are recommended for the new driveway connection, should Phase II Alternative #2 be utilized:

- › Modify driveway to clearly delineate one ingress lane and one egress lane and full movement access.
- › Ensure a minimum internal protected stem length of 100 feet.
- › Coordinate with NCDOT for design and pavement standards, and for a potential shifting of the driveway to the west to allow more distance from signal.

All other study area intersections will continue to operate acceptably with the development site trips in place.

The LOS results summary is shown in Table ES, and the future lane configurations and traffic control at the study area intersections, with the development in place, are presented in Figure ES-1 and Figure ES-2.

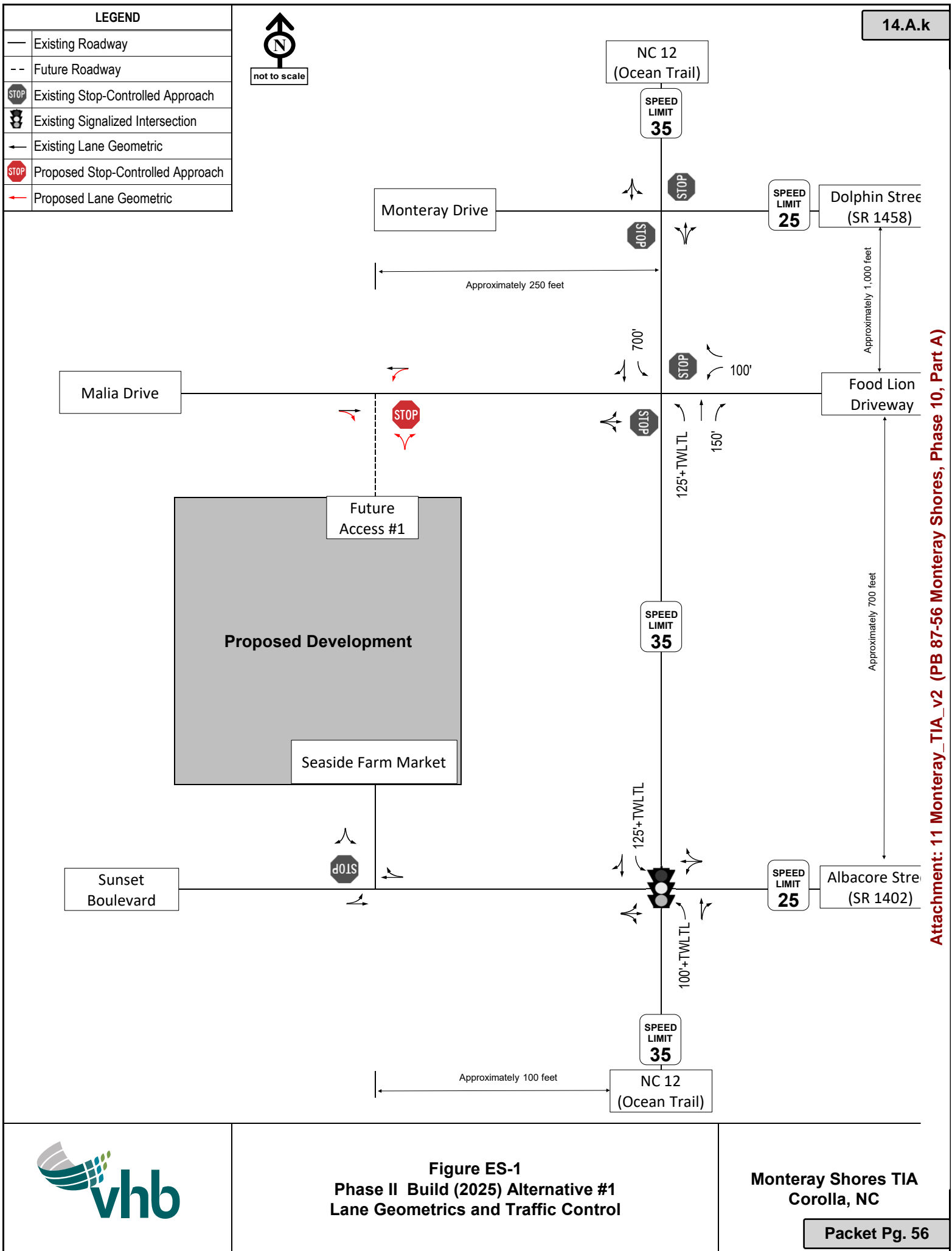
With the addition of the improvements identified as part of this TIA, all of the intersections are projected to operate at improved or acceptable levels of service and there are minimal delay increases (3 seconds or less during either peak period) projected at the study area intersections.

Monterey Shores Development TIA

Table ES Summary Level of Service Table

Intersection and Approach	Traffic Control	Existing (2021)		Phase I No-Build (2023)		Phase I Build (2023)		Phase II No-Build (2025)		Phase II Build (2025) Alt #1		Phase II Build (2025) Alt #2	
		AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
NC 12 (Ocean Trail) at Albacore Street (SR 1402)/Sunset Boulevard	Signalized	A (9.4)	C (21.3)	A (9.8)	C (23.6)	A (9.8)	C (24.0)	A (9.8)	C (24.7)	B (10.8)	C (25.3)	B (10.3)	C (27.9)
Eastbound		B-16.3	C-32.9	B-16.6	C-33.6	B-16.7	C-34.3	B-16.9	C-34.0	B-17.5	C-34.7	B-16.9	D-38.5
Westbound		B-17.1	D-38.5	B-17.4	D-40.9	B-17.5	D-42.2	B-17.8	D-42.7	B-19.3	D-44.4	B-17.6	D-50.2
Northbound		A-8.2	B-13.0	A-8.7	B-15.9	A-8.7	B-16.6	A-8.7	B-16.6	A-9.8	B-17.5	A-9.2	B-17.6
Southbound		A-8.7	C-21.7	A-8.9	C-23.8	A-8.9	C-23.6	A-8.8	C-25.2	A-9.7	C-25.4	A-9.0	C-28.9
NC 12 (Ocean Trail) at Malia Drive/Food Lion Driveway	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-
Eastbound		B-12.5	C-19.9	B-12.8	C-21.0	B-12.9	D-26.5	B-12.9	C-22.6	B-14.1	E-35.9	B-14.5	D-26.7
Westbound		B-11.6	C-22.7	B-11.7	D-25.1	B-11.9	D-28.4	B-12.0	D-27.7	B-12.6	D-34.1	B-12.3	D-29.7
NC 12 (Ocean Trail) at Dolphin Street (SR 1458)/Monterey Drive	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-
Eastbound		B-10.9	C-19.1	B-11.0	C-20.0	B-11.0	C-20.4	B-11.1	C-22.1	B-11.3	C-22.5	B-11.3	C-22.5
Westbound		C-15.0	E-48.0	C-15.4	F-57.4	C-15.5	F-62.0	C-16.0	F-70.3	C-16.7	F-78.4	C-16.6	F-78.4
Sunset Boulevard at Seaside Farm Market/Future Access #2	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-
Southbound		A-8.6	B-10.6	A-8.6	B-10.7	A-8.6	B-10.7	A-8.6	B-10.9	A-8.6	B-10.9	A-8.9	B-11.3
Malia Drive at Future Access #1	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-
Northbound		-	-	-	-	A-8.4	A-8.6	---	---	A-8.5	A-8.7	A-8.4	A-8.6

X (XX.X) = Overall intersection LOS (average delay), X-XX = Approach LOS and average delay



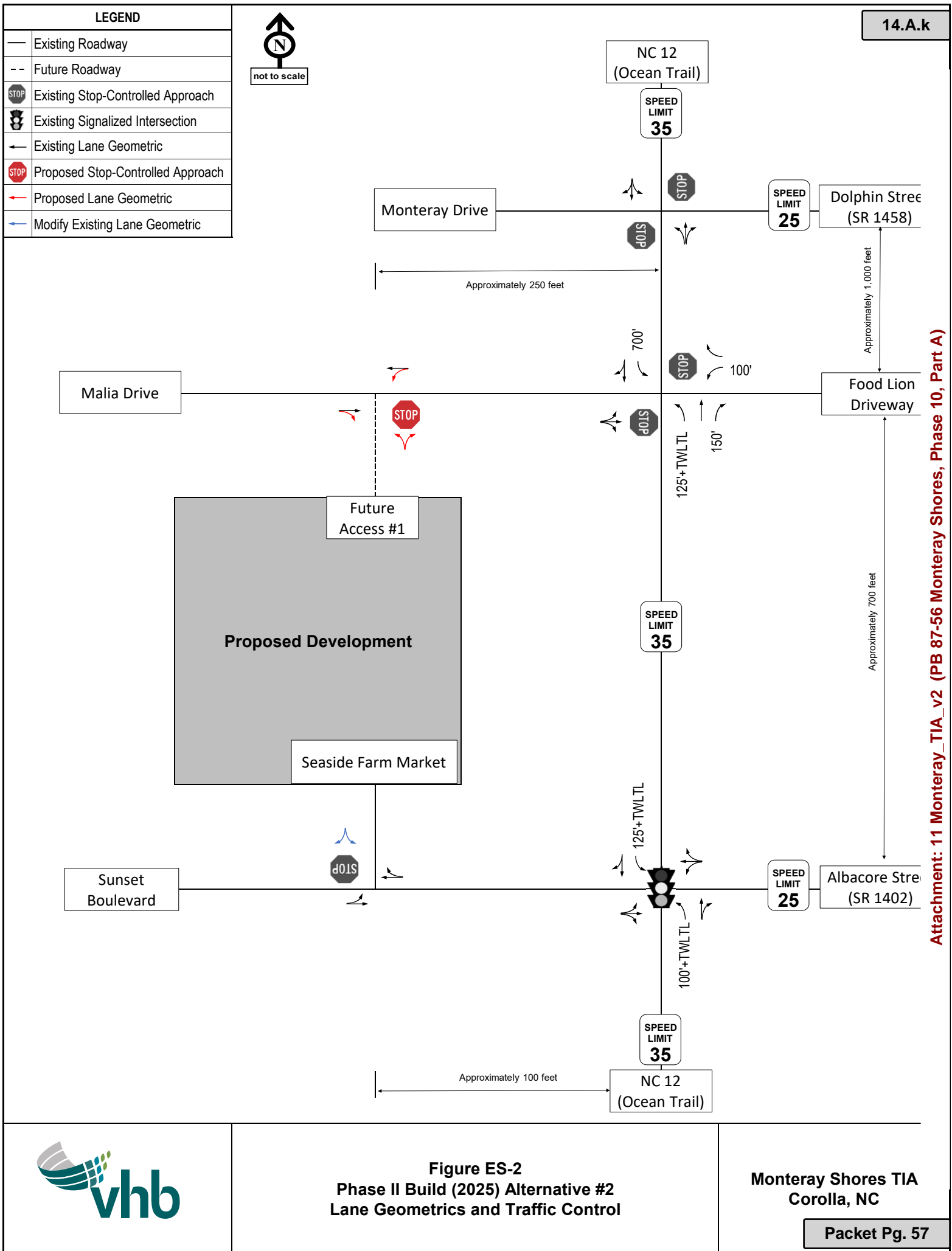


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1

Introduction

There are plans to construct a multi-use development Corolla, North Carolina (Figure 1). The development is planned to be constructed near the intersection of Ocean Trail (NC 12) and Malia Drive and will tentatively be completed in two phases. Phase I will include 5 single-family homes, 25 multi-family dwellings and 4,502 square feet of restaurant space with an expected build year of 2023 and Phase II will add 8,002 square feet of retail space and an additional 6 multi-family dwellings with an expected full build-out year of 2025.

Project Background

Based on the conceptual site plan (Figure 2), access to the development is proposed via up to two (2) vehicular access points:

- › Future Access #1, full movement access along Malia Drive, approximately 250 feet northwest of Ocean Trail (NC 12).
- › Future Access #2, full movement access along Sunset Boulevard, via an extension of the access driveway serving the Seaside Market.

There are potential right-of-way complications for the proposed access along Sunset Boulevard. Because of this, the full build-out of the proposed development was analyzed under two scenarios; one with only Future Access #1 via Malia Drive being available for use, and one with both access points available. Additionally, the land uses located along internal streets accessing Malia Drive, north of the lake, will be constructed first.

Monterey Shores Development TIA

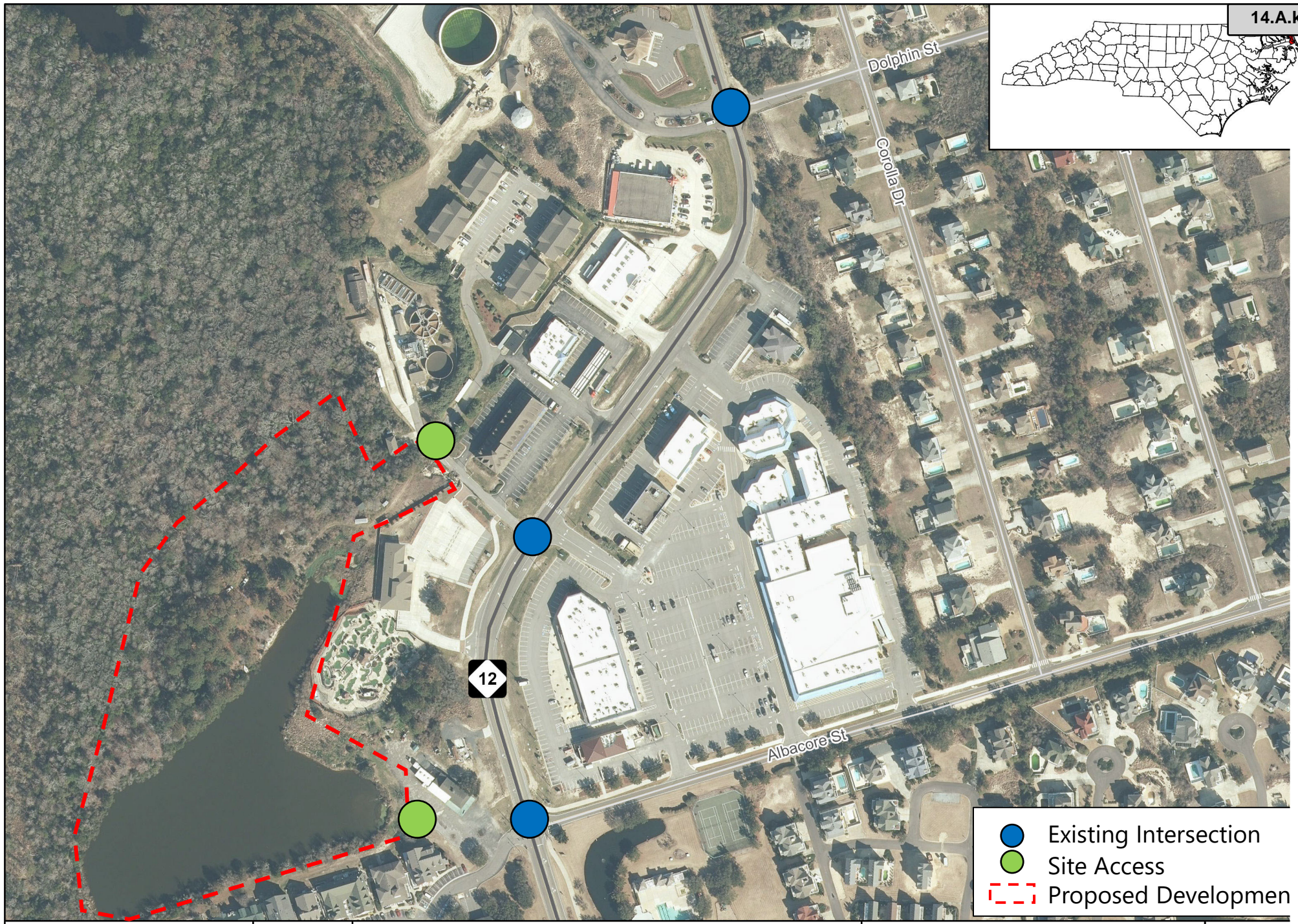
Based on discussions with the North Carolina Department of Transportation (NCDOT), the following intersections were included in the study area and analyzed for existing and future conditions, as applicable:

- › Ocean Trail (NC 12) and Dolphin Street (SR 1458)/Monterey Drive (unsignalized)
- › Ocean Trail (NC 12) and Malia Drive/Commercial Driveway (unsignalized)
- › Ocean Trail (NC 12) and Albacore Street/Sunset Boulevard (signalized)
- › Malia Drive and Future Access #1 (future unsignalized)
- › Sunset Boulevard and Seaside Market Driveway/Future Access #2 (unsignalized)

The following scenarios were analyzed for existing and future conditions to evaluate the impacts that the proposed development may have on the surrounding roadway network:

- › Existing (2021) Conditions
- › Phase I No-Build (2023) Conditions
- › Phase I Build (2023) Conditions
- › Phase II No-Build (2025) Conditions
- › Phase II Build (2025) Alternative #1 Conditions
- › Phase II Build (2025) Alternative #2 Conditions

VHB Engineering NC, P.C. (VHB) was retained by Outer Banks Ventures to analyze the potential traffic impacts of the proposed development and to identify any necessary roadway improvements. This Traffic Impact Analysis (TIA) summarizes trip generation, distribution, and traffic capacity analysis for the proposed development. A summary of the key assumptions made within this traffic study was sent to NCDOT staff for review and comment prior to the completion of the TIA. These assumptions are provided within the NCDOT TIA Checklist attached within Appendix A.



- Existing Intersection
- Site Access
- Proposed Development

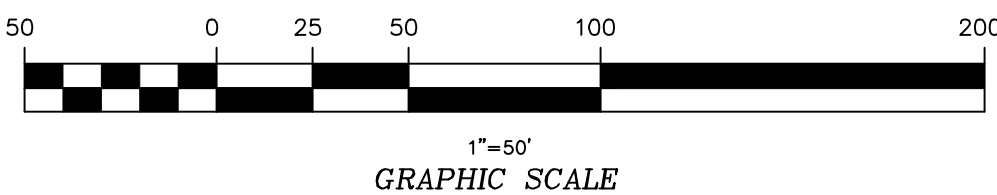
Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)

Scale
0 125 250
Feet



Figure 1:
Vicinity Map

Monterey Shores Development
Traffic Impact Analysis
Corolla, NC



SITE DATA	
TOTAL AREA:	36,194 AC.
CAMA WETLANDS:	9.0 AC.±
NET AREA:	27.19 AC.±
AREA OF R/W & ROADWAY EASEMENTS:	1.03 AC.±
AREA OF LOTS (SINGLE FAMILY & TOWNHOMES):	2.98 AC.±
AREA OF COMMERCIAL DEVELOPMENT:	1.208 AC.±
AREA TO BE REMOVED FROM UTILITY OPEN SPACE:	4.01 AC.±
USE OF EXISTING COMMERCIAL AREA:	1.208 AC.±
DEVELOPMENT SUMMARY	
COMMERCIAL BUILDINGS:	8,002 S.F.±
RESTAURANT:	4,560 S.F.±
OUTDOOR ENTERTAINMENT VENUE:	7,626 S.F.±
PARKING REQUIREMENT	
GENERAL COMMERCIAL:	7,500 S.F. @ 1/300 S.F. = 25 SPACES
RESTAURANT:	4,502 S.F./150 S.F. = 30 SPACES
OUTDOOR ENTERTAINMENT VENUE:	7,626 S.F./250 = 31 SPACES
UPPER STORY DWELLINGS:	0.5/UNIT x 6 = 3 SPACES
PADDLE BOAT RENTALS:	1 SPACE/SLIP OR MOORING = 6 SPACES
10 BOAT DOCKS:	1 SPACE/SLIP OR MOORING = 10 SPACES
TOTAL SPACES REQUIRED:	105 SPACES
TOTAL SPACES PROVIDED:	108 SPACES
FLOOR AREA RATIO	
12,562 S.F./1,184,396 S.F. (NET OF CAMA)= 0.0106	

PROJECT		REVISONS		BY	
NO.	DATE	DESCRIPTION	NO.	DATE	BY
1	6/22/21	IBC COMMENTS	1	6/22/21	SEN
2	7/22/21	REVISION 404 LINE 4, 10002E	2	7/22/21	SEN
3	8/22/21	IBC COMMENTS	3	8/22/21	SEN
4	9/22/21	IBC COMMENTS	4	9/22/21	SEN

PRELIMINARY
DO NOT USE FOR
CONSTRUCTION

DATE: 5/27/21

SCALE: 1"=50'

DESIGNED: BPG

CHECKED: MSB

DRAWN: KFW

APPROVED: BPG

SHEET: 5 OF 6

CAD FILE: 459600A.S1

PROJECT NO: 4596

OUTER BANKS VENTURES
NORTH
CURRITUCK COUNTY
LUP AMENDMENT

**MIXED USE DEVELOPMENT
LAYOUT & CONCEPTUAL PLAN**

BISSELL
PROFESSIONAL GROUP

Engineers, Planners, Surveyors
and Environmental Specialists

Bissell Professional Group
Firm License # C-956
10000 North Carolina Highway
P.O. Box 1069
Kitty Hawk, North Carolina 27949
(252) 261-3266
FAX (252) 261-1760



2

Existing (2021) Conditions

This section describes the existing roadways in the vicinity of the proposed development. Annual Average Daily Traffic (AADT) data for the surrounding network of roadway was obtained from the NCDOT, where available.

Ocean Trail (NC 12)

- › Within the study area limits, Ocean Trail (NC 12) is a two-lane undivided roadway with a posted speed limit of 35 miles per hour (mph). There is a two-way left-turn lane present between Albacore Street (SR 1402)/Sunset Boulevard and Malia Drive.
- › The land uses along Ocean Trail are primarily commercial within the study area.
- › The 2019 AADT along Ocean Trail was 4,800 vehicles per day (vpd) through the study area.

Albacore Street (SR 1402)

- › Within the study area limits, Albacore Street is a two-lane undivided roadway with a posted speed limit of 25 mph.
- › The land uses along Albacore Street are primarily commercial and residential within the study area limits.
- › There is no AADT data available along Albacore Street.

Sunset Boulevard

- › Within the study area limits, Sunset Boulevard is a two-lane undivided roadway providing access from Ocean Trail to the TimBuck II shopping plaza.
- › There is no posted speed limit along Sunset Boulevard
- › The land uses along Sunset Boulevard are primarily commercial within the study area limits.

Monterey Shores Development TIA

- › There is no AADT data available along Sunset Boulevard.

Malia Drive

- › Within the study area limits, Malia Drive is a two-lane undivided roadway with no posted speed limit.
- › The land uses along Malia Drive are primarily commercial within the study area limits.
- › There is no AADT data available along Malia Drive.

Dolphin Street (SR 1458)

- › Within the study area limits, Dolphin Street is a two-lane undivided roadway with a posted speed limit of 25 mph.
- › The land uses along Dolphin Street are primarily residential within the study area limits.
- › There is no AADT data available along Dolphin Street.

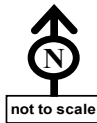
Monterey Drive

- › Within the study area limits, Monterey Drive is a two-lane undivided roadway with a posted speed limit of 20 mph.
- › The land uses along Monterey Drive are primarily commercial and residential within the study area limits.
- › There is no AADT data available along Monterey Drive.

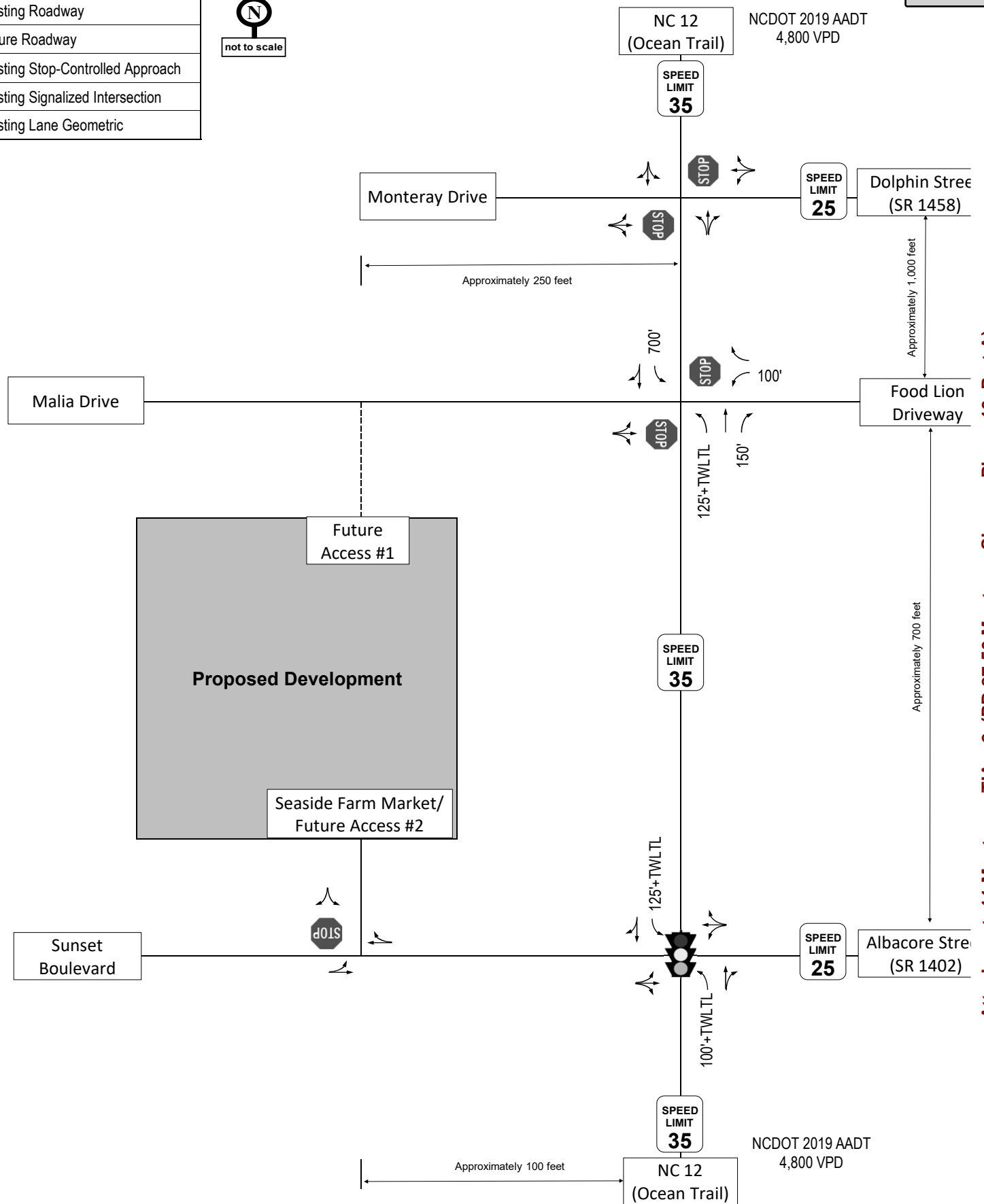
Figure 3 provides a schematic diagram of the existing roadways near the proposed development, including the intersection geometrics.

LEGEND

—	Existing Roadway
--	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Existing Lane Geometric



14.A.k



Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



Figure 3
Existing (2021) Lane Geometrics and Traffic Control

Monterey Shores TIA
Corolla, NC

Existing Turning Movement Data

VHB Engineering NC, P.C. collected weekday AM and PM peak hour intersection turning movement counts on September 1st, 2021. The day was selected to best represent the busier summer conditions of the area, where weekday volumes are expected to be higher than in the other off-peak seasons. Table 1 summarizes the schedule used to obtain the turning movement data. The video collected for the intersection of Ocean Trail and Albacore Street/Sunset Boulevard was also studied manually to find the turning movement volumes at the intersection of Sunset Boulevard and the Seaside Market driveway. No volume balancing adjustments were deemed necessary due to minor volume variations between intersections along the corridor. A minimum of four vehicles per hour was added to several movements based on NCDOT Congestion Management guidance. A detailed summary of the traffic counts can be found in Appendix B. The existing peak hour turning movement volumes are shown in Figure 4.

Table 1 Turning Movement Count Schedule

Intersection	Time Period	Data Collection Date
Ocean Trail (NC 12) at Albacore Street (SR 1402)/Sunset Boulevard	7:00 AM – 9:00 AM 4:00 PM – 6:00 PM	Wednesday September 1, 2021
Ocean Trail (NC 12) at Malia Drive/Food Lion Driveway	7:00 AM – 9:00 AM 4:00 PM – 6:00 PM	Wednesday September 1, 2021
Ocean Trail (NC 12) at Dolphin Street (SR 1458)/Monterey Drive	7:00 AM – 9:00 AM 4:00 PM – 6:00 PM	Wednesday September 1, 2021

Level of Service Criteria

Peak hour level of service (LOS) measures the adequacy of the intersection geometrics and traffic controls of a particular intersection or approach for the given turning volumes. Levels of service range from A through F, based on the average control delay experienced by vehicles traveling through the intersection during the peak hour. Control delay represents the portion of total delay attributed to traffic control devices (e.g., signals or stop signs). The engineering professional generally accepts LOS D as an acceptable operating condition for signalized intersections in urban areas and LOS C for rural areas.

At unsignalized intersections, LOS E is generally considered acceptable only if the side street encounters the delay. Nevertheless, side streets sometimes function at LOS F during peak traffic periods; however, the traffic volume often does not warrant a traffic signal to assist side street traffic. Table 2 provides a general description of various levels of service categories and delay ranges.

Table 2 Level of Service Description for Intersections

Level of Service	Description	Signalized Intersection	Unsignalized Intersection
A	Little or no delay	<= 10 sec.	<= 10 sec.
B	Short traffic delay	10-20 sec.	10-15 sec.
C	Average traffic delay	20-35 sec.	15-25 sec.
D	Long traffic delay	35-55 sec.	25-35 sec.
E	Very long traffic delay	55-80 sec.	35-50 sec.
F	Unacceptable delay	> 80 sec.	> 50 sec.

Level of Service Analysis

Intersection levels of service analyses were performed for the typical weekday AM and PM peak hour using *Synchro/SimTraffic Professional Version 10*. The turning movement volumes analyzed in the Existing (2021) scenario are displayed in Figure 4. The existing signal plans provided by the NCDOT were utilized in the analysis and are included in Appendix C. A summary of the findings for the Existing (2021) scenario LOS analysis can be found in Table 3, and the full *Synchro* output can be found in Appendix D.

As reported in Table 3, the signalized intersection within the study area operates at an overall acceptable level of service (LOS D or better) during both peak hours. The stop-controlled approaches operate at acceptable levels of service except the westbound approach at the intersection of Ocean Trail (NC 12) and Dolphin Street/Monterey Drive, which operates at LOS E during the PM peak hour.

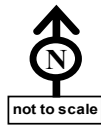
Table 3 Existing (2021) LOS Results

Intersection and Approach	Traffic Control	Existing (2021)	
		AM	PM
NC 12 (Ocean Trail) at Albacore Street (SR 1402)/Sunset Boulevard	Signalized	A (9.4)	C (21.3)
Eastbound		B-16.3	C-32.9
Westbound		B-17.1	D-38.5
Northbound		A-8.2	B-13.0
Southbound		A-8.7	C-21.7
NC 12 (Ocean Trail) at Malia Drive/Food Lion Driveway	Unsignalized	-	-
Eastbound		B-12.5	C-19.9
Westbound		B-11.6	C-22.7
NC 12 (Ocean Trail) at Dolphin Street (SR 1458)/Monterey Drive	Unsignalized	-	-
Eastbound		B-10.9	C-19.1
Westbound		C-15.0	E-48.0
Sunset Boulevard at Seaside Farm Market/Future Access #2	Unsignalized	-	-
Southbound		A-8.6	B-10.6

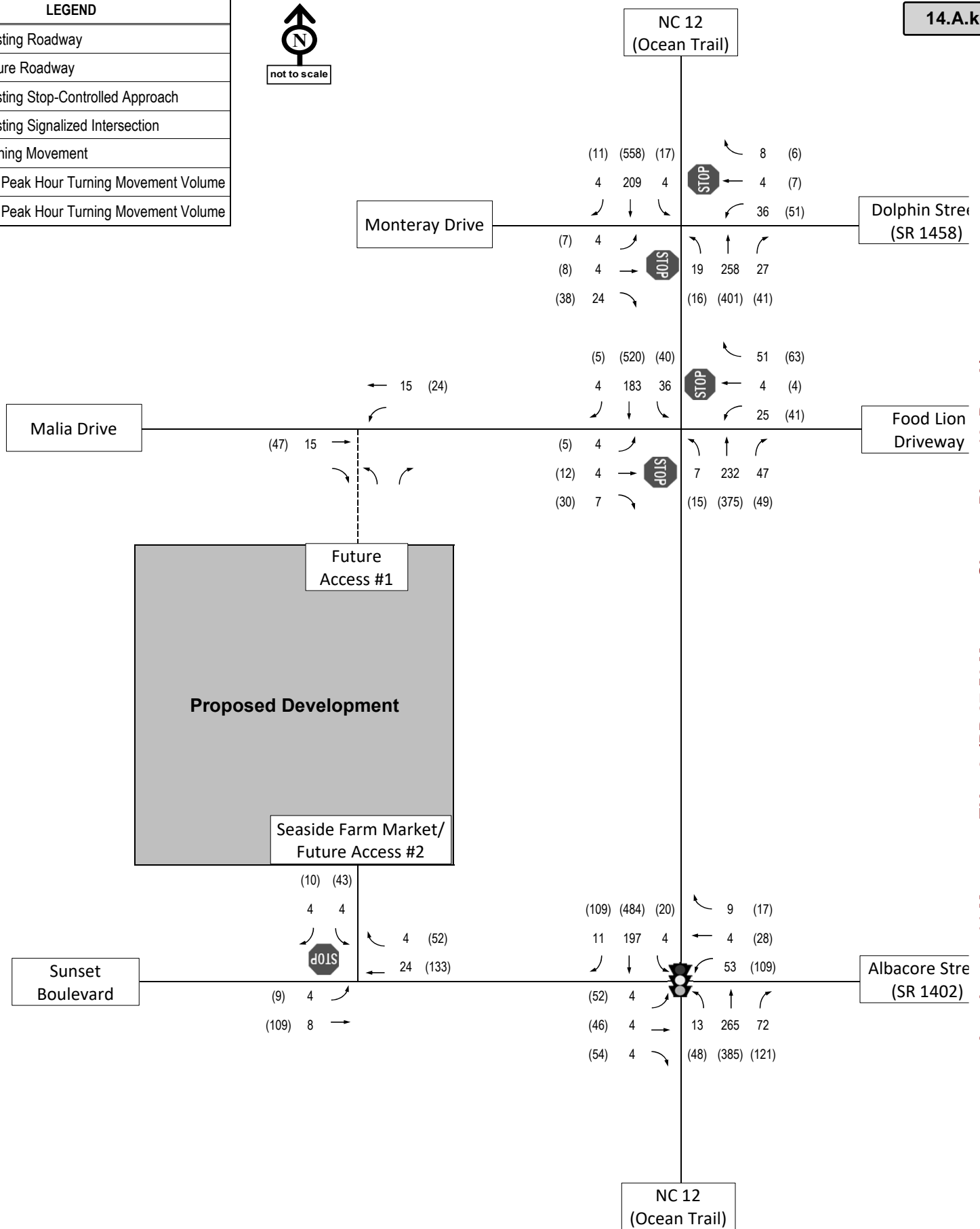
X (XX.X) = Overall intersection LOS (average delay), X-XX = Approach LOS and average delay

LEGEND

—	Existing Roadway
--	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume



14.A.k



Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



Figure 4
Existing (2021) AM and PM Peak Hour Volumes

Monterey Shores TIA
Corolla, NC



3

Phase I No-Build (2023) Conditions

Background Growth Calculations

The Existing (2021) peak hour volumes were grown to the Phase I year (2023) using an annual growth rate of two percent (2%) to calculate the expected background growth within the study area. There were no background developments or roadway improvements identified for inclusion in the study area. Therefore, no additional background trips were included in the Phase I No-Build (2023) scenario, and the network layout matches the Existing (2021) conditions.

Level of Service Analysis

Intersection levels of service analyses were performed for the typical weekday AM and PM peak hours using *Synchro/SimTraffic Professional Version 10*. The calculated Phase I No-Build (2023) peak hour turning movements are displayed in Figure 5. A summary of the findings for the Phase I No-Build (2023) LOS analysis can be found in Table 4 and the full Synchro outputs can be found in Appendix D.

As reported in Table 4, the signalized intersection within the study area is expected to continue to operate at an acceptable level of service during both peak hours. The stop-controlled westbound approach at the intersection of Ocean Trail (NC 12) and Dolphin Street/Monterey Drive is projected to degrade to a LOS F during the PM peak hour.

Monterey Shores Development TIA

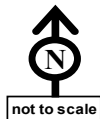
Table 4 Phase I No-Build (2023) LOS Results

Intersection and Approach	Traffic Control	Phase I No-Build (2023)	
		AM	PM
NC 12 (Ocean Trail) at Albacore Street (SR 1402)/Sunset Boulevard	Signalized	A (9.8)	C (23.6)
Eastbound		B-16.6	C-33.6
Westbound		B-17.4	D-40.9
Northbound		A-8.7	B-15.9
Southbound		A-8.9	C-23.8
NC 12 (Ocean Trail) at Malia Drive/Food Lion Driveway	Unsignalized	-	-
Eastbound		B-12.8	C-21.0
Westbound		B-11.7	D-25.1
NC 12 (Ocean Trail) at Dolphin Street (SR 1458)/Monterey Drive	Unsignalized	-	-
Eastbound		B-11.0	C-20.0
Westbound		C-15.4	F-57.4
Sunset Boulevard at Seaside Farm Market/Future Access #2	Unsignalized	-	-
Southbound		A-8.6	B-10.7

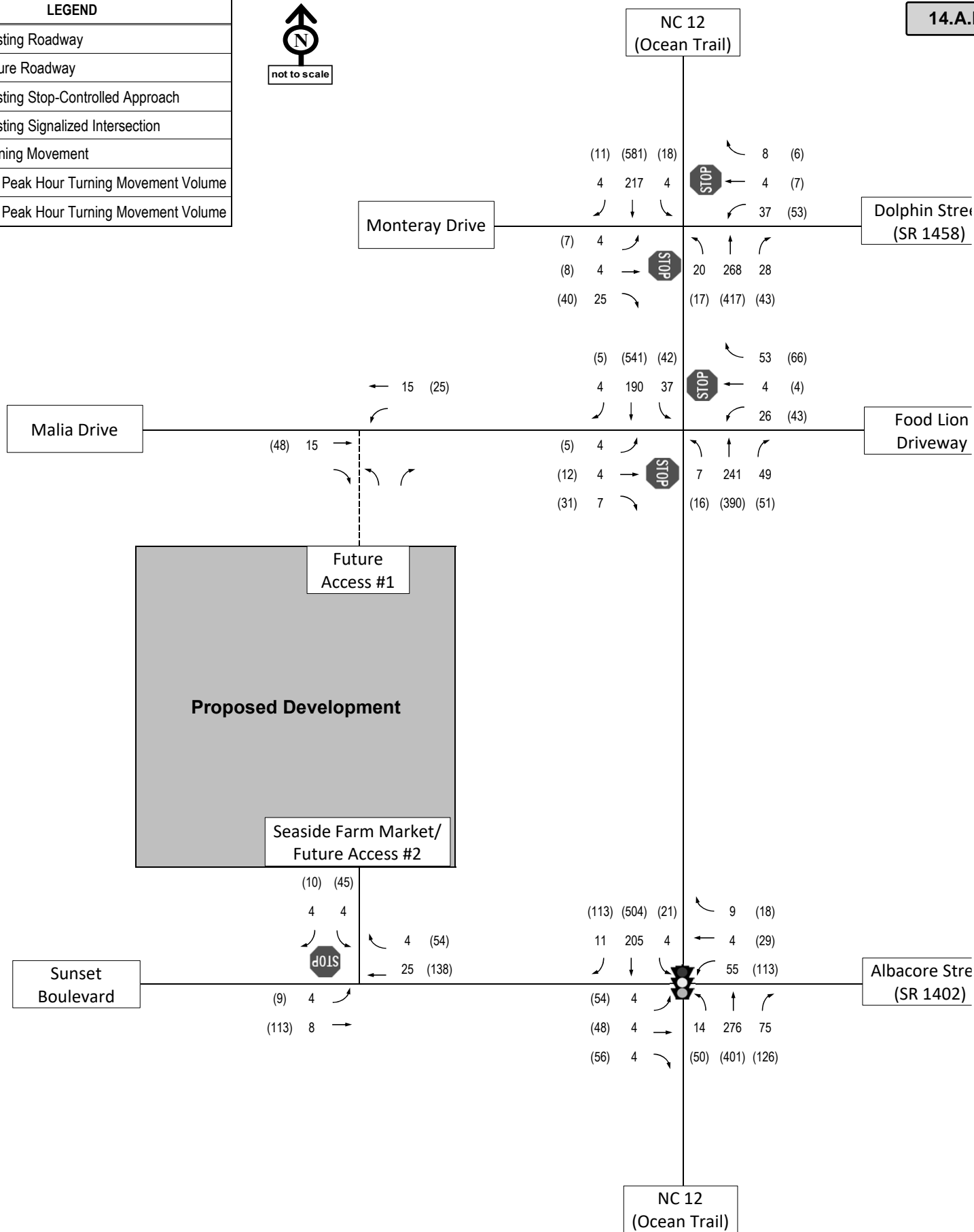
X (XX.X) = Overall intersection LOS (average delay), X-XX = Approach LOS and average delay

LEGEND

—	Existing Roadway
--	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume



14.A.k



Attachment: 11 Monterey TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



Figure 5
Phase I No-Build (2023) AM and PM Peak Hour Volumes

Monterey Shores TIA
Corolla, NC



4

Phase I Build (2023) Conditions

There are plans to construct a multi-use development Corolla, North Carolina (Figure 1). The development is planned to be constructed near the intersection of Ocean Trail (NC 12) and Malia Drive and will tentatively be completed in two phases. Phase I will include 5 single-family homes, 25 multi-family dwellings and 4,502 square feet of restaurant space with an expected build year of 2023 and Phase II will add 8,002 square feet of retail space and an additional 6 multi-family dwellings with an expected full build-out year of 2025.

Trip Generation

Trip generation was conducted based on the most appropriate corresponding trip generation codes included in the *Institute of Transportation Engineers (ITE) Trip Generation Manual, 10th Edition* and the suggested method of calculation in the NCDOT's *"Rate vs. Equation" Spreadsheet*. Phase I of the proposed development is to consist of 5 single-family homes, 25 multi-family dwellings, and 4,502 sf of restaurant space; ITE Land Use Code (LUC) 210 (Single Family Detached Housing), LUC 220 (Multi-Family Housing, Low-Rise), and LUC 931 (Quality Restaurant) were used based on the NCDOT guidance.

Table 5 summarizes the assumed trip generation for Phase I of the proposed development for typical weekday AM and PM peak hours. Phase I of the proposed development is projected to generate 591 daily weekday site trips, with 24 trips (7 entering, 24 exiting) occurring in the AM peak hour and 58 trips (38 entering, 20 exiting) occurring in the PM peak hour. After reductions to account for internal capture the proposed development is expected to generate 552 daily weekday external site trips, with 24 trips (7 entering, 17 exiting) occurring in the AM peak hour, and 53 trips (36 entering, 17 exiting)

Monterey Shores Development TIA

occurring in the PM peak hour. The generated site trips were distributed in accordance with the existing turning movement counts and land uses.

Table 5 Phase I Trip Generation Rates (Vehicle Trips)

Land Use Code ¹	Land Use	Unit	ADT	AM Peak Hour			PM Peak Hour		
				Enter	Exit	Total	Enter	Exit	Total
Total Site Trips ²									
210	Single-Family Detached Housing	5 du	66	2	6	8	4	2	6
220	Multifamily Housing (Low-Rise)	25 du	148	3	10	13	11	6	17
931	Quality Restaurant	4,502 sf	377	2	1	3	23	12	35
Development Total			591	7	17	24	38	20	58
Trip Reduction Due to Internal Capture ³									
210	Single-Family Detached Housing	5 du	2	0	0	0	0	0	1
220	Multifamily Housing (Low-Rise)	25 du	7	0	0	0	1	1	1
931	Quality Restaurant	4,502 sf	30	0	0	0	1	2	3
Development Total			40	0	0	0	2	3	5
Total External Site Trips									
210	Single-Family Detached Housing	5 du	64	2	6	8	4	2	6
220	Multifamily Housing (Low-Rise)	25 du	141	3	10	13	10	5	15
931	Quality Restaurant	4,502 sf	347	2	1	3	22	10	32
Development Total			552	7	17	24	36	17	53
Pass-by Site Trips ⁴									
210	Single-Family Detached Housing	5 du		0	0	0	0	0	0
220	Multifamily Housing (Low-Rise)	25 du		0	0	0	0	0	0
931	Quality Restaurant	4,502 sf		0	0	0	7	7	14
Development Total				0	0	0	7	7	14
Non-Pass-by Site Trips									
210	Single-Family Detached Housing	5 du		2	6	8	4	2	6
220	Multifamily Housing (Low-Rise)	25 du		3	10	13	10	5	15
931	Quality Restaurant	4,502 sf		2	1	3	15	3	18
Development Total				7	17	24	29	10	39

Notes:

1. Land Use Code and trip generation rates are determined based on *ITE Trip Generation, 10th Edition*, rates for 820 based on subset of smaller retail sites (50,000 sf or less)

2. Total site trips are determined based on the suggested method in the NCDOT Rate vs Equation Spreadsheet

3. Internal capture was based on NCHRP 684 method and NCDOT IC calculation spreadsheet, with 1,500 ft spacing between uses

4. Unconstrained pass-by trips are calculated based on *ITE Trip Generation Handbook, 3rd Edition*. The final projections are not expected to exceed 10% of adjacent street volumes.

Trip Distribution and Assignment

In Phase I, the proposed development will be accessed via one (1) full-movement driveway along Malia Drive. The generated site trips were distributed in accordance with the existing traffic patterns and land uses in the vicinity of the study area as follows:

- › Ocean Trail (NC 12) from/to the north – 30%
- › Ocean Trail (NC 12) from/to the south – 50%
- › Albacore Street (SR 1402) from/to the east – 5%
- › Sunset Boulevard from/to the west – 2%
- › Food Lion Driveway from/to the east – 5%
- › Dolphin Street from/to the east – 3%
- › Monterey Drive from/to the west – 5%

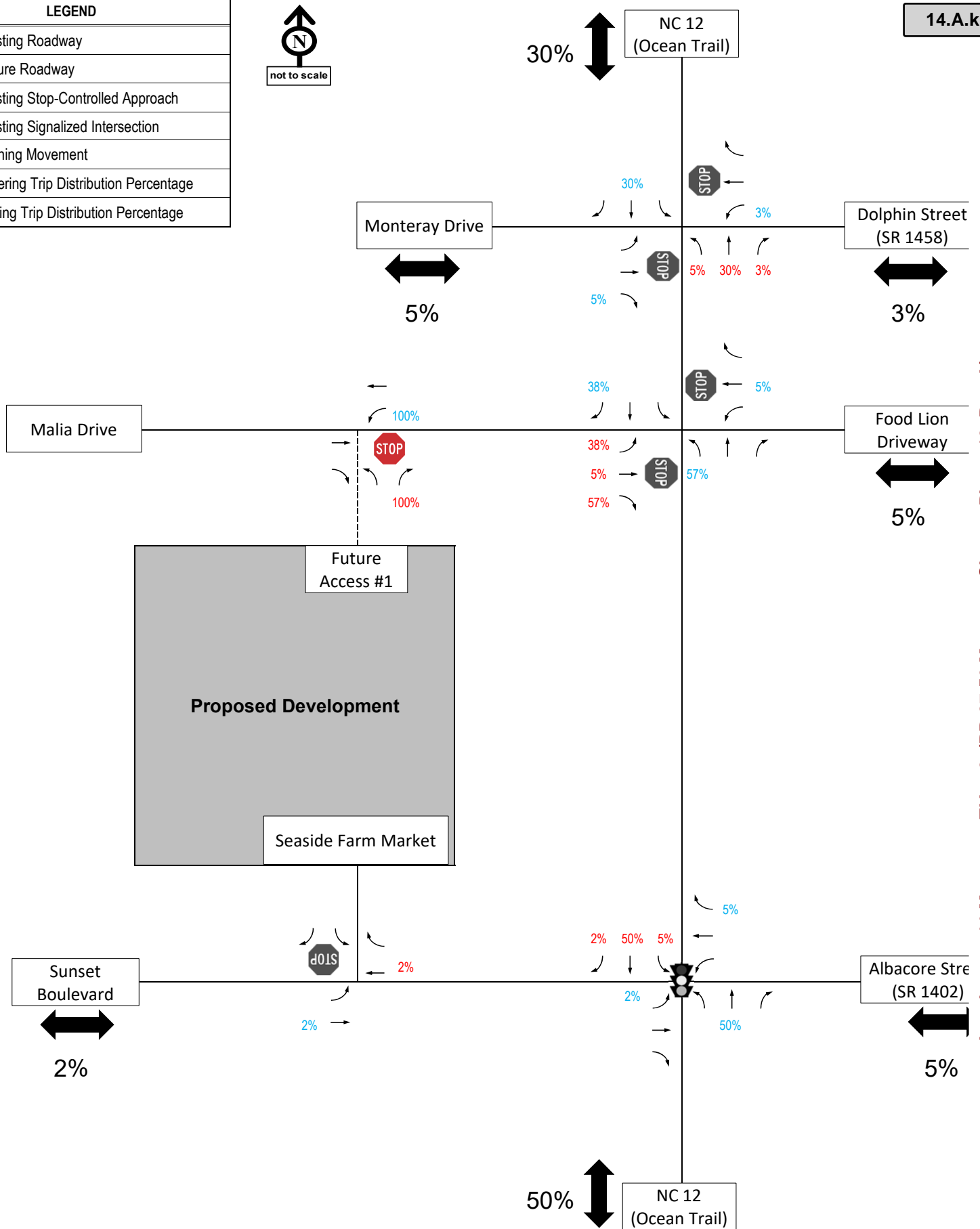
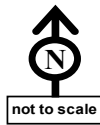
Pass-by trips for the commercial uses were distributed along Ocean Trail with a 60/40 split between the northbound and southbound directions respectively.

Monterey Shores Development TIA

The non-pass-by distribution percentages and resulting site trips for Phase I Build (2023) are shown in Figure 6 and Figure 7. The pass-by distribution percentages and resulting site trips for Phase I Build (2023) are shown in Figure 8 and Figure 9. The total combined site trips for Phase I Build (2023) are shown in Figure 10.

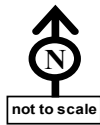
LEGEND

—	Existing Roadway
--	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX%	Entering Trip Distribution Percentage
XX%	Exiting Trip Distribution Percentage

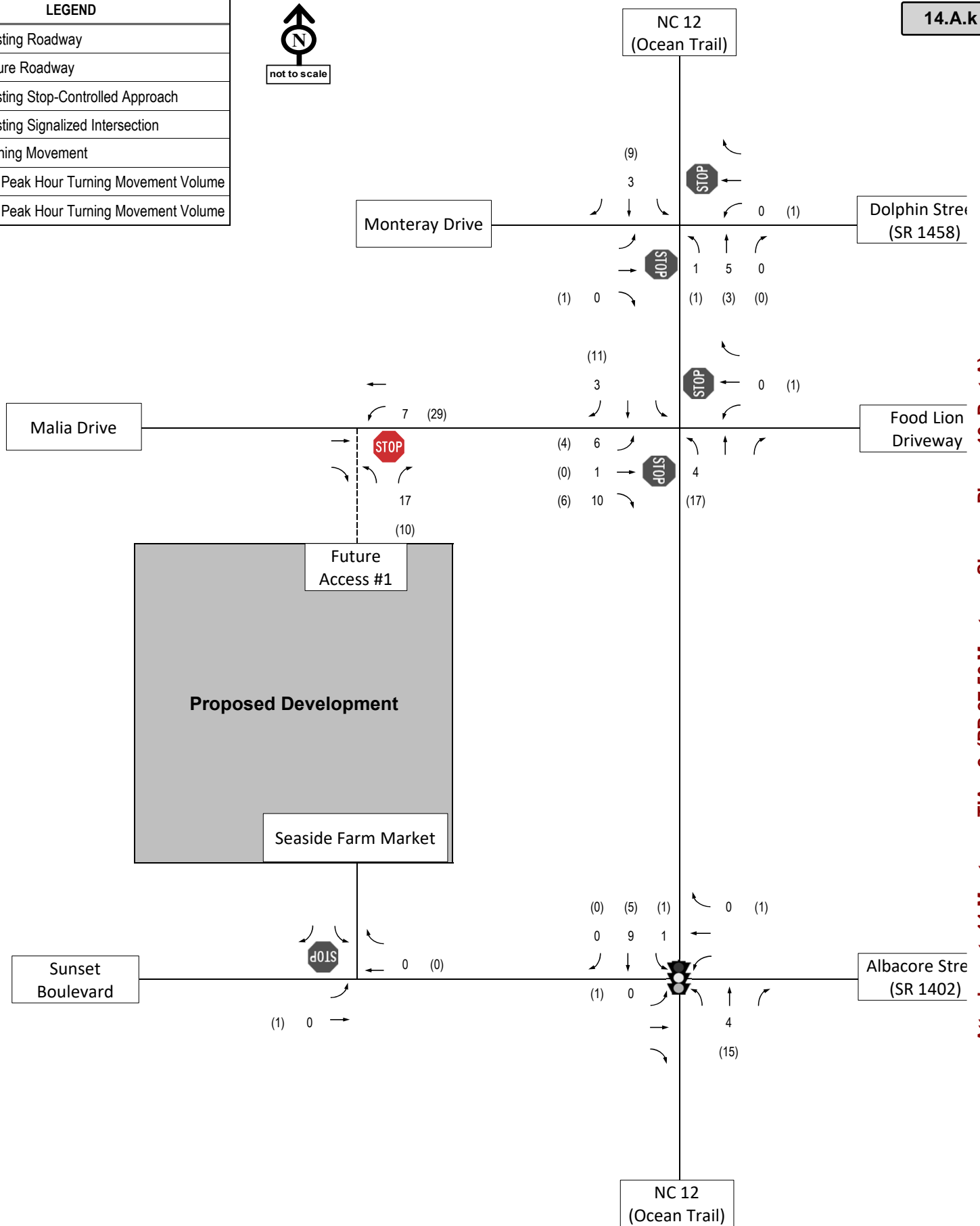


LEGEND

—	Existing Roadway
--	Future Roadway
STOP	Existing Stop-Controlled Approach
Signal	Existing Signalized Intersection
←	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume



14.A.k



Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)

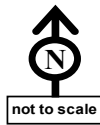


Figure 7
Phase I Build (2023) Peak Hour Site Generated Non-Pass-By Trips

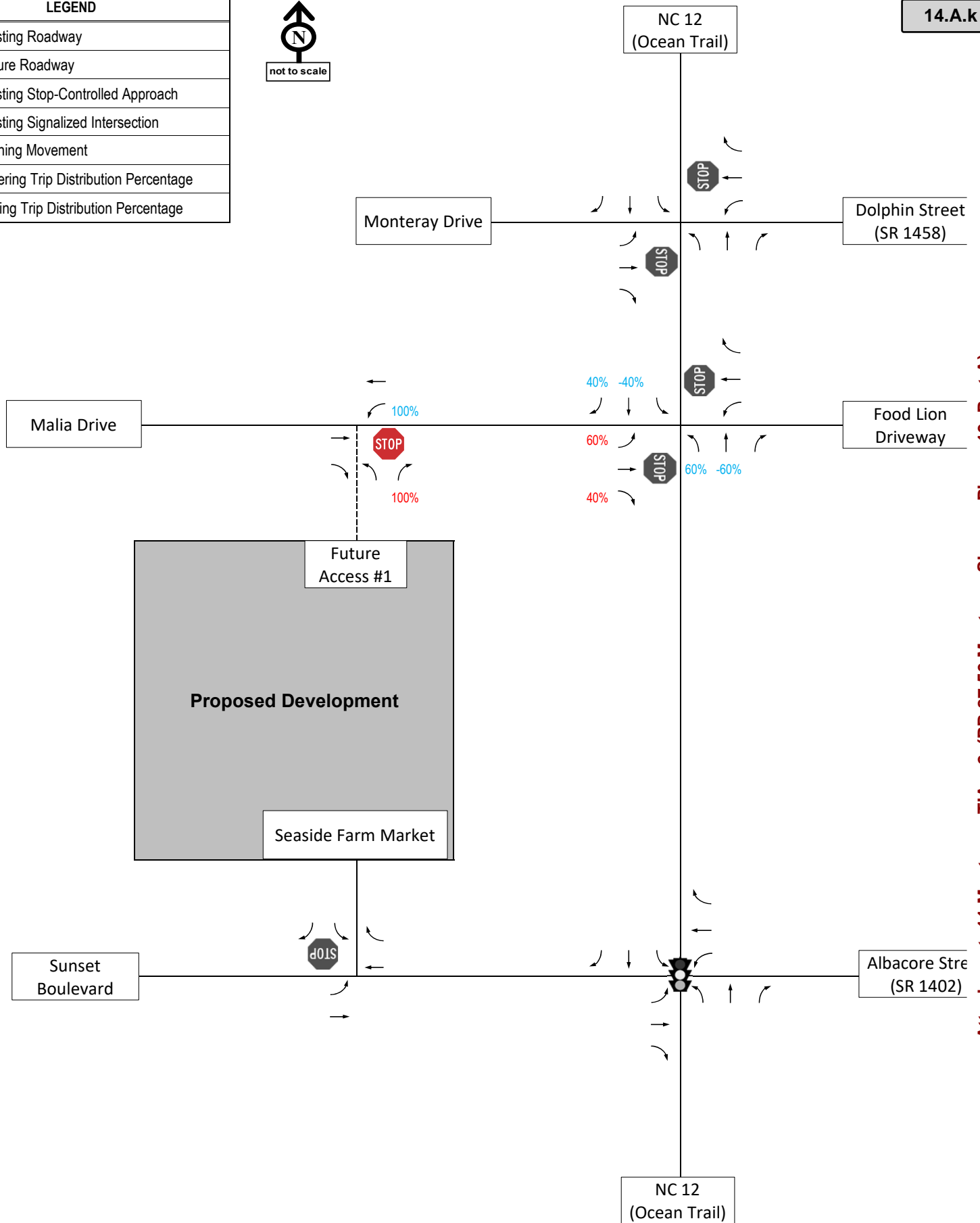
Monterey Shores TIA
Corolla, NC

LEGEND

	Existing Roadway
	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
	Turning Movement
	XX% Entering Trip Distribution Percentage
	XX% Exiting Trip Distribution Percentage



14.A.k



Attachment: 11 Monterey TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



Figure 8
Phase I Build (2023) Pass-By Site Trip Distribution

Monterey Shores TIA
Corolla, NC

LEGEND

—	Existing Roadway
--	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume



14.A.k

NC 12
(Ocean Trail)

Monterey Drive

Dolphin Street
(SR 1458)

Malia Drive

Food Lion
Driveway

Future
Access #1

Proposed Development

Seaside Farm Market

Sunset
Boulevard

Albacore Street
(SR 1402)

NC 12
(Ocean Trail)

Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)

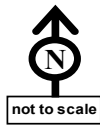


Figure 9
Phase I Build (2023) Peak Hour Site Generated Pass-By Trips

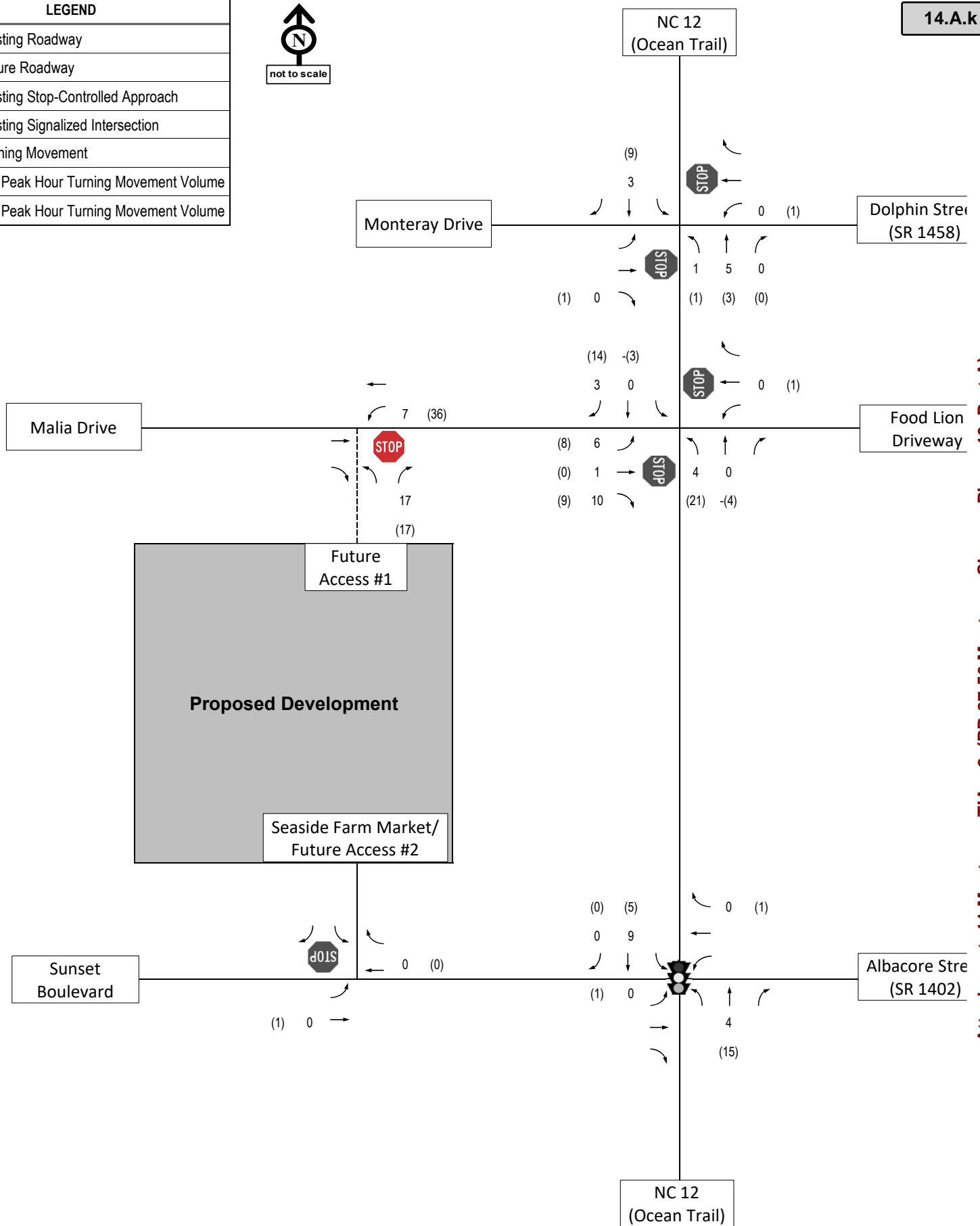
Monterey Shores TIA
Corolla, NC

LEGEND

—	Existing Roadway
--	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume



14.A.k



Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



Figure 10
Phase I Build (2023) Total Peak Hour Site Generated Trips

Monterey Shores TIA
Corolla, NC

Level of Service Analysis

The Phase I Build (2023) analysis scenario includes the Phase I No-Build (2023) traffic and site-generated trips from the proposed development as described previously. The network geometry matches the Existing (2021) scenario with the addition of the one driveway along Malia Drive. Figure 11 depicts the turning movement volumes used in the Phase I Build (2023) scenario analysis. Intersection levels of service analyses were performed for the typical weekday AM and PM peak hours using Synchro/SimTraffic Professional Version 10. Table 6 summarizes the findings of the LOS analysis, and Appendix D contains the full Synchro reports.

As reported in Table 6, with the addition of site trips, the signalized intersection continues to operate at overall acceptable levels of service during both peak hours. The stop-controlled westbound approach at the intersection of Ocean Trail (NC 12) and Dolphin Street/Monterey Drive is projected to continue to operate at a LOS F during the PM peak hour.

Table 6 Phase I Build (2023) LOS Results

Intersection and Approach	Traffic Control	Phase I Build (2023)	
		AM	PM
NC 12 (Ocean Trail) at Albacore Street (SR 1402)/Sunset Boulevard	Signalized	A (9.8)	C (24.0)
Eastbound		B-16.7	C-34.3
Westbound		B-17.5	D-42.2
Northbound		A-8.7	B-16.6
Southbound		A-8.9	C-23.6
NC 12 (Ocean Trail) at Malia Drive/Food Lion Driveway	Unsignalized	-	-
Eastbound		B-12.9	D-26.5
Westbound		B-11.9	D-28.4
NC 12 (Ocean Trail) at Dolphin Street (SR 1458)/Monterey Drive	Unsignalized	-	-
Eastbound		B-11.0	C-20.4
Westbound		C-15.5	F-62.0
Sunset Boulevard at Seaside Farm Market/Future Access #2	Unsignalized	-	-
Southbound		A-8.6	B-10.7
Malia Drive at Future Access #1	Unsignalized	-	-
Northbound		A-8.4	A-8.6

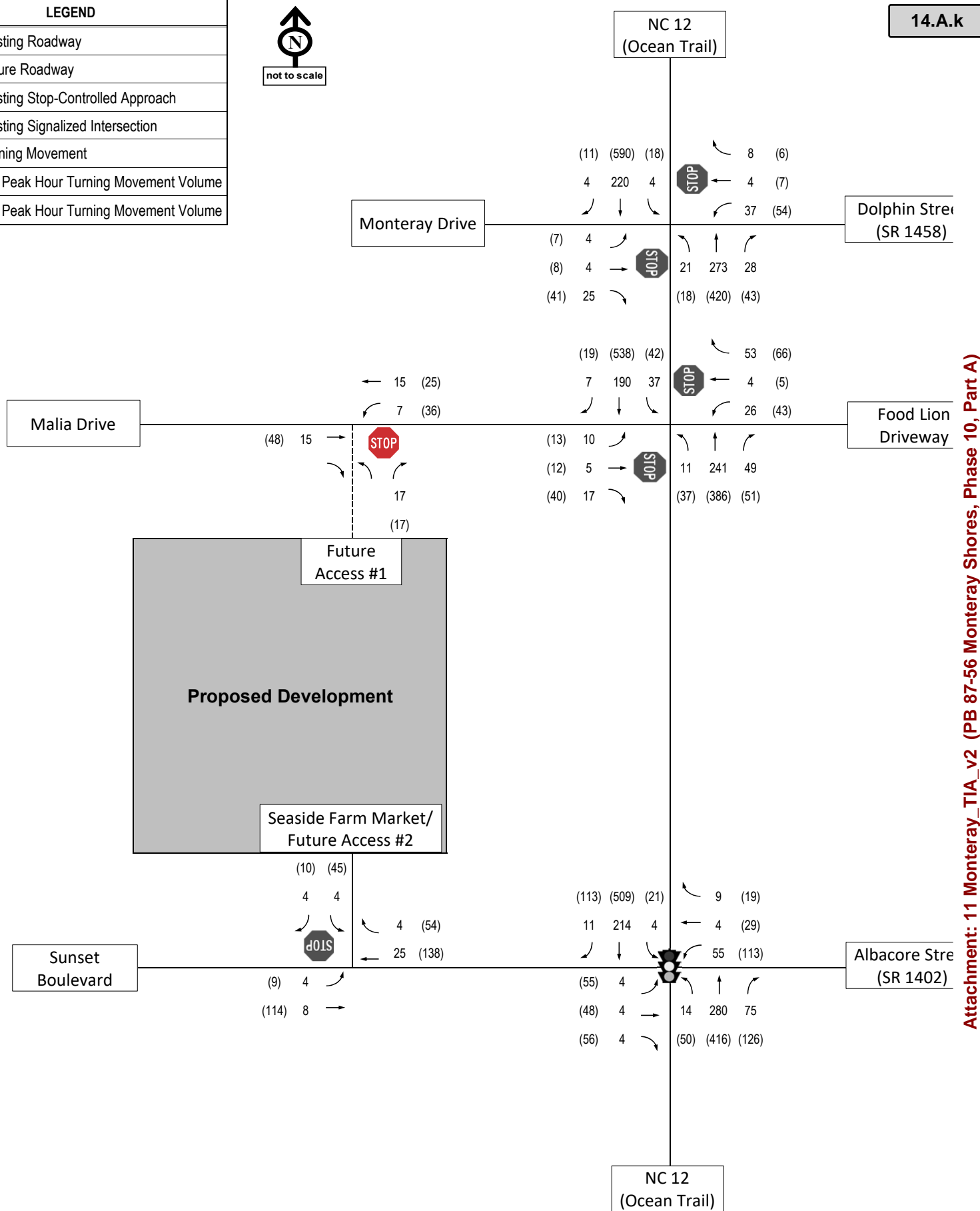
X (XX.X) = Overall intersection LOS (average delay), X-XX = Approach LOS and average delay

LEGEND

—	Existing Roadway
--	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume



14.A.k



Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



Figure 11
Phase I Build (2023) AM and PM Peak Hour Volumes

Monterey Shores TIA
Corolla, NC

Roadway Improvement Recommendations

As indicated in the traffic operations analyses, the proposed development is projected to have a minimal impact on the traffic operations within the study area.

The following configurations are recommended for the site access driveways:

Malia Drive and Future Access #1 (unsignalized)

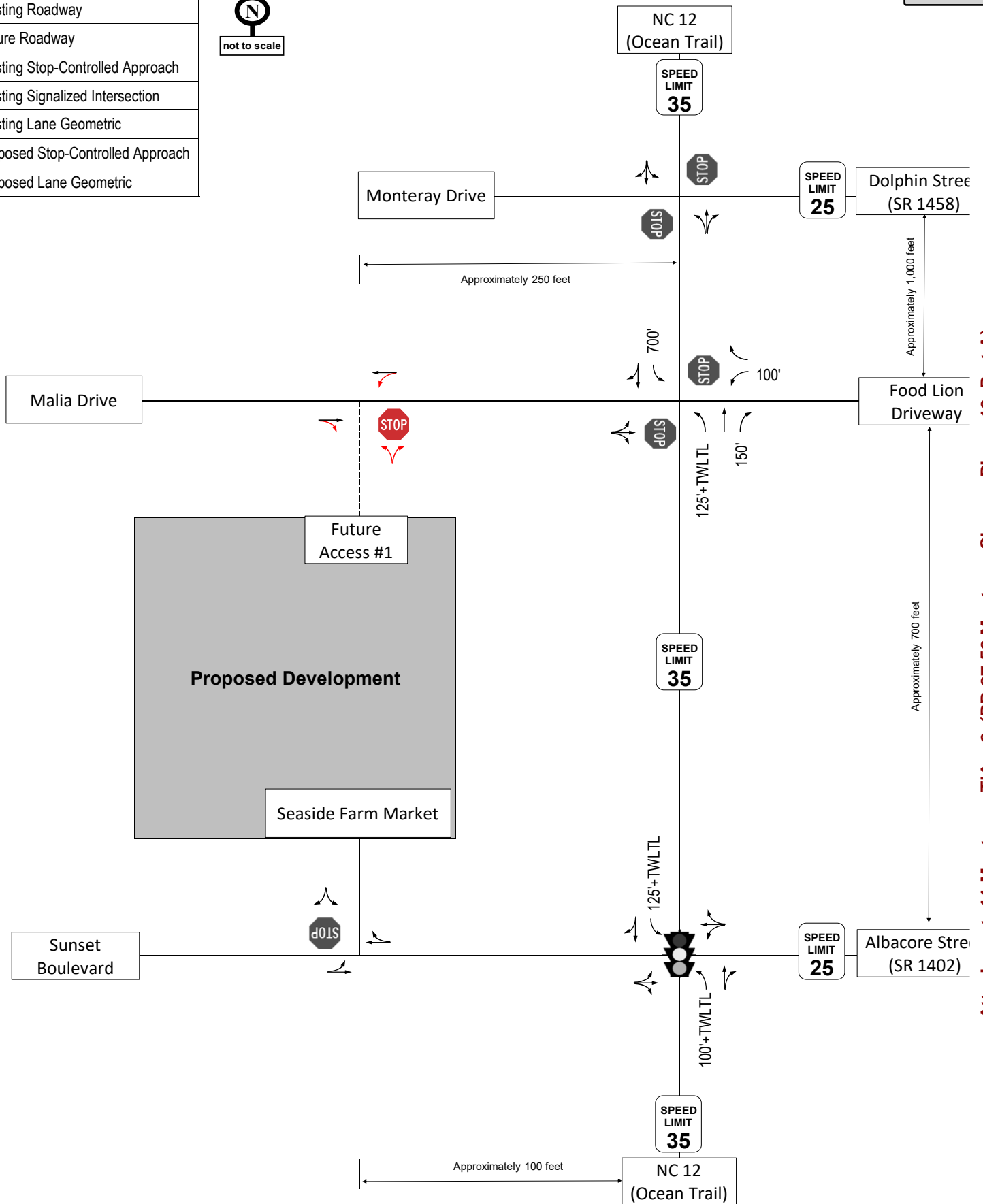
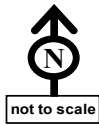
The stop-controlled driveway is expected to operate at LOS A during the AM peak hour and LOS A during the PM peak hour under both Build (2023) conditions. The following lane configurations are recommended for the new driveway connection:

- › Construct driveway with one ingress lane and one egress lane and full movement access.
- › Provide a minimum internal protected stem length of 100 feet.

Figure 12 provides a schematic diagram of the roadways near the proposed development, including the intersection geometrics with the proposed Phase I Build (2023) improvements applied.

LEGEND

	Existing Roadway
	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
	Existing Lane Geometric
	Proposed Stop-Controlled Approach
	Proposed Lane Geometric



Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



Figure 12
Phase I Build (2023)
Lane Geometrics and Traffic Control

Monterey Shores TIA
Corolla, NC

5

Phase II No-Build (2025) Conditions

Background Growth Calculations

The Existing (2021) peak hour volumes were grown to the Phase II year (2025) using an annual growth rate of two percent (2%) to calculate the expected background growth within the study area. There were no background developments or roadway improvements identified for inclusion in the study area. Therefore, no additional background trips were included in the Phase II No-Build (2025) scenario, and the network layout matches the Existing (2021) conditions.

Level of Service Analysis

Intersection levels of service analyses were performed for the typical weekday AM and PM peak hours using *Synchro/SimTraffic Professional Version 10*. The calculated Phase II No-Build (2025) peak hour turning movements are displayed in Figure 13. A summary of the findings for the Phase II No-Build (2025) LOS analysis can be found in Table 4 and the full Synchro outputs can be found in Appendix D.

As reported in Table 4, the signalized intersection within the study area is expected to continue to operate at an acceptable level of service during both peak hours. The stop-controlled westbound approach at the intersection of Ocean Trail (NC 12) and Dolphin Street/Monterey Drive is projected to degrade to a LOS F during the PM peak hour.

Monterey Shores Development TIA

Table 7 Phase II No-Build (2025) LOS Results

Intersection and Approach	Traffic Control	Phase II No-Build (2025)	
		AM	PM
NC 12 (Ocean Trail) at Albacore Street (SR 1402)/Sunset Boulevard	Signalized	A (9.8)	C (24.7)
Eastbound		B-16.9	C-34.0
Westbound		B-17.8	D-42.7
Northbound		A-8.7	B-16.6
Southbound		A-8.8	C-25.2
NC 12 (Ocean Trail) at Malia Drive/Food Lion Driveway	Unsignalized	-	-
Eastbound		B-12.9	C-22.6
Westbound		B-12.0	D-27.7
NC 12 (Ocean Trail) at Dolphin Street (SR 1458)/Monterey Drive	Unsignalized	-	-
Eastbound		B-11.1	C-22.1
Westbound		C-16.0	F-70.3
Sunset Boulevard at Seaside Farm Market/Future Access #2	Unsignalized	-	-
Southbound		A-8.6	B-10.9

X (XX.X) = Overall intersection LOS (average delay), X-XX = Approach LOS and average delay



6

Phase II Build (2025) Alternative #1 Conditions

There are plans to construct a multi-use development Corolla, North Carolina (Figure 1). The development is planned to be constructed near the intersection of Ocean Trail (NC 12) and Malia Drive and will tentatively be completed in two phases. Phase I will include 5 single-family homes, 25 multi-family dwellings and 4,502 square feet of restaurant space with an expected build year of 2023 and Phase II will add 8,002 square feet of retail space and an additional 6 multi-family dwellings with an expected full build-out year of 2025.

Trip Generation

Trip generation was conducted based on the most appropriate corresponding trip generation codes included in the *Institute of Transportation Engineers (ITE) Trip Generation Manual, 10th Edition* and the suggested method of calculation in the NCDOT's "Rate vs. Equation" Spreadsheet. The full build-out of the proposed development is to consist of 8,002 sf of retail space, 5 single-family homes, 31 multi-family dwellings, and 4,502 sf of restaurant space; ITE Land Use Code (LUC) 210 (Single Family Detached Housing), LUC 220 (Multi-Family Housing, Low-Rise), LUC 820 (General Retail) and LUC 931 (Quality Restaurant) were used based on the NCDOT guidance.

Table 5 summarizes the assumed trip generation for the full build-out of the proposed development for typical weekday AM and PM peak hours. Phase II of the proposed development is projected to generate 1,716 daily weekday site trips, with 70 trips (35 entering, 35 exiting) occurring in the AM peak hour and 127 trips (71 entering, 56 exiting) occurring in the PM peak hour. After reductions to account

Monterey Shores Development TIA

for internal capture the proposed development is expected to generate 1,285 daily weekday external site trips, with 68 trips (34 entering, 34 exiting) occurring in the AM peak hour, and 80 trips (48 entering, 32 exiting) occurring in the PM peak hour. The generated site trips were distributed in accordance with the existing turning movement counts and land uses.

Table 8 Phase II Trip Generation Rates (Vehicle Trips)

Land Use Code ¹	Land Use	Unit	ADT	AM Peak Hour			PM Peak Hour		
				Enter	Exit	Total	Enter	Exit	Total
Total Site Trips ²									
210	Single-Family Detached Housing	5 du	66	2	6	8	4	2	6
220	Multifamily Housing (Low-Rise)	31 du	194	4	12	16	13	8	21
820	General Retail	8,002 sf	1,079	27	16	43	31	34	65
931	Quality Restaurant	4,502 sf	377	2	1	3	23	12	35
Development Total			1,716	35	35	70	71	56	127
Trip Reduction Due to Internal Capture ³									
210	Single-Family Detached Housing	5 du	13	0	0	0	2	1	3
220	Multifamily Housing (Low-Rise)	31 du	49	0	0	0	7	2	9
820	General Retail	8,002 sf	210	0	1	1	6	14	20
931	Quality Restaurant	4,502 sf	159	1	0	1	8	7	15
Development Total			430	1	1	2	23	24	47
Total External Site Trips									
210	Single-Family Detached Housing	5 du	53	2	6	8	2	1	3
220	Multifamily Housing (Low-Rise)	31 du	145	4	12	16	6	6	12
820	General Retail	8,002 sf	869	27	15	42	25	20	45
931	Quality Restaurant	4,502 sf	218	1	1	2	15	5	20
Development Total			1,285	34	34	68	48	32	80
Pass-by Site Trips ⁴									
210	Single-Family Detached Housing	5 du		0	0	0	0	0	0
220	Multifamily Housing (Low-Rise)	31 du		0	0	0	0	0	0
820	General Retail	8,002 sf		0	0	0	8	7	15
931	Quality Restaurant	4,502 sf		0	0	0	4	5	9
Development Total				0	0	0	12	12	24
Non-Pass-by Site Trips									
210	Single-Family Detached Housing	5 du		2	6	8	2	1	3
220	Multifamily Housing (Low-Rise)	31 du		4	12	16	6	6	12
820	General Retail	8,002 sf		27	15	42	17	13	30
931	Quality Restaurant	4,502 sf		1	1	2	11	0	11
Development Total				34	34	68	36	20	56

Notes:

1. Land Use Code and trip generation rates are determined based on ITE Trip Generation, 10th Edition, rates for 820 based on subset of smaller retail sites (50,000 sf or less)

2. Total site trips are determined based on the suggested method in the NCDOT Rate vs Equation Spreadsheet

3. Internal capture was based on NCHRP 684 method and NCDOT IC calculation spreadsheet, with 1,500 ft spacing between uses

4. Unconstrained pass-by trips are calculated based on ITE Trip Generation Handbook, 3rd Edition. The final projections are not expected to exceed 10% of adjacent street volumes.

Trip Distribution and Assignment

In Phase II Alternative #1, the proposed development will be accessed via one (1) full-movement driveway along Malia Drive. The generated site trips were distributed in accordance with the existing traffic patterns and land uses in the vicinity of the study area as follows:

- › Ocean Trail (NC 12) from/to the north – 30%
- › Ocean Trail (NC 12) from/to the south – 50%
- › Albacore Street (SR 1402) from/to the east – 5%
- › Sunset Boulevard from/to the west – 2%
- › Food Lion Driveway from/to the east – 5%

Monterey Shores Development TIA

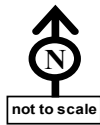
- › Dolphin Street from/to the east – 3%
- › Monterey Drive from/to the west – 5%

Pass-by trips for the commercial uses were distributed along Ocean Trail with a 60/40 split between the northbound and southbound directions respectively.

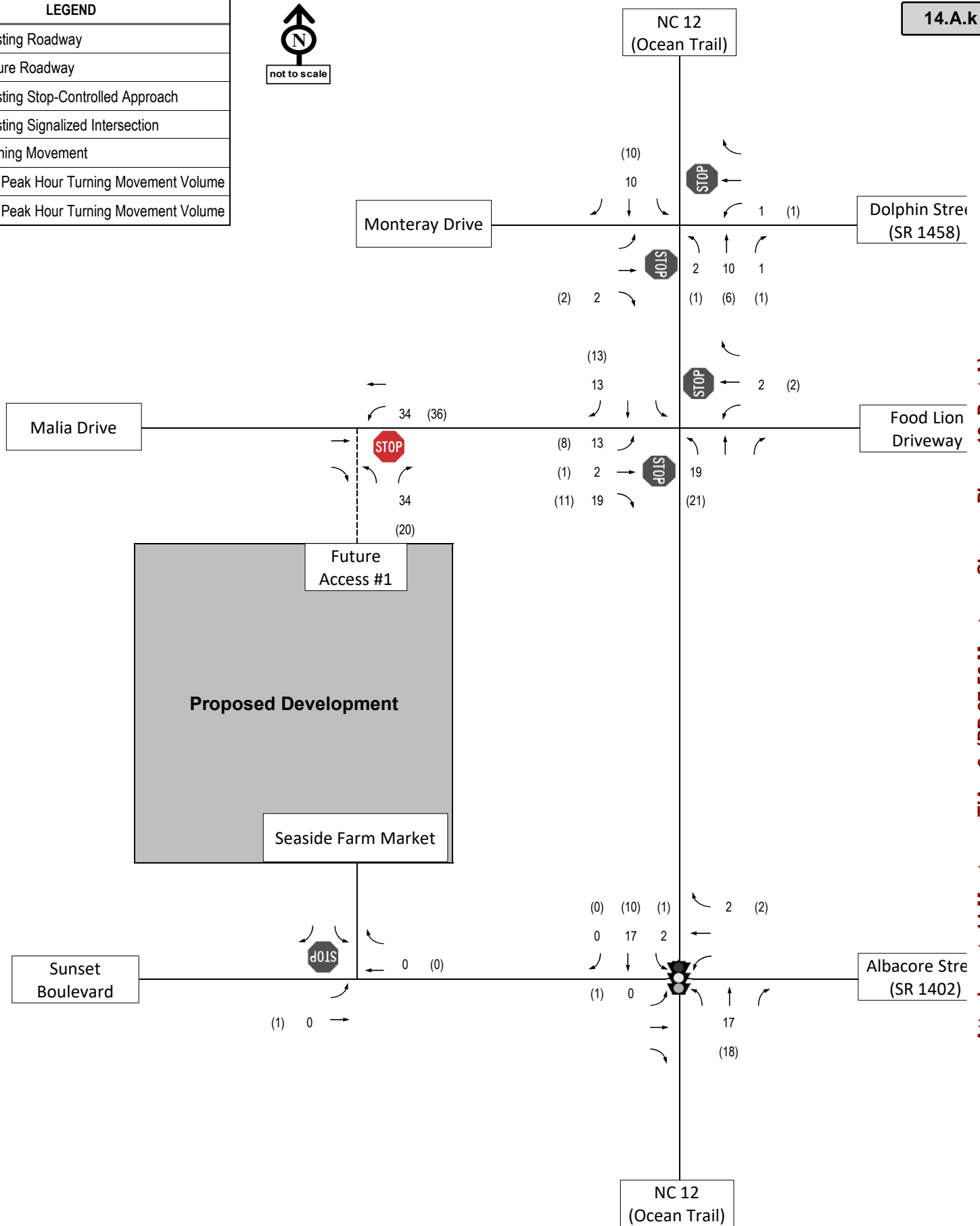
The non-pass-by distribution percentages and resulting site trips for Phase II Build (2025) Alternative #1 are shown in Figure 14 and Figure 15. The pass-by distribution percentages and resulting site trips for Phase I Build (2025) Alternative #1 are shown in Figure 16 and Figure 17. The total combined site trips for Phase II Build (2025) Alternative #1 are shown in Figure 18.

LEGEND

—	Existing Roadway
--	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume



14.A.k



Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)

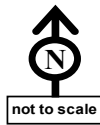


Figure 15
Phase II Build (2025) Alternative #1 Peak Hour Site
Generated Non-Pass-By Trips

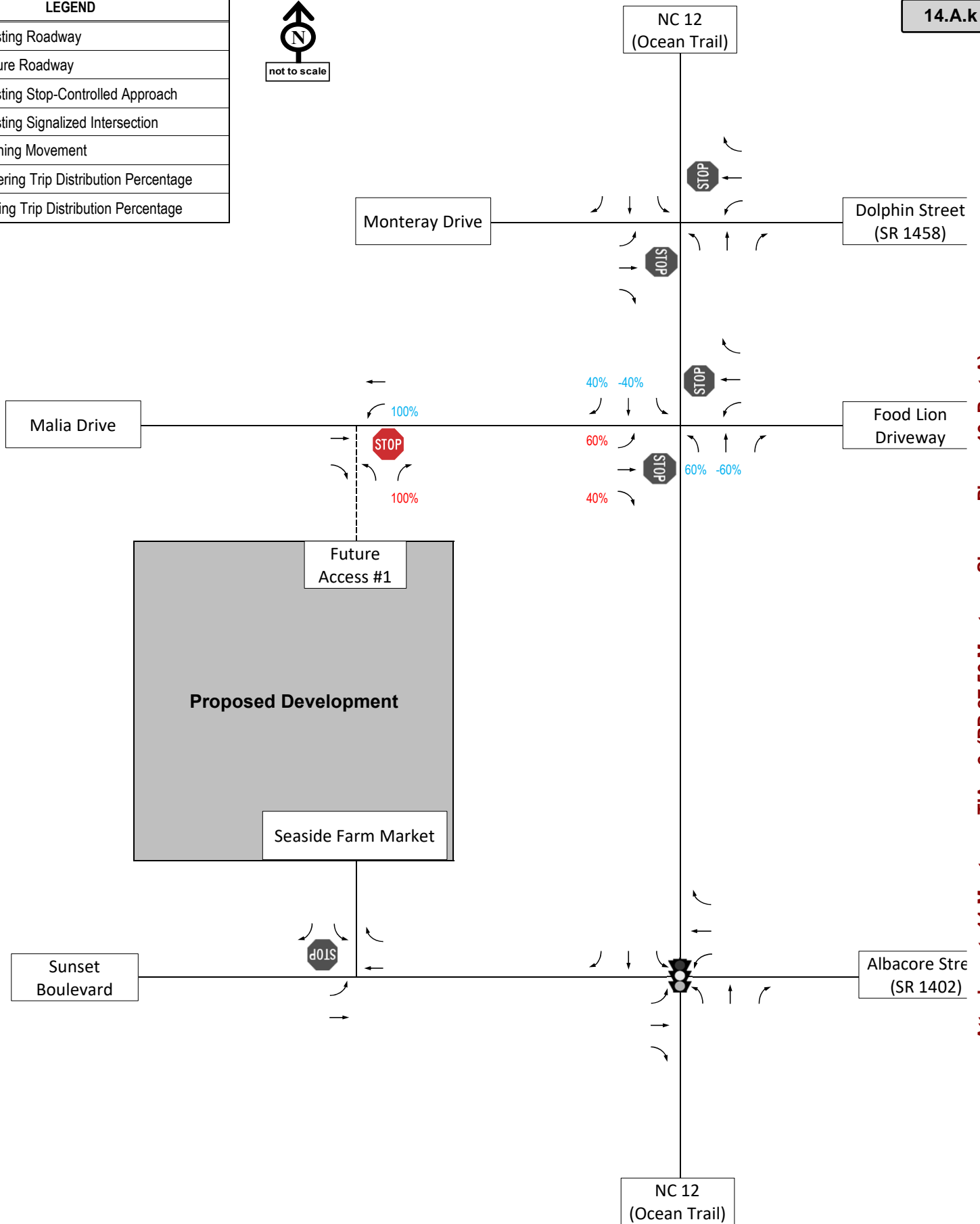
Monterey Shores TIA
Corolla, NC

LEGEND

	Existing Roadway
	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
	Turning Movement
	XX% Entering Trip Distribution Percentage
	XX% Exiting Trip Distribution Percentage



14.A.k



Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



Figure 16
Phase II Build (2025) Alternative #1 Pass-By Site Trip
Distribution

Monterey Shores TIA
Corolla, NC

LEGEND

—	Existing Roadway
--	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume



14.A.k

NC 12
(Ocean Trail)

Monterey Drive

Dolphin Street
(SR 1458)

Malia Drive

Food Lion
Driveway

Future
Access #1

Proposed Development

Seaside Farm Market

Sunset
Boulevard

Albacore Street
(SR 1402)

NC 12
(Ocean Trail)

Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



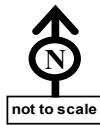
Figure 17
Phase II Build (2025) Alternative #1 Peak Hour Site Generated
Pass-By Trips

Monterey Shores TIA
Corolla, NC

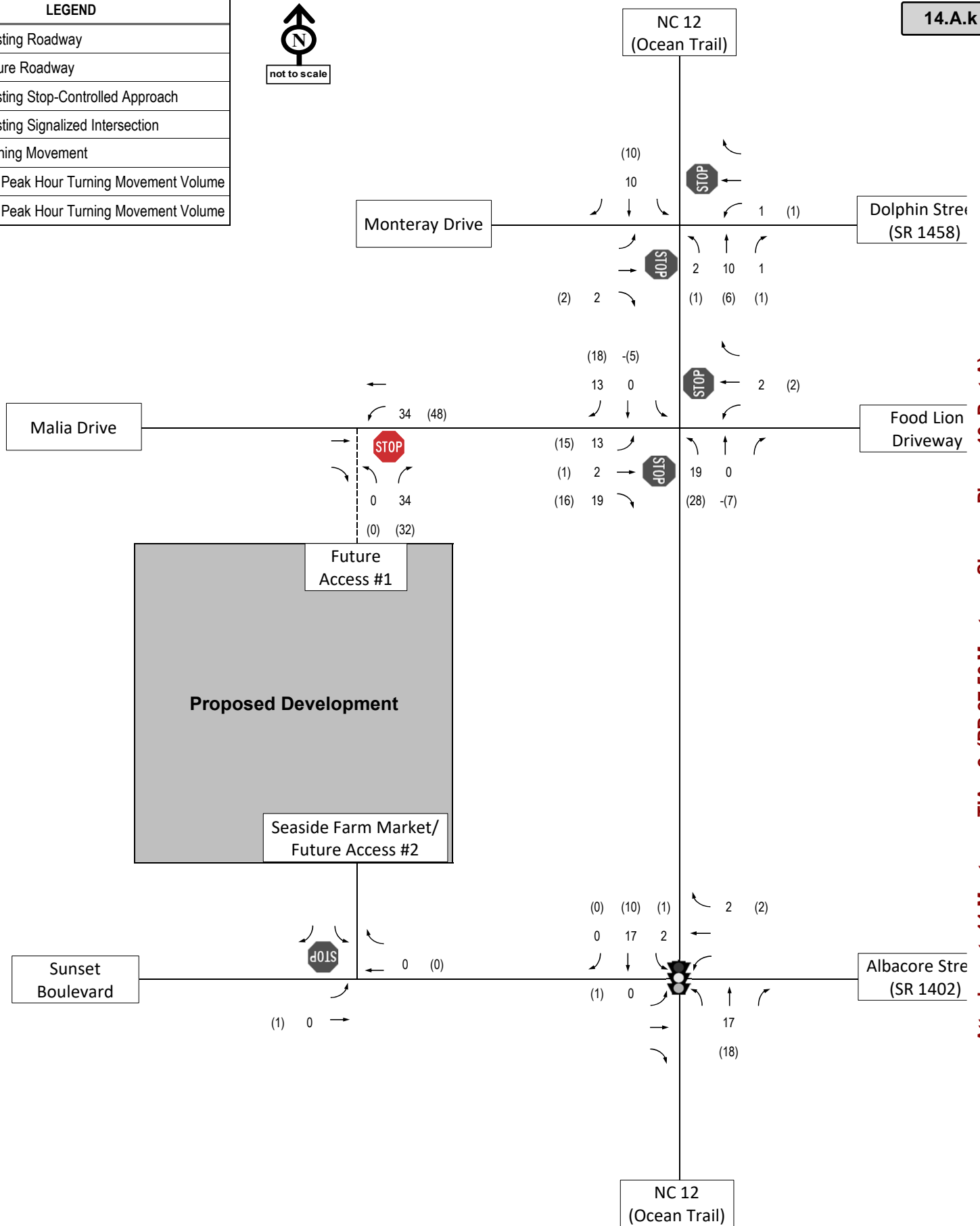
Packet Pg. 96

LEGEND

—	Existing Roadway
--	Future Roadway
STOP	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume



14.A.k



Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



Figure 18
Phase II Build (2025) Alternative #1 Total Peak Hour Site
Generated Trips

Monterey Shores TIA
Corolla, NC

Level of Service Analysis

The Phase II Build (2025) Alternative #1 analysis scenario includes the Phase II No-Build (2025) traffic and site-generated trips from the proposed development as described previously. The network geometry matches the Existing (2021) scenario with the addition of the one driveway along Malia Drive. Figure 19 depicts the turning movement volumes used in the Phase II Build (2025) Alternative #1 scenario analysis. Intersection levels of service analyses were performed for the typical weekday AM and PM peak hours using Synchro/SimTraffic Professional Version 10. Table 6 summarizes the findings of the LOS analysis, and Appendix D contains the full Synchro reports.

As reported in Table 9, with the addition of site trips, the signalized intersection continues to operate at overall acceptable levels of service during both peak hours. The stop-controlled westbound approach at the intersection of Ocean Trail (NC 12) and Dolphin Street/Monterey Drive is projected to continue to operate at a LOS F during the PM peak hour.

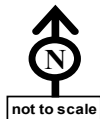
Table 9 Phase II Build (2025) Alternative #1 LOS Results

Intersection and Approach	Traffic Control	Phase II Build (2025) Alt #1	
		AM	PM
NC 12 (Ocean Trail) at Albacore Street (SR 1402)/Sunset Boulevard	Signalized	B (10.8)	C (25.3)
Eastbound		B-17.5	C-34.7
Westbound		B-19.3	D-44.4
Northbound		A-9.8	B-17.5
Southbound		A-9.7	C-25.4
NC 12 (Ocean Trail) at Malia Drive/Food Lion Driveway	Unsignalized	-	-
Eastbound		B-14.1	E-35.9
Westbound		B-12.6	D-34.1
NC 12 (Ocean Trail) at Dolphin Street (SR 1458)/Monterey Drive	Unsignalized	-	-
Eastbound		B-11.3	C-22.5
Westbound		C-16.7	F-78.4
Sunset Boulevard at Seaside Farm Market/Future Access #2	Unsignalized	-	-
Southbound		A-8.6	B-10.9
Malia Drive at Future Access #1	Unsignalized	-	-
Northbound		A-8.5	A-8.7

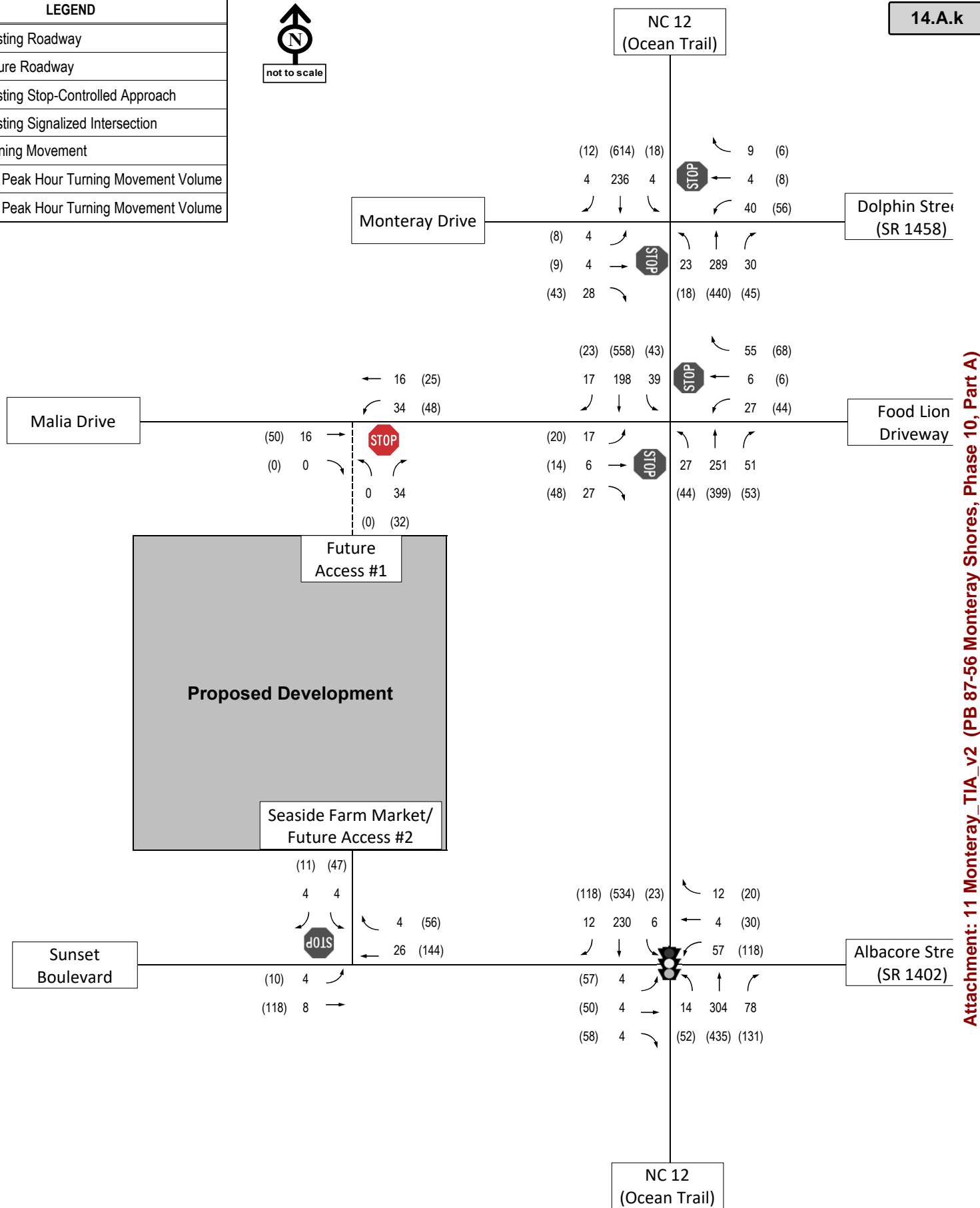
X (XX.X) = Overall intersection LOS (average delay), X-XX = Approach LOS and average delay

LEGEND

—	Existing Roadway
--	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume



14.A.k



Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



Figure 19
Phase II Build (2025) Alternative #1
AM and PM Peak Hour Volumes

Monterey Shores TIA
Corolla, NC

Roadway Improvement Recommendations

As indicated in the traffic operations analyses, the proposed development is projected to have a minimal impact on the traffic operations within the study area.

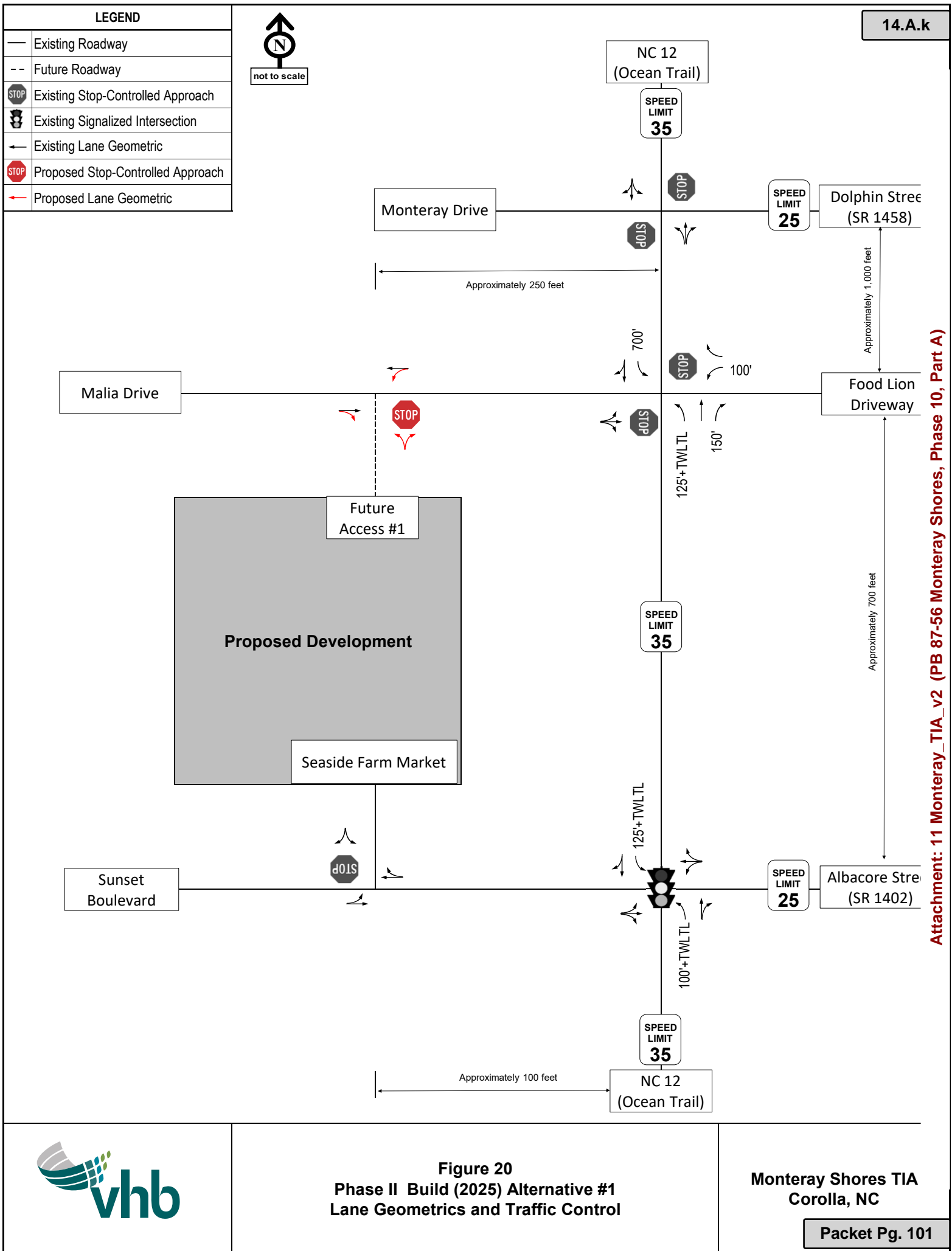
The following configurations are recommended for the site access driveways:

Malia Drive and Future Access #1 (unsignalized)

The stop-controlled driveway is expected to operate at LOS A during the AM peak hour and LOS A during the PM peak hour under both Phase II Build (2025) conditions. The following lane configurations are recommended for the new driveway connection:

- › Construct driveway with one ingress lane and one egress lane and full movement access.
- › Provide a minimum internal protected stem length of 100 feet.

Figure 20 provides a schematic diagram of the roadways near the proposed development, including the intersection geometrics with the proposed Phase II Build (2025) Alternative #1 improvements applied.





7

Phase II Build (2025) Alternative #2 Conditions

There are plans to construct a multi-use development Corolla, North Carolina (Figure 1). The development is planned to be constructed near the intersection of Ocean Trail (NC 12) and Malia Drive and will tentatively be completed in two phases. Phase I will include 5 single-family homes, 25 multi-family dwellings and 4,502 square feet of restaurant space with an expected build year of 2023 and Phase II will add 8,002 square feet of retail space and an additional 6 multi-family dwellings with an expected full build-out year of 2025.

Trip Generation

Trip generation was conducted based on the most appropriate corresponding trip generation codes included in the *Institute of Transportation Engineers (ITE) Trip Generation Manual, 10th Edition* and the suggested method of calculation in the NCDOT's "Rate vs. Equation" Spreadsheet. The full build-out of the proposed development is to consist of 8,002 sf of retail space, 5 single-family homes, 31 multi-family dwellings, and 4,502 sf of restaurant space; ITE Land Use Code (LUC) 210 (Single Family Detached Housing), LUC 220 (Multi-Family Housing, Low-Rise), LUC 820 (General Retail) and LUC 931 (Quality Restaurant) were used based on the NCDOT guidance.

Table 5 summarizes the assumed trip generation for the full build-out of the proposed development for typical weekday AM and PM peak hours. Phase II of the proposed development is projected to generate 1,716 daily weekday site trips, with 70 trips (35 entering, 35 exiting) occurring in the AM peak hour and 127 trips (71 entering, 56 exiting) occurring in the PM peak hour. After reductions to

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account for internal capture the proposed development is expected to generate 1,285 daily weekday external site trips, with 68 trips (34 entering, 34 exiting) occurring in the AM peak hour, and 80 trips (48 entering, 32 exiting) occurring in the PM peak hour. The generated site trips were distributed in accordance with the existing turning movement counts and land uses.

Table 10 Phase II Trip Generation Rates (Vehicle Trips)

Land Use Code ¹	Land Use	Unit	ADT	AM Peak Hour			PM Peak Hour		
				Enter	Exit	Total	Enter	Exit	Total
Total Site Trips ²									
210	Single-Family Detached Housing	5 du	66	2	6	8	4	2	6
220	Multifamily Housing (Low-Rise)	31 du	194	4	12	16	13	8	21
820	General Retail	8,002 sf	1,079	27	16	43	31	34	65
931	Quality Restaurant	4,502 sf	377	2	1	3	23	12	35
Development Total			1,716	35	35	70	71	56	127
Trip Reduction Due to Internal Capture ³									
210	Single-Family Detached Housing	5 du	13	0	0	0	2	1	3
220	Multifamily Housing (Low-Rise)	31 du	49	0	0	0	7	2	9
820	General Retail	8,002 sf	210	0	1	1	6	14	20
931	Quality Restaurant	4,502 sf	159	1	0	1	8	7	15
Development Total			430	1	1	2	23	24	47
Total External Site Trips									
210	Single-Family Detached Housing	5 du	53	2	6	8	2	1	3
220	Multifamily Housing (Low-Rise)	31 du	145	4	12	16	6	6	12
820	General Retail	8,002 sf	869	27	15	42	25	20	45
931	Quality Restaurant	4,502 sf	218	1	1	2	15	5	20
Development Total			1,285	34	34	68	48	32	80
Pass-by Site Trips ⁴									
210	Single-Family Detached Housing	5 du		0	0	0	0	0	0
220	Multifamily Housing (Low-Rise)	31 du		0	0	0	0	0	0
820	General Retail	8,002 sf		0	0	0	8	7	15
931	Quality Restaurant	4,502 sf		0	0	0	4	5	9
Development Total				0	0	0	12	12	24
Non-Pass-by Site Trips									
210	Single-Family Detached Housing	5 du		2	6	8	2	1	3
220	Multifamily Housing (Low-Rise)	31 du		4	12	16	6	6	12
820	General Retail	8,002 sf		27	15	42	17	13	30
931	Quality Restaurant	4,502 sf		1	1	2	11	0	11
Development Total				34	34	68	36	20	56

Notes:

1. Land Use Code and trip generation rates are determined based on *ITE Trip Generation, 10th Edition*, rates for 820 based on subset of smaller retail sites (50,000 sf or less)

2. Total site trips are determined based on the suggested method in the NCDOT Rate vs Equation Spreadsheet

3. Internal capture was based on NCHRP 684 method and NCDOT IC calculation spreadsheet, with 1,500 ft spacing between uses

4. Unconstrained pass-by trips are calculated based on *ITE Trip Generation Handbook, 3rd Edition*. The final projections are not expected to exceed 10% of adjacent street volumes.

Trip Distribution and Assignment

In Phase II Build (2025) Alternative #2, the proposed development will be accessed via two (2) full-movement driveways along Malia Drive and Sunset Boulevard. The generated site trips were distributed in accordance with the existing traffic patterns and land uses in the vicinity of the study area as follows:



- › Ocean Trail (NC 12) from/to the north – 30%
- › Ocean Trail (NC 12) from/to the south – 50%
- › Albacore Street (SR 1402) from/to the east – 5%

Monterey Shores Development TIA

- › Sunset Boulevard from/to the west – 2%
- › Food Lion Driveway from/to the east – 5%
- › Dolphin Street from/to the east – 3%
- › Monterey Drive from/to the west – 5%

Pass-by trips for the commercial uses were distributed along Ocean Trail with a 60/40 split between the northbound and southbound directions respectively.

The non-pass-by distribution percentages and resulting site trips for Phase II Build (2025) Alternative #2 are shown in Figure 21 and Figure 22 respectively. The pass-by distribution percentages and resulting site trips for Phase II Build (2025) Alternative #1 are shown in Figure 23 and Figure 24, respectively. The total combined site trips for Phase II Build (2025) Alternative #1 are shown in Figure 25.

LEGEND	
—	Existing Roadway
--	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX%	Entering Trip Distribution Percentage
XX%	Exiting Trip Distribution Percentage

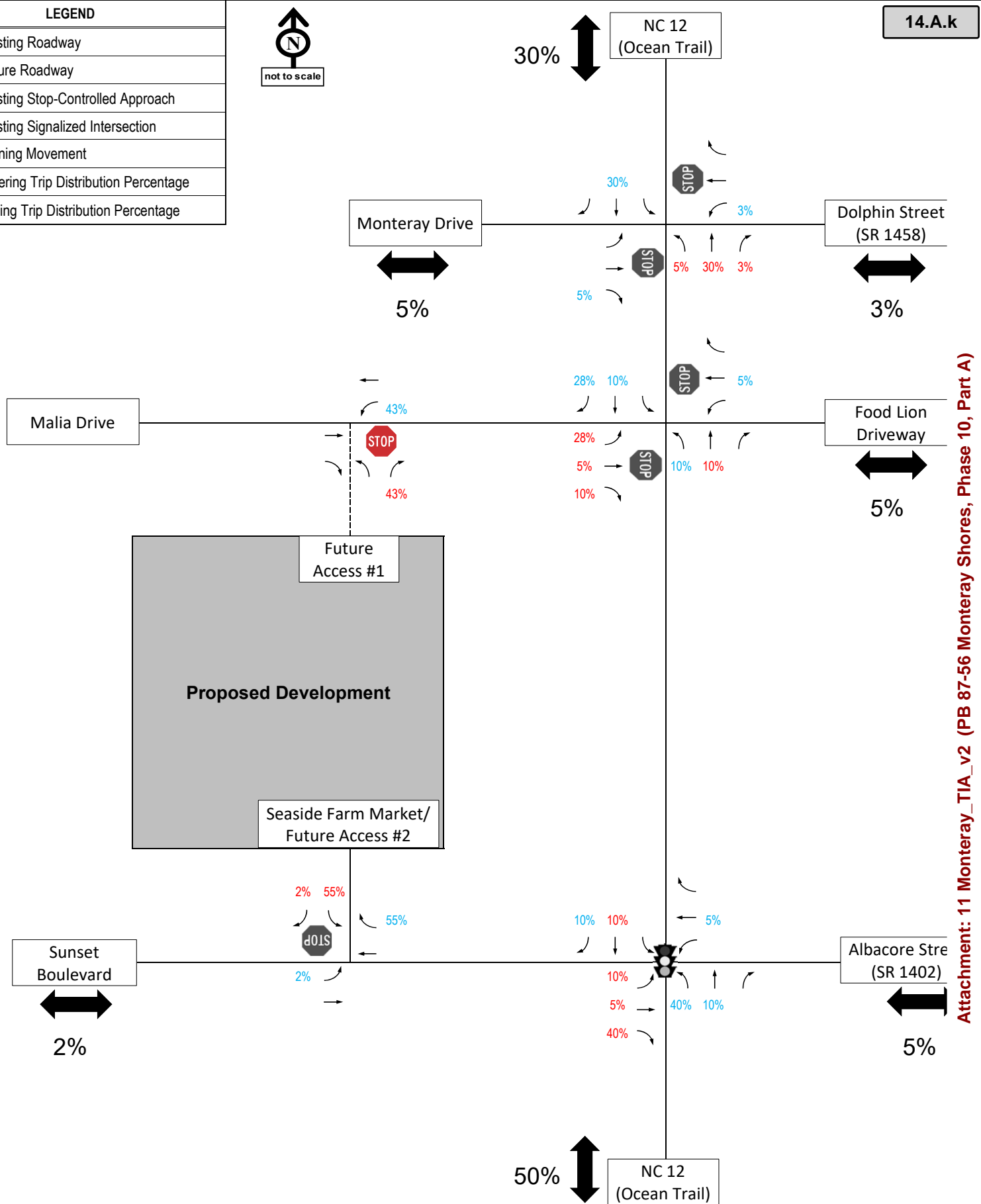
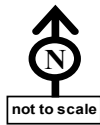


Figure 21
Phase II Build (2025) Alternative #2 Non-Pass-By Site Trip
Distribution

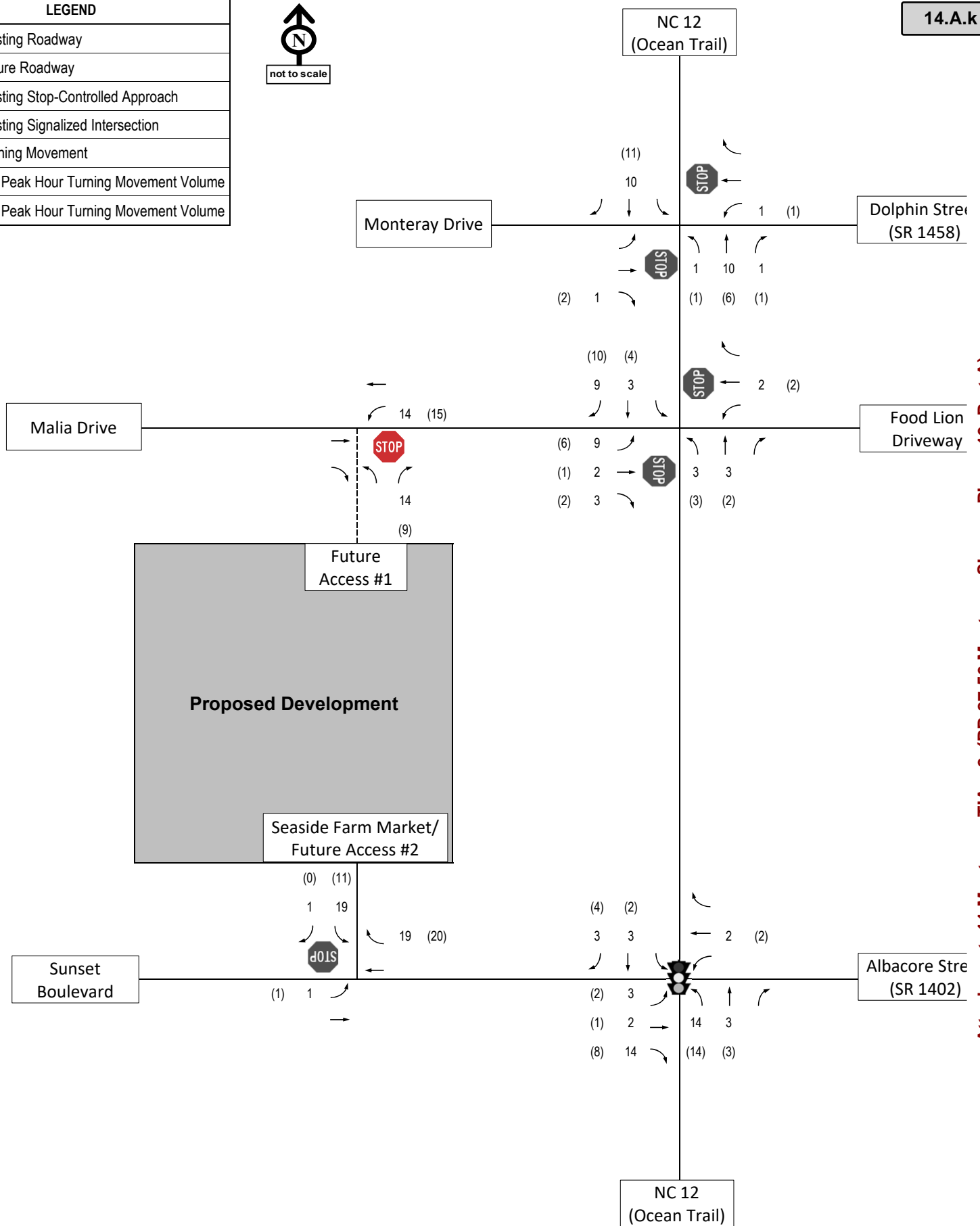
Attachment: 11 Monterey TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)

LEGEND

—	Existing Roadway
--	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume



14.A.k



Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)

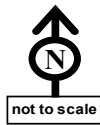


Figure 22
Phase II Build (2025) Alternative #2 Peak Hour Site
Generated Non-Pass-By Trips

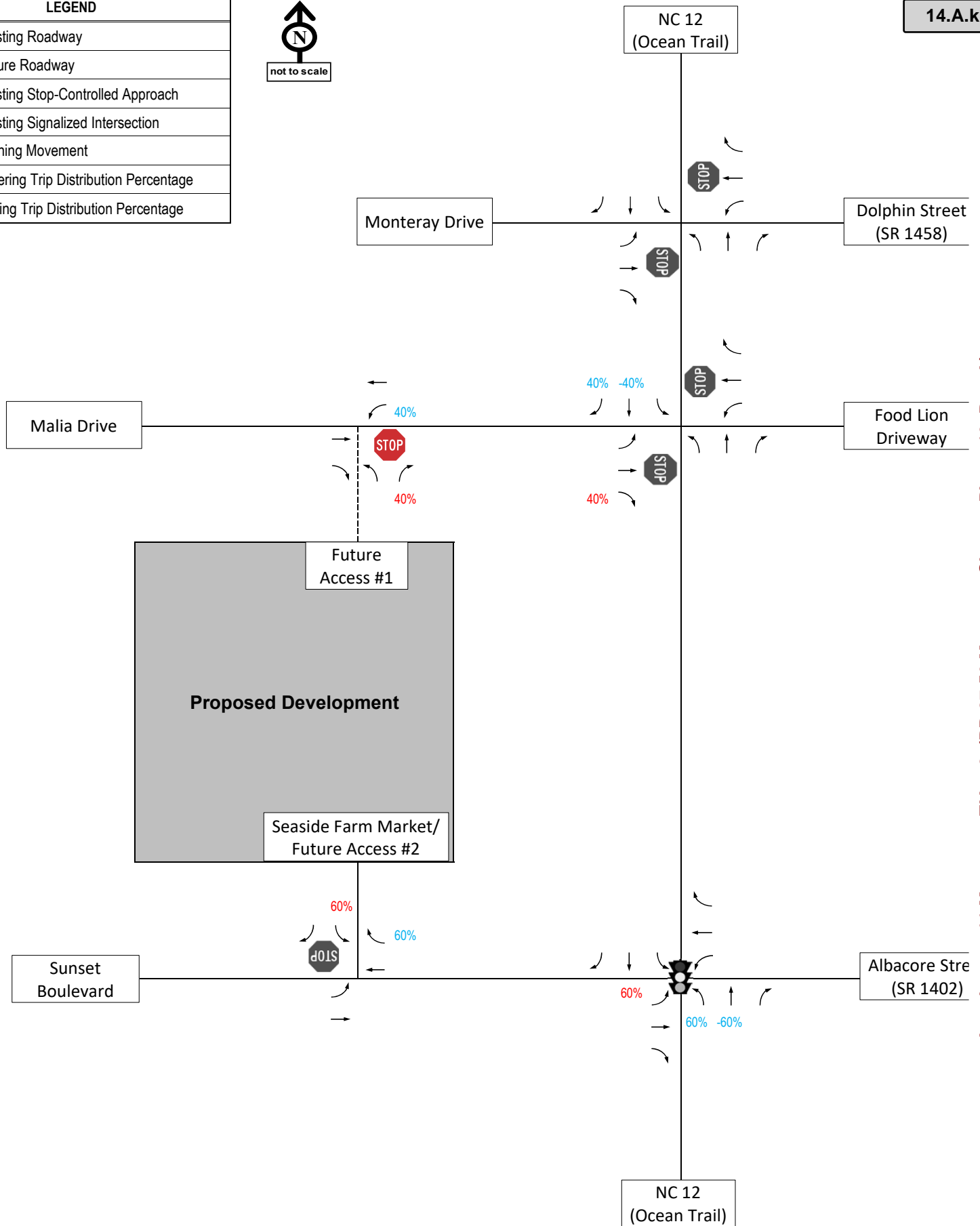
Monterey Shores TIA
Corolla, NC

LEGEND

—	Existing Roadway
--	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX%	Entering Trip Distribution Percentage
XX%	Exiting Trip Distribution Percentage



14.A.k



Attachment: 11 Monteray_TIA_v2 (PB 87-56 Monteray Shores, Phase 10, Part A)

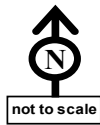


Figure 23
Phase II Build (2025) Alternative #2 Pass-By Site Trip
Distribution

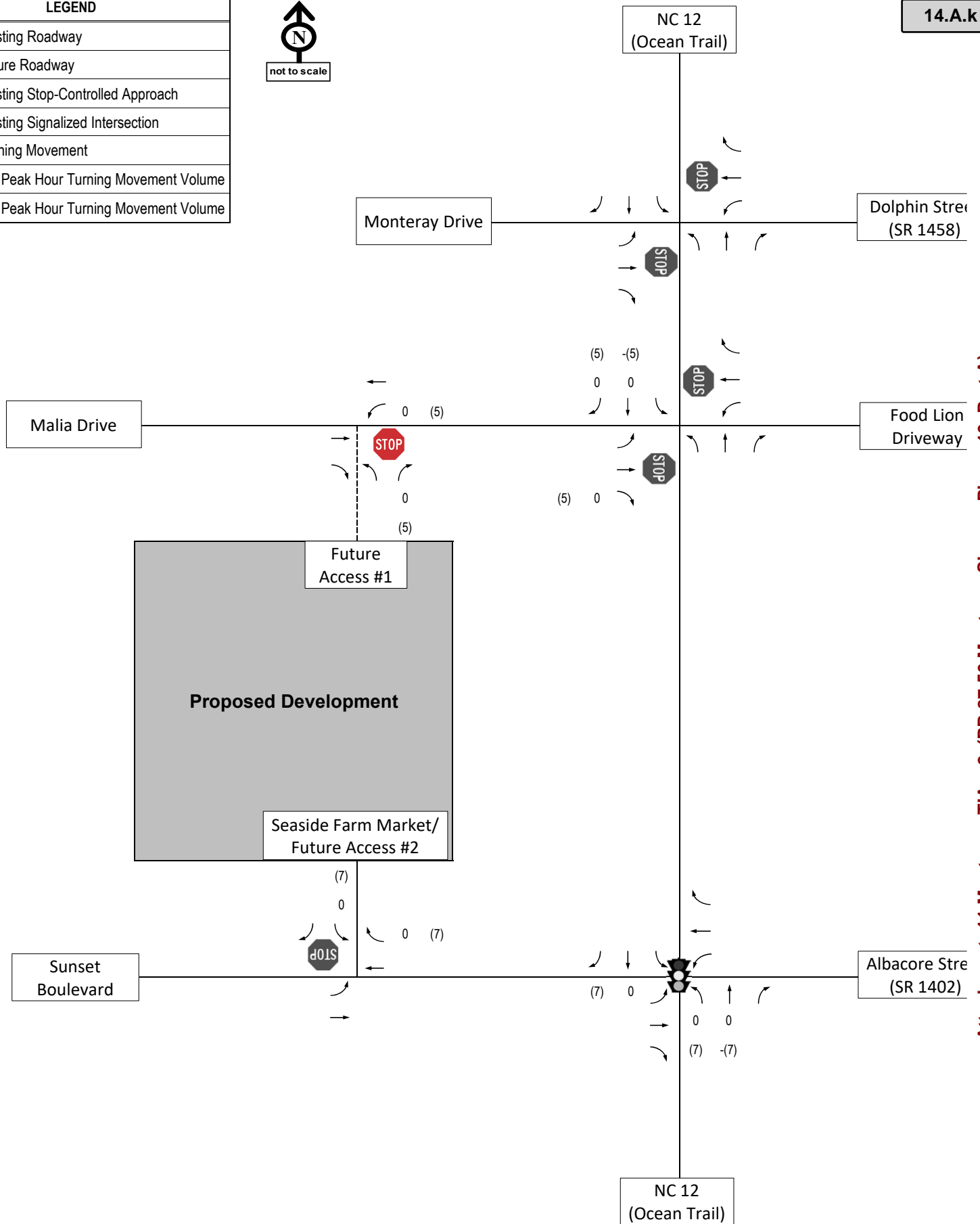
Monteray Shores TIA
Corolla, NC

LEGEND

—	Existing Roadway
--	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume



14.A.k



Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)

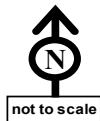


Figure 24
Phase II Build (2025) Alternative #2 Peak Hour Site
Generated Pass-By Trips

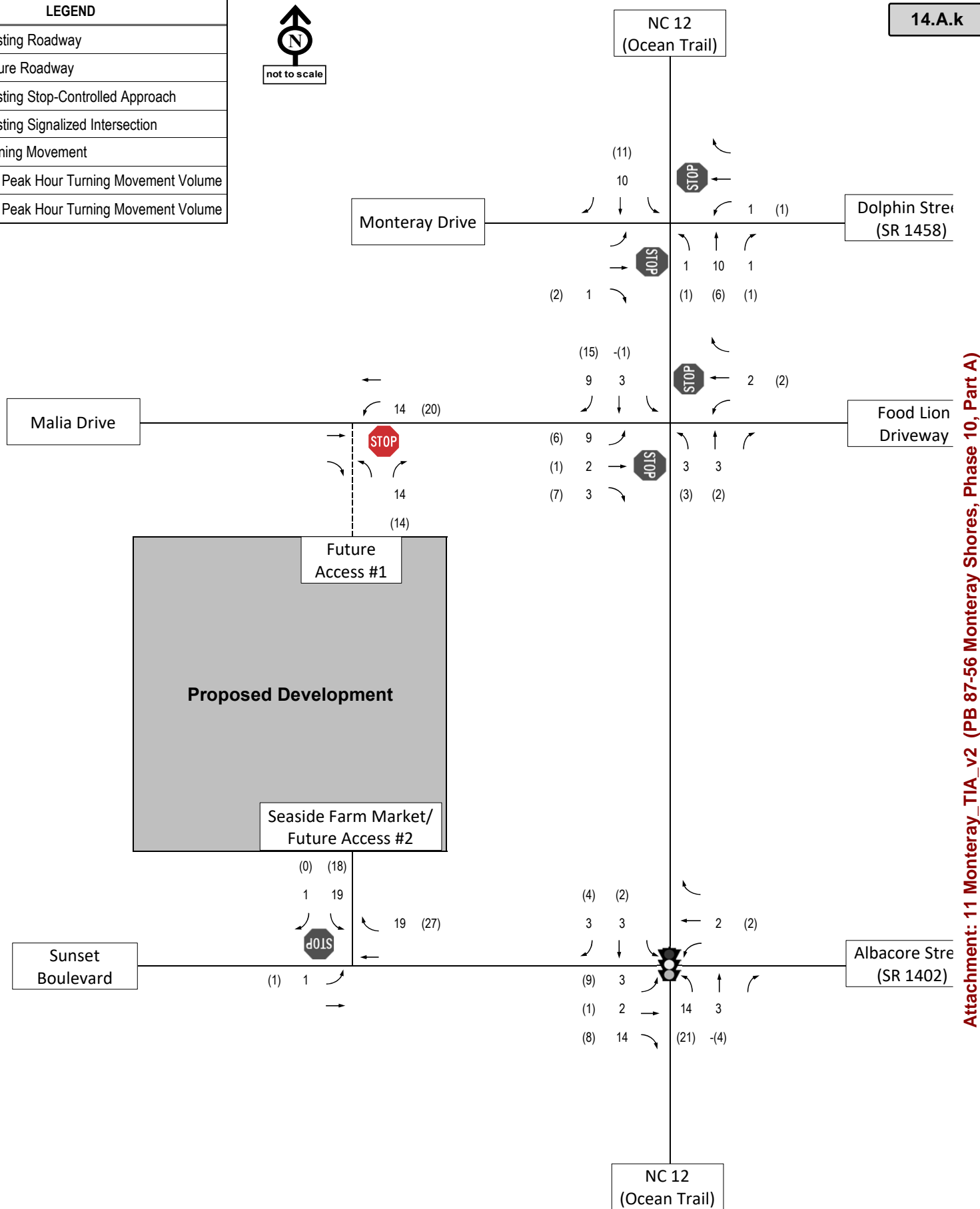
Monterey Shores TIA
Corolla, NC

LEGEND

—	Existing Roadway
--	Future Roadway
STOP	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume



14.A.k



Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



Figure 25
Phase II Build (2025) Alternative #2 Total Peak Hour Site
Generated Trips

Monterey Shores TIA
Corolla, NC

Level of Service Analysis

The Phase II Build (2025) Alternative #2 analysis scenario includes the Phase II No-Build (2025) traffic and site-generated trips from the proposed development as described previously. The network geometry matches the Existing (2021) scenario with the addition of the one driveway along Malia Drive and access provided via a connection to the existing Seaside Market driveway along Sunset Boulevard. Figure 26 depicts the turning movement volumes used in the Phase II Build (2025) Alternative #2 scenario analysis. Intersection levels of service analyses were performed for the typical weekday AM and PM peak hours using Synchro/SimTraffic Professional Version 10. Table 6 summarizes the findings of the LOS analysis, and Appendix D contains the full Synchro reports.

As reported in Table 11, with the addition of site trips, the signalized intersection continues to operate at overall acceptable levels of service during both peak hours. The stop-controlled westbound approach at the intersection of Ocean Trail (NC 12) and Dolphin Street/Monterey Drive is projected to continue to operate at a LOS F during the PM peak hour.

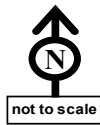
Table 11 Phase II Build (2025) Alternative #2 LOS Results

Intersection and Approach	Traffic Control	Phase II Build (2025) Alt #2	
		AM	PM
NC 12 (Ocean Trail) at Albacore Street (SR 1402)/Sunset Boulevard	Signalized	B (10.3)	C (27.9)
Eastbound		B-16.9	D-38.5
Westbound		B-17.6	D-50.2
Northbound		A-9.2	B-17.6
Southbound		A-9.0	C-28.9
NC 12 (Ocean Trail) at Malia Drive/Food Lion Driveway	Unsignalized	-	-
Eastbound		B-14.5	D-26.7
Westbound		B-12.3	D-29.7
NC 12 (Ocean Trail) at Dolphin Street (SR 1458)/Monterey Drive	Unsignalized	-	-
Eastbound		B-11.3	C-22.5
Westbound		C-16.6	F-78.4
Sunset Boulevard at Seaside Farm Market/Future Access #2	Unsignalized	-	-
Southbound		A-8.9	B-11.3
Malia Drive at Future Access #1	Unsignalized	-	-
Northbound		A-8.4	A-8.6

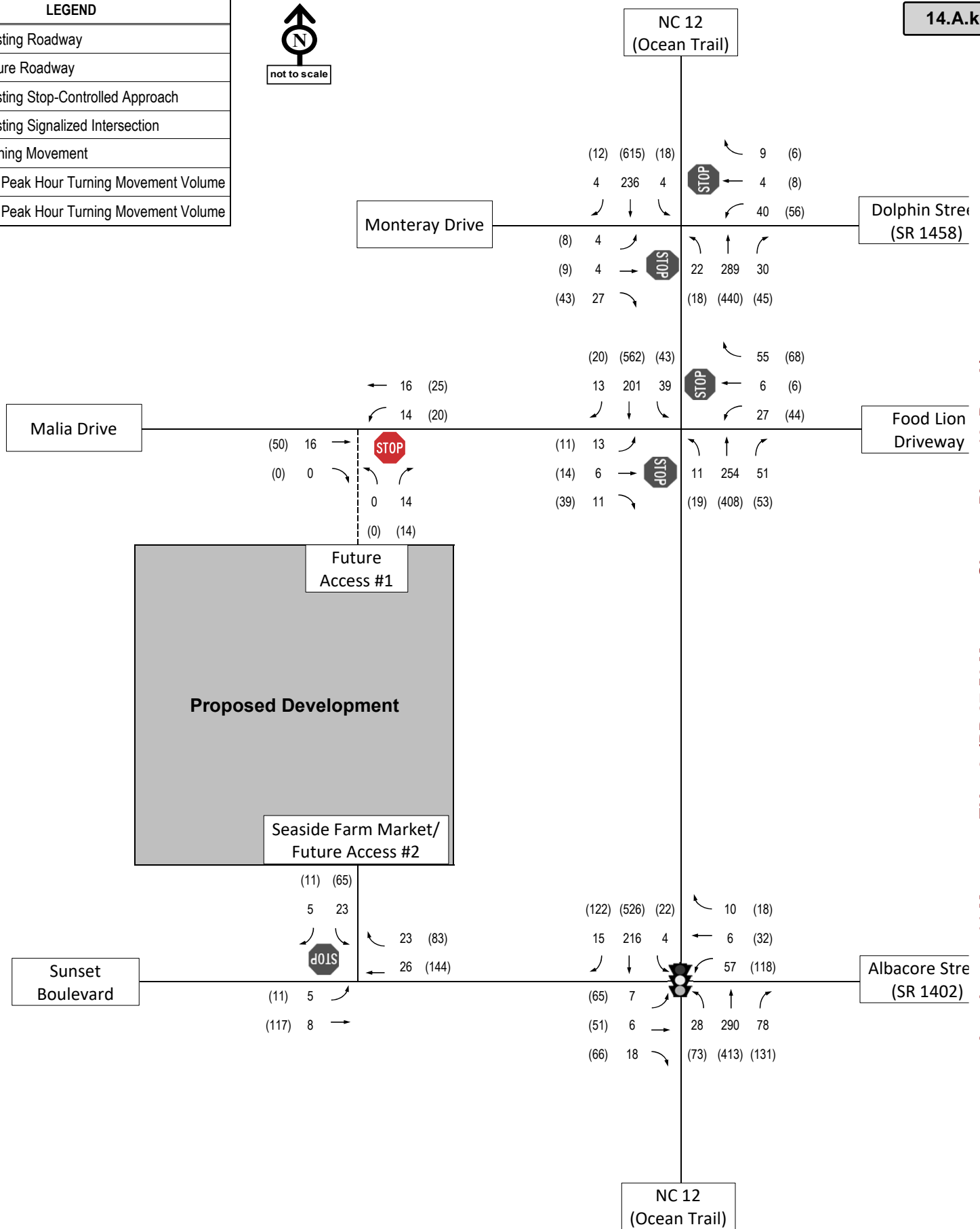
X (XX.X) = Overall intersection LOS (average delay), X-XX = Approach LOS and average delay

LEGEND

—	Existing Roadway
--	Future Roadway
	Existing Stop-Controlled Approach
	Existing Signalized Intersection
←	Turning Movement
XX	AM Peak Hour Turning Movement Volume
(XX)	PM Peak Hour Turning Movement Volume



14.A.k



Attachment: 11 Monteray_TIA_v2 (PB 87-56 Monteray Shores, Phase 10, Part A)



Figure 26
Phase II Build (2025) Build Alternative #2 AM and PM Peak Hour Volumes

Monteray Shores TIA
Corolla, NC

Roadway Improvement Recommendations

As indicated in the traffic operations analyses, the proposed development is projected to have a minimal impact on the traffic operations within the study area.

The following configurations are recommended for the site access driveways:

Malia Drive and Future Access #1 (unsignalized)

The stop-controlled driveway is expected to operate at LOS A during the AM peak hour and LOS A during the PM peak hour under both Phase II Build (2025) conditions. The following lane configurations are recommended for the new driveway connection:

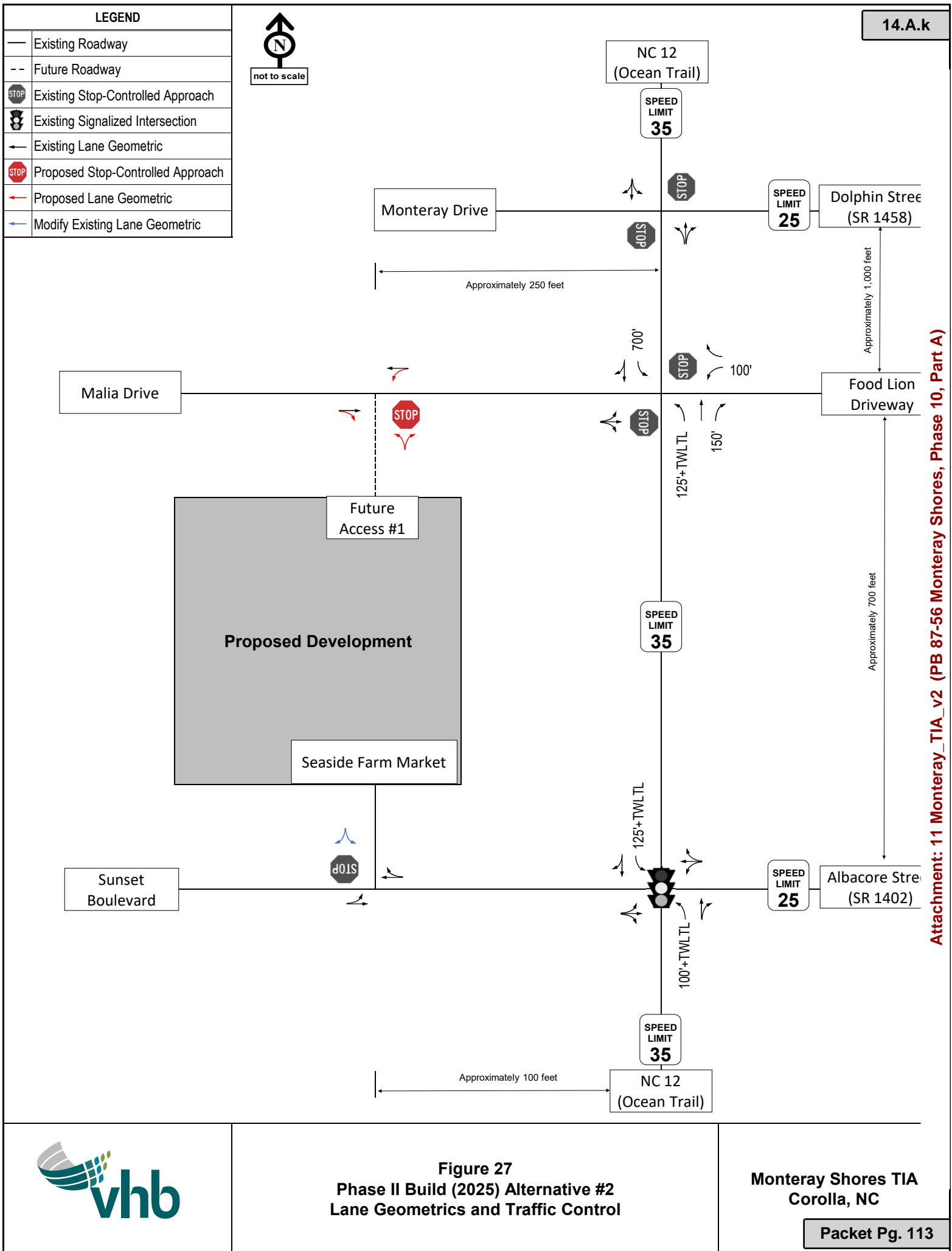
- › Construct driveway with one ingress lane and one egress lane and full movement access.
- › Provide a minimum internal protected stem length of 100 feet.

Sunset Boulevard and Future Access #2 (unsignalized)

The stop-controlled driveway is expected to operate at LOS A during the AM peak hour and LOS B during the PM peak hour under Phase II Build (2025) Alternative #2 conditions. The following lane configurations are recommended for the new driveway connection, should Alternative #2 be utilized:

- › Modify driveway to clearly delineate one ingress lane and one egress lane and full movement access.
- › Ensure a minimum internal protected stem length of 100 feet.
- › Coordinate with NCDOT for design and pavement standards, and for a potential shifting of the driveway to the west to allow more distance from signal.

Figure 27 provides a schematic diagram of the roadways near the proposed development, including the intersection geometrics with the proposed Phase II Build (2025) Alternative #2 improvements applied.





8

Findings and Conclusions

As indicated in the traffic operations analyses, the proposed development is projected to have a minimal impact on the traffic operations for multiple intersections within the study area. Therefore, the following offsite roadway improvements are recommended as a result of the additional site traffic that this development will generate.

Roadway Improvement Recommendations

As indicated in the traffic operations analyses, the proposed development is projected to have a minimal impact on the traffic operations within the study area.

The following configurations are recommended for the site access driveways:

Malia Drive and Future Access #1 (unsignalized)

The stop-controlled driveway is expected to operate at LOS A during the AM peak hour and LOS A during the PM peak hour under both Phase II Build (2025) conditions. The following lane configurations are recommended for the new driveway connection:

- › Construct driveway with one ingress lane and one egress lane and full movement access.
- › Provide a minimum internal protected stem length of 100 feet.

Sunset Boulevard and Future Access #2 (unsignalized)

The stop-controlled driveway is expected to operate at LOS A during the AM peak hour and LOS B during the PM peak hour under Phase II Build (2025) Alternative #2 conditions. The following lane configurations are recommended for the new driveway connection, should Alternative #2 be utilized:

- › Modify driveway to clearly delineate one ingress lane and one egress lane and full movement access.
- › Ensure a minimum internal protected stem length of 100 feet.

Monterey Shores Development TIA

- › Coordinate with NCDOT for design and pavement standards, and for a potential shifting of the driveway to the west to allow more distance from signal.

The summary LOS results are shown in Table 12 and the future lane configurations and traffic control at the study area intersections, with the development in place, are presented in Figure 20 or Figure 27. With the addition of the improvements identified as part of this TIA, all of the intersections are projected to operate at improved or acceptable levels of service or there are minimal delay increases (3 seconds or less during either peak period) projected at the study area intersections.

Monterey Shores Development TIA

Table 12 Summary of LOS Results

Intersection and Approach	Traffic Control	Existing (2021)		Phase I No-Build (2023)		Phase I Build (2023)		Phase II No-Build (2025)		Phase II Build (2025) Alt #1		Phase II Build (2025) Alt #2	
		AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
NC 12 (Ocean Trail) at Albacore Street (SR 1402)/Sunset Boulevard	Signalized	A (9.4)	C (21.3)	A (9.8)	C (23.6)	A (9.8)	C (24.0)	A (9.8)	C (24.7)	B (10.8)	C (25.3)	B (10.3)	C (27.9)
Eastbound		B-16.3	C-32.9	B-16.6	C-33.6	B-16.7	C-34.3	B-16.9	C-34.0	B-17.5	C-34.7	B-16.9	D-38.5
Westbound		B-17.1	D-38.5	B-17.4	D-40.9	B-17.5	D-42.2	B-17.8	D-42.7	B-19.3	D-44.4	B-17.6	D-50.2
Northbound		A-8.2	B-13.0	A-8.7	B-15.9	A-8.7	B-16.6	A-8.7	B-16.6	A-9.8	B-17.5	A-9.2	B-17.6
Southbound		A-8.7	C-21.7	A-8.9	C-23.8	A-8.9	C-23.6	A-8.8	C-25.2	A-9.7	C-25.4	A-9.0	C-28.9
NC 12 (Ocean Trail) at Malia Drive/Food Lion Driveway	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-
Eastbound		B-12.5	C-19.9	B-12.8	C-21.0	B-12.9	D-26.5	B-12.9	C-22.6	B-14.1	E-35.9	B-14.5	D-26.7
Westbound		B-11.6	C-22.7	B-11.7	D-25.1	B-11.9	D-28.4	B-12.0	D-27.7	B-12.6	D-34.1	B-12.3	D-29.7
NC 12 (Ocean Trail) at Dolphin Street (SR 1458)/Monterey Drive	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-
Eastbound		B-10.9	C-19.1	B-11.0	C-20.0	B-11.0	C-20.4	B-11.1	C-22.1	B-11.3	C-22.5	B-11.3	C-22.5
Westbound		C-15.0	E-48.0	C-15.4	F-57.4	C-15.5	F-62.0	C-16.0	F-70.3	C-16.7	F-78.4	C-16.6	F-78.4
Sunset Boulevard at Seaside Farm Market/Future Access #2	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-
Southbound		A-8.6	B-10.6	A-8.6	B-10.7	A-8.6	B-10.7	A-8.6	B-10.9	A-8.6	B-10.9	A-8.9	B-11.3
Malia Drive at Future Access #1	Unsignalized	-	-	-	-	-	-	-	-	-	-	-	-
Northbound		-	-	-	-	A-8.4	A-8.6	---	---	A-8.5	A-8.7	A-8.4	A-8.6

X (XX.X) = Overall intersection LOS (average delay), X-XX = Approach LOS and average delay

Appendices



A

Memorandum of Understanding



NCDOT Traffic Impact Analysis Need Screening / Scoping Request



14.A.k

TIA Need
Screening



TIA
Scoping



TIA
Submittal

- ☐ The proposed site access is located within 1,000 feet of an interchange.
- ☐ The Applicant requests for a new or modified control-of-access break.
- ☐ The Applicant requests for a new or modified median break.

Applicant's Signature

Print Name

Date

Site Plan/Vicinity Map Requirement for TIA Need Screening: While the site plan may not be finalized during the TIA scoping stage, the graphic representation of the proposed development shall provide adequate details on the development scope and context. More specifically, the site plan/map shall clearly show the location and type of each access point, spacing to adjacent and opposing driveways or intersections, internal street network, proposed buildings/parcels with their anticipated uses and sizes at full build-out and, if applicable, any nearby interstate, US, NC or Secondary Roads (SR).

Project

Monteray Shores Development

Project Reference Number:

- ☐ **A TIA is Required by the Local Government.** In addition, the study area is expected to include NCDOT maintained transportation facilities.
- ☐ **A TIA is Required by NCDOT,** per the [Policy on Street and Driveway Access to North Carolina Highways](#).

If either or both of the boxes above are checked, the Applicant/TIA Consultant is hereby requested to fill out as much as possible of the following TIA scoping checklist, and return it along with the supporting documents to NCDOT prior to the scoping meeting.

- ☐ **A TIA is NOT required.** This decision is based on the development information presented above. Changes in the development plan will require re-evaluation of the TIA need, and may necessitate a TIA. The Applicant should inform the District Engineer of any significant changes in a timely fashion to avoid delays or rejections of the driveway permit / encroachment agreement applications.



NCDOT Traffic Impact Analysis Need Screening / Scoping Request



14.A.k

TIA Need
Screening



TIA
Scoping



TIA
Submittal

Additional Comments:

The TIA need decision is made by the NCDOT Division _____ District _____ on _____.

NCDOT District Representative's Signature

Email concurrence may be used in lieu of the signature.

Print Name

Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



NCDOT TIA Scoping Checklist



Project

Name: Monterey Shores Development

TIA Scoping Date: 9/24/2021

☒ TIA Need Screening Forms are Attached. Project Reference #: _____ Decision Date: _____

☒ Site Plan and Access

☒ Provide a site plan illustrating site access, internal and external roadways, buildings and land uses.

Refer to NCDOT's [Policy on Street and Driveway Access to North Carolina Highways](#) pages 14 and 15 for site plan requirements.

☒ Identify site access.

New Access	On Road	Access Type		Driveway Spacing		
	Road Name	Permitted Movements	Traffic Control	Distance (ft)	Direction	Nearest Intersection / Access
Access A	Sunset Boulevard	Conventional Full-Mvmt	2-Way Stop	100	West	NC 12
Access B	Malia Drive	Conventional Full-Mvmt	2-Way Stop	250	West	NC 12
Access C						
Access D						
Access E						
Access F						
Access G						
Access H						
Existing Access	Existing Intersection of		Access	Proposed Interconnectivity (If Applicable)		
	Road A	Road B	Modification	Connector #	Road Connected	Adjacent Development
Access 1			Please Select	Connector 1		
Access 2				Connector 2		
Access 3				Connector 3		
Access 4				Connector 4		

☐ Additional access clarifications and provisions (e.g., proposed control-of-access or median breaks, modifications of existing access, loading/unloading area access, bike/pedestrian accommodation).

☐ There will be two access scenarios evaluated in the TIA. One will include both the Malia Drive access and the Sunset Blvd access. The second scenario will include only the Malia Drive access.

Proposed K-12 School Site

☐ NCDOT [MSTA School Traffic Calculator](#) for Select School Type shall be used.

☐ Peak Hour Factors (PHFs) shall be adjusted/weighted for new school trips (0.5 PHF by default).

☐ Internal school circulation analysis is required, and should be submitted in advance or concurrent with the TIA submittal.

☐ Clarify traffic operation plans (e.g. traffic circulation pattern, pedestrian access, drop-off/pick-up zone location and configuration, queue storage area and, if applicable, staggered start times).

Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



NCDOT TIA Scoping Checklist

TIA Need
Screening



TIA
Scoping



TIA
Submittal



14.A.k

☒ Trip Generation

The TIA Consultant shall prepare trip generation estimates following the current [NCDOT Congestion Management Capacity Analysis Guidelines](#), and submit the calculation sheets and supporting information to the District Engineer for approval prior to capacity analysis.

ITE LUC	Proposed Land Use	Size	Unit	Daily Trips	Peak Hour Type	AM Peak Hour Trips			PM Peak Hour Trips			Data Source
						Enter	Exit	Total	Enter	Exit	Total	
210	Single Family	5	du	66	Adj. Street	2	6	8	4	2	6	ITE Equati
220	Multi Family	31	du	194	Adj. Street	4	12	16	13	8	21	ITE Equati
820	General Retail	8002	sf	1079	Adj. Street	27	16	43	31	34	65	ITE Equati
931	Quality Restaurant	4502	sf	377	Generator	2	1	3	23	12	35	ITE Rate
Unadjusted Site Trips				1716		35	35	70	71	56	127	
Internal Capture Trips (Attach Calculation Sheets)				430		1	1	2	23	24	47	NCHRP 68
Internal Capture % of Unadjusted Site Trips				%		%			%			
LUC	Proposed Land Use	Any Internal Trips?		Pass-By % of External Trips								
820	General Retail	Yes - Adjust External Trips		%		0 %			34 %			ITE Rate
932	Restaurant	Yes - Adjust External Trips		%		0 %			44 %			ITE Rate
				%		%			%			
				%		%			%			
				%		%			%			
Pass-By Trips (Attach Calculation Sheets)						0	0	0	12	12	24	
Adjacent Street Volumes												Please Sel
Non-Pass-By Primary Trips						34	34	68	36	20	56	
Diverted Trips, if Applicable and Justifiable												Please Sel

**Explain local or other data sources, if used:

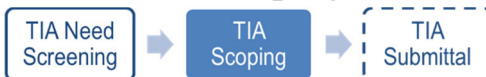
Once counts are process, pass-by trips may be adjusted downward if they exceed 10% of the adjacent street volume.

☐ Existing Site Trip Information for Redevelopment Projects (Attach separate sheets as needed)

ITE LUC	Existing Land Use	Size	Unit	Daily Trips	Peak Hour Type	AM Peak Hour Trips			PM Peak Hour Trips			Data Source
						Enter	Exit	Total	Enter	Exit	Total	
					Please Select							Please Sel
Total Existing Site Trips												



NCDOT TIA Scoping Checklist



14.A.k

☒ Trip Distribution

- ☐ Trip distribution diagrams are submitted concurrently with this document (attach separate sheets).
- ☒ Trip distribution diagrams will be submitted separately, along with supporting information, to the District Engineer for review and approval prior to capacity analysis. The trip distribution shall be based on the current and anticipated traffic patterns, as well as instructions noted below.

Trip distribution will be determined once counts are obtained

If required by the District Engineer, the following additional diagrams shall also be submitted:

- ☐ Mixed-Use Developments (separate diagrams for residential, commercial, and office trips)
- ☐ Inter-Development Trips (if 'internal' trips cross public streets)
- ☐ Pass-By Trips
- ☐ Diverted Trips
- ☐ Each Analysis Period

☐ Mode Split

- ☐ Provide Data Source and Justification

Mode Period	Auto		
AM Peak	%	%	%
PM Peak	%	%	%
Daily	%	%	%
	%	%	%

- ☐ Identify proper infrastructure and accommodation for other modes of travel.

☒ Analysis Peak Periods:

- ☒ Weekday AM Peak _____
- ☒ Weekday PM Peak _____
- ☐ Weekday Midday Peak _____
- ☐ Weekday PM School Peak _____
- ☐ Weekend _____ Peak _____
- ☐ Other _____



NCDOT TIA Scoping Checklist



14.A.k

☒ Study Area Intersections and Data Collection

The study area shall include the site access intersections (both new and existing) identified under “Site Plan and Access” on page 1, as well as the following external and, if applicable, internal intersections.

External Intersection	Intersection of		Traffic Control	Intersection Turning Movement Counts			Notes
	Road A	Road B		New / Existing	Date of Counts	Growth Adjustment	
#1	NC 12	Albacore Street	Signal	Require New Counts	9/1/2021		
#2	NC 12	Malia Drive	2-Way Stop	Require New Counts	9/1/2021		
#3	NC 12	Dolphin Street	2-Way Stop	Require New Counts	9/1/2021		
#4							
#5							
#6							
#7							
#8							
#9							
#10							
#11							
#12							

Internal Intersection	Intersection of		Access Type		Intersection Spacing		
	Road A	Road B	Traffic Control	Permitted Movements	Distance (ft)	Direction	Nearest Intersec
#101			Please Select	Please Select		Please Select	
#102							
#103							
#104							
#105							

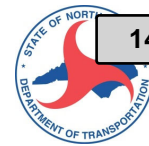
The following data will be collected:

- ☒ New traffic turning movement counts in ☒ 15-min intervals ☐ 5-min intervals (near schools)
 Unless otherwise noted above, new traffic counts shall be collected at the existing study intersections during the analysis periods. Weekday counts shall avoid Mondays, Fridays, holidays, school breaks, road closures, and major weather events.
- ☐ To account for the impact of existing and/or proposed school traffic, PHFs will be adjusted for:
 intersections numbered: _____
 and access points numbered: _____
- ☐ Traffic Forecast Data for TIP: _____
- ☒ Roadway/Intersection Configuration & Traffic Control
- ☒ Traffic Signal Phasing & Timing Data
- ☐ Crash Data: _____ Period: _____
- ☐ Other: _____

Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



NCDOT TIA Scoping Checklist



14.A.k

☒ Future Year Conditions

☒ Project Build-Out Year: Early 2023

☒ Future Analysis Year(s): 2023

☐ Identify below any funded/committed future transportation improvements, as well as any approved but incomplete developments near the site.

Funded STIP / Local CIP Project	Project Description		Year Complete
Nearby Approved Development	Location	Future Land Use (exclude any completed phases)	Committed Improvements

☒ Annual Growth Factor: 2 %

Justification/Data Source: NCDOT 2020-2030 growth rate = 1.4%

☐ Local Comprehensive Transportation Plan Compliance

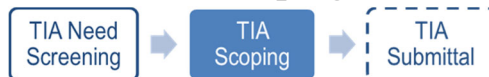
☐ Identify Applicable Local Transportation Planning Documents

☐ Identify Applicable Roadways inside the Study Area

Road Name	Classification	Speed Limit	Proposed Cross-Section	Proposed Right-of-Way	Compliance Requirements	Affect Stuc Intersection



NCDOT TIA Scoping Checklist

**14.A.k**

☒ Study Method

The traffic analysis shall follow the current [NCDOT Congestion Management Capacity Analysis Guidelines](#), [Policy on Street and Driveway Access to North Carolina Highways](#), and use the current approved version of analysis software (e.g. Synchro/SimTraffic, HCS, Sidra Intersection, TransModeler).

The study shall include the following analysis scenarios for each analysis period.

1. Existing Conditions
2. Future No-Build Conditions (existing + background growth + approved developments + committed or funded improvements)
3. Future Build Conditions (future no-build + site trips)
4. Future Build with Improvements Conditions (future build traffic with improvements to mitigate the proposed development's impacts) and, if applicable:
- ☐ 5. TIP Design Year Analysis _____
- ☐ 6. Alternative Access Scenario (without proposed control-of-access or median break / modification)

The following additional analysis/outputs should be provided as warranted:

- ☐ Signal Warrant Analysis for accesses/intersections _____
- ☐ Multi-Modal Level of Service Analysis
- ☐ School Loading Zone Traffic Simulation
- ☐ Phasing Analysis (scope separately as needed)
- ☐ Safety/Crash Analysis
- ☐ Control-of-Access Modification Justification
- ☐ Median Break / Modification Justification
- ☐ Other _____

☒ Submittals

In addition to the hardcopies required below, the TIA Consultant shall provide the District Engineer and, if required, the local government an electronic copy of the study documents, including the latest site plan, figures and appendices, in searchable PDF files and the original traffic analysis files (e.g., Synchro, HCS).

To expedite review, the NCDOT electronic submittals shall also be delivered concurrently to:

☐ Div. Traffic Engr ☐ Regional Traffic Engr ☐ Congestion Management ☐ Other _____

Submittals	NCDOT		Local Government	
	Electronic	Hardcopy	Electronic	Hardcopy
Trip Generation & Distribution	Required		Please Select	
Draft TIA Report	Required			
Final Sealed TIA Report	Required			

☐ **Additional Comments** (municipal TIA requirements, approved variations from NCDOT guidelines)



NCDOT TIA Submittal Checklist

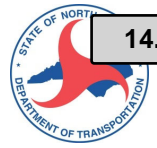
TIA Need
Screening



TIA
Scoping



TIA
Submittal



14.A.k

Submittal: Please Select Document Date: _____
Project _____ Previous Name: If Applicable _____
NCDOT Division: _____ District: _____ County: _____ Municipality: _____
TIA Consultant: _____ Submitted By: _____
Phone Number: _____ Email: _____
TIA Scoping Checklist Approval Date: _____ Unadjusted Daily Site Trips: _____

- ☒ The approved TIA Scoping Checklist is included in this submittal.
- ☒ LOS D or better is expected at all study intersections after proposed mitigations.
- ☒ The study report is sealed by a NC Professional Engineer with expertise in traffic engineering.
- ☒ This study has identified all known deficiencies with and without the proposed development.
- ☒ This study has identified mitigation measures to adequately accommodate the site trips.

Explain here if any of the boxes above are unchecked:

The undersigned affirms that, except for the deviations noted below, the TIA submittal conforms to the current [NCDOT Congestion Management Capacity Analysis Guidelines](#), [Policy on Street and Driveway Access to North Carolina Highways](#), and the TIA Scoping Checklist approved by the NCDOT District Office. The undersigned also acknowledges that the TIA will be rejected if the deviations and justifications are not properly documented and approved by NCDOT.

Deviations and Justifications (e.g., changes in site plan, development schedule, site trip and off-site trip estimates, study area, data collection, analysis period and method. Attached separate sheets if needed.)

Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



NCDOT TIA Submittal Checklist



14.A.k

TIA Consultant's Signature
(Professional Engineer of TIA Record)

Print Name

Date

Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



B

Turning Movement Counts

VHB Engineering NC, P.C.

14.A.k

Venture I
940 Main Campus Drive, Suite 500
Raleigh, NC 27606
p: 919.829.0328 f: 919.833.0034

File Name : NC12@Albacore et
Site Code :
Start Date : 9/1/2021
Page No : 1

Groups Printed- Motorcycles - Cars & Light Goods - Buses - Unit Trucks - Articulated Trucks - Bicycles on Road - Bicycles on Crosswalk - Pedes s

	NC 12 Southbound				Albacore Street Westbound				NC 12 Northbound				Sunset Boulevard Eastbound				Exclu. Total	Inclu. Total	Int.
Start Time	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds			
07:00 AM	1	26	2	0	9	0	1	5	1	23	8	0	1	0	0	0	5	72	
07:15 AM	0	48	2	1	9	0	0	1	1	46	11	0	0	0	0	0	2	117	
07:30 AM	0	30	4	1	8	1	1	8	1	63	12	0	0	0	0	0	9	120	
07:45 AM	0	44	1	0	9	1	2	8	3	73	12	0	0	0	0	0	8	145	
Total	1	148	9	2	35	2	4	22	6	205	43	0	1	0	0	0	24	454	
08:00 AM	2	41	1	0	9	1	1	11	4	45	14	0	2	0	0	0	11	120	
08:15 AM	2	42	6	3	9	0	3	7	4	75	12	0	0	3	0	1	11	156	
08:30 AM	1	49	0	0	20	2	2	15	0	72	19	0	1	1	0	0	15	167	
08:45 AM	1	65	4	0	15	1	3	3	5	73	27	0	1	0	0	0	3	195	
Total	6	197	11	3	53	4	9	36	13	265	72	0	4	4	0	1	40	638	
*** BREAK ***																			
04:00 PM	3	101	29	3	20	9	5	5	10	100	26	0	15	14	15	0	8	347	
04:15 PM	6	139	25	2	23	8	4	1	5	86	29	0	9	9	19	0	3	362	
04:30 PM	7	130	30	4	36	4	2	10	20	106	34	0	11	7	7	0	14	394	
04:45 PM	4	114	25	1	30	7	6	1	13	93	32	0	17	16	13	0	2	370	
Total	20	484	109	10	109	28	17	17	48	385	121	0	52	46	54	0	27	1473	
05:00 PM	3	97	17	5	35	11	1	0	18	86	22	0	8	7	12	0	5	317	
05:15 PM	2	83	37	4	26	11	1	6	13	89	33	0	14	12	12	0	10	333	
05:30 PM	2	78	30	4	21	14	9	4	8	80	24	2	13	7	12	1	11	298	
05:45 PM	5	72	17	6	21	7	7	2	13	72	27	0	9	9	9	0	8	268	
Total	12	330	101	19	103	43	18	12	52	327	106	2	44	35	45	1	34	1216	
Grand Total	39	1159	230	34	300	77	48	87	119	1182	342	2	101	85	99	2	125	3781	
Apprch %	2.7	81.2	16.1		70.6	18.1	11.3		7.2	71.9	20.8		35.4	29.8	34.7				
Total %	1	30.7	6.1		7.9	2	1.3		3.1	31.3	9		2.7	2.2	2.6		3.2	96.8	
Motorcycles	0	0	0		3	1	0		0	1	0		0	0	0		0	0	
% Motorcycles	0	0	0	0	1	1.3	0	0	0	0.1	0	0	0	0	0	0	0	0	
Cars & Light Goods	39	1129	227		289	75	46		119	1150	328		100	85	98		0	0	
% Cars & Light Goods	100	97.4	98.7	0	96.3	97.4	95.8	0	100	97.3	95.9	0	99	100	99	0	0	0	
Buses	0	3	0		2	0	0		0	2	0		0	0	0		0	0	
% Buses	0	0.3	0	0	0.7	0	0	0	0	0.2	0	0	0	0	0	0	0	0	
Single-Unit Trucks	0	22	0		2	0	0		0	22	5		0	0	1		0	0	
% Single-Unit Trucks	0	1.9	0	0	0.7	0	0	0	0	1.9	1.5	0	0	0	1	0	0	0	
Articulated Trucks	0	3	0		2	0	0		0	1	3		1	0	0		0	0	
% Articulated Trucks	0	0.3	0	0	0.7	0	0	0	0	0.1	0.9	0	1	0	0	0	0	0	
Bicycles on Road	0	2	3		2	1	2		0	6	6		0	0	0		0	0	
% Bicycles on Road	0	0.2	1.3	0	0.7	1.3	4.2	0	0	0.5	1.8	0	0	0	0	0	0	0	
Bicycles on Crosswalk																			
% Bicycles on Crosswalk	0	0	0	14.7	0	0	0	49.4	0	0	0	100	0	0	0	50	0	0	
Pedestrians	0	0	0		0	0	0		0	0	0		0	0	0		0	0	
% Pedestrians	0	0	0	85.3	0	0	0	50.6	0	0	0	0	0	0	0	50	0	0	

Attachment: 11 Monterey TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)

VHB Engineering NC, P.C.

14.A.k

Venture I
940 Main Campus Drive, Suite 500
Raleigh, NC 27606
p: 919.829.0328 f: 919.833.0034

File Name : NC12@Albacor et
Site Code :
Start Date : 9/1/2021
Page No : 2

	NC 12 Southbound				Albacore Street Westbound				NC 12 Northbound				Sunset Boulevard Eastbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int.
Peak Hour Analysis From 07:00 AM to 11:45 AM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 08:00 AM																	
08:00 AM	2	41	1	44	9	1	1	11	4	45	14	63	2	0	0	2	
08:15 AM	2	42	6	50	9	0	3	12	4	75	12	91	0	3	0	3	
08:30 AM	1	49	0	50	20	2	2	24	0	72	19	91	1	1	0	2	
08:45 AM	1	65	4	70	15	1	3	19	5	73	27	105	1	0	0	1	
Total Volume	6	197	11	214	53	4	9	66	13	265	72	350	4	4	0	8	
% App. Total	2.8	92.1	5.1		80.3	6.1	13.6		3.7	75.7	20.6		50	50	0		
PHF	.750	.758	.458	.764	.663	.500	.750	.688	.650	.883	.667	.833	.500	.333	.000	.667	
Motorcycles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Motorcycles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Cars & Light Goods	6	184	11	201	49	3	9	61	13	253	66	332	3	4	0	7	
% Cars & Light Goods	100	93.4	100	93.9	92.5	75.0	100	92.4	100	95.5	91.7	94.9	75.0	100	0	87.5	
Buses	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	
% Buses	0	0	0	0	1.9	0	0	1.5	0	0	0	0	0	0	0	0	
Single-Unit Trucks	0	10	0	10	0	0	0	0	0	9	2	11	0	0	0	0	
% Single-Unit Trucks	0	5.1	0	4.7	0	0	0	0	0	3.4	2.8	3.1	0	0	0	0	
Articulated Trucks	0	2	0	2	1	0	0	1	0	1	1	2	1	0	0	1	
% Articulated Trucks	0	1.0	0	0.9	1.9	0	0	1.5	0	0.4	1.4	0.6	25.0	0	0	12.5	
Bicycles on Road	0	1	0	1	2	1	0	3	0	2	3	5	0	0	0	0	
% Bicycles on Road	0	0.5	0	0.5	3.8	25.0	0	4.5	0	0.8	4.2	1.4	0	0	0	0	
Bicycles on Crosswalk	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Bicycles on Crosswalk	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Pedestrians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Pedestrians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)

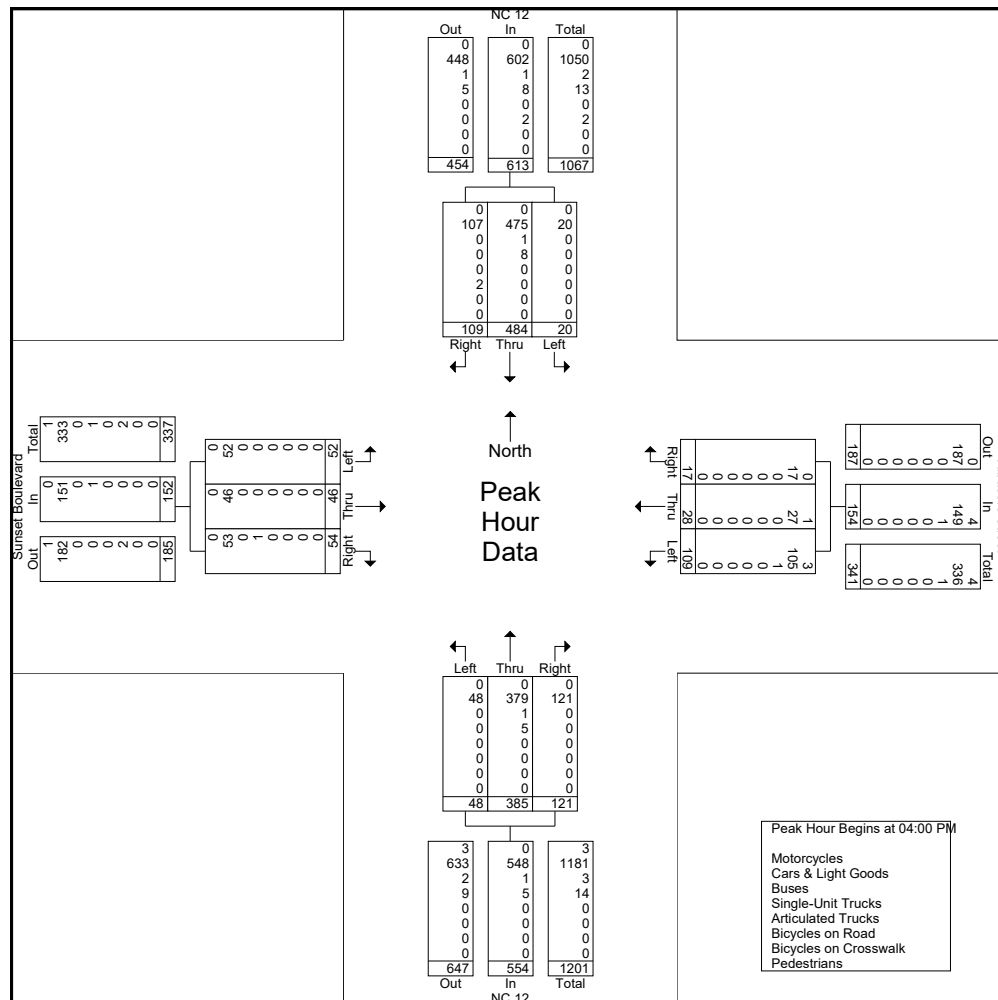
File Name : NC12@Albacore et
Site Code :
Start Date : 9/1/2021
Page No : 3



Venture I
940 Main Campus Drive, Suite 500
Raleigh, NC 27606
p: 919.829.0328 f: 919.833.0034

File Name : NC12@Albacore et
Site Code :
Start Date : 9/1/2021
Page No : 4

	NC 12 Southbound				Albacore Street Westbound				NC 12 Northbound				Sunset Boulevard Eastbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int.
Peak Hour Analysis From 12:00 PM to 05:45 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 04:00 PM																	
04:00 PM	3	101	29	133	20	9	5	34	10	100	26	136	15	14	15	44	
04:15 PM	6	139	25	170	23	8	4	35	5	86	29	120	9	9	19	37	
04:30 PM	7	130	30	167	36	4	2	42	20	106	34	160	11	7	7	25	
04:45 PM	4	114	25	143	30	7	6	43	13	93	32	138	17	16	13	46	
Total Volume	20	484	109	613	109	28	17	154	48	385	121	554	52	46	54	152	
% App. Total	3.3	79	17.8		70.8	18.2	11		8.7	69.5	21.8		34.2	30.3	35.5		
PHF	.714	.871	.908	.901	.757	.778	.708	.895	.600	.908	.890	.866	.765	.719	.711	.826	
Motorcycles	0	0	0	0	3	1	0	4	0	0	0	0	0	0	0	0	
% Motorcycles	0	0	0	0	2.8	3.6	0	2.6	0	0	0	0	0	0	0	0	
Cars & Light Goods	20	475	107	602	105	27	17	149	48	379	121	548	52	46	53	151	
% Cars & Light Goods	100	98.1	98.2	98.2	96.3	96.4	100	96.8	100	98.4	100	98.9	100	100	98.1	99.3	
Buses	0	1	0	1	1	0	0	1	0	1	0	1	0	0	0	0	
% Buses	0	0.2	0	0.2	0.9	0	0	0.6	0	0.3	0	0.2	0	0	0	0	
Single-Unit Trucks	0	8	0	8	0	0	0	0	0	5	0	5	0	0	1	1	
% Single-Unit Trucks	0	1.7	0	1.3	0	0	0	0	0	1.3	0	0.9	0	0	1.9	0.7	
Articulated Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Articulated Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Bicycles on Road	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	
% Bicycles on Road	0	0	1.8	0.3	0	0	0	0	0	0	0	0	0	0	0	0	
Bicycles on Crosswalk	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Bicycles on Crosswalk	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Pedestrians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Pedestrians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	



VHB Engineering NC, P.C.

14.A.k

Venture I
940 Main Campus Drive, Suite 500
Raleigh, NC 27606
p: 919.829.0328 f: 919.833.0034

File Name : NC12@DolphinStreet_Monteray
Site Code :
Start Date : 9/1/2021
Page No : 1

Groups Printed- Motorcycles - Cars & Light Goods - Buses - Unit Trucks - Articulated Trucks - Bicycles on Road - Bicycles on Crosswalk - Pedestrians

	NC 12 Southbound				Dolphin Street Westbound				NC 12 Northbound				Monteray Drive Eastbound				Exclu. Total	Inclu. Total	Int.
Start Time	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds			
07:00 AM	0	26	0	3	5	0	0	0	1	33	2	0	0	0	4	0	3	71	
07:15 AM	1	38	0	0	7	0	3	0	3	38	5	0	0	1	5	0	0	101	
07:30 AM	0	47	1	0	5	0	1	0	0	58	4	0	1	1	1	0	0	119	
07:45 AM	1	45	0	0	3	0	1	0	2	65	1	0	0	0	2	1	1	120	
Total	2	156	1	3	20	0	5	0	6	194	12	0	1	2	12	1	4	411	
08:00 AM	0	33	0	4	12	0	2	1	4	50	3	1	0	0	3	1	7	107	
08:15 AM	0	53	1	2	11	0	2	2	4	67	9	1	1	0	3	2	7	151	
08:30 AM	0	53	1	4	2	0	3	1	6	73	6	0	1	1	10	3	8	156	
08:45 AM	3	70	1	0	11	0	1	0	5	68	9	1	2	0	8	0	1	178	
Total	3	209	3	10	36	0	8	4	19	258	27	3	4	1	24	6	23	592	
*** BREAK ***																			
04:00 PM	0	136	3	0	7	5	0	0	5	105	12	0	4	2	11	0	0	290	
04:15 PM	6	181	2	0	12	0	2	0	2	94	6	0	1	5	8	1	1	319	
04:30 PM	7	126	1	1	14	0	2	0	4	114	11	0	1	0	11	1	2	291	
04:45 PM	4	115	5	4	18	2	2	0	5	88	12	0	1	1	8	0	4	261	
Total	17	558	11	5	51	7	6	0	16	401	41	0	7	8	38	2	7	1161	
05:00 PM	0	120	7	0	9	0	1	0	11	98	12	0	2	2	10	0	0	272	
05:15 PM	0	108	0	0	8	1	0	0	9	89	8	0	0	1	8	0	0	232	
05:30 PM	1	97	1	0	20	1	1	0	7	105	14	0	1	0	8	0	0	256	
05:45 PM	0	75	2	5	7	5	2	0	7	81	13	0	4	3	8	1	6	207	
Total	1	400	10	5	44	7	4	0	34	373	47	0	7	6	34	1	6	967	
Grand Total	23	1323	25	23	151	14	23	4	75	1226	127	3	19	17	108	10	40	3131	
Apprch %	1.7	96.5	1.8		80.3	7.4	12.2		5.3	85.9	8.9		13.2	11.8	75				
Total %	0.7	42.3	0.8		4.8	0.4	0.7		2.4	39.2	4.1		0.6	0.5	3.4		1.3	98.7	
Motorcycles	0	1	0		0	0	0		0	1	2		0	0	0		0	0	
% Motorcycles	0	0.1	0	0	0	0	0	0	0	0.1	1.6	0	0	0	0	0	0	0	
Cars & Light Goods	22	1297	25		145	13	20		73	1192	122		19	16	106		0	0	
% Cars & Light Goods	95.7	98	100	0	96	92.9	87	0	97.3	97.2	96.1	0	100	94.1	98.1	0	0	0	
Buses	0	2	0		0	0	0		0	1	0		0	0	0		0	0	
% Buses	0	0.2	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0	
Single-Unit Trucks	1	16	0		5	0	3		1	22	2		0	0	2		0	0	
% Single-Unit Trucks	4.3	1.2	0	0	3.3	0	13	0	1.3	1.8	1.6	0	0	0	1.9	0	0	0	
Articulated Trucks	0	1	0		0	0	0		1	2	0		0	0	0		0	0	
% Articulated Trucks	0	0.1	0	0	0	0	0	0	1.3	0.2	0	0	0	0	0	0	0	0	
Bicycles on Road	0	6	0		1	1	0		0	8	1		0	1	0		0	0	
% Bicycles on Road	0	0.5	0	0	0.7	7.1	0	0	0	0.7	0.8	0	0	5.9	0	0	0	0	
Bicycles on Crosswalk																			
% Bicycles on Crosswalk	0	0	0	39.1	0	0	0	0	0	0	0	0	0	0	0	10	0	0	
Pedestrians	0	0	0		0	0	0		0	0	0		0	0	0		0	0	
% Pedestrians	0	0	0	60.9	0	0	0	100	0	0	0	100	0	0	0	90	0	0	

Attachment: 11 Monteray_TIA_v2 (PB 87-56 Monteray Shores, Phase 10, Part A)

VHB Engineering NC, P.C.

14.A.k

Venture I
940 Main Campus Drive, Suite 500
Raleigh, NC 27606
p: 919.829.0328 f: 919.833.0034

File Name : NC12@DolphinStreet_Monterey
Site Code :
Start Date : 9/1/2021
Page No : 2

	NC 12 Southbound				Dolphin Street Westbound				NC 12 Northbound				Monterey Drive Eastbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int.
Peak Hour Analysis From 07:00 AM to 11:45 AM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 08:00 AM																	
08:00 AM	0	33	0	33	12	0	2	14	4	50	3	57	0	0	3	3	
08:15 AM	0	53	1	54	11	0	2	13	4	67	9	80	1	0	3	4	
08:30 AM	0	53	1	54	2	0	3	5	6	73	6	85	1	1	10	12	
08:45 AM	3	70	1	74	11	0	1	12	5	68	9	82	2	0	8	10	
Total Volume	3	209	3	215	36	0	8	44	19	258	27	304	4	1	24	29	
% App. Total	1.4	97.2	1.4		81.8	0	18.2		6.2	84.9	8.9		13.8	3.4	82.8		
PHF	.250	.746	.750	.726	.750	.000	.667	.786	.792	.884	.750	.894	.500	.250	.600	.604	
Motorcycles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Motorcycles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Cars & Light Goods	3	204	3	210	34	0	5	39	17	243	25	285	4	1	23	28	
% Cars & Light Goods	100	97.6	100	97.7	94.4	0	62.5	88.6	89.5	94.2	92.6	93.8	100	100	95.8	96.6	
Buses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Buses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Single-Unit Trucks	0	3	0	3	1	0	3	4	1	11	1	13	0	0	1	1	
% Single-Unit Trucks	0	1.4	0	1.4	2.8	0	37.5	9.1	5.3	4.3	3.7	4.3	0	0	4.2	3.4	
Articulated Trucks	0	0	0	0	0	0	0	0	1	1	0	2	0	0	0	0	
% Articulated Trucks	0	0	0	0	0	0	0	0	5.3	0.4	0	0.7	0	0	0	0	
Bicycles on Road	0	2	0	2	1	0	0	1	0	3	1	4	0	0	0	0	
% Bicycles on Road	0	1.0	0	0.9	2.8	0	0	2.3	0	1.2	3.7	1.3	0	0	0	0	
Bicycles on Crosswalk	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Bicycles on Crosswalk	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Pedestrians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Pedestrians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

87-56 Monterey Shores, Phase 10, Part A)

Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)

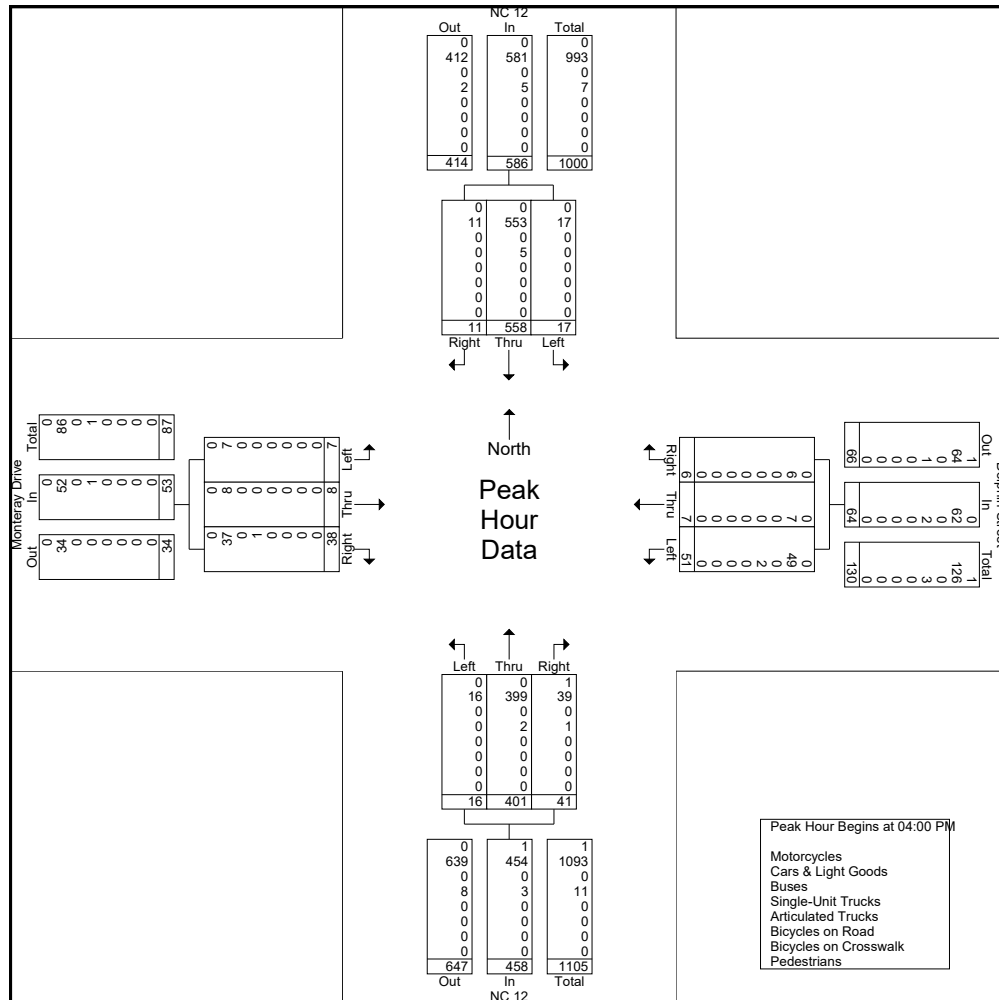
File Name : NC12@DolphinStreet_Monterey
Site Code :
Start Date : 9/1/2021
Page No : 3



Venture I
940 Main Campus Drive, Suite 500
Raleigh, NC 27606
p: 919.829.0328 f: 919.833.0034

File Name : NC12@DolphinStreet_Monterey
Site Code :
Start Date : 9/1/2021
Page No : 4

	NC 12 Southbound				Dolphin Street Westbound				NC 12 Northbound				Monterey Drive Eastbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int.
Peak Hour Analysis From 12:00 PM to 05:45 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 04:00 PM																	
04:00 PM	0	136	3	139	7	5	0	12	5	105	12	122	4	2	11	17	
04:15 PM	6	181	2	189	12	0	2	14	2	94	6	102	1	5	8	14	
04:30 PM	7	126	1	134	14	0	2	16	4	114	11	129	1	0	11	12	
04:45 PM	4	115	5	124	18	2	2	22	5	88	12	105	1	1	8	10	
Total Volume	17	558	11	586	51	7	6	64	16	401	41	458	7	8	38	53	
% App. Total	2.9	95.2	1.9		79.7	10.9	9.4		3.5	87.6	9		13.2	15.1	71.7		
PHF	.607	.771	.550	.775	.708	.350	.750	.727	.800	.879	.854	.888	.438	.400	.864	.779	
Motorcycles	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	
% Motorcycles	0	0	0	0	0	0	0	0	0	0	2.4	0.2	0	0	0	0	
Cars & Light Goods	17	553	11	581	49	7	6	62	16	399	39	454	7	8	37	52	
% Cars & Light Goods	100	99.1	100	99.1	96.1	100	100	96.9	100	99.5	95.1	99.1	100	100	97.4	98.1	
Buses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Buses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Single-Unit Trucks	0	5	0	5	2	0	0	2	0	2	1	3	0	0	1	1	
% Single-Unit Trucks	0	0.9	0	0.9	3.9	0	0	3.1	0	0.5	2.4	0.7	0	0	2.6	1.9	
Articulated Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Articulated Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Bicycles on Road	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Bicycles on Road	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Bicycles on Crosswalk	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Bicycles on Crosswalk	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Pedestrians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Pedestrians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	



VHB Engineering NC, P.C.

14.A.k

Venture I
940 Main Campus Drive, Suite 500
Raleigh, NC 27606
p: 919.829.0328 f: 919.833.0034

File Name : NC12@Mal ve
Site Code :
Start Date : 9/1/2021
Page No : 1

Groups Printed- Motorcycles - Cars & Light Goods - Buses - Unit Trucks - Articulated Trucks - Bicycles on Road - Bicycles on Crosswalk - Pedes s

	NC 12 Southbound				Monterey Plaza Westbound				NC 12 Northbound				Malia Drive Eastbound				Exclu. Total	Inclu. Total	Int.
Start Time	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds			
07:00 AM	2	27	0	0	6	1	8	0	0	26	2	0	0	0	0	0	0	72	
07:15 AM	1	45	0	0	5	0	4	0	0	40	8	0	0	0	0	0	0	103	
07:30 AM	4	34	0	1	3	0	5	0	1	57	7	0	1	0	1	0	1	113	
07:45 AM	9	35	0	0	8	0	11	0	3	57	11	0	0	0	1	0	0	135	
Total	16	141	0	1	22	1	28	0	4	180	28	0	1	0	2	0	1	423	
08:00 AM	9	32	0	4	7	0	10	0	0	44	14	0	1	1	3	1	5	121	
08:15 AM	10	40	0	0	6	0	13	1	1	63	11	0	0	0	0	3	4	144	
08:30 AM	8	48	0	0	4	0	19	0	1	60	13	1	0	0	1	0	1	154	
08:45 AM	9	63	1	0	8	0	9	0	5	65	9	0	0	0	3	0	0	172	
Total	36	183	1	4	25	0	51	1	7	232	47	1	1	1	7	4	10	591	
*** BREAK ***																			
04:00 PM	10	117	1	3	7	0	19	0	3	97	18	0	2	2	6	0	3	282	
04:15 PM	14	152	2	2	8	0	14	0	2	82	9	0	2	8	14	0	2	307	
04:30 PM	10	128	1	0	14	2	18	0	6	108	11	0	0	1	7	0	0	306	
04:45 PM	6	123	1	0	12	0	12	0	4	88	11	0	1	1	3	0	0	262	
Total	40	520	5	5	41	2	63	0	15	375	49	0	5	12	30	0	5	1157	
05:00 PM	6	99	2	1	11	1	25	0	3	80	17	0	2	2	5	0	1	253	
05:15 PM	6	106	0	0	5	1	12	0	3	88	17	0	3	5	5	0	0	251	
05:30 PM	10	85	0	0	11	0	23	0	4	86	5	1	0	0	10	0	1	234	
05:45 PM	8	81	0	1	9	1	14	0	1	76	8	0	1	2	2	0	1	203	
Total	30	371	2	2	36	3	74	0	11	330	47	1	6	9	22	0	3	941	
Grand Total	122	1215	8	12	124	6	216	1	37	1117	171	2	13	22	61	4	19	3112	
Apprch %	9.1	90.3	0.6		35.8	1.7	62.4		2.8	84.3	12.9		13.5	22.9	63.5				
Total %	3.9	39	0.3		4	0.2	6.9		1.2	35.9	5.5		0.4	0.7	2		0.6	99.4	
Motorcycles	1	0	0		0	0	1		0	1	0		0	0	0		0	0	
% Motorcycles	0.8	0	0	0	0	0	0.5	0	0	0.1	0	0	0	0	0	0	0	0	
Cars & Light Goods	120	1192	8		123	4	209		35	1077	167		12	20	58		0	0	
% Cars & Light Goods	98.4	98.1	100	0	99.2	66.7	96.8	0	94.6	96.4	97.7	0	92.3	90.9	95.1	0	0	0	
Buses	0	2	0		0	0	0		0	2	0		0	0	0		0	0	
% Buses	0	0.2	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0	0	
Single-Unit Trucks	0	14	0		1	0	5		0	26	2		1	0	2		0	0	
% Single-Unit Trucks	0	1.2	0	0	0.8	0	2.3	0	0	2.3	1.2	0	7.7	0	3.3	0	0	0	
Articulated Trucks	0	2	0		0	0	0		0	3	1		0	0	0		0	0	
% Articulated Trucks	0	0.2	0	0	0	0	0	0	0	0.3	0.6	0	0	0	0	0	0	0	
Bicycles on Road	1	5	0		0	2	1		2	8	1		0	2	1		0	0	
% Bicycles on Road	0.8	0.4	0	0	0	33.3	0.5	0	5.4	0.7	0.6	0	0	9.1	1.6	0	0	0	
Bicycles on Crosswalk																			
% Bicycles on Crosswalk	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Pedestrians	0	0	0		0	0	0		0	0	0		0	0	0		0	0	
% Pedestrians	0	0	0	100	0	0	0	100	0	0	0	100	0	0	0	100	0	0	

Attachment: 11 Monterey TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)

VHB Engineering NC, P.C.

14.A.k

Venture I
400 Main Campus Drive, Suite 500
Raleigh, NC 27606
p: 919.829.0328 f: 919.833.0034

File Name : NC12@Mal ve
Site Code :
Start Date : 9/1/2021
Page No : 2

	NC 12 Southbound				Monterey Plaza Westbound				NC 12 Northbound				Malia Drive Eastbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int.
Peak Hour Analysis From 07:00 AM to 11:45 AM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 08:00 AM																	
08:00 AM	9	32	0	41	7	0	10	17	0	44	14	58	1	1	3	5	
08:15 AM	10	40	0	50	6	0	13	19	1	63	11	75	0	0	0	0	
08:30 AM	8	48	0	56	4	0	19	23	1	60	13	74	0	0	1	1	
08:45 AM	9	63	1	73	8	0	9	17	5	65	9	79	0	0	3	3	
Total Volume	36	183	1	220	25	0	51	76	7	232	47	286	1	1	7	9	
% App. Total	16.4	83.2	0.5		32.9	0	67.1		2.4	81.1	16.4		11.1	11.1	77.8		
PHF	.900	.726	.250	.753	.781	.000	.671	.826	.350	.892	.839	.905	.250	.250	.583	.450	
Motorcycles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Motorcycles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Cars & Light Goods	36	172	1	209	25	0	50	75	7	215	43	265	0	1	5	6	
% Cars & Light Goods	100	94.0	100	95.0	100	0	98.0	98.7	100	92.7	91.5	92.7	0	100	71.4	66.7	
Buses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Buses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Single-Unit Trucks	0	8	0	8	0	0	1	1	0	12	2	14	1	0	2	3	
% Single-Unit Trucks	0	4.4	0	3.6	0	0	2.0	1.3	0	5.2	4.3	4.9	100	0	28.6	33.3	
Articulated Trucks	0	1	0	1	0	0	0	0	0	2	1	3	0	0	0	0	
% Articulated Trucks	0	0.5	0	0.5	0	0	0	0	0	0.9	2.1	1.0	0	0	0	0	
Bicycles on Road	0	2	0	2	0	0	0	0	0	3	1	4	0	0	0	0	
% Bicycles on Road	0	1.1	0	0.9	0	0	0	0	0	1.3	2.1	1.4	0	0	0	0	
Bicycles on Crosswalk	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Bicycles on Crosswalk	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Pedestrians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Pedestrians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)

14.A.k

File Name : NC12@Mal ve
Site Code :
Start Date : 9/1/2021
Page No : 3



14.A.k

File Name : NC12@Mal ve
Site Code :
Start Date : 9/1/2021
Page No : 4

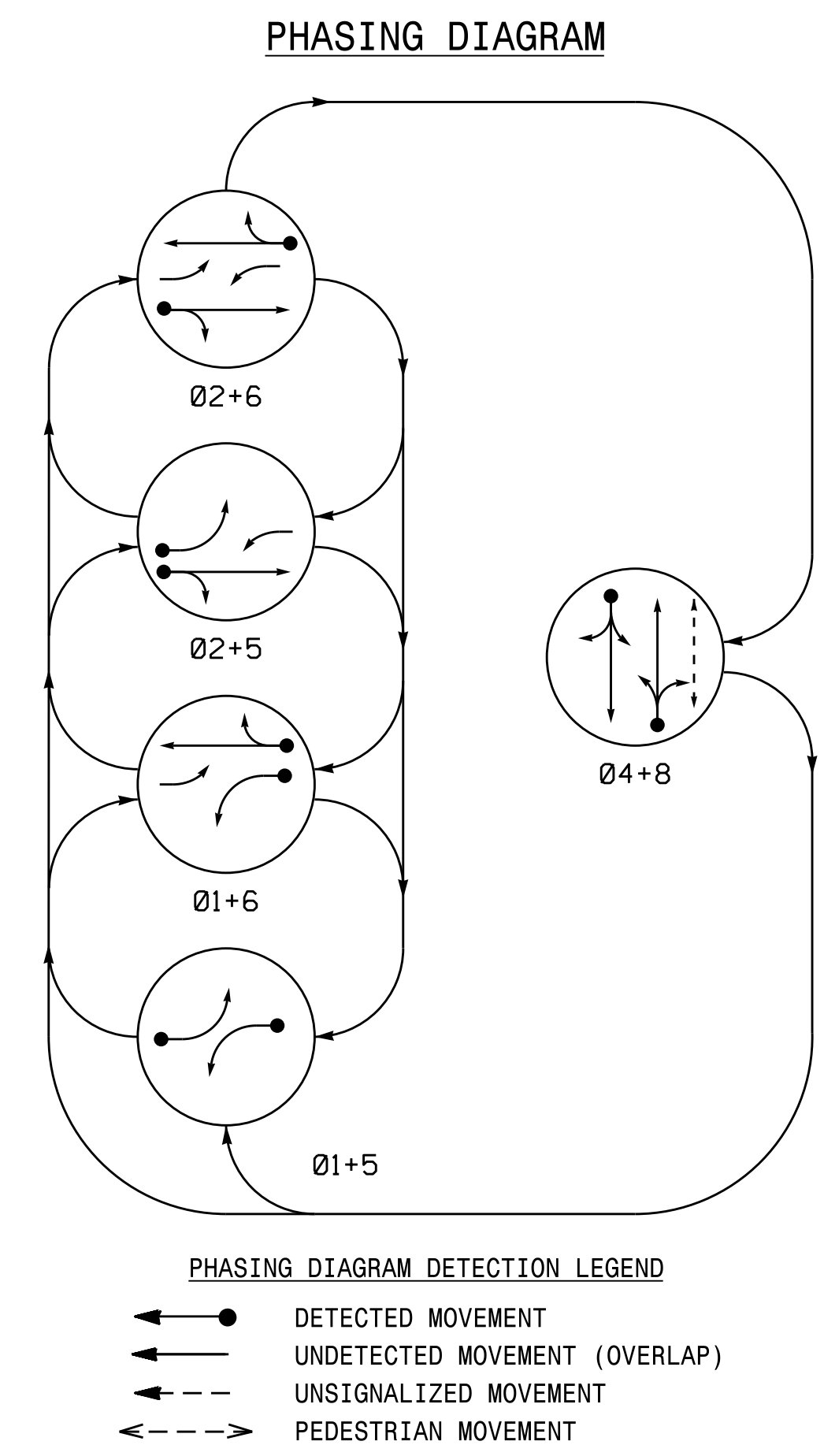
Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)





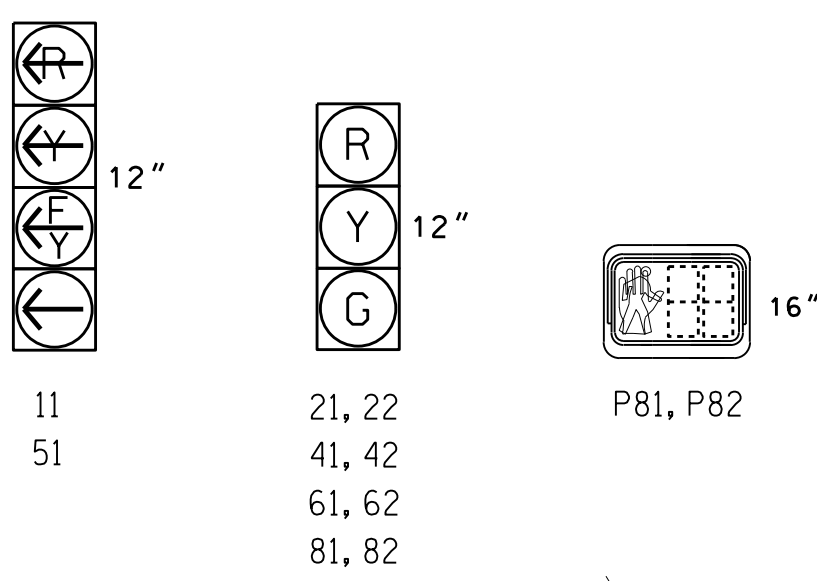
C

Traffic Signal Plans



SIGNAL FACE	PHASE					
	01+5	01+6	02+5	02+6	04+8	FL
11						
21,22	R	R	G	G	R	Y
41,42	R	R	R	R	G	R
51						
61,62	R	G	R	G	R	Y
81,82	R	R	R	R	G	R
P81,P82	DW	DW	DW	DW	W	DRK

SIGNAL FACE I.D.
All Heads L.E.D.

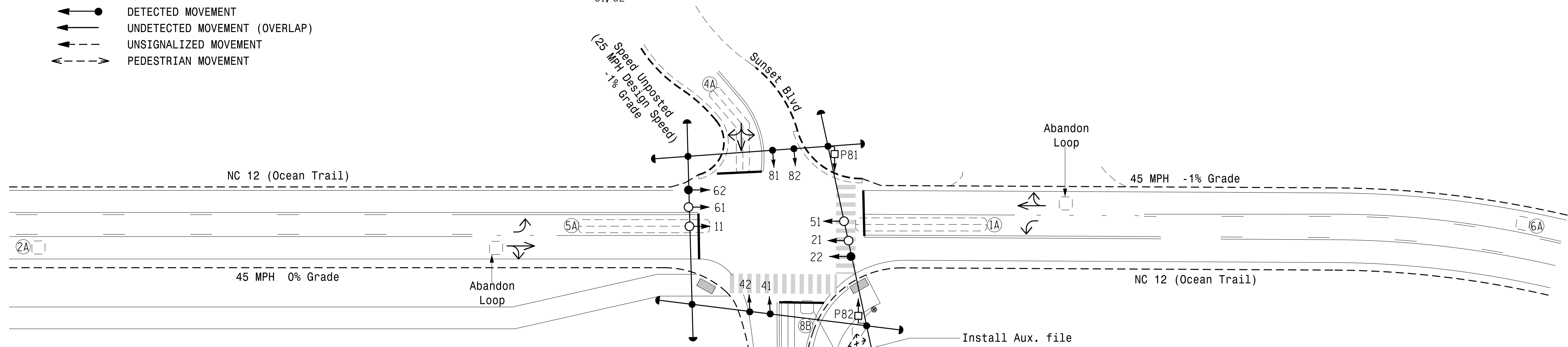


OASIS 2070 LOOP & DETECTOR INSTALLATION CHART											
INDUCTIVE LOOPS						DETECTOR PROGRAMMING					
LOOP	SIZE (FT)	DISTANCE FROM STOPBAR (FT)	TURNS	NEW LOOP	PHASE	CALLING	EXTENSION	FULL TIME DELAY	STRETCH TIME	DELAY TIME	SYSTEM LOOP NEW CARD
1A	6X60	+5	2-4-2	-	1	Y	Y	-	-	15	-
2A	6X6	300	4	-	6	Y	Y	-	-	3	-
4A	6X40	0	2-4-2	-	4	Y	Y	-	-	-	-
5A	6X60	+5	2-4-2	-	5	Y	Y	-	-	10	-
6A	6X6	300	4	-	2	Y	Y	-	-	3	-
8A	6X40	0	2-4-2	Y	8	Y	Y	-	-	10	-
8B	6X6	0	3	Y	8	Y	Y	-	-	15	-

5 Phase
Fully Actuated
Isolated

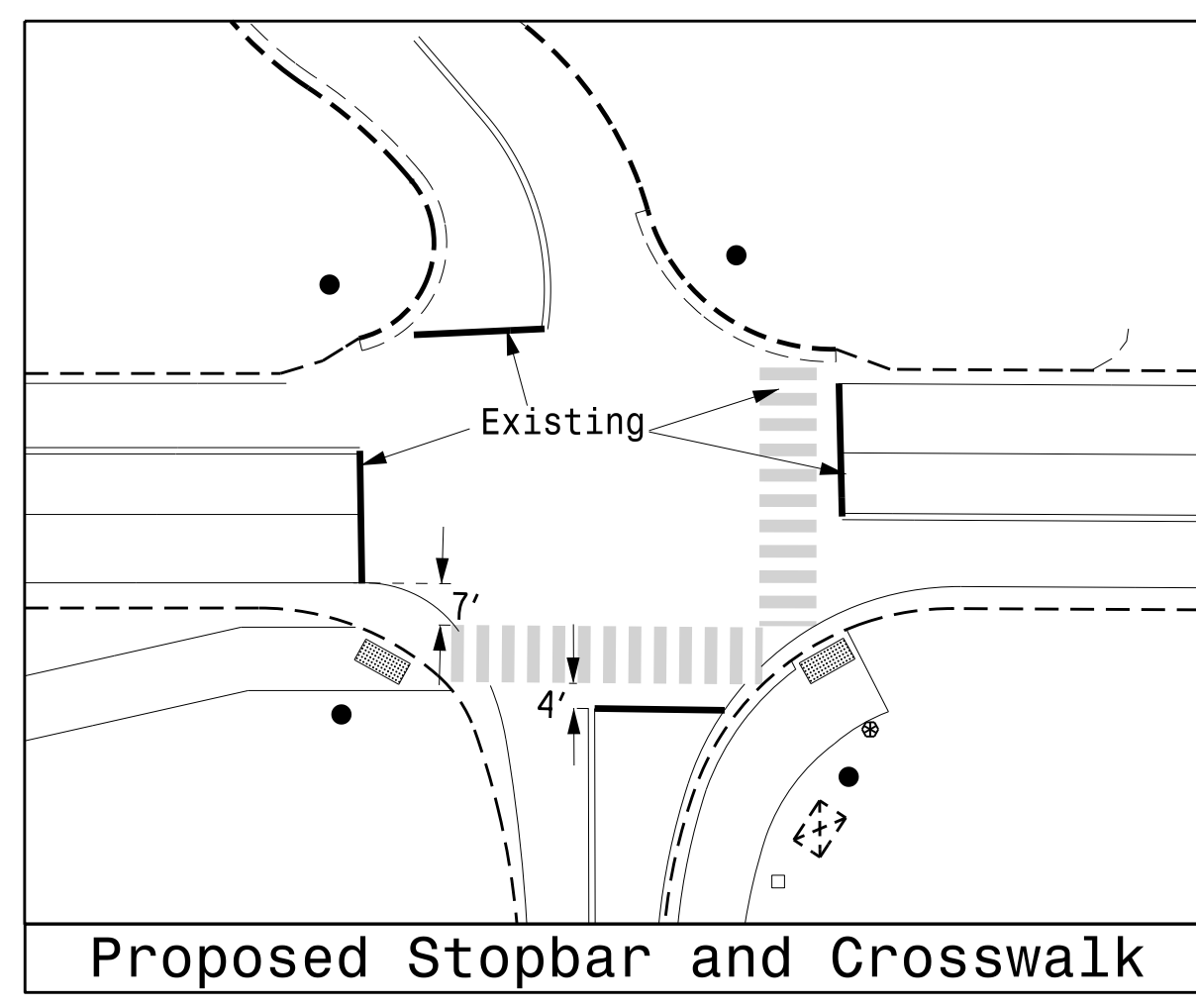
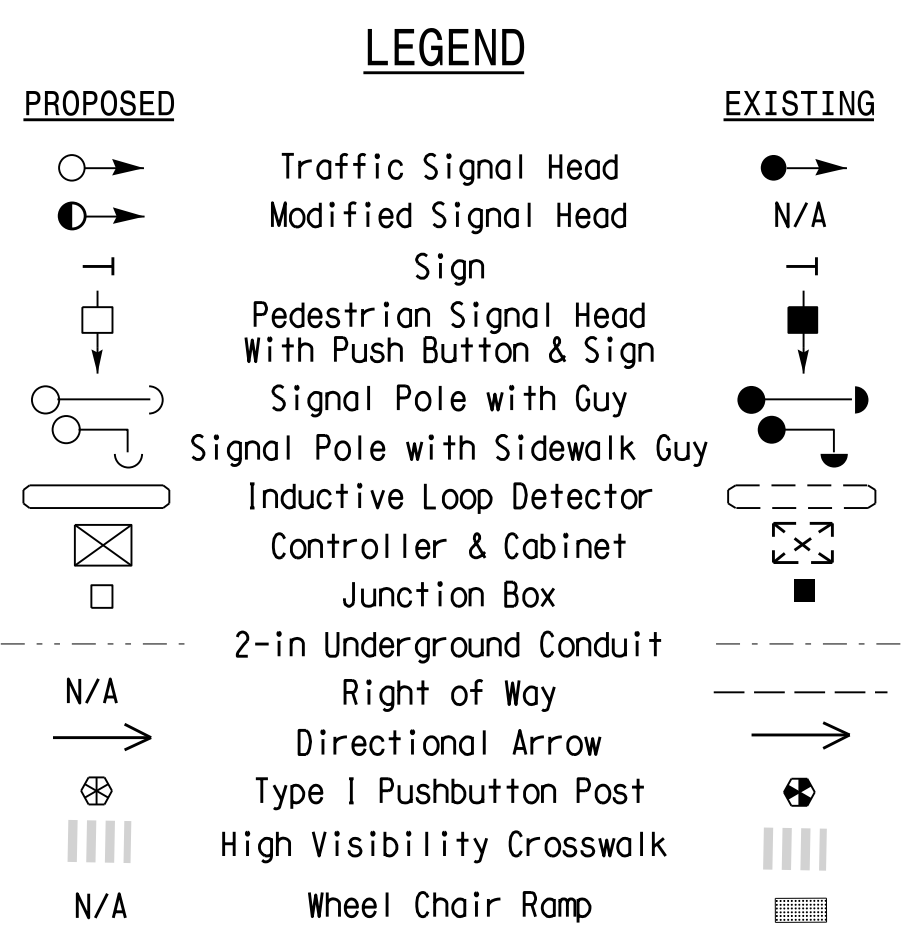
NOTES

- Refer to "Roadway Standard Drawings NCDOT" dated January 2012 and "Standard Specifications for Roads and Structures" dated January 2012.
- Do not program signal for late night flashing operation unless otherwise directed by the Engineer.
- Phase 1 and/or phase 5 may be lagged.
- Reposition existing signal heads numbered 22 and 62.
- Set all detector units to presence mode.
- Omit "WALK" and flashing "DON'T WALK" with no pedestrian calls.
- Program pedestrian heads to countdown the flashing "Don't Walk" time only.
- Phase 4 ped is dummy ped to enable phase 8 leading ped interval.



OASIS 2070 TIMING CHART							
FEATURE	PHASE						
	1	2	4	5	6	8	
Min Green 1 *	7	12	7	12	7	12	
Extension 1 *	1.0	6.0	2.0	1.0	6.0	2.0	
Max Green 1 *	15	90	15	15	90	15	
Yellow Clearance	3.0	4.6	3.2	3.0	4.6	3.2	
Red Clearance	1.6	1.0	1.9	1.4	1.0	1.9	
Walk 1 *	-	-	7	-	-	7	
Don't Walk 1	-	-	12	-	-	12	
Advance Walk	-	-	7	-	-	7	
Seconds Per Actuation *	-	2.5	-	-	2.5	-	
Max Variable Initial *	-	34	-	-	34	-	
Time Before Reduction *	-	15	-	-	15	-	
Time To Reduce *	-	30	-	-	30	-	
Minimum Gap	-	3.0	-	-	3.0	-	
Recall Mode	-	MIN RECALL	-	-	MIN RECALL	-	
Vehicle Call Memory	-	YELLOW	-	-	YELLOW	-	
Dual Entry	-	-	ON	-	-	ON	
Simultaneous Gap	ON	ON	ON	ON	ON	ON	

* These values may be field adjusted. Do not adjust Min Green and Extension times for phases 2 and 6 lower than what is shown. Min Green for all other phases should not be lower than 4 seconds.



Signal Upgrade

DOCUMENT NOT CONSIDERED FINAL
UNLESS ALL SIGNATURES COMPLETED

Prepared In the Offices of:
TRANSPORTATION MOBILITY AND SAFETY DIVISION
NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
Signal Design Section
750 N. Greenfield Pkwy, Garner, NC 27529

NC 12 (Ocean Trail)
at
SR 1402 (Albacore St)/
Sunset Blvd.

Division 1
Currituck County
Carrolla

PLAN DATE: May 2016
PREPARED BY: EM Minshew
REVIEWED BY: JPG, PE

SEAL
PROFESSIONAL ENGINEER
JASON P. GALLAWAY
029904
6/15/2016

SCALE
0 30
1"=30'

REVISIONS
INIT. DATE

SIG. INVENTORY NO.
AL 0231

Packet Pg. 145



D

Intersection Capacity Analysis

Monterey Shores Development TIA

Attachment: 11 Monterey_TIA_v2 (PB 87-56 Monterey Shores, Phase 10, Part A)



www.vhb.com



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: Rick Willis, Outer Banks Ventures, Inc.
Mark S. Bissell, P.E., Bissell Professional Group

From: Jennie Turner, Senior Planner

Date: September 15, 2022

Re: PB 87-56 Monterey Shores Phase 10, Part A - Corolla Boat Club
Preliminary Plat/Special Use Permit

The following comments have been received at the September 14, 2022 TRC meeting. TRC comments are valid for six months from the date of the TRC meeting.

Planning, Jennie Turner 252-232-6031

Reviewed

1. A recombination plat has been provided separately for comments by a plat review officer. At this time, the plat has not been presented for review officer signature or recordation. Please describe the purpose of the recombination plat as it relates to this preliminary plat/special use permit, we should discuss recording that plat and any potential impacts to this application. This preliminary plat proposes a right-of-way that is required for the subdivision.
2. In reviewing this application, it is clear that a discussion of timing of this proposed development is needed as there is layering of uses with respect to certain proposed improvements that may impact the order of permitting.
3. Please provide a detailed narrative of the proposed phasing for the development. Please explain phase areas, it appears that necessary improvements for this preliminary plat are proposed in all three phase areas.
4. Amended Sketch Plan Condition: Walkways and piers for private property owner use may not be constructed in open space set-asides.
5. Amended Sketch Plan Condition: Proposed changes to pond configuration shall not negatively impact the county's easement or purpose for the easement recorded in the Currituck County Register of Deeds Office on Deed Book 1135, Page 302. A note shall be added to the plans to reflect the county's perpetual right and easement to convey and discharge groundwater associated with the Whalehead Watershed Improvement District into the pond shown and more particularly described on that plat recorded at Plat Cabinet K, Slide 50 of the Currituck County Registry. Please reference the county easement. Coordinate with County Engineer on proposed changes to pond configuration.
6. Amended Sketch Plan Condition: The PUD Overview and Summary of Uses shall be updated to clearly illustrate open space areas and commercial areas consistent with the area summary provided.

7. The amended sketch plan/special use permit shows the elevated boardwalk as active recreation open space area. The portion of the walkway across open space is required to be active recreation per UDO Section 7.1.3.B.2. Please describe the open space uses and the proposed commercial uses and how access will be allowed. It appears the elevated boardwalk and gazebo are proposed open space improvements available to property owners of the development. Will these areas be available to the public? Clarify areas designated for public or private use.
8. Are the elevated boardwalk and gazebo portion of the water dependent improvements proposed to be built as an open space amenity to the development/lots/townhomes prior to permitting and constructing the proposed commercial boat slips?
9. Specify on the preliminary plat that Lot 6 is not approved for residential density and clearly show the area approved for commercial development improvements on Lot 6.
10. It appears that portions of Lot 6 are noted as open space on the sketch plan. Please reference UDO Section 7.1.3.E. and clearly denote the open space area on the lot and provide information regarding the individual private ownership of open space within the PUD. An open space easement should be provided across open space areas of Lot 6.
11. As mentioned in the pre-application conference, staff suggests a scoping meeting with the Division of Coastal Management and other review agencies regarding the CAMA Major Permit needed for pier/boat slips/gazebo prior to this application being heard by the Board of Commissioners.
12. Provide a note on the preliminary plat that payment-in-lieu is required to be paid prior to final plat and remove fee in lieu calculation from preliminary plat, this calculation will be performed prior to recordation of the final plat.
13. Clarify total lot area in development notes.
14. Provide certification that Malia Drive meets NCDOT construction standards.
15. Please change "back" setback to "rear" setback for consistency with ordinance language.
16. Please correct pin number on first page of preliminary plat, there is an extra 0.
17. Please confirm available water supply with water department, not based on county GIS.
18. There is a difference in CAMA wetland area between this preliminary plat (9.15) and the approved amended sketch plan (9.0), please explain.
19. Provide proposed material for multi-use path west of proposed lots. Since this is in the riparian buffer, please consider a permeable walkway. One plan sheet calls out a gravel path, this path needs to be ADA compliant.
20. The proposed sidewalk across Lot 6 does not appear to connect to the multi-use path.
21. Please explain the note "roadway improvements will be constructed with adjacent townhome development".
22. Please describe proposed use of the fishing pier over the pond.
23. On-street parking is not permitted per the UDO, please describe the purpose for the widened right-of-way areas.
24. Provide 404 wetland delineation map signed by ACOE.
25. Minimum lot width is 65' in a PUD per Section 1.8.
26. Provide heritage tree protection statement.
27. Open space is required for this preliminary plat, active recreation is not required because of the payment-in-lieu requirement. You will want to make sure the requisite active recreation open space is available for the future townhome portion of the development.
28. Provide internal street connectivity score.
29. Provide sight triangles.
30. This application will be reviewed subject to *Imagine Currituck*.
31. Please provide a copy of the TIA referenced in the community meeting notes.

32. The county may be moving forward with a multi-use path in this vicinity. Consider a connection to the existing path along NC12 in front of Corolla Adventure Golf in addition to the connection proposed north/east of Malia drive.
33. Please describe the purpose of the proposed berm and outlet control at west side of pond near outfall pipe.

Currituck County Building Inspections & Fire, Bill Newns 252-232-6023

Reviewed

- 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 NC Building Code design loads and structures must meet ADA requirements.
 - Curb cuts at vehicular traffic areas and pedestrian crossings must be ADA compliant and have detectable warning devices installed.
 - Mark fire hydrant's locations in the center of road/street with blue reflectors per UDO.
 - Dwellings greater than 4800 sq. ft. and/or greater than 2 stories will be calculated using the ISO commercial method for fire flow requirements.
 - Dwellings 4800 sq. ft. and no greater than 2 stories may use setbacks as indicated in the ISO method to determine Needed Fire Flow.
- Pier/dock must be designed to commercial code for load and meet ADA.

Currituck County Soil & Stormwater, Dylan Lloyd 252-232-3360

Reviewed

- 1) Back swale directing water from lots 1-6 shall be properly piped or channeled under gravel path and elevated boardwalk to the boat slip, so that stormwater may pass unabated.
- 2) Pipe culvert system removing water from Virginia Lane at low points shall be constructed and graded such that stormwater from the 10 yr. rain event isn't backflowing onto the roadway.

Currituck County Water/Backflow, Chas Sawyer, 252-202-1692

No comment

Southern Outer Banks Water, Cody Edwards, 252- 453-2620

No comment

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

Reviewed

Consult with NCDEQ concerning sewer capacity approval

US Army Corps of Engineers, Anthony Scarbraugh 919-251-4619

Reviewed

Any impacts to jurisdictional waters or wetlands of the US require prior approval from the US Army Corps of Engineers.

Currituck County GIS, Harry Lee 252-232-2034

Reviewed

Address assignment for Part A:

LOT 1: 814 VIRGINIA LN

LOT 2: 812 VIRGINIA LN

LOT 3: 810 VIRGINIA LN
LOT 4: 808 VIRGINIA LN
LOT 5: 806 VIRGINIA LN
LOT 6: 816 VIRGINIA LN

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

Reviewed

Provided all development is located > 75' landward of Normal Water Level and no development involving Coastal Wetland disturbance, this project will be outside CAMA Jurisdiction.

NCDOT, David Otts, 252-331-4737

Reviewed

The plans depict 5 residential lots and Lot #6 as commercial space. The approvals and forms reference a 150 seat restaurant and 200 seat venue. There is also a comment stating a TIA has been performed with improvements needed at the intersection of Malia Drive and NC-12. Those improvements will be subject to the discretion of the Department and require an encroachment agreement. It is recommended these improvements be discussed prior to final approval as Malia Drive is not State maintained, so no driveway permit is necessary.

The following items are necessary for resubmittal:

- 2 - 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.



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: Rick Willis, Outer Banks Ventures, Inc. Jennie Turner, Senior Planner
Mark S. Bissell, P.E., Bissell Professional Group

From: Jennie Turner, Senior Planner Mark Bissell.

Date: September 15, 2022 Response dated September 22, 2022

Re: PB 87-56 Monterey Shores Phase 10, Part A - Corolla Boat Club
Preliminary Plat/Special Use Permit

Planning, Jennie Turner 252-232-6031

Reviewed

1. A recombination plat has been provided separately for comments by a plat review officer. At this time, the plat has not been presented for review officer signature or recordation. Please describe the purpose of the recombination plat as it relates to this preliminary plat/special use permit, we should discuss recording that plat and any potential impacts to this application. This preliminary plat proposes a right-of-way that is required for the subdivision. The recombination plat had been proposed for financing purposes but it appears it is no longer needed and will not be recorded.
2. In reviewing this application, it is clear that a discussion of timing of this proposed development is needed as there is layering of uses with respect to certain proposed improvements that may impact the order of permitting. As discussed recently, it is the intent that the single and multi-family developments move forward more or less concurrently, even though there are two different approval processes involved. If one receives construction approval ahead of the other the construction will be initiated with that part of the project but the improvements will be utilized for both housing types.
3. Please provide a detailed narrative of the proposed phasing for the development. Please explain phase areas, it appears that necessary improvements for this preliminary plat are proposed in all three phase areas. The phasing has been modified so that only those improvements that are necessary for the 6 lot subdivision are now included on this part of the development plan.
4. Amended Sketch Plan Condition: Walkways and piers for private property owner use may not be constructed in open space set-asides. The common walkway to the rear of the lots has been moved to the property line so that connections can be made from the individual lots without crossing open space.
5. Amended Sketch Plan Condition: Proposed changes to pond configuration shall not negatively impact the county's easement or purpose for the easement recorded in the Currituck County Register of Deeds Office on Deed Book 1135, Page 302. A note shall be added to the plans to reflect the county's perpetual right and easement to convey and discharge groundwater associated with the Whalehead Watershed Improvement District into the pond shown and more particularly described on that plat recorded at Plat

Attachment: 13 9-22-22 Response to TRC Comments (PB 87-56 Monterey Shores, Phase 10, Part A)

Cabinet K, Slide 50 of the Currituck County Registry. Please reference the county easement. Coordinate with County Engineer on proposed changes to pond configuration. The stormwater management plan has been designed with input from the County Engineer regarding all flows that being discharged into the pond, and the outlet structure is being sized accordingly so that there are no negative impacts to the County's ability to utilize the pond for groundwater management. A reference to the County's recorded easement has been added to the plat.

6. Amended Sketch Plan Condition: The PUD Overview and Summary of Uses shall be updated to clearly illustrate open space areas and commercial areas consistent with the area summary provided. The PUD overview has been updated to clearly illustrate the open space and commercial areas consistent with the area tabulation. The numbers have been adjusted to reflect the new CAMA wetland delineation.
7. The amended sketch plan/special use permit shows the elevated boardwalk as active recreation open space area. The portion of the walkway across open space is required to be active recreation per UDO Section 7.1.3.B.2. Please describe the open space uses and the proposed commercial uses and how access will be allowed. It appears the elevated boardwalk and gazebo are proposed open space improvements available to property owners of the development. Will these areas be available to the public? Clarify areas designated for public or private use. The elevated boardwalk has been removed from the plan, as it will be constructed in connection with the future boat basin and/or commercial site development. While the boardwalk is intended to be open to the public, it's construction will be delayed until those other uses are approved. The walkway behind the lots has been terminated at the lot 1/6 common line, since the development plan for lot 6 has not been completed, and will dictate the location and design for the future connection.
8. Are the elevated boardwalk and gazebo portion of the water dependent improvements proposed to be built as an open space amenity to the development/lots/townhomes prior to permitting and constructing the proposed commercial boat slips? It is intended that these amenities will be constructed concurrently with the boat basin following the issuance of a CAMA permit. The amenities are intended to be available to the residents and the general public.
9. Specify on the preliminary plat that Lot 6 is not approved for residential density and clearly show the area approved for commercial development improvements on Lot 6. The additional notation has been made for Lot 6.
10. It appears that portions of Lot 6 are noted as open space on the sketch plan. Please reference UDO Section 7.1.3.E. and clearly denote the open space area on the lot and provide information regarding the individual private ownership of open space within the PUD. An open space easement should be provided across open space areas of Lot 6. The open space areas have been added to Lot 6 with an easement designation provided.
11. As mentioned in the pre-application conference, staff suggests a scoping meeting with the Division of Coastal Management and other review agencies regarding the CAMA Major Permit needed for pier/boat slips/gazebo prior to this application being heard by the Board of Commissioners. The application for the pier/boat slips/gazebo part of the project is being put on hold until the CAMA permitting process is further along.
12. Provide a note on the preliminary plat that payment-in-lieu is required to be paid prior to final plat and remove fee in lieu calculation from preliminary plat, this calculation will be performed prior to recordation of the final plat. The calculation has been removed and the fee in lieu notation has been added to sheet one.
13. Clarify total lot area in development notes. The total area has been updated along with associated calculations.

14. Provide certification that Malia Drive meets NCDOT construction standards. Testing and certification will be done during construction of the development and any necessary improvements will be made at that time. a note has been added to the plat.
15. Please change "back" setback to "rear" setback for consistency with ordinance language. The rear setback language has been updated.
16. Please correct pin number on first page of preliminary plat, there is an extra 0. The PIN number has been corrected on page one.
17. Please confirm available water supply with water department, not based on county GIS. Water supply will be confirmed based on field testing at the construction drawing approval stage.
18. There is a difference in CAMA wetland area between this preliminary plat (9.15) and the approved amended sketch plan (9.0), please explain. The amended sketch plan CAMA wetlands were based on aerial photographic interpretation and a partial delineation, while the preliminary plat acreage is based on a fully delineated and confirmed CAMA line. While the estimated wetland area was very close to the actual, the 9.15 acres is the actual acreage.
19. Provide proposed material for multi-use path west of proposed lots. Since this is in the riparian buffer, please consider a permeable walkway. One plan sheet calls out a gravel path, this path needs to be ADA compliant. It is proposed that the multi-use path be constructed of concrete so that it is ADA compliant, but its cross slope will be toward the lots and away from the wetland so that stormwater is collected in the rear property line collector swale and directed to the BMP rather than impacting wetlands.
20. The proposed sidewalk across Lot 6 does not appear to connect to the multi-use path. The sidewalk across Lot 6 has been removed and will be constructed along with improvement to Lot 6 once a development plan has been finalized for this lot.
21. Please explain the note "roadway improvements will be constructed with adjacent townhome development". The roadway improvements note has been modified to state that roadway improvements "may" be constructed with the adjacent townhome development; this is consistent with the timing discussed above in item 2.
22. Please describe proposed use of the fishing pier over the pond. The fishing pier will be available for use of all members of the community and will have ADA compliant access, but will be constructed in connection with the multifamily portion of the development. It has therefore been removed from this plan.
23. On-street parking is not permitted per the UDO, please describe the purpose for the widened right-of-way areas. The widened right-of-way areas are provided so that in the event that an amendment is approved that will allow on-street parking in the future, it is not necessary to demolish and reconstruct curb and gutter, sidewalks and drainage systems in order to install parking spaces. These areas will be striped off and no-parking signs installed until such time as they may be approved as parking spaces.
24. Provide 404 wetland delineation map signed by ACOE. The signed wetland delineation map is included with this submittal package.
25. Minimum lot width is 65' in a PUD per Section 1.8. The 65' minimum lot width has been noted.
26. Provide heritage tree protection statement. The heritage tree protection statement has been added to the landscaping plan.
27. Open space is required for this preliminary plat, active recreation is not required because of the payment-in-lieu requirement. You will want to make sure the requisite active recreation open space is available for the future townhome portion of the development. The active recreation open space component has been removed from this preliminary plat and will be added to the multi-family site plan that will be submitted in the near future.

28. Provide internal street connectivity score. An internal street connectivity score has been added to the cover sheet.
29. Provide sight triangles. Sight triangles have been added to the landscaping sheet.
30. This application will be reviewed subject to *Imagine Currituck*. It is understood that the application will be reviewed subject to *Imagine Currituck*.
31. Please provide a copy of the TIA referenced in the community meeting notes. A copy of the TIA that was referenced in the community meeting has been included in this submittal package.
32. The county may be moving forward with a multi-use path in this vicinity. Consider a connection to the existing path along NC12 in front of Corolla Adventure Golf in addition to the connection proposed north/east of Malia drive. We are uncertain as to whether a multi-use path can be constructed on the Adventure Golf side of Malia Drive without creating problems for the existing drainage and site improvements that already exist there, but have added a note regarding the possible widening of Malia to create this feature if it is feasible.
33. Please describe the purpose of the proposed berm and outlet control at west side of pond near outfall pipe. The berm and outlet control structure will provide some temporary storage of stormwater and will protect the outlet pipe and ditch that have been experiencing some erosive effects from unregulated flow through the pond.

Currituck County Building Inspections & Fire, Bill Newns 252-232-6023

Reviewed

- 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 NC Building Code design loads and structures must meet ADA requirements.
- Curb cuts at vehicular traffic areas and pedestrian crossings must be ADA compliant and have detectable warning devices installed.
- Mark fire hydrant's locations in the center of road/street with blue reflectors per UDO.
- Dwellings greater than 4800 sq. ft. and/or greater than 2 stories will be calculated using the ISO commercial method for fire flow requirements.
- Dwellings 4800 sq. ft. and no greater than 2 stories may use setbacks as indicated in the ISO method to determine Needed Fire Flow.

Pier/dock must be designed to commercial code for load and meet ADA.

These conditions are acknowledged and will be complied with as required.

Currituck County Soil & Stormwater, Dylan Lloyd 252-232-3360

Reviewed

- 1) Back swale directing water from lots 1-6 shall be properly piped or channeled under gravel path and elevated boardwalk to the boat slip, so that stormwater may pass unabated. The back swale will be channeled under the future elevated boardwalk. As currently designed, there is no interference from the community walkway.
- 2) Pipe culvert system removing water from Virginia Lane at low points shall be constructed and graded such that stormwater from the 10 yr. rain event isn't backflowing onto the roadway. Catch basins, pipes and swales will be designed so that stormwater from the 10-year storm event will drain to the proposed collector swale to the rear and be directed to the existing pond without backing water onto the street.

Currituck County Water/Backflow, Chas Sawyer, 252-202-1692

No comment

Southern Outer Banks Water, Cody Edwards, 252- 453-2620

No comment

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

Reviewed

Consult with NCDEQ concerning sewer capacity approval

Capacity has been allocated for this development.

US Army Corps of Engineers, Anthony Scarbraugh 919-251-4619

Reviewed

Any impacts to jurisdictional waters or wetlands of the US require prior approval from the US Army Corps of Engineers.

Acknowledged.

Currituck County GIS, Harry Lee 252-232-2034

Reviewed

Address assignment for Part A:

LOT 1: 814 VIRGINIA LN

LOT 2: 812 VIRGINIA LN

LOT 3: 810 VIRGINIA LN

LOT 4: 808 VIRGINIA LN

LOT 5: 806 VIRGINIA LN

LOT 6: 816 VIRGINIA LN

Assigned addresses have been added to the plan.

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

Reviewed

Provided all development is located > 75' landward of Normal Water Level and no development involving Coastal Wetland disturbance, this project will be outside CAMA Jurisdiction.

NCDOT, David Otts, 252-331-4737

Reviewed

The plans depict 5 residential lots and Lot #6 as commercial space. The approvals and forms reference a 150 seat restaurant and 200 seat venue. There is also a comment stating a TIA has been performed with improvements needed at the intersection of Malia Drive and NC-12. Those improvements will be subject to the discretion of the Department and require an encroachment agreement. It is recommended these improvements be discussed prior to final approval as Malia Drive is not State maintained, so no driveway permit is necessary.

The TIA that was prepared by VHB was submitted several months ago for NCDOT review and comment. We are available for a discussion at your convenience.

The following items are necessary for resubmittal:

- 2 - 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.

We are submitting two full size copies, one 8.5 x 11 and one .pdf digital copy of all revised documents and plans.



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: Rick Willis, Outer Banks Ventures, Inc.
Mark S. Bissell, P.E., Bissell Professional Group

From: Jennie Turner, Senior Planner

Date: October 13, 2022

Re: PB 87-56 Monterey Shores Phase 10, Part A - Corolla Boat Club
Preliminary Plat/Special Use Permit
Second Round of TRC Comments

The following comments have been received at the October 12th TRC meeting. TRC comments are valid for six months from the date of the TRC meeting.

Planning, Jennie Turner 252-232-6031

Reviewed

1. Amended Sketch Plan Condition: The PUD Overview and Summary of Uses shall be updated to clearly illustrate open space areas and commercial areas consistent with the area summary provided. Differentiate shading of open space, commercial and residential areas. Also, it appears that the CAMA wetland area has been certified and slightly changed since the ASP was approved. The CAMA wetland area change may be noted on the ASP but any changes to the calculations/numbers approved by the BOC at the public hearing on October 18, 2021 will need to go back to the board prior to changing the ASP.
2. The approved Amended Sketch Plan is a development plan with water access for the residents and visitors to the site. This preliminary plat proposes creation of five single-family residential lots and one commercial lot with no proposed water access. Staff recommends that this phase of the project include some form of water access. For example: construction of the boardwalk/walkway over the wetlands to the shoreline was suggested during a follow up conversation on the initial TRC comments. The proposed revisions to the plan do not include a boardwalk/walkway to the water.
3. Clearly show the proposed phase area – include required roadway and pedestrian improvement area from Malia Drive.
4. Clarify areas designated for public or private use.
5. Provide certification that Malia Drive meets NCDOT construction standards. This is required prior to Preliminary Plat/Special Use Permit BOC hearing.
6. The community meeting summary for the Amended Sketch Plan states *"Malia Drive will be used for the residential traffic only. The commercial traffic will go past the farm market to the existing traffic light."* This proposed preliminary plat proposes commercial traffic on Malia Drive.
7. Please correct the pin number on the first page of preliminary plat to: 0116-000-0010-0000.

8. Provide pedestrian circulation, the pedestrian walk does not have proper circulation. The UDO doesn't allow connection of walkways into the rear setback all the way to the property line, also, a stormwater swale is proposed along the rear of the proposed residential lots.
9. The proposed phase does not appear to meet the required internal street connectivity score. It appears that resolution of access through the NCDOT property is needed to comply with the required interconnectivity score. The TIA submitted references access scenarios, one being that the connection through the NCDOT property will not be made. The amended sketch plan was approved with the proposed connection through the NCDOT property.
10. Page 4 of 7 contains a note referencing the boardwalk and boat basin.
11. On Page 7 of 7, please update title block description (not ASP).
12. The proposed sidewalk connection to Ocean Trail appears to show improvements for sidewalk alignment on private property, not in Malia ROW.
13. Provide 404 wetland delineation map signed by ACOE & approved CAMA wetland designation.
14. The parcel proposed for future townhomes needs to be a lot of record.
15. The proposed road and parking areas are both close to the edge of the pond water, how will these areas be stabilized?
16. Page 6 of 7, amend street tree note, any change of canopy to understory is subject to an alternative plan for a specific reason. Please revise note or remove understory note.
17. Page 6 of 7 heritage tree note contains a statement "to maximum extent practicable", add note that heritage tree mitigation pursuant to the UDO is required for any heritage trees removed.

Currituck County Building Inspections & Fire, Bill Newns 252-232-6023

No new comments received

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

No new comments received

US Army Corps of Engineers, Anthony Scarbraugh 919-251-4619

No new comments received

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

No new comments received

NCDOT, David Otts, 252-331-4737

No new comments received

The following items are necessary for resubmittal:

- 2 - 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.

**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: Rick Willis, Outer Banks Ventures, Inc.
Mark S. Bissell, P.E., Bissell Professional Group

From: Jennie Turner, Senior Planner

Date: October 13, 2022 **Reply dated 10-27-22**

Re: PB 87-56 Monterey Shores Phase 10, Part A - Corolla Boat Club
Preliminary Plat/Special Use Permit
Second Round of TRC Comments

The following comments have been received at the October 12th TRC meeting. TRC comments are valid for six months from the date of the TRC meeting.

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

1. Amended Sketch Plan Condition: The PUD Overview and Summary of Uses shall be updated to clearly illustrate open space areas and commercial areas consistent with the area summary provided. Differentiate shading of open space, commercial and residential areas. Also, it appears that the CAMA wetland area has been certified and slightly changed since the ASP was approved. The CAMA wetland area change may be noted on the ASP but any changes to the calculations/numbers approved by the BOC at the public hearing on October 18, 2021 will need to go back to the board prior to changing the ASP. **The table has been changed back to the version that was approved by the BOC, with a notation added about the new CAMA acreage, and color coding added to better delineate the uses.**
2. The approved Amended Sketch Plan is a development plan with water access for the residents and visitors to the site. This preliminary plat proposes creation of five single-family residential lots and one commercial lot with no proposed water access. Staff recommends that this phase of the project include some form of water access. For example: construction of the boardwalk/walkway over the wetlands to the shoreline was suggested during a follow up conversation on the initial TRC comments. The proposed revisions to the plan do not include a boardwalk/walkway to the water. **The 6-foot boardwalk to the sound has been added back to the plan and will be built or bonded as part of this phase.**
3. Clearly show the proposed phase area – include required roadway and pedestrian improvement area from Malia Drive. **The phase line has been extended to include the Malia Drive improvements.**
4. Clarify areas designated for public or private use. **Notations have been added.**
5. Provide certification that Malia Drive meets NCDOT construction standards. This is required prior to Preliminary Plat/Special Use Permit BOC hearing. **Since Monterey Pines was approved utilizing Malia Drive for access, and the UDO required connection**

to a street meeting NCDOT construction standards at the time of that approval, we believe it can be presumptively concluded that Malia Drive meets NCDOT construction standards.

Also, the specific language in UDO paragraph 6.2.1.D.(4) regarding such connections is : "Provide direct access to an improved street that meets NCDOT design and construction standards or one that has been accepted for maintenance by NCDOT, to the maximum extent practicable." The paragraph does not state that the determination must be made prior to preliminary plat review. 6.2.1.D. also states that "Streets in development subject to these standards shall comply with...the current edition on Subdivision Roads Minimum Construction Standards" for new proposed roads. It is presumed that the new roads will comply with these standards after they are approved and constructed, following preliminary plat review. We believe the same assumption can be applied to Malia Drive, and we are willing to agree to a stipulation that conformance to NCDOT standards will be reconfirmed as part of the subdivision road construction process.

6. The community meeting summary for the Amended Sketch Plan states *"Malia Drive will be used for the residential traffic only. The commercial traffic will go past the farm market to the existing traffic light."* This proposed preliminary plat proposes commercial traffic on Malia Drive. *It was agreed that this was superseded by the updated plan.*
7. Please correct the pin number on the first page of preliminary plat to: 0116-000-0010-0000. *The PIN number has been corrected.*
8. Provide pedestrian circulation, the pedestrian walk does not have proper circulation. The UDO doesn't allow connection of walkways into the rear setback all the way to the property line, also, a stormwater swale is proposed along the rear of the proposed residential lots. *Since this walkway was shown on the amended sketch plan for the PUD and has always been intended for connection to these lots, we believe the connections can be made, in a manner similar to the front walkway connections in the Fost development. Culverts will be installed where the walkways cross the swale. (The alternative would be for the collector swale to be located in the buffer and culverts run under the main walkway to accommodate lot line swales, but we agreed the UDO language does not permit the collector swale to run the length of the buffer.) Also, open space is being dedicated now for the future walkway connection through the commercial lot, so we believe that adequate and appropriate pedestrian circulation will be provided.*
9. The proposed phase does not appear to meet the required internal street connectivity score. It appears that resolution of access through the NCDOT property is needed to comply with the required interconnectivity score. The TIA submitted references access scenarios, one being that the connection through the NCDOT property will not be made. The amended sketch plan was approved with the proposed connection through the NCDOT property. *We agreed the including the future connection to the NCDOT right-of-way resolves this issue. The phase area has been updated accordingly.*
10. Page 4 of 7 contains a note referencing the boardwalk and boat basin. *The note has been updated.*
11. On Page 7 of 7, please update title block description (not ASP). *The title block has been updated.*
12. The proposed sidewalk connection to Ocean Trail appears to show improvements for sidewalk alignment on private property, not in Malia ROW. *The ramps have been modified to remain within the R/W.*

13. Provide 404 wetland delineation map signed by ACOE & approved CAMA wetland designation. *We thought these had been provided previously, but are attaching new copies.*
14. The parcel proposed for future townhomes needs to be a lot of record. *It was discussed that it may be possible to use a proposed lot boundary for the purpose of reviewing the plan.*
15. The proposed road and parking areas are both close to the edge of the pond water, how will these areas be stabilized? *Some bulkheading may be needed; details will be developed at the construction drawing stage.*
16. Page 6 of 7, amend street tree note, any change of canopy to understory is subject to an alternative plan for a specific reason. Please revise note or remove understory note. *The understory tree option has been removed.*
17. Page 6 of 7 heritage tree note contains a statement "to maximum extent practicable", add note that heritage tree mitigation pursuant to the UDO is required for any heritage trees removed. *The mitigation note has been added.*

Currituck County Building Inspections & Fire, Bill Newns 252-232-6023

No new comments received

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

No new comments received

US Army Corps of Engineers, Anthony Scarbraugh 919-251-4619

No new comments received

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

No new comments received

NCDOT, David Otts, 252-331-4737

No new comments received

The following items are necessary for resubmittal:

- 2 - 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.

2 Full size copies and 1- 8.5"x11" copy of all revised plans, and a PDF digital copy of all revised documents and plans are attached.


Currituck County
Department of Planning and Community Development

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252-232-3055

FAX 252-232-3026

MEMORANDUM

To: Rick Willis, Outer Banks Ventures, Inc.
Mark S. Bissell, P.E., Bissell Professional Group

From: Jennie Turner, Senior Planner

Date: November 9, 2022

Re: PB 87-56 Monterey Shores Phase 10, Part A - Corolla Boat Club
Preliminary Plat/Special Use Permit
Third Round of TRC Comments

The following comments have been received at the November 9, 2022 TRC meeting. TRC comments are valid for six months from the date of the TRC meeting.

Planning, Jennie Turner 252-232-6031
Reviewed

1. Work with planning staff to make refinements to the Amended Sketch Plan shading, staff has identified areas that need to be shaded as open space. More time is needed to review the submitted ASP.
2. Staff recommends that construction of the boardwalk to the water be completed prior to platting of all lots. Please suggest a timeframe for this requirement. Staff is willing to discuss this prior to completion of the BOC staff report. This water access is a critical piece of the development proposal.
3. Staff will recommend that the certification that Malia Drive meets NCDOT construction standards becomes a special use permit condition.
4. Show the proposed open space improvement of the sidewalk on Lot 6. This will need to be constructed/bonded and have installation timing requirements. Staff is willing to discuss this prior to completion of the BOC staff report.
5. Show road and sidewalk detail for the portion of the road connection through the pond. This connection will need to be constructed/bonded and have installation timing requirements. Staff is willing to discuss this prior to completion of the BOC staff report.

The following items are necessary for resubmittal:

- 2 - 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.

**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: Rick Willis, Outer Banks Ventures, Inc.
Mark S. Bissell, P.E., Bissell Professional Group

From: Jennie Turner, Senior Planner

Date: November 9, 2022 **Response dated 11-17-22**

Re: PB 87-56 Monterey Shores Phase 10, Part A - Corolla Boat Club
Preliminary Plat/Special Use Permit
Third Round of TRC Comments

The following comments have been received at the November 9, 2022 TRC meeting. TRC comments are valid for six months from the date of the TRC meeting.

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

1. Work with planning staff to make refinements to the Amended Sketch Plan shading, staff has identified areas that need to be shaded as open space. More time is needed to review the submitted ASP. **This is acknowledged; we will work with staff as needed to finalize this map.**
2. Staff recommends that construction of the boardwalk to the water be completed prior to platting of all lots. Please suggest a timeframe for this requirement. Staff is willing to discuss this prior to completion of the BOC staff report. This water access is a critical piece of the development proposal. **If this improvement is required as a condition of recording lots, the developer is willing to bond this improvement at final plat approval, but needs to delay its construction until the CAMA major permit process for the boat docks has been completed, as a wider boardwalk that is not permissible under the general permit process is being requested. If the wider boardwalk is not approved, then the 6-foot boardwalk will be constructed as shown.**
3. Staff will recommend that the certification that Malia Drive meets NCDOT construction standards becomes a special use permit condition. **We are in agreement with this condition.**
4. Show the proposed open space improvement of the sidewalk on Lot 6. This will need to be constructed/bonded and have installation timing requirements. Staff is willing to discuss this prior to completion of the BOC staff report. **It was agreed in subsequent discussions that the walkway that is being proposed through the future clubhouse area will satisfy pedestrian connectivity, and this walkway has been added to the plan.**
5. Show road and sidewalk detail for the portion of the road connection through the pond. This connection will need to be constructed/bonded and have installation timing requirements. Staff is willing to discuss this prior to completion of the BOC staff report. **This roadway connection has been added to the plan, as requested. If this improvement is required as a condition of recording lots, the developer is willing to bond this future**

roadway connection at final plat also. However, the timing for its installation is uncertain, as NCDOT has indicated the department is not able to agree to the use of permanent improvements in this right-of-way until all legal challenges to the mid-county bridge construction have been resolved.

The following items are necessary for resubmittal:

- 2 - 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.

Two full size copies of revised plans, one 8.5"x11" copy of revised plans, and a PDF digital copy of all revised plans is included with this submittal.



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3619)

Agenda Item Title: Public Hearing and Action: Local Historic Landmark Application for the Gideon C. Boswood, Jr. House located at 198 N. Gregory Road (Including 204 N. Gregory Road) in Shawboro, NC

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Is this item regulated by plan, regulation or statute? No

Planning Board Recommendation:

Public Hearing for consideration of Historic Landmark Designation for the referenced property.

Potential Budget Affect: N/A

Manager Recommendation:



STAFF REPORT
HPC 22-01 GIDEON C. BOSWOOD, JR.
HOUSE
LOCAL HISTORIC
LANDMARK DESIGNATION
BOARD OF COMMISSIONERS
DECEMBER 5, 2022

APPLICATION SUMMARY

Property Owner: Stuart C. & Mary Jo Windley 198 N. Gregory Road Shawboro, NC 27973	Applicant: Stuart C. Windley 198 N. Gregory Road Shawboro, NC 27973
Case Number: HPC 22-01	Application Type: Local Historic Landmark
Parcel Identification Numbers: 0027-000-003I-0000 (house) 0027-000-003D-0000 (lot) Property Addresses: 198 North Gregory Road & 204 North Gregory Road	Existing Use: Single-Family Dwelling
Property Listed in Inventory: Yes	Inventory Property Number: CK0266
Property Name: Gideon C. Boswood, Jr. House	

Stuart C. & Mary Jo Windley, owners of the Gideon C. Boswood, Jr. House have submitted a complete application for Local Historic Landmark Designation.

Staff reviewed the material submitted and issued a Local Landmark Designation Report to the State Historic Preservation Office (the "SHPO") on July 1, 2022. On July 29, 2022 the SHPO issued a letter indicating that the report satisfies all of the requirements outlined in the HPO guidelines and provides sufficient information to determine whether the Gideon C. Boswood, Jr. House possesses the requisite special local significance and integrity for local historic landmark designation.

Staff Recommendation:

Staff recommends approval of the ordinance designating the Gideon C. Boswood, Jr. house and surrounding property at 198 & 204 N. Gregory Road as a Local Historic Landmark.

Historic Preservation Commission (HPC):

The HPC held a public hearing on November 15, 2022 at 6:30PM in the Historic Currituck Courthouse. Jennie Turner, Senior Planner presented the Local Landmark Report and the proposed designating ordinance. Stuart & Mary Jo Windley, property owners, were present. The HPC recommended that the Board of Commissioners designate the property as a Local Historic Landmark.



Local Historic Landmark Designation Application

OFFICIAL USE ONLY

Date Filed: 6/21/2022Gate Keeper: STAmount Paid: \$100.00

Contact Information

APPLICANT:

Name: Stuart C. Windley
 Address: 198 N. Gregory Rd.
Shawboro, NC 27973
 Telephone: 252-412-6166
 E-Mail Address: mjwindley@yahoo.com

PROPERTY OWNER:

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

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Same

Request

Landmark Name(s) (include common and historic names): Gideon C. Boswood, Jr.

204 N. Gregory Rd. (Parcel #: 0027-000-003D-0000)

Street Address: 198 N. Gregory Rd., Shawboro NC 27973

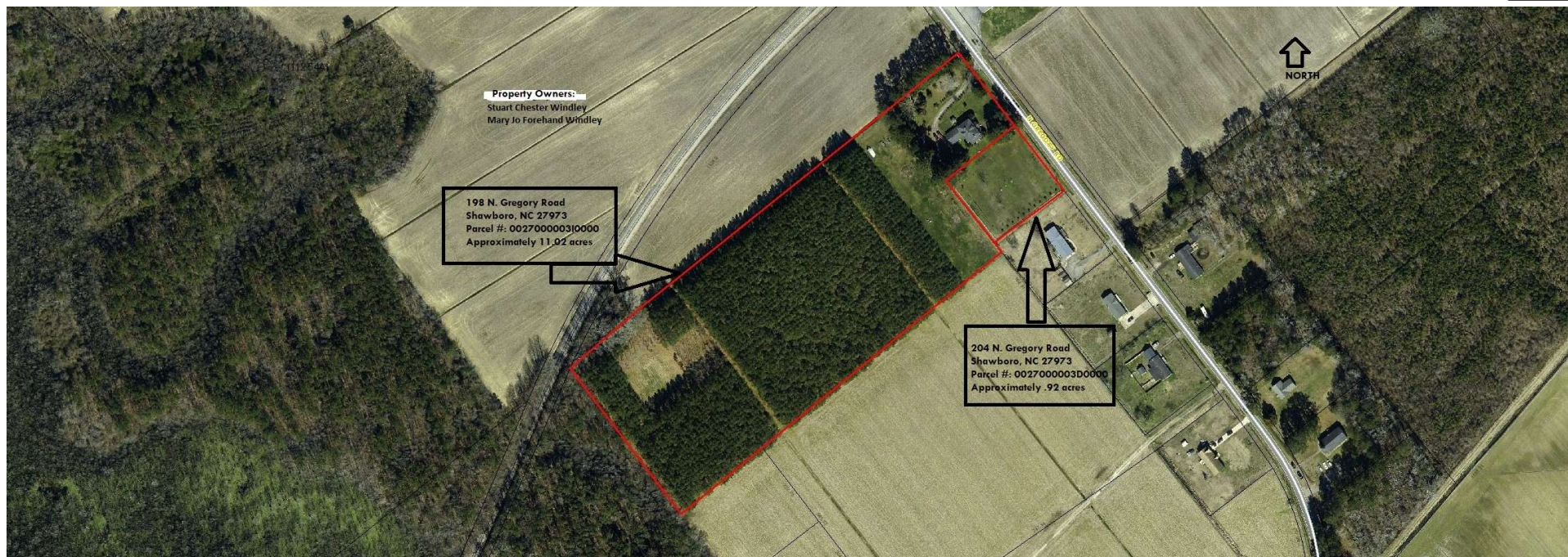
Parcel Identification Number: 0027-000-003D-0000 Tax Value of the Property: \$332,600 \$392,600
\$60,000

Acknowledgement

I hereby attest that I have read the attached consequences of Local Historic Landmark Designation and affirm that I do favor having the property defined herein designated as such. For a complete application, ALL owners must sign.

Signature of Owner(s) (Required) Stuart Windley Date 6-21-22

Signature of Owner(s) (Required) Mary Jo Forehand Windley Date 6-21-22





Gideon C. Boswood, Jr. House
198 North Gregory Road
Shawboro, NC 27973
Local Landmark Report

Historic Name of Property

Gideon C. Boswood Jr. House

Amount of land/acreage to be designated

11.94 acres

Address of Property198 North Gregory Road &
204 North Gregory Road**Interior Area (Interior not designated):**

2976 sq. ft

Pin #0027-000-003I-0000 (house)
0027-000-003D-0000 (lot)**Zoning:**

Agriculture (AG)

Deed Book: 811 Page 27 (house)

545 752 (lot)

Plat Cabinet: I Slide: 36 (house)

G 314 (lot)

Property Owner's Address, Phone/EmailStuart C and Mary Jo F Windley
198 North Gregory Rd, Shawboro, NC 27973

252-412-6166 (Stuart) 252-864-6210 (Mary Jo)

swindley1955@gmail.commaryjowindley1@gmail.com

Statement of Significance:

The Gideon C Boswood Jr House is being proposed for designation because of its local historical and architectural significance as an excellent example of the Colonial Revival in Currituck County. When Gideon C. Boswood, Jr. was born on January 31, 1891, in Gregory of Currituck, North Carolina, his father, John H. Boswood was 30, and his mother, Martha Ellen Walker was 31. He married Jennie Marie Ferebee on April 6, 1918, in Crawford Township in Currituck County. ("Gideon C. Boswood (1891–1949) • FamilySearch") He was a prominent farmer, merchant, and operator of the Cotton Gin and served six terms in the House of Representatives representing Currituck County. ("North Carolina State House of Representatives - 1947") Construction of the house occurred in 1928. The house retains many of its original architectural details, especially in the interior of the home as evidenced by current photos.

Archeological Comments:

No known archaeological features are present.

Integrity Statement

- **Location:** The Gideon C. Boswood, Jr. house remains in its original location on North Gregory Road, across from Roberts Brothers, Inc. and adjacent to the Southern Railroad tracks.
- **Design:** The house incorporates the Colonial Revival Style.
- **Setting:** The house's setting has remained mostly unchanged. The house still fronts North Gregory Road to the east, with the west side of the house sloping down to the swamp and Indiantown Creek.
- **Workmanship:** The exterior of the two-story Gideon Boswood, Jr. home mimics the symmetry and simplicity seen in Colonial Revival architecture. The exterior strictly observes the rules of symmetry left and right of the central entrance with 12 windows and one dormer window. The front portico demonstrates finely proportioned symmetry and balance with its ornamentation and classical derived decoration.² The paneled front door and transom window above allude to the Colonial Revival style. The house originally had two wooden porticoes with flat roofs and widow walks, but due to deterioration they were replaced with pitched roofs, and Doric columns. The roof is hipped and the cedar shakes were replaced with asphalt shingles. In 1974, the white clapboard on the exterior of the home was covered over in vinyl siding to decrease environmental damage and to lower the cost of maintenance of the home.

The interior of the Gideon Boswood Jr home; although not proposed for designation, exhibits a similar focus on formality, order, and symmetry to the

exterior of the home. The entry foyer is centrally located with a formal monkey tail banister staircase, brass chandelier, and wall sconce. The floor plan contains two deep formal rooms (living and dining room) near the entry, while the informal kitchen, den, and breakfast nook are located remotely towards the back of the house. Living spaces are mostly on the ground floor, with three large bedrooms and a trunk room on the second floor. The attic is also fully floored and accessible by a ladder. The formal rooms downstairs are rectangular in shape and well defined, even if very open to adjacent rooms. The three large bedrooms upstairs are also well defined, each with its own built-in closet. The master bedroom extends the entire length of the second floor and ends with a thick horsehair plaster archway into a dressing room. The ground floor ceiling heights are 9' high with second-floor ceilings usually a foot or so shorter. The rooms are trimmed with classical moldings which include base moldings between the floor and walls, casings around doors, and casings, sills and aprons at all of the windows, and crown moldings between the walls, and ceilings. The formal rooms have original brass chandeliers and wall sconces with glass star colonial prisms. The fireplace in the formal living area is an Art Deco design made of brick which incorporates geometric patterns and designs, including chevrons and zigzags. The breakfast nook at the end of the central hallway has a built-in corner cabinet original to the house. The walls of the home are very thick and made of horsehair plaster. Several horsehair plaster archways are found throughout the architecture of the home to enhance the formality of the interior.

- **Materials:** Most of the original materials from the Gideon C. Boswood, Jr. home are still present today with a few exceptions. The brick foundation of the home and the extremely large joist supports in the crawl space are original to the home. Instead of replacing the foundation, the owners have tried to maintain the crawl space with a vapor barrier consisting of insulating plastic, 2 sump pumps, and a dehumidifier. Due to the horsehair plaster walls, placing the home on a new foundation would be enormously expensive. There are two wooden porticoes on the front and side of the home - the side portico's original wood flooring was replaced with brick tile added to the original brick foundation and steps and the front portico tile surface/flooring is original to 1928. The cement porch on the back of the home was removed and a double garage with a den was added in 1974. At this time, the entire outside of the home made of white clapboard was covered over in white vinyl siding of similar design. The 47 box sash windows in the home were replaced with double-hung replacement windows having 9 panes in the upper sash, to mimic the original windows. The flooring throughout the first and second floors are all original red oak floors. The first floor has a complete wooden subfloor beneath the red oak floor. The front door and all interior doors are original to the home. French doors lead from the central hallway into the

formal living and dining areas. All the interior doors are 2-Step Shaker 1-Panel Interior Slab Passage Doors and have original multifaceted glass door knobs with mirrored star-burst centers which were a standard-issue during the building of the home. (Hughes) The formal living and dining rooms each contain original brass chandeliers containing 50-star pattern colonial prisms. The original seven wall sconces also contain star pattern colonial prisms that adorn the walls of the formal living and dining areas to help create formality and elegance. The upstairs master bedroom and hallway also have original light fixtures from the building of the home. The kitchen was completely redone in 1960 with the walls and cabinetry done in Pickwick style knotty pine.

- **Feeling:** The feeling of the Gideon C. Boswood, Jr. home still remains as many of its important architectural elements have been preserved both on the exterior and interior to exemplify the formality, symmetry, and elegance of the Colonial Revival Period.
- **Association:** The Gideon C. Boswood, Jr. house is associated with the historic Shawboro area for its example of Colonial Revival Style architecture located on a rural road with farming history. It is still used as a single-family dwelling. The Gideon C. Boswood, Jr. house is associated with the original owner, Gideon C. Boswood, Jr., who was a farmer, merchant, and operator of the Cotton Gin, and served six terms in the House of Representatives representing Currituck County.

Proposed Boundary Justification

The proposed boundary for the Local Landmark Designation is the property's current 11.94-acres which includes the house lot of approximately 11.02 acres and a vacant road front lot of approximately .92 acres. This area is the homestead parcel plus the road front lot bordered by North Gregory Road to the East, Southern Railroad to the North, and low-lying swamp areas adjacent to Indiantown Creek to the West.

Architectural Assessment

Architectural Importance

The Gideon C. Boswood, Jr. House is locally significant in Currituck County because it is a fine example of residential architecture in the Colonial Revival Style. The property has retained a high level of integrity.

Mr. Boswood and his first wife, Jennie Marie Ferebee, built this lovely Colonial Revival home with symmetry and formality on the exterior, with extra architectural details on the interior. Today, most of the original interior architecture is still in place and can be seen in the attached photos.

The Gideon C. Boswood, Jr, House is a stick-built, 2976 square feet, two-story hipped roof house with dormer windows. It exhibits the Colonial Revival style with facade symmetry, a central pedimented doorway, centrally placed dormer windows, 47 double-hung box sash windows with 9 panes in the upper sash, and two centrally located porticos with doric columns.

The interior of the Gideon C. Boswood, Jr. House exhibits the Revival influence with its large central foyer and monkey-tailed staircase leading into two large well defined deep rectangular formal rooms on either side. All the rooms have tall 9-foot ceilings on the first floor, with slightly shorter ceilings on the second floor. Both floors exhibit classical molding around the doors and windows with chandeliers and wall sconces. Solid red oak floors and horsehair plaster archways and walls are also found throughout the home. These architectural ornamentations of the exterior and interior of the Gideon C. Boswood, Jr. home exhibit the Colonial Revival period of the early twentieth century and therefore should be of architectural importance.

Architectural Context

The Colonial Revival (1880-1955) drew on the complete historical spectrum of European and Colonial American housing styles and dominated domestic building during the 1920s and 1930s. *According to Virginia McAlester's A Field Guide to American Houses, identifying features of Colonial Revival include accentuated front door, normally with a decorative crown (pediment) supported by pilasters, or extended forward and supported by slender columns to form entry porch; doors commonly have overhead fanlights or sidelights; facade normally shows symmetrically balanced windows and center door (less common with door off-center); windows with double-hung sashes, usually with multi-pane glazing in one or both sashes; windows frequently in adjacent pairs.* (McAlester 409)

The Gideon C. Boswood, Jr. House has many of these elements, including a centered accentuated front door with transom and sidelights, a portico with Doric columns and pediment, and a facade of symmetry and formality on the front of the house. The large double-hung box sash windows with nine panes in the top sash and one solid pane in the bottom sash, are symmetrically arranged in twos or threes.

The interior of the Gideon C Boswood Jr House exhibits many architectural designs and symmetry that contribute to the Colonial Revival Period. The centrally located large foyer has a formal monkey tail staircase, one brass chandelier, wall sconce, red hardwood floors, and an archway made of horsehair plaster that leads to the breakfast nook in the back of the house. The Gideon C. Boswood, Jr. house also has large well defined rectangular rooms leading off each side of the foyer through French doors. The large rectangular formal dining room to the right of the entrance has

a chandelier with wall sconces, red oak hardwood floors, five double-hung sash box windows, and classical moldings around all windows and doors with wall ornamentations of baseboards and crown moldings. The large rectangular formal living room to the left of the entrance has a chandelier with wall sconces, red oak hardwood floors, five double-hung sash box windows, classical moldings around all windows and doors with wall ornamentations of baseboards, and crown moldings. A thick archway of horsehair plaster leads into the back of the formal living area into a sunroom with eight double-hung sash box windows with classical molding as well. On either side of the large horsehair, plaster archways are large built-in bookshelves. The centrally located Art Deco fireplace is made of brick and exhibits many geometric designs. The large breast walls that stick out and surround the chimney are made of horsehair plaster and extend from the formal living room up through the master bedroom on the second floor. The ceilings throughout the first floor are all nine feet in height, and the upstairs is about a foot shorter. All three of the large bedrooms upstairs also contain red oak hardwood floors, classical moldings, double-hung box sash windows, and built-in closets complete with large baseboards.

Architectural Description

Landscape

There are two extremely old trees (a red cedar and a loblolly pine) left from the original landscape that are still on the property and seem to be quite healthy. The driveway is landscaped with a type of abelia grandiflora shrub that has been present for many decades.

Front East Side Elevation

The Gideon C. Boswood, Jr. House is two-story with a floored attic, and hipped roof with a facade that demonstrates symmetry of the Colonial Revival Period. The front facade faces North Gregory Road and features the symmetry of 12 double-hung box sash windows with nine panes in the upper sash and one clear pane in the lower sash. The windows on either side of the portico are arranged in 3/3, and the windows above the portico and second floor are arranged in 2/2. There is also one centrally located dormer with a gabled roof and three windows. The centrally located tile portico on the front of the house has a gabled roof with pediment, two Doric columns, and a six-paneled original door with a transom containing six rectangular lights and sidelights on each side of the front door that also contain six rectangular lights. The portico is covered in vinyl siding, and the entry consists of three original brick steps directly in line with the front door.

South Side Elevation

The south facade of the house has a centrally located large tile porch with a hipped roof that extends nearly the entire length of the house. A large original masonry brick chimney extends from the hipped roof and is capped. The chimney leads to a functional fireplace in the formal living room with gas logs. The porch has four Doric columns and a centrally located exterior french door leading into the formal living room. The porch is covered in vinyl siding and the entry consists of three original brick steps directly in line with the french door. To the right of the french door is a single double-hung box sash window and to the other side a 2/2. On the second floor there are two single double-hung box sash windows above and to the right of the entrance, and to the left a 2/2 window. The formal living room and master bedroom run the entire length of this side of the house. There is a one-acre lot on the south side of the house that adjoins North Gregory Road. This lot was purchased in 2001. The perimeter of this lot has a two-rail vinyl fence and is landscaped with red crepe myrtles and American hollies. There is also a twenty-five-foot flagpole that was placed near the side entrance in 2015.

Back West Side Elevation

The back porch of the house was removed in 1974 and a den with a two-car garage was added at this time. The den and garage are covered in vinyl siding and contain five double-hung replacement windows with six panes in each sash. The roof is gabled and is covered in asphalt shingles. The hipped roof on the back of the house has a matching dormer window to the one on the front of the house. The double-hung box sash windows on the house's second floor are arranged in a 2/2 arrangement and are symmetrically located. The six sunroom windows facing the south side of the garage are double-hung box sash windows having six panes in each sash and are smaller than the other windows of the house. There is also one single double-hung box sash window from the breakfast nook on the south side of the garage as well. The extremely old red cedar and loblolly pine are located in this area of the property. In 2005 we purchased ten acres behind our house and planted it in loblolly pines that were placed in perfect rows exactly ten feet apart. Today we have a forest of beautiful trees that could be used for social venues such as weddings, reunions, etc. The property on the west side of our house backs up to the swamp that leads to Indiantown Creek.

North Side Elevation

The north side elevation of the house has an area of about ½ acre and the perimeter of the property is surrounded by loblolly pines and American holly Trees. The gravel driveway leads up from North Gregory Road to the back of the double garage. The abelia grandiflora shrubs adorn the driveway on both sides and are original to the house. There is also a small square cinder block building with a hipped roof that is

located close to the entrance that was built in 1957. This building contains a hot water boiler that provides the home with heat in the winter and domestic hot water year-round. There is also a small apiary and bee shed that was added in 2018 on the northwest side of the property. The den opens on this side of the house onto a cement sidewalk that leads to the back of the garage. The north side of the house contains four single double-hung box sash windows, two on the first floor, and two on the second floor. There are 2/2 double-hung box sash windows on the first floor in the kitchen, and also 2/2 double-hung sash box windows above the kitchen in the back bedroom. The original masonry brick chimney on the north side of the house is capped and nonfunctional.

Construction Timeline & Narrative

1928 Original construction to include indoor plumbing (a bath and a half) and Delco plant producing electricity in 1928.

1957 Addition of concrete block building (aka "pump house") for water pump.

1960 Knotty pine cabinetry built on site with paneling updates to kitchen

1963 Loss of detached garage, Delco plant building, smokehouse, chicken coops in fire

1968 Wooden topped side porch in poor condition and unsafe with rotten and collapsed flooring was replaced with chipped tile top added over original brick porch foundation.

1970 Addition of a boiler to pump house for heating

1974 Addition of insulation blown into exterior/interior space and vinyl sliding with insulated backing

1974 Tear off of back porch and addition of den and attached garage.

2008-2012 Replacement of sash windows with vinyl replacement windows to replicate the original design.

Circa 2012 natural gas lines were run to service adjacent agricultural needs and we paid to continue the line to service this house, converting the boiler and hot water service to the house to being fueled by natural gas.

Construction of the house was completed in 1928. Milton Pell, Sr. (grandfather of the present owner and adjacent farm owner/merchant) provided the concrete for the back porch at this time to Gideon C. Boswood, Jr., for which he was never paid.

The house has two chimneys and one fireplace. Heat was originally provided by the fireplace in the living room and coal stoves in other rooms having access to respective chimneys. In 1957 a Siegler oil burner was installed in the dining room to provide the main source of heat.

In 1960 my parents engaged Tommy Steele, a Williamsburg craftsman in that area's historic churches, to modernize the original kitchen to a functional modern kitchen with a

Pickwick tongue and groove knotty pine paneling and complementing cabinetry built onsite.

In 1963 the neighboring farmer (Mr. Everett Burgess) dispatched a worker to burn off ditch banks on a windy day resulting in a catastrophic brush fire that rained burning pine straw on the cedar shake shingles of the roof at that time. The house was only saved due to the quick action of neighboring workers at Roberts Bros, Alan Sawyer and Valton Williams, who had ready access to water hoses and kept the roof wet so the pine straw could not ignite the house. The detached garage contained a Pontiac with a finicky starter and multiple 5 gallons of paint stored for a planned exterior re-painting of the house. Mr. Alan Sawyer was highly motivated to save the car before the garage exploded and burned; he was successful in backing the car out of the garage and out of harm's way but suffered minor burns to his hands doing so. Three fire departments responded, contained and extinguished the fire but not before all out buildings were destroyed - being the detached garage, Delco plant, smokehouse and chicken coop. These structures were located in a line along the back ditch bank behind the back of the house. (My mother and I were home during the fire and I was standing in a baby walker by the aluminum storm door to the back porch. At one point, my mother checked on me and touched the aluminum storm door, finding that it was quite hot. This illustrates just how close this house was from being totally destroyed at that time.)

In 1970 hot water heat was installed by adding an oil-fired boiler in the pump house to heat and circulate water in pipes running underground into the house and through baseboard radiators throughout.

In 1974 my parents made updates to the house by tearing off the concrete back porch with its Doric columns and roof similar to the existing original front porch. The original construction had two exterior doors from this porch - going into the kitchen and a second French door going into the original breakfast room. The entry door from the den addition into the kitchen is original to the construction in 1928. The second exterior door opening was covered over in the den addition. The original door has been retained in storage.

A den and two-car garage was added to the back of the house and completed in July 1974. To preserve the exterior and increase energy efficiency, original exterior boards were removed and insulation blown into the space between exterior and interior walls. Vinyl sliding to replicate the original design now covers the exterior of both original and additions. Vinyl Doric columns replaced and replicated the rotting original wood columns on the side and front porches.

Historical Significance

The Gideon C. Boswood, Jr. House is also proposed for its local historical significance. Gideon C. Boswood, Jr. was born in the Gregory community (now known as N. Gregory Road) of Currituck County on January 31st, 1891, to John H. Boswood (1861-1923) and Martha Ellen Walker Boswood (1859-1927). He was educated in Currituck County schools and attended Atlantic Collegiate Institute in Elizabeth City, NC.

Source: <https://www.findagrave.com/memorial/175763347/gideon-c-boswood>

Boswood served in the NC General Assembly for six terms. He termed himself “a candidate of the people” and represented the county for the most consecutive terms. He was an “ardent supporter for better schools for the rural sections of the county.” “He was a farmer, merchant, and for some time operating a cotton gin” (now known as the Cotton Gin retail business in Grandy, NC). During his term in the NC legislature, he served on education, roads, conservation and development committees.

He withdrew his candidacy for NC General Assembly re-election in 1949 to run for Currituck County Register of Deeds instead and was defeated. Additionally, “Boswood had served on the county Board of Education for thirteen years.”

Source: www.newspapers.com, January 1, 1950, and https://www.carolana.com/NC/1900s/nc_1900s_house_1943.html

During his time in the legislature, Rep. Boswood “sent up” a resolution that states “From Cherokee to Currituck,” formerly was the popular way of referring to the eastern and western limits of the State, but that “From Manteo to Murphy,” has taken its place in recent years. According to Boswood’s resolution, “Such usurpation should no longer be permitted to go unchallenged.” (Source: newspapers.com, April 5, 1947)

Notably, Rep. Boswood introduced a bill in 1947 to remove Currituck county from the 15 counties subject to a “1945 hasty marriage law,” which requires a 48-hour waiting period between the application for and the issuance of a marriage license for nonresidents of the State. (Source: newspapers.com, February 6, 1947)

Gideon C. Boswood, Jr. was married twice and no children were born of either marriage. His first marriage was to Jennie Marie Ferebee of Shawboro, NC, (sister of the late Scott Ferebee, aunt of the late James Ferebee, and great aunt of Jimmy Ferebee, all of Shawboro, NC). Boswood married Jennie Ferebee on April 6, 1918, an article in the Daily Advance (“Daily Advance”) gave the opulent details of their society wedding. The bride “wore a handsome afternoon beaded gown of silver gray georgette crepe and satin with hat and gloves to harmonize. Her only ornament, a gift of the groom, was a platinum bar pin set with diamonds. She carried a bouquet of brides roses

vCmich and lilies of the valley.” Jennie Ferebee Boswood was a college graduate and previously a teacher at the “Henderson Graded School.” This is significant to note as it is known the passion and fire that Jennie contributed in the building of the house. She was well educated, operated in the high society of the day, and brought sophisticated ideas for the building and decor of their house. They returned from the honeymoon to be “at home to friends in Elizabeth City.”

North and adjacent to the current house’s driveway prior to the 1928 Gideon C. Boswood, Jr. house was an old country store operated by Boswood’s father, John Boswood. By the 1928 completion of the house, it is significant that both John and Martha Boswood were deceased; therefore, Gideon C. Boswood, Jr. as the only child had access to funds to build a house in lavish style for entertaining their many society friends which included the Norfolk, Virginia, area. After completion of the house, all that remained of John Boswood’s store were the brick foundation (excavated and used as brick sidewalk to pump/boiler house), a cement sidewalk (existing and visible) and standing well (later filled in for safety).

The house was set in a canopy of mature oak trees. Until the 1970s, this canopy along with the intentional house’s design of many windows kept the house cool and well ventilated during the summers. Only fans were used to circulate air. Over time, all the mature oaks met with unfortunate events and only when the trees were dead were they removed with the last one falling across the driveway during Hurricane Irene in 2011.

During the building of the house, Mrs. Jennie Boswood was a driving force. She was hands-on in the decisions and a perfectionist. Enduring stories from the local carpenters included, the living room Art Deco fireplace that just would not “suit” Mrs. Boswood. She had at least two efforts ripped out and replaced until she was satisfied. My parents were able to substantiate these stories as they found several frameworks of fireplaces in the out buildings before they were destroyed in the 1963 fire.

The Boswoods were a society couple and the house was designed for entertaining their society friends. They developed a reputation much like the Great Gatsby era of the roaring 1920s. One myth that was retold frequently in earlier years was Gid Boswood being wealthy and pitching handfuls of silver dollars into the back concrete porch when it was poured. People claimed to have seen it and told us. I can attest that story was false as I was personally on scene with others who knew the story when the concrete was pulverized to repurpose in 1974. The resulting pieces were small enough to rest assured that there was not one silver dollar ever tossed into the wet concrete of the original porch.

Having spent the last 60 years in the house built by Gideon C. Boswood, Jr., it is notable for its beautiful original red oak hardwood floors throughout. Over the years, we had people sincerely ask to buy some of the red oak hardwood flooring that was stored in the attic. Jennie Boswood distinguished herself as a perfectionist in keeping her hardwood floors pristine and unmarred. She required all shoes to be taken off and left by the outside doors. For her servants who regularly were inside, she provided house slippers to wear inside. This fact may have endured and led community members to believe the tale that when Gideon Boswood built the house that he filled the attic with enough red oak hardwood flooring to refloor the house again. That is also an inaccurate statement; there was no stash of hardwood there. I was fortunate to visit with Mr. Edward Roberts of Shawboro before his death who was a friend of the Boswood family. The last time he was in the house was following the death of Gideon C. Boswood, Jr. in 1950 and his widow, Josephine Etheridge Harrell Boswood, had him go up to the attic to check for valuables before the house was sold for unpaid taxes. At that time, the attic was empty, except for a large wooden trunk which remained there when my parents bought the house and is there today.

Across from the present Gideon C. Boswood, Jr. House on the site of Roberts Bros. Inc., there was originally a small wooden building which was the post office and a train depot bordering the current railroad tracks. Boswood also served as the agent for the railroad. It is true that the building of this grand house, along with the Great Depression, financially devastated Boswood and was a contributing factor in the unraveling of his first marriage to Jennie Ferebee. After completion of the building of the house, Jennie shopped Norfolk, VA, for stylish furniture and had this to be delivered COD (collect on delivery) to the train depot across from the house. The beginning of the end of the marriage was when Gideon C. Boswood, Jr., consigned her box cars of furniture to be returned to the sender. Jennie Boswood's contributions to the house end at this point with her leaving to remarry twice in the northern Virginia area and returning only to our area in death to West Lawn Cemetery in 1970.

My mother grew up on the adjacent farm to the original Boswood farm (99 acres) so we are fortunate to have her shared memories. As a child, she loved to walk up the dirt road (now N. Gregory Road) and peek in the sidelights of the front porch. She remembers the Boswoods' choice of drapes being heavy burgundy velvet with forest green painted walls throughout the formal areas of the house. She remembers Mr. Boswood and that he always wore a leather string type of bow tie. We know from his World War I draft registration card as a young man that he was 5' 9" tall with brown hair, brown eyes and described as a "stout" build. She has spoken many times about the meticulous landscaping and care with a gardener hired to maintain an English boxwood hedge that outlined and separated the front yard from the backyard. There was also a

formal rose garden. I was fortunate to speak with Mrs. Hazel Johnson, a neighbor, during her lifetime who would have known and worked for Mr. and Mrs. Boswood. Mrs. Hazel was a lovely, kind and close mouthed lady who took her employment secrets to the grave with her. Discretion like that will never be seen again.

The vigilance during the World War II years was evident in the community of Gregory. A watch tower (torn down following the end of the war) was erected on the northern corner of the property along the dirt road across from the present Roberts Bros., Inc. for the purpose of watching for enemy planes and to report by phone any aircraft. My mother describes this as looking like a "phone booth on a tall narrow tower with a ladder." There is currently a single section of white fence on what was previously a gravel area for parking. My parents worked hard to get grass to grow there and following the war years to reclaim this corner of their yard as it had become a popular parking space for the men who gathered to play dominoes across the road in the store.

Following Mr. Boswood's death on December 31, 1949, the house and 99 acre farm were sold to Mr. Everett Burgess of Camden Co. for unpaid taxes. Mr. Burgess was a successful Camden farmer and was eager to add this farmland to his holdings. Notably, Mr. Burgess rented the house to Thomas Chandler who served as a superintendent of Currituck County Schools in the 1950s and later to Swanson Gravitt (Navy officer assigned to the Blimp Base) and his wife. My parents, having married in 1954 and moved to Virginia, yearned to return home to Currituck. Having had a bad year in farming, Mr. Burgess would only sell the house and one acre to my parents in 1957 for \$7500. Sadly, this acre did not include the 5 acre pecan orchard on the south side of the property. After the death of Mr. Everett Burgess, when this farmland passed to his son, Duke Burgess (now deceased), he immediately bull dozed the pecan orchard to create more land for farming.

In addition to the house that Gideon C. Boswood, Jr. built, we are fortunate to retain some of the original plantings: purple iris that bloom in late April/early May; southern gardenia that was growing in front of the living room windows until it was successfully relocated by a landscaper a decade ago; and the abelia grandiflora which line the driveway with summer blooms, butterflies and bumblebees.

Works Cited

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Deed Books:

204 N. Gregory Road

Currituck County, North Carolina Deed Book 47 Page 579

Currituck County, North Carolina Deed Book 545 Page 752 (Windley ownership 2001)

198 N. Gregory Road

Currituck County, North Carolina Deed Book I Page 36

Currituck County, North Carolina Deed Book 811 Page 27

Currituck County, North Carolina Deed Book 218 Page 360 (Windley ownership September 17, 1986)

Currituck County, North Carolina Deed Book 88 Page 521

Figure 1: Front East Elevation



Figure 2: Front Portico



Figure 3: South Elevation



Figure 4: Side porch



Figure 5: West Elevation: Back of house



Figure 6: North Elevation



Figure 7: Boiler Building on North Elevation



Figure 8: Front Foyer with Monkey-Tail Stairs



Figure 9: French Doors on either side of Foyer



Figure 10: Formal Dining Room on the right of the Foyer



Figure 11: Chandelier in Dining Room



Figure 12: Front of Formal Living Room



Figure 13: Back of Formal Living Room



Figure 14: Horsehair Archway leading to Sunroom



Figure 15: Deco Fireplace in Formal Living Room



Figure 16: Back of Foyer with Horsehair Archway





**North Carolina Department of Natural and Cultural Resources
State Historic Preservation Office**

Ramona M. Bartos, Administrator

Governor Roy Cooper
Secretary D. Reid Wilson

Office of Archives and History
Deputy Secretary Darin J. Waters, Ph.D.

July 29, 2022

Jennie Turner
Currituck County Historic Preservation Commission
153 Courthouse Road, Suite 110
Currituck, NC 27929

Email: jennie.turner@currituckcountync.gov

RE: Proposed designation of the Gideon C. Boswood, Jr. House, 204 N. Gregory Road, Shawboro, Currituck County.

Dear Ms. Turner:

Thank you for the report concerning the Gideon C. Boswood, Jr. House, 204 N. Gregory Road, Shawboro, Currituck County. We have reviewed the information in the report and offer the following comments in accordance with North Carolina General Statute 160D-946.

According to the report, the Boswood House is of special local significance in Currituck County because of its architectural integrity and its association with Gideon C. Boswood, Jr., a prominent farmer, merchant, and politician.

We have shared recommendations with staff to perform a few changes to help strengthen the report. With these edits, we believe the designation report will provide the preservation commission and local governing board sufficient information to determine whether the Boswood House possesses the requisite special local significance and integrity for local historic landmark designation.

Landmark historic designation means the community recognizes an area is worthy of preservation because of its special significance to the local community. Any substantial changes in design, materials, and appearance to property would be subject to design review procedures of the preservation commission.

Thank you for the opportunity to comment on the report. Please note, our comments are advisory only and therefore, non-binding. Once the governing board has received a recommendation from the Currituck County Historic Preservation Commission, it should proceed in the same manner as would otherwise be

required for an amendment to the zoning ordinance. Once the decision has been made, please return a completed copy of the enclosed form to our office.

This letter serves as our comments on the proposed designation of the Gideon C. Boswood, Jr. House. Please contact me at 919-814-6576 should you have any questions about our comments.

Sincerely,

A handwritten signature in black ink that reads "Kristi Brantley". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Kristi Brantley
Local Preservation Commissions/CLG Coordinator

CC: Commission Chair

Enclosure



COUNTY OF CURRITUCK

ORDINANCE DESIGNATING A LOCAL HISTORIC LANDMARK GIDEON C. BOSWOOD, JR. HOUSE 198 AND 204 N. GREGORY ROAD SHAWBORO, NORTH CAROLINA

WHEREAS, Chapter 160D-945 of the North Carolina General Statutes provides for the designation of historic landmarks; and

WHEREAS, Currituck County has created a Historic Preservation Commission (the “commission”) as a historic preservation commission having the authority to exercise the powers and duties conferred by Section 2-266 of the Currituck County Code of Ordinances; and

WHEREAS, the Gideon C. Boswood, Jr. House is located at 198 North Gregory Road and adjoining a vacant parcel at 204 North Gregory Road in Shawboro, North Carolina and bearing tax parcels 0027-000-003I-0000 and 0027-000-003D-0000 (“the Properties”); and

WHEREAS, the Properties are owned by Stuart C. and Mary Jo Windley who consented to the landmark designation; and

WHEREAS, the commission issued a Local Landmark Designation Report in November 2022, recommending designation of the Properties as a local historic landmark; and

WHEREAS, as set forth in the detail in the Local Landmark Designation Report, the commission has determined that the Properties are of special significance in terms of historical and architectural importance and possess integrity of design, setting, workmanship, materials, feelings, and association; and

WHEREAS, the Landmark Designation Report was submitted to the State Historic Preservation Office (“SHPO”) of the North Carolina Department of Cultural Resources for review and comment; and

WHEREAS, the SHPO reviewed the Local Landmark Designation Report and issued a letter of comment dated July 29, 2022 in which it noted that “the Boswood House is of special local significance in Currituck County because of its architectural integrity and its association with Gideon C. Boswood, Jr., a prominent farmer, merchant and politician.”; and

WHEREAS, the commission held a duly-noticed public hearing on November 15, 2022, with respect to this ordinance and designation of the Property as a local historic landmark as contemplated herein, and following said hearing voted to confirm its recommendation that the Currituck County Board of Commissioners designate the Property as a local historic landmark; and

WHEREAS, the Currituck County Board of Commissioners held a duly-noticed public hearing on December 5, 2022, with respect to this ordinance and designation of the Property as a local historic landmark as contemplated herein, and following said hearing voted to confirm its recommendation that the Currituck County Board of Commissioners designate the Property as a historic landmark; and

WHEREAS, the Currituck County Board of Commissioners has taken into full consideration any information offered at the public hearing and the information contained in the commission's Landmark Designation Report; and

WHEREAS, the Currituck County Board of Commissioners finds that the Property is of special historical, architectural, and cultural significance, and possesses integrity of design, setting, workmanship, materials, feelings, and/or association, as described in the Landmark Designation Report and the SHPO comment letter; and

WHEREAS, the Currituck County Board of Commissioners finds the Property's preservation should be encouraged and ensured.

NOW, THEREFORE, BE IT ORDAINED as follows:

Section 1: Currituck County Board of Commissioners hereby designates the Gideon C. Boswood, Jr. House located at 198 North Gregory Road and the adjacent vacant parcel at 204 North Gregory Road in Shawboro, North Carolina as a Local Historic Landmark, to include the entire area of both parcels and all exterior features of the Property.

Section 2: The review process provided by Section 2-271 of the Currituck County Code of Ordinances as amended shall be observed prior to demolition, alteration, rehabilitation, restoration, or removal of any exterior elements of the designated Property.

Section 3: In the event relocation, demolition or destruction of the Property is authorized as provided by law, such action may be delayed up to 365 days as provided by Section 2-274 of the Currituck County Code of Ordinances.

Section 4: Nothing herein shall be construed to prevent or delay the ordinary maintenance or repair or any exterior feature of a historic local landmark, provided such maintenance or repair does not involve a change in design, material or appearance of the historic local landmark; the construction, alteration, relocation, or demolition of any feature, building or structure when the chief building inspector certifies to the commission that action is necessary to the public health or safety because of unsafe or dangerous conditions; or the maintenance of, or, in the event of an emergency, the immediate restoration of any existing above ground utility structure without approval by the commission.

Section 5: Nothing herein shall be construed to prevent the owner of the historic landmark from making any use of the historic landmark not prohibited by other statutes, ordinances or regulations. Owners of locally designated historic landmarks are expected to be familiar with and to follow the *Currituck County Historic Landmark Design Guidelines*, the guidelines used by the commission to evaluate proposed alterations or additions.

Section 6: That a suitable sign or plaque may be posted indicating that said property has been designated as a local historic landmark.

Section 7: That the owners of the local historic landmark known as the Gideon C. Boswood, Jr. House shall be given notice of this ordinance as required by applicable law and that copies of this ordinance be filed and indexed in the office of the Currituck County Register of Deeds as required by applicable law.

Section 8: That which is designated as a local historic landmark shall be subject to Chapter 160D of the General Statutes of North Carolina as amended.

ADOPTED and effective the ____ day of _____, 2022.

Michael H. Payment, Chairman
Board of Commissioners

ATTEST:

Clerk to the Board of Commissioners

(COUNTY SEAL)



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3625)

Agenda Item Title: Recommendation of Award for Emergency Pumping Facilities, Ocean Sands North and Crown Point Service District for Watershed Improvements, and Delegate Signature Authority to County Manager

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Recommendation of Award for Ocean Sands N/Crown Point Service District for Installation of Emergency Pumping Facilities.

Project consists of installation of three 12” emergency pumping outfall pipes located in Crown Point, the Lake in Section O, and Section F. The pipes will be buried and serve as a permanent connection point for emergency portable pumps. The pipes will be used during major storm events when approved by NC DEQ.

Potential Budget Affect: Budgeted funds

Is this item regulated by plan, regulation or statute? Yes

Manager Recommendation:



November 23, 2022

Eric Weatherly, PE
County of Currituck, Engineering Dept
153 Courthouse Rd, Suite 302
Currituck, NC 27929

**RE: Ocean Sands North / Crown Point - Emergency Pumping Facilities
Recommendation to Accept Bids**

Dear Mr. Weatherly:

Yesterday we received two bids for the above-mentioned project. This was the second bidding of the project which was originally scheduled to Bid on November 8, 2022. At the first bid there were not enough bidders to open the bids. We received bids from the following Contractors:

Eastern Carolina Construction Inc

Base Bid	\$ 549,250.00
Concrete Allowance	\$ 19,000.00

Enviro-Tech Construction Services, LLC

Base Bid	\$ 648,352.83
Concrete Allowance	\$ 16,000.00

Both Contractors are qualified to bid this work and the submitted Bid Bonds and other requested information that was required was provided by each Firm. Based upon my review of the Bid Documents submitted by each Contractor I recommend that the County consider awarding this contract to Eastern Carolina Construction Inc.

If I can provide any additional information, please do not hesitate to contact me. The Finance Department has the original bid forms and supporting information should you need a copy of these documents.

Sincerely,

John M. DeLucia, PE
Principal Engineer

Planning – Surveying – Engineering – Environmental – Construction Management
P.O. Box 3989, 115 W. Saint Clair St., Kill Devil Hills, North Carolina 27948
North Carolina License No. C-1027
Phone: 252-441-2113 www.AlbemarleAssociates.com Fax: 252-441-0965

Attachment: Bid Award Recommendation - Emergency Pumping Project (Bid Award Recommendation-Ocean Sands Emergency Pumping)



BID TABULATION

Ocean Sands Stormwater Emergency Outfall Pipes
 Bid Opening: November 22, 2022 at 2:00pm

Bidder	Sealed Bid	Bid Security - Envelope 1	GC License #	E-Verify Included	Base Bid: Lake System	Base Bid: Crown Point System	Base Bid Section F System	Additional Allowance: Concrete Driveway Removal/Disposal/Replacement	Total Base Bid All Systems	Total Base Bid All Systems + Allowance
Eastern Carolina Construction	X	X	X	X	\$ 278,000.00	\$ 122,250.00	\$ 149,000.00	1000sf @ \$ 19.00/sf= Total \$19,000.00	\$549,250.00	\$568,250.00
Enviro-Tech Unlimited Construction	X	X	X	X	\$ 290,512.59	\$ 185,353.55	\$ 172,486.69	1000sf @ \$16.00/sf= Total \$16,000.00	\$648,352.83	\$664,352.83
								1000sf @ \$ /sf= Total		
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Caron Crouse, Assistant Finance Director <i>Caron Crouse</i> Date <u>11/22/22</u>										



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3631)

Agenda Item Title: Recommendation of Award-Drainage Improvements at Bonito Street, Whalehead Subdivision, and Authorize County Manager to Execute Contracts

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Recommendation of Award for Installation of Drainage Improvements at Bonito Street, Whalehead Subdivision, Corolla, to Enviro-Tech in the amount of \$1,499,625.

Potential Budget Affect: Budgeted funds

Is this item regulated by plan, regulation or statute? Yes

Manager Recommendation:



Crystal Owens
Contract Purchasing Agent

Currituck County

153 Courthouse Road, Suite 102
Currituck, North Carolina 27929
252-232-6000, ext. 4020
crystal.owens@currituckcountync.gov

MEMORANDUM

To: Board of Commissioners
Donald I McRee, Jr., County Manager

From: Crystal Owens, Contract Purchasing Agent

Subject: Whalehead Subdivision Drainage Improvements – Bonito Street

Date: December 5, 2022

Project Description: The Project consists of 6” and 8” nominal dimension DIPS HDPE force main pipe to be installed by horizontal directional drilling (HDD). Other site work includes lift stations, electrical work, grading, temporary shoring, excavation, installation of drainpipe and pavement work, concrete work, plantings, and erosion control.

Recommendation of Award: Bids for the Whalehead were received and opened at 2:00 p.m. on October 18, 2022 in the Board of Commissioners Meeting Room located at the Currituck County Historic Courthouse. A total of one (1) bid was received. The bid tabulation is attached for your reference.

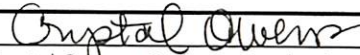
The bidder is Enviro-Tech Unlimited Construction Services, LLC with a Lump Sum Bid Amount of One Million Four Hundred Ninety-Nine Thousand Six Hundred Twenty-Five dollars and no cents (\$1,499,625.00). The bid documents and Contractor’s qualifications have been reviewed and found satisfactory.

Staff recommends award of the project to Enviro-Tech Unlimited Construction Services, LLC. in the amount of \$1,499,625.00.

Staff also requests delegation of contract execution authority to the County Manager for this contract.

Whalehead Subdivision Drainage Improvements - Bonito Street
Bid Opening: October 18, 2022 at 2:00pm

Bidder	Scaled Bid	Bid Security - Envelope 1	Acknowledge Addendum (1)	GC License #	E-Verify Included	Total Base Bid
Enviro-Tech Unlimited	X	X	X	63868	X	\$1,499,625.00


Crystal Owens, Contract Purchasing Agent
10/18/2022
Date



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3630)

Agenda Item Title: Recommendation of Award for Construction of the Corolla ABC Store and Authorize County Manager to Execute Contracts

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Recommendation of Award for Construction of the Corolla ABC Store to low bidder, AR Chesson, in the amount of \$1,828,000.

Potential Budget Affect: Budgeted funds

Is this item regulated by plan, regulation or statute? Yes

Manager Recommendation:



Crystal Owens
Contract Purchasing Agent

Currituck County

153 Courthouse Road, Suite 102
Currituck, North Carolina 27929
252-232-6000, ext. 4020
crystal.owens@currituckcountync.gov

MEMORANDUM

To: Board of Commissioners
Donald I McRee, Jr., County Manager

From: Crystal Owens, Contract Purchasing Agent

Subject: Corolla ABC Store

Date: December 5, 2022

Project Description: The project consists of the completion of a site and building of the Corolla ABC Store. Construction will include completion of the parking lot, sidewalks, roof drainage system, grading, landscaping, and construction of the building on an existing concrete slab at the site located at the corner of Ocean Trail (NC 12) and Devil's Bay in Corolla, North Carolina.

Recommendation of Award: Bids for the Corolla ABC Store were received and opened at 2:00 p.m. on November 15, 2022 in the Board of Commissioners Meeting Room located at the Currituck County Historic Courthouse. A total of two (2) bids were received. The bid tabulation is attached for your reference.

The low bidder is A. R. Chesson Construction Co., Inc. with a Lump Sum Bid Amount of One Million Eight Hundred Twenty-Eight Thousand dollars and no cents (\$1,828,000.00). The bid documents and Contractor's qualifications have been reviewed and found satisfactory.

Staff recommends award of the project to A. R. Chesson Construction Co., Inc. in the amount of \$1,828,000.00.

Staff also requests delegation of contract execution authority to the County Manager for this contract.

Attachment: Recommendation of Award - Corolla ABC (Bid Award Recommendation-Corolla ABC Store)



BID TABULATION

Corolla ABC Store
 Bid Opening: November 15, 2022 at 2:00pm

Bidder	Sealed Bid	Bid Security - Envelope 1 (5%)	Acknowledge Addendum (3)	GC License #	E-Verify Included	List of Subcontractors	Hub Cert. Participation	Affidavit A - Good Faith Efforts	Total Base Bid
Sussex	X	X	X	X	X	X	X	X	\$2,174,028.67
AR Chesson Construction	X	X	X	X	X	X	X	X	\$1,828,000.00
Crystal Owens									11/15/2022
Crystal Owens, Contract Purchasing Agent									DATE



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3632)

Agenda Item Title: Public Works Building Design-Build Amendment Guaranteed Maximum Price (GMP) and Delegation of Signature Authority to County Manager

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Consideration for approval of Design-Build GMP for Public Works Building and authorize County Manager to execute contracts.

Potential Budget Affect: Budgeted project funds

Is this item regulated by plan, regulation or statute? Yes

Manager Recommendation:



4 November 2022

Michelle Perry, PE
Assistant County Engineer
County of Currituck
Public Works Department
153 Courthouse Road, Suite 302
Currituck, North Carolina 27929

Project: Currituck County Public Works Maintenance Building
Subject: 75% Progress Budget for Construction GMP

Dear Michelle,

We respectfully submit to you and the County our 75% Progress Budget for the purpose of setting the Guaranteed Maximum Price for the Construction portion of the project "Currituck County Public Works Maintenance Building". The overall Project budget total including construction cost with bond, non-construction fees and allowances, and optional add item allowances is summarized on the next page of this package. This total amount does include the design fees that were in the original contract award, PO#20230406-000.

Attached you will find a Proposed GMP Budget summary outlining the budgeted costs, fees, and allowances.

Attached you will find the Schedule of Values for the Construction Budget. This includes hard costs only; no soft costs, allowances or options included in this SOV.

Attached you will find a Clarifications and Exclusions page. We have listed Add Alternates, Options, and Unit Pricing for your consideration.

Please let us know if you have questions or require additional information. We appreciate the continued opportunities to be of service to Currituck County and look forward to breaking ground on this project in the coming months.

Sincerely,

Harry L. Davis, III
President

Attachments

SUSSEX

CURRITUCK COUNTY PUBLIC WORKS MAINTENANCE BUILDING PROPOSED GMP BUDGET – 4 November 2022

	PROJECTED COSTS
CONSTRUCTION COSTS	
New Construction – 6,000 sqft, with Bond	\$1,624,758.33
Owner Reserves - Allowance	\$75,000.00
Construction Subtotal	\$1,699,758.33
NON-CONSTRUCTION COSTS	
Architect / Engineer Design Fees	\$133,629.75
Survey & Subsurface Analysis	Included Above
Special Inspections - Allowance	\$35,000.00
Furniture, Fixtures, & Equipment – Allowance	<u>\$100,000.00</u>
Non-Construction Subtotal	\$268,629.75
TOTAL PROJECT COSTS	\$1,968,388.08

ADD OPTION not included in above totals:

1. Gas-fired Permanent Generator Allowance	\$160,000.00
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SCHEDULE OF VALUES

15.D.a

Project Name:	Currituck Public Works Maintenance Bldg	Estimate Date:	11/04/22
Project No.:	PC2022-019	Revision #	0
Area (SF):	6,000	Estimator:	Rolley Davis
Acreage:	1	Total Construction Cost:	\$1,607,919.43
Cost Per SF:	\$267.99	Total Bonded Cost:	\$1,624,758.33

ITEM DESCRIPTION	AMOUNT	SF COST
DIVISION 1 - GENERAL REQUIREMENTS	\$ 230,408.78	\$ 38.40
DIVISION 2 - EXISTING CONDITIONS	\$ -	\$ -
DIVISION 3 - CONCRETE	\$ 103,323.60	\$ 17.22
DIVISION 4 - MASONRY	\$ -	\$ -
DIVISION 5 - METALS	\$ 262,162.22	\$ 43.69
DIVISION 6 - WOODS, PLASTICS & COMPOSITES	\$ 24,516.00	\$ 4.09
DIVISION 7 - THERMAL AND MOISTURE PROTECTION	\$ 864.00	\$ 0.14
DIVISION 8 - OPENINGS	\$ 79,176.03	\$ 13.20
DIVISION 9 - FINISHES	\$ 149,989.68	\$ 25.00
DIVISION 10 - SPECIALTIES	\$ 24,370.63	\$ 4.06
DIVISION 11 - EQUIPMENT	\$ 8,409.27	\$ 1.40
DIVISION 12 - FURNISHINGS	\$ -	\$ -
DIVISION 13 - SPECIAL CONSTRUCTION	\$ -	\$ -
DIVISION 14 - CONVEYING EQUIPMENT	\$ -	\$ -
DIVISION 21 - FIRE SUPPRESSION	\$ -	\$ -
DIVISION 22 - PLUMBING	\$ 63,720.00	\$ 10.62
DIVISION 23 - HVAC	\$ 116,100.00	\$ 19.35
DIVISION 25 - INTEGRATED OPERATION	\$ -	\$ -
DIVISION 26 - ELECTRICAL	\$ 218,160.00	\$ 36.36
DIVISION 27 - COMMUNICATIONS	\$ 540.00	\$ 0.09
DIVISION 28 - ELECTRONIC SAFETY & SECURITY	\$ -	\$ -
DIVISION 31 - EARTHWORK	\$ 229,446.00	\$ 38.24
DIVISION 32 - EXTERIOR IMPROVEMENTS	\$ 66,096.00	\$ 11.02
DIVISION 33 - UTILITIES	\$ -	\$ -
PROCUREMENT & CONTRACTING	\$ 47,476.12	\$ 7.91
TOTAL BONDED COST OF CONSTRUCTION (Bond, O&P Included)	\$ 1,624,758.33	\$ 270.79

* The above total includes a project contingency in the amount of:

\$ -

Attachment: 2022-019 Currituck County Public Works Maintenance Building Budget for GMP 11.4.2022 (Public Works Building Design-Build

SUSSEX

CURRITUCK COUNTY PUBLIC WORKS MAINTENANCE BUILDING 75% BUDGET CLARIFICATIONS & EXCLUSIONS

The following clarifications, exclusions and allowances summary serves as a supplement to the proposed GMP Budget with SOV Estimate dated 4 November 2022.

Clarifications

1. The 75% Budget was assembled based upon the Currituck County RFQ, Sussex's SOQ Proposal dated 15 December 2021, and Beacon Architecture's 75% Progress Drawings dated 16 September 2022.
2. The project schedule is based upon a timeline of (34) weeks. Schedule reflects eight (8) months of construction activities including installation of FF&E package.
3. Builders Risk insurance is included.
4. Non-Construction costs include design, special inspections and 3rd party testing, FF&E design and procurement, and Permit review fees. Refer to the breakdown included in this presentation package.
5. It is understood that "Health-Related Events" such as epidemics and pandemics beyond our control, and any delays or disruption caused by such events shall not be attributable to Sussex and Sussex shall be entitled to a contract time extension should a Health-Related Event impact the project.
6. Our proposal includes an allowance of \$11,000 for Tap fees.
7. Our proposal excludes the interior painting of the exposed steel framing (girts, purlins, and rigid frame) in the Workshop area and the Storage Warehouse area.

Unit Prices:

1. Unit Price - Remove Unsuitable, replace with Select Fill \$35.00
2. Unit Price - Remove Unsuitable, replace with #57 stone \$79.00

Add Option

1. Gas-fired Permanent Generator \$160,000.00

Exclusions

1. Existing furniture relocation, transport, removal, or disposal.
2. Fences or gates other than what is delineated on the plans.
3. Our proposal excludes the interior painting of the exposed steel framing (girts, purlins, and rigid frame) in the Workshop area and the Storage Warehouse area.
4. Building Permit fees has been waived by the County Building Official.



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3627)

Agenda Item Title: Consideration of License Agreement Allowing Use of County-Owned Property by Carova Beach Volunteer Fire and Rescue for Parking and Boat Mooring

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Carova Fire is requesting permission to use a portion of a County-owned lot for vehicle parking and as a boat mooring area. The lot is located across from the Carova Beach fire department.

Potential Budget Affect: N/A

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:

NORTH CAROLINA**CURRITUCK COUNTY****LICENSE AGREEMENT**

THIS LICENSE AGREEMENT, to be effective as of the ____ day of October, 2022, by and between **COUNTY OF CURRITUCK, NORTH CAROLINA**, body corporate and politic existing pursuant to the laws of the State of North Carolina, hereinafter “Licensor”, and **CAROVA BEACH VOLUNTEER FIRE AND RESCUE, INC.**, a non-profit corporation organized pursuant to the laws of the State of North Carolina, hereinafter “Licensee”;

WITNESSETH

WHEREAS, Licensor is the owner of a certain tract of land located in Poplar Branch Township, Currituck County, North Carolina, the same being the land conveyed to it by deed recorded in Deed Book 1279, Page 797 of the Currituck County Registry; and

WHEREAS, Licensee is a North Carolina non-profit corporation and desires to use a portion of Licensor’s property more particularly described below for use as a vehicle parking lot and boat mooring area;

NOW, THEREFORE, the parties do mutually undertake, promise and agree as follows:

ARTICLE I**PREMISES, PRIVILEGES, USES, RIGHTS, ACTIVITIES, EXCLUSIONS, AND
CONDITIONS OF LICENSE**

For and in consideration of the terms, conditions and covenants of this License to be performed by Licensee, all which Licensee accepts, Licensor hereby grants to Licensee the right to use the premises hereinafter set out and assume the responsibilities herein described for the use and maintenance of a vehicle parking and boat mooring area.

- A. **DESCRIPTION OF PREMISES.** The premises (“Premises”) subject to this License Agreement is that land conveyed in Deed Book 1279, Page 797 of the Currituck County Registry and more particularly described as follows:

That certain parcel identified and designated as “Open Space Area E,” as shown on plat of Estates at Carova Beach, Section 5, recorded in Plat Cabinet N, Slides 44-45, Currituck County Registry, North Carolina.

- B. **CONDITION OF GRANTING LICENSE.** The granting of this License, its acceptance by Licensee, the obligations of Licensor hereunder and the rights of Licensee are conditioned upon the following:

- (1) The purpose of this license is to provide Licensee with additional vehicle parking. No structure shall be erected on the premises without the prior written consent of Licensor. Licensor’s review and approval shall be within Licensor’s sole discretion. The Licensor

and Licensee agree that the point of contact for such approvals shall be the County Manager.

- (2) Licensee, at its sole cost and expense, shall maintain and otherwise keep in a good and clean state of repair and condition, the premises. In the event Licenser deems repairs to be necessary on the premises, Licenser shall issue written notice to Licensee informing Licensee of said repair and/or maintenance request. Licensee shall have five (5) business days to issue a written response to Licenser confirming its intention to perform said repairs and/or maintenance or explaining why Licensee does not believe such repairs and/or maintenance to be necessary. The final determination as to the necessity of repairs shall be within Licenser's reasonable discretion. In the event Licensee fails to make necessary and reasonable repairs and/or maintenance to the premises, within a period of thirty (30) business days following issuance of the written response from Licensee, Licenser may perform the repairs and/or maintenance and recover from Licensee the costs and expenses it incurs. In the event permits are required for Licensee's intended use of the property, Licensee is obligated to procure such permit at its own expense.
- (3) Licenser shall have no liability to Licensee or any other person or entity on account of the Premises or any of Licensee's acts or inactions relative to any of the foregoing, unless such liability arises from the gross negligence or willful misconduct of Licenser or any of its employees, agents or contractors and then, Licenser's liability shall be limited to the value of the Premises, and no more. In accordance therewith, Licensee does hereby release and discharge Licenser, its members, directors, officers, employees, agents and contractors from any and all liability, damages, claims, costs and expenses relating to the Premises, and any of Licensee's acts or inactions relative to any of the foregoing, and Licensee does agree, by acceptance of this License, to indemnify, defend and hold harmless Licenser and its members, directors, officers, employees, agents, contractors, guests and invitees from and against any and all liability, damages, claims, costs and expenses, including reasonable attorney's fees, arising from or otherwise associated with the Premises and Licensee's acts or inactions relative to any of the foregoing, unless such liability arises from or results from the gross negligence or willful misconduct of Licenser and then, Licenser's liability shall be limited to the value of the Premises, and no more.
- (4) If requested by Licenser, Licensee shall always maintain in full force and effect commercial general liability insurance with respect to the Premises. The insurance shall be in an amount reasonable required by Licenser from time to time, taking into account the risk to Licenser associated with the Premises and the License; the insurance shall be with an insurance company authorized to do business in the State of North Carolina and approved by Licenser; and Licenser shall be designated in such policy of insurance as an additional insured or such other designation as shall be deemed otherwise appropriate in order for Licenser to receive the benefits of such insurance. If Licenser

requires Licensee to maintain insurance as aforesaid, when requested by Licensor, Licensee shall furnish to Licensor such certification of the existence of such insurance as Licensor may request, acting reasonably.

ARTICLE II OBLIGATIONS OF LICENSOR

- A. **AUTHORITY TO LICENSE.** Licensor covenants that at the time of granting and delivery of this License, it has full right and authority to license the use of the Premises in accordance herewith.

Licensor warrants to Licensee peaceful possession and quiet enjoyment of the Premises during the term hereof, upon Licensee's performance of its covenants herein.

- B. **CONDITION OF PREMISES.** Licensor provides the Premises, and the Premises are accepted by Licensee in its "as is" condition. Licensor warrants that Licensor, nor, to the best knowledge of Licensor any other person or entity, has not placed on or under the Premises any waste constituents deemed hazardous waste under federal or state law or has received any notice of the happening of any event involving the misuse, spill, discharge or cleanup of any waste constituents on the Premises deemed hazardous waste under federal or state law.

ARTICLE III OBLIGATIONS OF LICENSEE

- A. **MAINTENANCE.** Licensee accepts the Premises in their existing ("as is") condition.
- B. **AUTHORITY TO LICENSE PREMISES.** Licensee covenants that it has authority to enter into this agreement and to fulfill the terms and conditions contained in this agreement.

ARTICLE IV TERM OF LICENSE

This License shall be effective until such time as Licensor terminates this License. The authority of Licensor to terminate this License shall be limited to the following circumstances: (1) in the event of breach of this agreement by Licensee that is not remedied within thirty (30) days following receipt of written notice of default by Licensor to Licensee; (2) in the event Licensee shall cease to use the Premises for a vehicle parking lot and boat mooring area after sixty (60) days written notice to Licensee; or (3) in the event that Licensor determines it needs use of the Premises for the benefit of Currituck County after sixty (60) days written notice to Licensee.

ARTICLE V ASSIGNMENT

Licensee shall not at any time during the term of this License, directly or indirectly, assign or transfer its interest in this License or any interest therein without the consent of the Licensor.

ARTICLE VI
GENERAL PROVISIONS

- A. ATTORNEY’S FEES. In any action brought by either party hereto for the enforcement of the obligation(s) of the other, each party shall bear the cost of its own attorney’s fees.
- B. BINDING EFFECT AND COMPLETE TERMS. The terms, covenants, conditions and agreements herein contained shall be binding upon and enure to the benefit of and shall be enforceable by Licensor and Licensee and by their respective successors and assigns. All negotiations and agreements of Licensor and Licensee are merged herein. No modification hereof or other purported agreement of the parties shall be enforceable unless the same is in writing and signed by Licensor and Licensee.
- C. CONSTRUCTION OF LICENSE. This License shall not be construed more strictly against either party regardless of which party is responsible for the preparation of the same.
- D. EASEMENTS, RESTRICTIONS AND RIGHTS OF WAY. The Premises are licensed subject to all easements, restrictions and rights of way legally affecting the Premises.
- E. CHOICE OF LAW. The terms of this License are governed by and shall be construed in accordance with the laws of the State of North Carolina.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the date first above written.

LICENSOR

By: County Manager

ATTEST:

Samantha M. Evans
Deputy Clerk to the Board of Commissioners

(COUNTY SEAL)

LICENSEE

By: President

ATTEST:



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3624)

Agenda Item Title: Budget Amendments

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Various departmental/funds line item transfers.

Potential Budget Affect: Please see individual requests for net budget affects.

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:

Number 20230040

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 5th day of December 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2023.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
50460-590001	ABC Store 2019 - Corolla	\$ 845,000	
50390-495010	T F - Operating Fund		\$ 845,000
10990-587050	T T - County Governmental Construction	\$ 845,000	
10380-488400	ABC Profits Allocation		\$ 170,000
10320-411000	Article 39 Sales Tax - Local Option		\$ 675,000
		<u>\$ 1,690,000</u>	<u>\$ 1,690,000</u>

Explanation: County Governmental Construction - ABC Store Corolla (50460) - Increase appropriations to fund contract to A R Chesson for construction of the ABC Store in Corolla.

Net Budget Effect: Operating Fund (10) - Increased by \$845,000.
 , County Governmental Construction Fund (50) - Increased by \$845,000.

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Deputy Clerk to the Board

Attachment: BudAmends_Dec 5_General Meeting (Budget Amendments)

Number 20230041

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 5th day of December 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2023.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10460-592000	Public Works Projects	\$ 29,155	
10310-400100	Vehicle Tax Collected by DMV		\$ 29,155
		<u>\$ 29,155</u>	<u>\$ 29,155</u>

Explanation: Public Works (10460) - Increase appropriations in the Public Works Projects to repair roof leak in the YMCA facility.

Net Budget Effect: Operating Fund (10) - Increased by \$29,155.

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Deputy Clerk to the Board

Attachment: BudAmends_Dec 5_General Meeting (Budget Amendments)

Number 20230042

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 5th day of December 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2023.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
50460-590003	Public Works Maintenance Building	\$ 1,475,000	
50390-495040	T F - County Govt Facility Fund		\$ 1,475,000
40750-587050	T T - Co Govt Facility Fund	\$ 1,475,000	
40320-411001	Article 40 Supp Sales Tax		\$ 350,000
40320-411002	Article 42 Addtl Supp Sales Tax		\$ 575,000
40390-499900	Appropriated Fund Balance		\$ 550,000
		<u>\$ 2,950,000</u>	<u>\$ 2,950,000</u>

Explanation: County Govt Facilities Construction Fund (50460) - Increase appropriations for the Public Works Maintenance Facility to be constructed at the Maple Commerce Park complex.

Net Budget Effect: Capital Improvements Fund (40) - Increased by \$1,475,000.
County Govt Construction Fund (50) - Increased by \$1,475,000.

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Deputy Clerk to the Board

Attachment: BudAmends_Dec 5_General Meeting (Budget Amendments)

Number 20230043

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 5th day of December 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2023.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
20609-531400	Equipment Fuel	\$ 2,000	
20609-516000	Repairs & Maintenance		2,000
		<u>\$ 2,000</u>	<u>\$ 2,000</u>

Explanation: Whalehead Stormwater District (20609) - Additional funds needed in Equipment Fuel to cover overage due to vandalism at the Sailfish station (the power was manually turned off which led to the generator running overnight expending more fuel than normal). Generators were topped off with fuel in preparation for the hurricane season and there was not enough in the budget to cover this overage.

Net Budget Effect: Whalehead Stormwater Drainage District Fund (20) - No change.

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Deputy Clerk to the Board

Attachment: BudAmends_Dec 5_General Meeting (Budget Amendments)

Number 20230044

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 5th day of December 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2023.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10796-516200	Vehicle Maintenance	\$ 700	
10796-516000	Repairs and Maintenance		\$ 700
		<u>\$ 700</u>	<u>\$ 700</u>

Explanation: Currituck County Rural Center (10796) - Transfer budgeted funds to cover major repair to 2007 county vehicle (ABS Module and programming software) as well as allow for contingency for routine maintenance.

Net Budget Effect: Whalehead Stormwater Drainage District Fund (20) - No change.

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Deputy Clerk to the Board

Attachment: BudAmends_Dec 5_General Meeting (Budget Amendments)

Number

20230045

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 5th day of December 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2023.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10530 533900	Ambulance Supplies	\$ 28,000	
10541-531000	Gas	\$ 1,000	
10530 561000	Professional Services		\$ 29,000
		<u>\$ 29,000</u>	<u>\$ 29,000</u>

Explanation: Emergency Services (10530) - Transfer funds for increases in cost of ambulance supplies and fuel.

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

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Deputy Clerk to the Board

Attachment: BudAmends_Dec 5_General Meeting (Budget Amendments)

Number 20230046

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 5th day of December 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2023.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10795-545100	Credit Card Fees	\$ 1,745	
10350-469015	Tackle Football		\$ 620
10350-469001	Flag Football		\$ 450
10350-469002	Cheerleading		\$ 675
		<u>\$ 1,745</u>	<u>\$ 1,745</u>

Explanation: Parks & Recreation (10795) - Increase appropriations for increased usage of credit cards for youth sports registrations.

Net Budget Effect: Operating Fund (10) - Increased by \$1,745.

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Deputy Clerk to the Board

Attachment: BudAmends_Dec 5_General Meeting (Budget Amendments)

Number

20230047

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 5th day of December 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2023.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10410-553000	Dues & Subscriptions	\$ 1,000	
10511-554000	Insurance & Bonds	\$ 76	
10511-590000	Capital Outlay	\$ 187	
10540-557100	Software License Fees	\$ 564	
10441-532000	Supplies	\$ 2,734	
10380-484001	Insurance Recovery		\$ 2,734
10380-480000	Returned Check Charge		\$ 1,827
		<u>\$ 4,561</u>	<u>\$ 4,561</u>

Explanation: Administration (10410); Detention Center (10511); Inspections (10540); Information Technology (10441) - Increase appropriations for cost increases and for insurance received for IT hardware.

Net Budget Effect: Operating Fund (10) - Increased by \$4,561.

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Deputy Clerk to the Board

Attachment: BudAmends_Dec 5_General Meeting (Budget Amendments)

Number 20230048

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 5th day of December 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2023.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
16609-545000	Contract Services	\$ 100,000	
16390-499900	Fund Balance Appropriated		\$ 100,000
		<u>\$ 100,000</u>	<u>\$ 100,000</u>

Explanation: Ocean Sands/Crown Point N Watershed (16609) - Increase appropriations to award contract to Carolina Construction for the emergency outfall pipe project.

Net Budget Effect: Ocean Sands/Crown Point N Watershed (16) - Increased by \$100,000.

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Deputy Clerk to the Board

Attachment: BudAmends_Dec 5_General Meeting (Budget Amendments)

Number

20230049

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 5th day of December 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2023.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10750-545000	Contracted Services	\$ 30,000	
10760-585000	DSS Donations Expense	\$ 29,912	
10380-487000	DSS Donations		\$ 9,600
10390-499900	Appropriated Fund Balance		\$ 20,312
10750-502000	Salaries		\$ 30,000
		<u>\$ 59,912</u>	<u>\$ 59,912</u>

Explanation: Social Services Administration (10750); Social Services County Assistance (10760) - Transfer funds from lapsed salaries to contracted services for temporary services contract to fill vacant positions until current vacancies are hired. Also, increase appropriations to carry-forward donation balance from FY 2022.

Net Budget Effect: Operating Fund (10) - Increased by \$29,912.

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Deputy Clerk to the Board

Attachment: BudAmends_Dec 5_General Meeting (Budget Amendments)

Number 20230050

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 5th day of December 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2023.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10450-545100	Credit Card Fees	\$ 18,000	
10440-545100	Credit Card Fees		\$ 18,000
		<u>\$ 18,000</u>	<u>\$ 18,000</u>

Explanation: Finance (10440); Tax (10450) - Transfer budgeted funds for credit card fees for Tax payments.

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

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Deputy Clerk to the Board

Attachment: BudAmends_Dec 5_General Meeting (Budget Amendments)

Number 20230051

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 5th day of December 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2023.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10430-503430	Poll Workers	\$ 8,000	
10430-505000	FICA	\$ 612	
10320-411000	Article 39 Sales Tax		\$ 8,612
		<u>\$ 8,612</u>	<u>\$ 8,612</u>

Explanation: Elections (10430) - Increase Election Poll Worker salaries for the November 2022 election.

Net Budget Effect: Operating Fund (10) - Increased by \$8,612.

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Deputy Clerk to the Board

Attachment: BudAmends_Dec 5_General Meeting (Budget Amendments)

Number 20230052

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 5th day of December 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2023.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10640-502100	Salaries - OT	\$ 500	
10640-503500	Salaries - Temp		\$ 500
		<u>\$ 500</u>	<u>\$ 500</u>

Explanation: Cooperative Extension (10640) - Transfer budgeted line items for overtime worked by summer camp counselors.

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

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Deputy Clerk to the Board

Attachment: BudAmends_Dec 5_General Meeting (Budget Amendments)

Number

20230053

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 5th day of December 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2023.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
26535-557100	Software License Fees	\$ 730	
26390-499900	Fund Balance Appropriated		\$ 730
		<u>\$ 730</u>	<u>\$ 730</u>

Explanation: Emergency Telephone System (26535) - Increase appropriations for increase cost of software license fees to run the emergency telephone system.

Net Budget Effect: Emergency Telephone System Fund (26) - Increased by \$730.

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Deputy Clerk to the Board

Attachment: BudAmends_Dec 5_General Meeting (Budget Amendments)

Number 20230054

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 5th day of December 2022, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2023.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
50550-592024	2023 Aviation Fuel Farm 36237.8.17.1	\$ 4,502	
50550-592025	2023 Aviation Fuel Farm 36237.8.17.2	\$ 153,834	
50330-448000	State Aide to Airports		\$ 142,952
50390-495010	T F - Operating Fund		\$ 15,384
10990-587050	T T - County Governmental Construction	\$ 15,384	
10350-467100	Aviation Fuel Receipts		\$ 15,384
		<u>\$ 173,720</u>	<u>\$ 173,720</u>

Explanation: County Governmental Construction - Airport (50550) - Increase appropriations for NC Department of Transportation, Division of Aviation grants 36237.8.17.1 and 36237.8.17.2 for New Fuel Farm Projects. These grants require a \$15,384 County match.

Net Budget Effect: Operating Fund (10) - Increased by \$15,384.
 , County Governmental Construction Fund (50) - Increased by \$158,336.

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Journal # _____

Deputy Clerk to the Board

Attachment: BudAmends_Dec 5_General Meeting (Budget Amendments)



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3623)

Agenda Item Title: Project Ordinance-Aviation Fuel Farm

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Set up funding for Aviation Fuel Farm project.

Potential Budget Affect: Budgeted Funds with state grant funding

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:

COUNTY OF CURRITUCK CAPITAL PROJECT ORDINANCE

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

SECTION 1. The project authorized is New Fuel Farm for the Currituck Regional Airport.

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

2023 Aviation Fuel Farm	\$ 158,336
	<u>\$ 158,336</u>

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

State Aide to Airports	\$ 142,952
Transfer from Operating Fund	\$ 15,384
	<u>\$ 158,336</u>

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

SECTION 5. SPECIAL APPROPRIATIONS AND RESTRICTIONS

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

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

SECTION 6. CONTRACTUAL OBLIGATIONS

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

- a. He may execute contracts for construction or repair projects which do not require formal competitive bid procedures.
- b. He may execute contracts for (1) purchases of apparatus, supplies, and

- materials, or equipment which are within the budgeted departmental appropriations; (2) leases of personal property for a duration of one year or less and within budgeted departmental appropriations; and (3) services which are within budgeted departmental appropriations.
- c. He may execute contracts, as the lessor or lessee of real property, which are of a duration of one year or less which are within the budgeted departmental appropriations.

SECTION 7. USE OF BUDGET ORDINANCE

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

ADOPTED this 5th day of December 2022.

Chairman
Board of Commissioners

ATTEST:

Samantha M. Evans
Deputy Clerk to the Board



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3629)

Agenda Item Title: Vehicle Surplus Resolution-EMS

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Resolution requesting EMS vehicle surplus.

Potential Budget Affect: N/A

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:

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 disposed of if not sellable.

County Asset	Description	Serial Number	Department
6549	2008 Ford Expedition	1FMFU16588LA21126	EMS

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

ADOPTED, this 5th day of December, 2022.

Chair, Board of Commissioners
County of Currituck

Clerk to the Board

(Seal)

Attachment: EMS Vehicle Surplus Resolution (Vehicle Surplus Resolution-EMS)



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3626)

Agenda Item Title: Affirmation of Sheriff's Bond

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Per Statute, the Sheriff's Bond must be accepted by the Board of Commissioners and filed with the Clerk of Court. Sheriff Beickert's bond extension was effective June 1, 2022, and will expire June 1, 2026. Sheriff Beickert requested affirmation of the bond, which was originally presented and accepted by the Board of Commissioners on May 16, 2022.

Potential Budget Affect: N/A

Is this item regulated by plan, regulation or statute? Yes

Manager Recommendation:

CONTINUATION CERTIFICATE

Western Surety Company

, Surety upon

a certain Bond No. 63665046

dated effective June 1, 2018
(MONTH-DAY-YEAR)

Matthew Beickert

on behalf of
(PRINCIPAL)

and in favor of County of Currituck

(OBLIGEE)

does hereby continue said bond in force for the further period

beginning on June 1, 2022
(MONTH-DAY-YEAR)and ending on June 1, 2026
(MONTH-DAY-YEAR)

Amount of bond \$ 25,000.00

Description of bond Public Official - Sheriff of Currituck County

PROVIDED: That this continuation certificate does not create a new obligation and is executed upon the express condition and provision that the Surety's liability under said bond and this and all Continuation Certificates issued in connection therewith shall not be cumulative and that the said Surety's aggregate liability under said bond and this and all such Continuation Certificates on account of all defaults committed during the period (regardless of the number of years) said bond had been and shall be in force, shall not in any event exceed the amount of said bond as hereinbefore set forth.

Signed and dated on May 12, 2022
(MONTH-DAY-YEAR)

Western Surety Company

By 
Elizabeth A. Hartzberg, Attorney-In-Fact

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint Elizabeth A. Hartzberg

, Individually

of Pittsburgh, PA, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

Surety Bond Number: 63665046

Principal: Matthew Beickert

Obligee: NC - County of Currituck (282 South Indian Town Rd. - Shawboro NC)

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 2nd day of February, 2021.

WESTERN SURETY COMPANY



Paul T. Bruflat

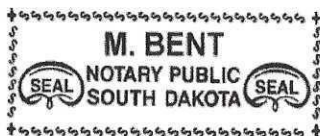
Paul T. Bruflat, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 2nd day of February, 2021, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



M. Bent

M. Bent, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 12 day of May, 2022.



WESTERN SURETY COMPANY

L. Nelson

L. Nelson, Assistant Secretary



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3628)

Agenda Item Title: Sheriff's Office-Return Equipment Received from Law Enforcement Support Office for Transfer

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Sheriff's office to return surveillance equipment received from the Law Enforcement Support Office. The items will transfer to another agency. See attached documents for return info. Items were on loan for use by the Sheriff's Office and not received or entered as County assets.

Potential Budget Affect: N/A

Is this item regulated by plan, regulation or statute? No

Manager Recommendation:

[illegible][illegible]

NORTH CAROLINA PHYSICAL INVENTORY WORKSHEET
 DEFAULT_DIV_NC/DEFAULT_SUBDIV_NC/CURRITUCK COUNTY
 SHERIFF DEPT

FFP - 17276NC00023

Labeled? Circle Yes No

State Property#: NA

Housed? Circle Yes No

Demil Code: C- USML ITEMS - DEMIL REQD. REMOVE/DEMIL INSTALLED KEY POINT(S).

Insurance Expiration Date: NA

Property In-Service Date: NA

Physical Storage Location: NA

Verify the following property details, fill all fields where applicable. If incorrect, line through incorrect information and write correct information on the right.

National Stock Number: 6720-01-568-1287

Unit of Issue: Kit

FSC and Nomenclature: 6720 - Cameras, Still Picture

FEPP Type: CAMERA
 SYSTEM,RECONNAISSANCE

Additional Description: CAMERA
 SYSTEM,RECONNAISSANCE

Make/Manufacturer: NA

Serial: 23103955

Model#: NA

Model Year: 0

Condition: ISSUABLE, QUALIFICATION

INVENTORIED BY: _____

DATE: _____

Comment 1:

Non-Thermal Imaging. Digital Camera Only

Comment 2:

Comment 3:

Property split from property number: [15183NC00004]






✓

Attachment: Sheriff-LESO Equipment Return (Sheriff's Office-Return of Controlled Items to LESO)


[illegible]

1. TOTAL PRICE										2. SHIP FROM										3. SHIP TO																																							
UNIT PRICE										DOLLARS										CTS																																							
DOLLARS										CTS										4. MARK FOR																																							
\$5147.45										\$5147.45																																																	
5. DOC DATE										6. NMFC										7. FRT RATE										8. TYPE CARGO										9. PS																			
2304																																																											
10. QTY RECD										11. UP										12. UNIT WEIGHT										13. UNIT CUBE										14. UFC										15. SL									
16. FREIGHT CLASSIFICATION NOMENCLATURE																																																											
17. ITEM NOMENCLATURE																																																											
CAMERA SYSTEM, RECONNAISSANCE																																																											
18. TY CONT										19. NO CONT										20. TOTAL WEIGHT										21. TOTAL CUBE																													
22. RECEIVED BY																				23. DATE RECEIVED																																							

24. DOCUMENT NUMBER & SUFFIX (20-44)																													
REQUISITION NUMBER																													
																													
2YTC1651749441																													
25. NATIONAL STOCK NO. & ADD (18-22)																													
NSN																													
																													
6720015681287																													
26. PIC (4-6)																													
27. ADDITIONAL DATA																													
28. QTY (25-28)																													
29. QTY CODE (71)																													
30. DIST (55-56)																													
31. UP (74-80)																													
SERIAL NUMBER																													
																													
23104058																													

Item is hereby transferred from agency in the "SHIP FROM" block to the agency listed in the "SHIP TO" block pursuant to Title X, Section 1033 Authority terms outlined in the "Transfer Agreement". If this item is DEMIL required it will be returned via turn in procedures through LESO when no longer needed by the Law Enforcement Agency.

LESO Approval:
Digitally Signed By: Michael Dunn (michael.p.dunn@dla.mil)
Digitally Signed On: 2022-11-01 07:10:07.075-05:00 America/Chicago
Passport: 101:7d060fa0-0126-9953-8280-c101542c2b36:0399386355



Transferred From:
CURRITUCK COUNTY SHERIFF DEPT (2YTC16)
125 COLLEGE WAY
BARCO NC 27917
MAPLE, NC 27956

Transferred To:
ANGIER POLICE DEPT (2YTAJ1)
55 N. BROAD STREET WEST
ANGIER NC 27501
ANGIER, NC 27501

SHIPPING DOCUMENT#: NC223040002
ORIGINAL PROPERTY#: 17276NC00024
ORIGINAL DTID#: W90PHV51625004

Attachment: Sheriff-LESO Equipment Return (Sheriff's Office-Return of Controlled Items to LESO)

NORTH CAROLINA PHYSICAL INVENTORY WORKSHEET
 DEFAULT_DIV_NC/DEFAULT_SUBDIV_NC/CURRITUCK COUNTY
 SHERIFF DEPT

FFP - 17276NC00024

Labeled? Circle Yes No

State Property#: NA

Housed? Circle Yes No

Demil Code: C- USML ITEMS - DEMIL REQD. REMOVE/DEMIL INSTALLED KEY POINT(S).

Insurance Expiration Date: NA

Property In-Service Date: NA

Physical Storage Location: NA

Verify the following property details, fill all fields where applicable. If incorrect, line through incorrect information and write correct information on the right.

National Stock Number: 6720-01-568-1287

Unit of Issue: Kit

FSC and Nomenclature: 6720 - Cameras, Still Picture

FEPP Type: CAMERA
 SYSTEM, RECONNAISSANCE

Additional Description: CAMERA
 SYSTEM, RECONNAISSANCE

Make/Manufacturer: NA

Serial: 23104058

Model#: NA

Model Year: 0

Condition: ISSUABLE, QUALIFICATION

INVENTORIED BY: _____

DATE: _____

Comment 1:

Non-Thermal Imaging, Digital Camera only

Comment 2:

Comment 3:

Property split from property number: [15183NC00004]



✓

Attachment: Sheriff-LESO Equipment Return (Sheriff's Office-Return of Controlled Items to LESO)


1 CODE N	2 FROM	3 TO	4 QUANTITY	5 SUPPLY ADDRESS	6 FIRM NAME	7 DIS- TRIC- TION	8 PRO- JECT	9 PH	10 N F O L D E	11 A D V	12 P H O N E	13 C O M M O D I T Y	14 T O T A L P R I C E	15 D O L L A R S	16 C T S	17 S H I P F R O M 2YTC16	18 S H I P T O 2YTHDE	19 N C - C U R R I T U C K C O U N T Y S H E R I F F D E P T	20 N C - M A R T I N C O U N T Y S H E R I F F D E P T
A5A	EA	00001	2YTHDE	R Q															

24 DOCUMENT NUMBER 8 SUPPL 30-44	REQUISITION NUMBER	2YTC1630899910
25 NATIONAL STOCK NO. 8 ADD 11-21	NSN	1385015744707

26 R/C 14-6 U 125-241 QTY 125-251 CON CODE 171 COST (86-86) UP 174 007	SERIAL NUMBER	UNK-00013112

Item is hereby transferred from agency in the "SHIP FROM" block to the agency listed in the "SHIP TO" block pursuant to Title X, Section 1033 Authority terms outlined in the "Transfer Agreement". If this item is DEMIL required it will be returned via turn in procedures through LESO when no longer needed by the Law Enforcement Agency.

LESO Approval:
Digitally Signed By: Michael Dunn (michael.p.dunn@dia.mil)
Digitally Signed On: 2022-10-24 07:07:46.223-05:00 America/Chicago
Passport: 101:75e95d59-95c9-81e9-5dc9-99fa0ff0401c:1453698014



5 DOC DATE	6 NMFC	7 FRT RATE	8 TYPE CARGO	9 PS			
2293							
10 QTY RECD	11 UP	12 UNIT WEIGHT	13 UNIT CUBE	14 UFC	15 SL		
18 FREIGHT CLASSIFICATION NOMENCLATURE							
17 ITEM NOMENCLATURE UNMANNED VEHICLE,GROUND MARCbot IV-N							
18 TY CONT	19 NO CONT	20 TOTAL WEIGHT	21 TOTAL CUBE	22 RECEIVED BY		23 DATE RECEIVED	

Transferred From:
CURRITUCK COUNTY SHERIFF DEPT (2YTC16)
125 COLLEGE WAY
BARCO NC 27917
MAPLE, NC 27956

Transferred To:
MARTIN COUNTY SHERIFF DEPT (2YTHDE)
305 EAST MAIN STREET
WILLIAMSTON NC 27892
WILLIAMSTON, NC 27892

SHIPPING DOCUMENT #: NC222930003
ORIGINAL PROPERTY #: 13344NC142
ORIGINAL DTID #: M93050-3031-RM20

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
1	2	3	4	5	6	7																																																																																													

Attachment: Sheriff-LESO Equipment Return (Sheriff's Office-Return of Controlled Items to LESO)

NORTH CAROLINA PHYSICAL INVENTORY WORKSHEET

DEFAULT_DIV_NC/DEFAULT_SUBDIV_NC/CURRITUCK COUNTY
SHERIFF DEPT

FFP - 13344NC142

Labeled? Circle Yes No

State Property#: NA

Housed? Circle Yes No

Demil Code: Q - CCLI - NON-US, MULTIPLE TO SCRAP; IN US, PER INTEGRITY CODE.

Insurance Expiration Date: NA

Property In-Service Date: NA

Physical Storage Location: NA

Verify the following property details, fill all fields where applicable. If incorrect, line through incorrect information and write correct information on the right.

National Stock Number: 1385-01-574-4707

Unit of Issue: Each

FSC and Nomenclature: 1385 - Surface Use Explosive
Ordnance Disposal Tools and Equipment

FEPP Type: UNMANNED VEHICLE,GROUND

Additional Description: DESC=ROBOT,EXPLOSIVE
ORD

Make/Manufacturer: MARCbot IV-N

Serial: UNK-00013112

Model#: NA

Model Year: 0

Condition: ISSUABLE, QUALIFICATION

INVENTORIED BY: _____

DATE: _____

Comment 1:

Comment 2:

Comment 3:

ITEM_ID=1078518 DOC#=30899910



Attachment: Sheriff-LESO Equipment Return (Sheriff's Office-Return of Controlled Items to LESO)

[illegible]

1. DOCUMENT NUMBER & SUFFIX (20-44)	2. SHIP FROM 2YTC16 NC-CURRITUCK COUNTY SHERIFF DEPT	3. SHIP TO 2YTAF6 NC-ALLEGANY COUNTY SHERIFF'S OFFICE
4. MARK FOR	5. DOC DATE 2293	6. NMFC
7. FRT RATE	8. TYPE CARGO	9. PS
10. QTY RECD	11. UP	12. UNIT WEIGHT
13. UNIT CUBE	14. UFC	15. SL
16. FREIGHT CLASSIFICATION NOMENCLATURE	17. ITEM NOMENCLATURE UNMANNED VEHICLE, GROUND MARCBOT IV-N	18. TY CONT
19. NO CONT	20. TOTAL WEIGHT	21. TOTAL CUBE
22. RECEIVED BY	23. DATE RECEIVED	

24. DOCUMENT NUMBER & SUFFIX (20-44)	25. NATIONAL STOCK NO. & ADD (18-22)	26. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
27. ADDITIONAL DATA	28. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	29. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)

30. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	31. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	32. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
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33. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	34. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	35. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
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36. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	37. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	38. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
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39. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	40. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	41. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
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42. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	43. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	44. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
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45. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	46. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	47. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
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48. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	49. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	50. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
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51. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	52. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	53. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
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54. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	55. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	56. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
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57. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	58. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	59. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
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60. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	61. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	62. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
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63. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	64. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	65. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
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66. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	67. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	68. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
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69. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	70. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	71. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
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72. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	73. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)	74. FC (4-6) UI (23-24) QTY (25-26) CON CODE (71) DIST (55-56) UP (74-80)
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75. FC (4-6) UI (2

NORTH CAROLINA PHYSICAL INVENTORY WORKSHEET
 DEFAULT_DIV_NC/DEFAULT_SUBDIV_NC/CURRITUCK COUNTY
 SHERIFF DEPT

FFP - 13344NC140

Labeled? Circle Yes No

State Property#: NA

Housed? Circle Yes No

Demil Code: Q - CCLI - NON-US, MULTIPLE TO SCRAP; IN US, PER INTEGRITY CODE.

Insurance Expiration Date: NA

Property In-Service Date: NA

Physical Storage Location: NA

Verify the following property details, fill all fields where applicable. If incorrect, line through incorrect information and write correct information on the right.

National Stock Number: 1385-01-574-4707

Unit of Issue: Each

FSC and Nomenclature: 1385 - Surface Use Explosive
 Ordnance Disposal Tools and Equipment

FEPP Type: UNMANNED VEHICLE,GROUND

Additional Description: DESC=ROBOT,EXPLOSIVE
 ORD

Make/Manufacturer: MARCbot IV-N

Serial: UNK-00012868

Model#: NA

Model Year: 0

Condition: ISSUABLE, QUALIFICATION

INVENTORIED BY: _____

DATE: _____

Comment 1:

Comment 2:

Comment 3:

ITEM_ID=1078518 DOC# 30899910



✓

Attachment: Sheriff-LESO Equipment Return (Sheriff's Office-Return of Controlled Items to LESO)



Currituck County Agenda Item Summary Sheet

Agenda ID Number – (ID # 3618)

Agenda Item Title: Records Disposal-Permits and Inspections

Submitted By: Leeann Walton – County Manager

Presenter of Item:

Board Action: Action

Brief Description of Agenda Item:

Permits and Inspections Department requests authorization to dispose of 2015-2016 departmental records, following the retention schedule established by the NC Dept. of Cultural Resources.

Potential Budget Affect: N/A

Is this item regulated by plan, regulation or statute? Yes

Manager Recommendation:



Currituck County

Development Services Department
Central Permitting and Inspection Division
153 Courthouse Road, Suite G107
Currituck, North Carolina 27929
252-232-3378

To: Kevin Kemp, Development Services Director

From: Bill Newns, Chief Building Inspector

Date: 11/1/2022

Subject: **Records Disposition Request.**

In accordance with the Records Retention and Disposition standards based on the North Carolina's Department of Cultural Resources Schedule. The Development Services Department requests that the Board of Commissioners approve the disposition of all Building Permit Records, Building Inspection, Condemnation, and Code Enforcement Violations for years 2015-2016 on January 1, 2023.

Thanks

A handwritten signature in blue ink that reads "Bill Newns".

Bill Newns
Chief Building Inspector

Attachment: Records Disposal Request-Permits and Inspections (Records Disposal-Permits and Inspections)



**CURRITUCK COUNTY
NORTH CAROLINA**

November 7, 2022

Minutes – Regular Meeting of the Board of Commissioners

6:00 PM CALL TO ORDER

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

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

Chairman Payment called the meeting to order.

A) Invocation & Pledge of Allegiance

Commissioner Beaumont offered the Invocation and led the Pledge of Allegiance.

B) Ethics Awareness and Conflict of Interest Reminder

Commissioner Jarvis read the Ethics Awareness and Conflict of Interest Reminder. No conflicts were disclosed.

C) Approval of Agenda

Chairman Payment moved to delete New Business Item A from the agenda, Resolution on the Disposal of Real Property. The item will be considered at a Work Session scheduled for Nov 14, 2022, at 6:00 PM. New Business Item F, discussion of Fire Services capital funding requests, was also deleted and would be discussed at a Work Session on December 5, 2022, prior to the 6:00 PM Regular Meeting. Commissioner Beaumont seconded the motion. The motion carried, 6-0.

Approved agenda:

6:00 PM Call to Order

Communication: Minutes for November 7, 2022 (Approval Of Minutes-November 7, 2022; November 14, 2022)

- A) Invocation & Pledge of Allegiance
- B) Ethics Awareness and Conflict of Interest Reminder
- C) 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

County Attorney's

Report

New Business

- A) ~~Resolution of the Currituck County Board of Commissioners Authorizing Disposal of Real Property Pursuant to N.C. GEN. STAT. §160A-269~~ **Moved to Nov. 14, 2022 Work Session**
- B) Ordinance of the Currituck County Board of Commissioners Amending Chapter 9, Article I of the Currituck County Code of Ordinances by Adding Section 9-11 Prohibiting the Burning of Materials on Construction Sites Located at the Beach
- C) Ordinance of the Currituck County Board of Commissioners Amending Section 10-104 of the Currituck County Code of Ordinances Prohibiting All Beach Fires
- D) An Ordinance of the Currituck County Board of Commissioners Amending Chapter 3, Sections 3-1(c), 3-2, 3-29(a), 3-63, 3-64, 3-67, 3-71(b), 3-72(a), 3-73, 3-78, 3-79(b)-(d), 3-84, 3-87, 3-201(c), 3-234, and 2-325 of the Currituck County Code of Ordinances (Animal Services & Control)
- E) Ordinance of the Currituck County Board of Commissioners Amending Article IV, Chapter 12, of the Currituck County Code of Ordinances Regarding Parking Upon the Road or Shoulder of Still Water Court, Lost Lake Lane, and Bear Foot Path- Villages at Ocean Hill, Corolla
- F) ~~Discussion Regarding Funding of Capital Outlay Requests Presented at the January 2022 Board of Commissioners Retreat for Corolla, Moyock, and Lower Currituck Volunteer Fire Departments.~~ **Moved to December 5, 2022 BOC Meeting/Work Session**

G) Board Appointments

1. Whalehead Stormwater Drainage District Advisory

H) Consent Agenda

1. Budget Amendments
2. Master Fee Schedule Revision-Rental Fees
3. Surplus Resolution-IT Equipment
4. Sole Source Resolution-Harn Hydronautics-Membrane Replacement, SOBWS
5. Job Reclassification-Social Worker Program Manager
6. Tax Department-2022 Order of Collections
7. Currituck Community Park Athletic Complex Pre-Season Practice Policy
8. T-Mobile Northeast LLC License Agreement for Tulls Creek Water Tower
9. Lease Agreement with State Employees Credit Union for an ATM to be Placed in the Judicial Center
10. Consideration for Approval of Mutual Aid Agreement with Department of the Navy for the Provision of Firefighting Assistance
11. Approval Of Minutes-10-17-22, 1-29-16

AdjournSpecial Meeting-Tourism Development Authority

TDA Budget Amendments

Adjourn TDA**RESULT: APPROVED [UNANIMOUS]**

AYES: Michael H. Payment, Chairman, Paul M. Beaumont, Vice Chairman, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner, Bob White, Commissioner

PUBLIC COMMENT

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

Chairman Payment opened the Public Comment period.

Kim Twine, a resident of the North Point subdivision, voiced opposition to the sale the Moyock Welcome Center for construction of a convenience store and gas station. She expressed disappointment residents were not made aware of the potential sale of the

property sooner, and she cited concerns related to traffic, the environment, and property values.

Barry Nelms of Poplar Branch discussed the purpose and reasons why the County originally purchased the Moyock Welcome Center property and the investments made since. He is opposed to the sale.

Josh Bass, President of the Currituck Chamber of Commerce, relayed his concerns with losing marketing opportunities for area businesses and questioned when and where a new center would be built.

Sandi Ayers, a Moyock resident and Chamber Board member, discussed the role of the Welcome Center and questioned the status of a new welcome center and the business impacts of the sale.

Patrick Carlin of Grandy said the Welcome Center is a nice facility and is opposed to the sale of the property.

Debra Williams of Currituck has worked part time at the center for thirteen years and was shocked to hear of the potential sale. She discussed center operations and amenities available to visitors and asked the Board to give the sale due consideration.

Bryan Bass of Moyock also works at the Welcome Center and echoed sentiments of the other speakers. He noted the business shifts on the mainland and believes the Welcome Center does a good job marketing Mainland businesses.

Cindy Mayberry of Currituck acknowledged attendee's support for the Welcome Center and provided her commercial land sales experience in the County. She said the Welcome Center should have been put up for public sale and is opposed, citing the availability of other suitable parcels in the Moyock area.

Ellen Grandy of Barco Road discussed the Travel and Tourism Department's marketing plan, provided visitor statistics for the Moyock Welcome Center, and voiced opposition to the sale of the property.

Jonna Painter of Moyock expressed concern with increased traffic on Caratoke Highway if the Moyock Welcome Center is sold.

Diane Pike lives in the North Point community and believes the sale will increase traffic and hinder her ability to get out of her neighborhood.

Louise Harrell of South Mills Road and President of Southland, a small business located on Caratoke Highway across from the Welcome Center, is opposed to the sale. She discussed the employment provided by the Welcome Center said the sale would injure Southland's business. She believes the Welcome Center property was under valued.

Susan Zimmerman, Moyock, asked whether an alternate location could be recommended for the buyer to consider.

No others were signed up nor wished to speak and the Public Comment period was closed. Chairman Payment was pleased to receive comments and thanked everyone for attending.

Chairman Payment recessed the meeting at 6:51 PM. The meeting reconvened at 7:03 PM.

COMMISSIONER'S REPORT

Commissioner J. Owen Etheridge encouraged citizens to vote on Election Day if they haven't already done so.

Commissioner McCord reported record early voting numbers for the County. He noted recent pedestrian accidents on Caratoke Highway and the dangers pedestrians face crossing the road. He reported on a recent structure fire on Snowden Road and encouraged everyone to support first responders. He attended a meeting with Corolla residents and property owners to discuss issues with young visitors during Beach Week last season and touted the success of the Bulls and BBQ event held over the weekend. He provided information on the County's annual Christmas Parade.

Commissioner Beaumont also discussed record early voting numbers in the County and encouraged everyone to go out and vote. He reported on the success of the Bulls and BBQ event he attended and the Snowden Road structure fire.

Chairman Payment encouraged people to exercise their right to vote and provided the locations of two polling places in Moyock Township. He discussed his 40th high school reunion he attended and encouraged citizens to support their local fire departments.

Commissioner Mary Etheridge apologized for her absence from the previous Commissioners meeting. She encouraged citizens to donate to the Department of Social Services Operation Santa Claus program and recognized past and current military service members in honor of Veterans Day. She encouraged everyone to vote on Election Day.

Commissioner Jarvis recognized Currituck County's 4-H communications team members and Currituck County's Cayden Lowe, who took first place in the competition. She acknowledged Travel and Tourism staff and the success of the Bulls and BBQ event and thanked the County for participating in Operation Green Light as a way to honor military Veterans. She encouraged everyone to get out and vote.

COUNTY MANAGER'S REPORT

County Manager, Ike McRee, updated Commissioners on the construction status of the new Corolla ABC Store, which is in the process of being rebid. He reported a lengthy lawsuit the County has been in since 1993 with Mermaids, an adult entertainment business, was over. He announced the County has received 804 survey responses from citizens of Moyock Township who were asked to share their views on curbside trash collection. Mr. McRee announced county office closings for Veterans Day.

Chairman Payment announced the cancellation of the Board of Commissioners November 21, 2022, Regular Meeting.

COUNTY ATTORNEY'S REPORT

Communication: Minutes for November 7, 2022 (Approval Of Minutes-November 7, 2022; November 14, 2022)

County Attorney, Megan Morgan, announced upcoming Board of Adjustment hearings and provided information on a free dental clinic that will be available for Veterans on Veterans Day.

NEW BUSINESS

A. Resolution of the Currituck County Board of Commissioners Authorizing Disposal of Real Property Pursuant to N.C. GEN. STAT. §160A-269

This item was removed from the agenda and will be discussed at a Work Session on November 14, 2022.

RESULT:	WITHDRAWN
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B. Ordinance of the Currituck County Board of Commissioners Amending Chapter 9, Article I of the Currituck County Code of Ordinances by Adding Section 9-11 Prohibiting the Burning of Materials on Construction Sites Located at the Beach

Megan Morgan, County Attorney, presented the seconded reading of the ordinance prohibiting burning of construction materials at all building sites located in Corolla and the Outer Banks beach areas of Currituck County. Originally presented October 17, 2022, a second reading was automatically required due to the criminal penalty set out in the Ordinance.

Commissioner McCord moved for approval of the Ordinance. Commissioner Jarvis seconded the motion. The motion carried, 6-0.

AN ORDINANCE OF THE CURRITUCK COUNTY BOARD OF COMMISSIONERS AMENDING CHAPTER 9, ARTICLE I OF THE CURRITUCK COUNTY CODE OF ORDINANCES BY ADDING SECTION 9-11 PROHIBITING THE BURNING OF MATERIALS ON CONSTRUCTION SITES LOCATED AT THE BEACH

WHEREAS, pursuant to N.C. Gen. Stat. §153A-121 a county may by ordinance define, regulate, prohibit, or abate acts, omissions, or conditions detrimental to the health, safety, or welfare of its citizens and the peace and dignity of the county; and

WHEREAS, pursuant to N.C. Gen. Stat. §153A-145.3 a county may, by ordinance, define, prohibit, regulate, or abate acts, omissions, or conditions upon the State's ocean beaches and prevent or abate any unreasonable restriction of the public's right to use the State's ocean beaches; may regulate, restrict, or prohibit the placement, maintenance, location or use of equipment, personal property, or debris upon the State's ocean beaches; and may otherwise enforce any ordinance adopted pursuant to this section or any other of provision of law upon the State's ocean beaches located within the county's jurisdictional boundaries;

WHEREAS, the County has a duty to ensure there is adequate fire prevention located near its beaches, where there are typically stronger winds and, given the location and nature of the area, it is more difficult for the fire department to respond.

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

PART I. The Code of Ordinances, Currituck County, North Carolina is amended by adding Section 9-11 to Chapter 9, Article I to read as follows:

Sec. 9-11. Burning at Construction Sites Prohibited.

No person shall burn unused materials at construction sites. This also includes materials produced from clearing lots. Those materials shall be removed offsite or chipped onsite, but not burned on site. This section only applies to those sites located at or near the Currituck beaches north of the Currituck County/Dare County line and south of the Virginia/North Carolina border.

A violation of this section shall be a misdemeanor, and, upon conviction, the violator shall be punished with imprisonment of not more than 30 days or a fine or not more than \$500.00.

PART II. The sections, paragraphs, sentences, clauses and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional or invalid by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this ordinance.

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

PART IV. This ordinance is effective upon adoption.

APPROVED at first reading this 17th day of October, 2022.

ADOPTED at second reading this 7th day of November, 2022.

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

C. Ordinance of the Currituck County Board of Commissioners Amending Section 10-104 of the Currituck County Code of Ordinances Prohibiting All Beach Fires

County Attorney, Megan Morgan, reviewed the Ordinance prohibiting all open fires on the beaches of Currituck County. The ordinance provides an exception for fires fueled by propane, and Commissioners agreed to revise language to allow fire fueled by "other bottled gas" in addition to propane. Originally presented October 17, 2022, a second reading was automatically required due to the criminal penalty set out in the Ordinance.

Commissioner Beaumont moved for approval of the Ordinance. Commissioner Mary Etheridge seconded the motion. The motion carried, 6-0.

AN ORDINANCE OF THE CURRITUCK COUNTY BOARD OF COMMISSIONERS AMENDING SECTION 10-104 OF THE CURRITUCK COUNTY CODE OF ORDINANCES PROHIBITING ALL BEACH FIRES

WHEREAS, pursuant to N.C. Gen. Stat. §153A-121 a county may by ordinance define, regulate, prohibit, or abate acts, omissions, or conditions detrimental to the health, safety, or welfare of its citizens and the peace and dignity of the county; and

WHEREAS, pursuant to N.C. Gen. Stat. §153A-145.3 a county may, by ordinance, define, prohibit, regulate, or abate acts, omissions, or conditions upon the State's ocean beaches and prevent or abate any unreasonable restriction of the public's right to use the State's ocean beaches; may regulate, restrict, or prohibit the placement, maintenance, location or use of equipment, personal property, or debris upon the State's ocean beaches; and may otherwise enforce any ordinance adopted pursuant to this section or any other of provision of law upon the State's ocean beaches located within the county's jurisdictional boundaries; and

WHEREAS, the current ordinance only prohibits bonfires on the beach and due to health and safety concerns, this amendment will prohibit all fires;

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

PART I. The Code of Ordinances, Currituck County, North Carolina is amended by rewriting Section 10-104 of the Code of Ordinances to read as follows:

Sec. 10-104. - ~~Bonfire~~ not permitted

No person, other than a licensed commercial fisherman actively engaged in fishing, shall kindle or maintain any ~~bonfire~~ or authorize any such fire to be kindled or maintained on the Currituck beaches north of the Currituck County/Dare County line and south of the Virginia/North Carolina border. This prohibition does not apply to fire fueled by propane or other bottled gas.

A violation of this section shall be a misdemeanor, and upon conviction, the violator shall be punished with imprisonment of not more than 30 days or a fine or not more than \$500.00.

PART II. Severability. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed. Should a court of competent jurisdiction declare this ordinance or any part of this ordinance to be invalid, such decision shall not affect the remaining provisions of this ordinance or the Code of Ordinances of the County of Currituck, North Carolina.

PART III. This ordinance is effective upon its adoption.

APPROVED at first reading this 17th day of October, 2022.

ADOPTED at second reading this 7th day of November, 2022.

Communication: Minutes for November 7, 2022 (Approval Of Minutes-November 7, 2022; November 14, 2022)

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

D. An Ordinance of the Currituck County Board of Commissioners Amending Chapter 3, Sections 3-1(c), 3-2, 3-29(a), 3-63, 3-64, 3-67, 3-71(b), 3-72(a), 3-73, 3-78, 3-79(b)-(d), 3-84, 3-87, 3-201(c), 3-234, and 3-235 of the Currituck County Code of Ordinances (Animal Services & Control)

County Attorney, Megan Morgan, reviewed language changes to the County's Animal Control Ordinance. Ms. Morgan confirmed changes that were made at the request of Board members at the first reading. Amendments were necessary to ensure actions of the County's animal control officers are compliant with state law. Originally presented October 17, 2022, a second reading was automatically required due to the criminal penalty set out in the Ordinance.

Commissioner Jarvis moved for approval of the Ordinance. Commissioner McCord seconded the motion. The motion carried, 6-0.

AN ORDINANCE OF THE CURRITUCK COUNTY BOARD OF COMMISSIONERS AMENDING CHAPTER 3, Sections 3-1(c), 3-2, 3-29(a), 3-63, 3-64, 3-67, 3-71(b), 3-72(a), 3-73, 3-78, 3-79(b)-(d), 3-84, 3-87, 3-201(c), 3-234, and 3-235 OF THE CURRITUCK COUNTY CODE OF ORDINANCES

WHEREAS, pursuant to N.C. Gen. Stat. §153A-121 a county may by ordinance define, regulate, prohibit, or abate acts, omissions, or conditions detrimental to the health, safety, or welfare of its citizens and the peace and dignity of the county; and may define and abate nuisances; and

WHEREAS, pursuant to N.C. Gen. Stat. §153A-127, a county may by ordinance define and prohibit the abuse of animals;

WHEREAS, pursuant to Session Law 2021-138, violation of a county ordinance may be a misdemeanor or infraction only if the county specifies such in the ordinance, which may provide by express statement that the maximum fine, term of imprisonment, or infraction penalty to be imposed for a violation is some amount of money or number of days less than the maximum imposed by N.C. Gen. Stat. § 14-4;

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

WHEREAS, Currituck County oversees the Department of Animal Services and Control, not the Sheriff's Office, and the County no longer employs a County dog warden and deputy dog warden for authority and responsibility of animal control. The County employs Animal Control officers, whose responsibilities are clarified by this amendment;

WHEREAS, the purpose of this Ordinance Amendment is to protect the health, safety and welfare of Currituck County residents and the animals residing within the County and to regulate and control the conduct, keeping and care of those animals.

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

PART I. **Sec. 3-1(c)** of The Code of Ordinances, Currituck County, North Carolina is amended to read as follows:

- (c) Any person violating the provisions of this section shall be guilty of a misdemeanor, and upon conviction shall be punished by a fine of not more than \$500.00. Each day any violation of this Ordinance shall constitute a separate offense, unless otherwise specified.

PART II. **Sec. 3-29(a)** of the Code of Ordinances, Currituck County, North Carolina is amended to read as follows:

- (a) The violation of any provision of this article shall be a misdemeanor, and upon conviction shall be punished by a fine of not more than \$500.00. Each day any violation of this Ordinance shall constitute a separate offense, unless otherwise specified.

PART III. **Sec. 3-63- Agency authority and Responsibility** of the Code of Ordinances, Currituck County, North Carolina is amended to read as follows:

- (a) There is hereby established by the board of commissioners, ~~a county dog warden and deputy dog warden, along with~~ a department of animal services and control, for which shall be employed animal control officers and such other employees as shall be determined necessary by the board of commissioners.
- (b) ~~There is hereby established by the board of commissioners, a department of animal control, for which shall be employed animal control officers and such other employees as shall be determined necessary by the board of commissioners.~~
- (c) ~~The county dog warden and deputy dog warden shall:~~
- ~~(1) Serve at the pleasure and under the supervision of the Sheriff of Currituck County.~~
 - ~~(2) Be appointed by the County Manager of Currituck County at the recommendation of the Sheriff of Currituck County.~~
 - ~~(3) Have the authority to write citations for violations of all laws of North Carolina and all ordinances of Currituck County pertaining to dogs pursuant to N.C.G.S. 67-31 and 15A.~~
 - ~~(4) Not exercise any authority of physical custody for any person found in violation of the laws of North Carolina or the ordinances of Currituck County pertaining to dogs unless duly certified by the North Carolina Sheriff's Commission as a law enforcement officer or as permitted under N.C.G.S. 15A-404.~~
 - ~~(5) Be authorized to store at the animal shelter or carry in division vehicles firearms approved for use by the Sheriff of Currituck County and use such firearms when necessary to enforce sections of this chapter or other applicable law for the control of wild, vicious or diseased animals.~~
- (d) The ~~county dog warden, deputy dog warden and~~ Department of Animal Services and Control shall:
- (1) Have the responsibility along with law enforcement agencies to enforce all laws of North Carolina and all ordinances of Currituck County pertaining to animals and shall cooperate with all law enforcement officers within Currituck County in fulfilling this duty.
 - (2) Have the authority to issue citations for violations of all laws of North Carolina and all ordinances of Currituck County pertaining to dogs;
 - (3) Enforce and carry out all laws of North Carolina and all ordinances of Currituck County pertaining to rabies control.
 - (4) Organize and conduct, in conjunction with the health department, ~~semi-annual~~ rabies vaccination clinics. ~~for which shall be charged a nominal fee as established by the board of commissioners.~~

- (5) Be responsible for the investigation of all reported animal bites, for the quarantine of any dog or cat involved and suspected of having rabies, for a period of not less than ten days, and for reporting to the health ~~director~~ department as soon as practicable the occurrence of any such animal bite and the condition of any quarantined animal.
- (6) Be responsible for the operation of the animal quarantine shelter.
- (7) Be responsible for the seizure and impoundment, where deemed necessary, of any dog or other animal in Currituck County involved in violation of this or any other county ordinance or state law.
- (8) Investigate cruelty or abuse with regard to animals and make written reports of such investigations and, when requested, provide such reports to appropriate law enforcement officers or the District Attorney's office.
- (9) Make such canvasses of the county, including the homes in the county, as necessary for the purpose of ascertaining compliance with this article or state statute.
- (10) Keep, or cause to be kept, accurate and detailed records of:
 - a. Seizure, impoundment, and disposition of all animals coming into the custody of the animal control program.
 - b. Bite cases, violations and complaints, and investigation of same
 - c. All monies belonging to the county which were derived from fees, penalties, license tags, sales of animals, or other sources.
 - d. Any other matters deemed necessary by the health ~~director~~ department and county manager.
- (11) Be empowered to issue notices of violation of this article in such form as the county manager may prescribe.

PART IV. **Sec. 3-64- Cruelty to Animals.** Of the Code of Ordinances, Currituck County, North Carolina, shall add the following subsection:

(f) A violation of this section shall be punishable under the provisions of N.C. Gen. Stat. §14-360.

PART V. **Sec. 3-67- Animals creating nuisance prohibited** of the Code of Ordinances, Currituck County, North Carolina, shall be amended as follows:

- (a) It shall be unlawful for an owner or keeper to permit an animal or animals to create a nuisance, or to maintain a nuisance created by an animal or animals.
- (b) Compliance shall be as follows:
 - (1) When an animal control officer, law enforcement officer, or person duly authorized by the county manager observes a violation, the owner or keeper will be provided written notification of such violation ~~and be given 48 hours from time of notification to abate the nuisance.~~ indicating the time permitted to abate the nuisance, which is within the discretion of the animal control officer.
 - (2) Upon receipt of a written detailed and signed complaint being made to the animal control officer or by any person over the age of 18 years, that any other person is maintaining a nuisance as defined in this article, the animal control officer shall cause the owner or keeper of the animal or animals in question to be notified that a complaint has been received, and shall cause the situation complained of to be investigated and a report and findings thereon to be reduced to writing.
 - (3) If the written findings indicated that the complaint is justified, then the animal control officer or person duly authorized by the county manager shall cause owner or keeper of the animal or animals in question to be so notified in writing, and ordered to abate such nuisance within the time established by the animal control officer, unless the animal is determined to be dangerous to persons or property, by whatever means may be necessary. In the event the owner or keeper of the animal or animals is unknown and cannot be ascertained, ~~the notice and order, along with a general description of the animal or animals shall be posted for 48 hours at the animal shelter and the county~~

~~courthouse.~~ a notice shall be posted on the property of the owner or keeper of the animal to contact the animal shelter within 24-48 hours.

- (4) In the event the owner or keeper of the animal or animals is unknown and cannot be ascertained, the notice ~~and order~~, along with a general description of the animal or animals shall be posted for ~~seven~~ five days at the animal shelter. If after ~~seven~~ five days the owner or keeper of the animal or animals remains unknown, the animals may be impounded or humanely destroyed if necessary.

- (c) It shall be unlawful for a person to fail or refuse to abate the nuisance as required by this article. Any person violating the provisions of this section shall be guilty of a misdemeanor, and upon conviction shall be punished by a fine of not more than \$500.00. Each day any violation of this Ordinance shall constitute a separate offense, unless otherwise specified.

- (d) In the event the owner or keeper does not abate such nuisance within the time ordered by the animal control officer, Animal Services and Control shall notify the owner or keeper in writing that the animal may be impounded or a civil penalty may be issued.

PART VI. **Sec. 3-71(b)- Vaccination tag and certificate** of the Code of Ordinances, Currituck County, North Carolina, shall be amended as follows:

- (f) If an owner fails to comply with the vaccination requirements or to produce proof of vaccination when required, the owner may be charged with a Class 1 misdemeanor and/or the County can seek an injunction.

PART VII. **Sec. 3-72(a). Notice to health director when person bitten; confinement of animal** of the Code of Ordinances, Currituck County, North Carolina, is amended is follows:

- (a) When a person has been bitten by an animal having rabies or suspected of having rabies, it shall be the duty of such person, or ~~his~~ parent or guardian if such person is a minor, and the person owning such animal or having the same in his or her possession or under his or her control, to notify the ~~sheriff or a person duly authorized by the sheriff~~ local health director immediately and give their names and addresses; and the owner or person having such animal in his or her possession or under his or her control shall immediately relinquish custody of the animal for ~~quarantine in the Currituck County Quarantine Shelter~~ confinement at a place designated by the health department for a period of ten days.

PART VIII. **Sec. 3-73. Destruction or confinement of animal bitten by a known rabid animal** of the Code of Ordinances, Currituck County, North Carolina, is amended as follows:

~~Animals not vaccinated against rabies which are bitten by a known rabid animal shall be immediately destroyed, unless the owner or keeper agrees to strict isolation of the animal at a veterinary hospital for a period of six months at the owner's or keeper's expense. If the animal has a current rabies vaccination, it shall be revaccinated and returned to the owner or keeper.~~

If the health department reasonably suspects an animal has been exposed to rabies, the following rules apply:

- (a) Dogs, cats, and ferrets that have never been vaccinated should be euthanized immediately or placed in strict quarantine for four months (dogs and cats) or six months (ferrets). If quarantined, the animal should be vaccinated within ninety-six hours of exposure.
- (b) Dogs and cats with appropriate documentation of vaccination should receive a booster vaccination within ninety-six hours of exposure be under the control of owner and observed for forty-five days for signs of illness.
- (c) If the owner reports the dog or cat has been vaccinated but does not have proper documentation, the animal may be placed in strict quarantine as if they were unvaccinated as described in (a) above.

PART IX. **Sec. 3-78- Impoundment** of the Code of Ordinances, Currituck County, North Carolina, shall be amended as follows:

- (a) Any animal which appears to be lost, stray or unwanted, ~~or~~ a dog not wearing a currently valid rabies tag as required by state law or this article, has been declared dangerous and is outside and not in a secure pen or on a restraint, that is a danger to the public, that is in imminent danger, abandoned, or for any other reason designated in this Chapter is a nuisance may be seized, impounded, and confined in a humane manner at the animal shelter.
- (b) Impoundment of such an animal shall not relieve the owner or keeper thereof from any penalty which may be imposed for violation of this article.
- (c) If an animal is impounded, the Department of Animal Services and Control may take the animal to a veterinary hospital for stabilization for a period of 24 hours if necessary. The owner of the animal shall be subject to payment of costs associated with the treatment of the animal.

PART X. **Sec. 3-79(b)-(d)- Redemption, adoption** of the Code of Ordinances, Currituck County, North Carolina, shall be amended as follows:

- (b) The owner shall be entitled, after the expiration of any quarantine, to resume possession of the animal, and the payment of a shelter fee and the payment of the boarding expenses. The fees for reclaiming an animal and adoption fees shall be set by the ~~operator of the animal shelter~~ Department of Animal Services and Control. Adoption fees charged by the animal shelter shall not exceed ~~\$50.00~~ \$100.00 for a cat/kitten and ~~\$100.00~~ \$200.00 for a dog/puppy. The Department of Animal Services and Control ~~The operator of the animal shelter~~ shall receive approval from the board of commissioners for any fee that exceeds said amounts except when adopting at events held outside of Currituck County, fees may be comparable to those charged by other similar humane organizations in that area.
- (c) If the owner/keeper of an animal does not reclaim or resume responsibility for their animal after the required quarantine period is over, within 3 days, the animal will become property of the Animal Shelter. The owner is responsible for payment of the quarantine fee even if the animal has not been reclaimed by the owner and is now property of the Animal Shelter.
- (d) Nothing in this Chapter shall require the Department of Animal Services and Control to release an animal that has been impounded that is need of protection because of cruel treatment.

PART XI. **Sec. 3-80(a). Destruction or adoption of unredeemed animal generally** of the Code of Ordinances, Currituck County, North Carolina, shall be amended as follows:

- (a) If an impounded animal is not redeemed by the owner or keeper within the period prescribed in this section, it may be destroyed in a humane manner or shall become property of the animal shelter and its operators ~~or if this is not possible, an organization duly chartered by the Society for the Prevention of Cruelty to Animals or the Humane Society of the United States.~~ It may be offered for adoption to a responsible adult who is willing to comply with this article, with policies promulgated by the board of commissioners, and qualifies according to the requirements set forth in the animal shelter operators' adoption contract.

PART XII. **Sec. 3-84. Destruction of wounded, diseased or unwanted animals** of the Code of Ordinances, Currituck County, North Carolina, shall be amended as follows:

Sec. 3-84. Abandoned Animals and/or Destruction of wounded, diseased or unwanted animals

- (a) No animal shall be left at the animal shelter before or after the posted hours of operation of the animal shelter, unless authorized by the ~~Sheriff of Currituck County~~ Department of Animal Services and Control or a person duly authorized thereby.
- (b) No owner or keeper of any animal shall willfully abandon such animal on any street, road, highway, public place or private property when not in the care of another person.
- (c) Notwithstanding any other provision of the article, any animal seized and impounded which is badly wounded, diseased and not a rabies suspect, or unweaned and has no

identification, the Department of Animal Services and Control shall attempt to notify the owner or keeper of the animal before disposing of the animal. If the owner or keeper of the animal cannot be reasonably ascertained or readily available and the animal is suffering, the Department of Animal Services and Control may destroy the animal at its discretion in a humane manner.

PART XIII. **Sec. 3-87(a)** of the Code of Ordinances, Currituck County, North Carolina, shall be amended as follows:

- (a) It shall be unlawful for any person in the county knowingly and intentionally to harbor, feed, keep in possession by confinement or otherwise ~~retain~~ allow to remain on his property any animal which does not belong to them, unless ~~he has~~ they have, within 72 hours from the time such animal came into his possession, notified the animal control officer. Upon receiving such notice, the animal control officer or person duly authorized by the board of commissioners may take such animal and place it in the animal shelter or the animal may remain with the reporting person and be dealt with as provided by this article.
- (b) It shall be unlawful for any person to refuse to surrender any such stray animal to the animal control officer or person duly authorized by the county manager upon demand, if the owner of the stray animal has been located and requests return of the stray animal.
- (c) It shall be unlawful to maintain or feed any stray animal on any property in Currituck County. Owner/keeper of any groups, colonies, or gatherings shall be required to provide proof of a rabies vaccination. The owner/keeper of the group, colony or gathering shall be responsible for the welfare of their animals, this including, but not limited to, medical care, daily feeding and adequate shelter.

PART XIV. **Sec. 3-201(c)- Currituck Dog Restraint Ordinance** of the Code of Ordinances, Currituck County, North Carolina, shall be amended as follows:

- (c) Hunting dogs shall be excluded from the provisions requiring physical restraint while the dogs are engaged in hunting or training or the owners are actively looking for them provided that the hunting complies with North Carolina law. This exception only applies for a reasonable time and distance, which is within the discretion of the Animal Control officer to determine.

PART XV. **Sec. 3-234- Mistreatment of animals prohibited** of the Code of Ordinances, Currituck County, North Carolina, shall add the following section:

- (5) Any person who violates this Section of this chapter is guilty of a class 3 misdemeanor as defined by state law at the time of the offense, unless otherwise provided by law.

PART XVI. **Sec. 3-325- Sanctions and penalties** of the Code of Ordinances, Currituck County, North Carolina, shall be amended as follows:

Any person who fails, refuses or otherwise violates this article, in addition to criminal penalties described above, shall be subject to the following civil actions:

- (1) Pursuant to G.S. 19A-46, ~~animal control~~ an animal cruelty investigator appointed by the board of commissioners may obtain a magistrate's order to take possession of the animal.
- (2) If the conditions pose an immediate threat to the health or safety of the animal or the public, animal control may impound ~~summarily seize~~ the animal in accordance with Sections 3-78 through 3-81 of this Ordinance ~~the following~~:
 - a. A notice of ~~seizure~~ impoundment describing the exigent circumstances warranting the ~~seizure~~ impoundment shall be left with the owner or affixed to the premises. Examples of circumstances include but are not limited to the following:
 - 1. Unsanitary conditions resulting from the number of animals involved.
 - 2. Unsanitary conditions resulting from the owner's inability or unwillingness to clean the area where the animals are housed.

- ~~b. The owner of the animal seized pursuant to this section may appeal the seizure by filing a request for appeal with the office of the sheriff as set forth in subsection (6).~~
 - c. If the owner fails to redeem the animal within the time limit provided by this ordinance ~~or fails to timely request an appeal or fails to timely appeal the sheriff's decision~~, the animal shall become the property of the county.
- (3) If it is determined by the animal control officer that the animal is not in immediate danger or the problem which gives rise to the inadequate or cruel treatment can be corrected within 72 hours, the office may, in lieu of subsection (1) or (2) of this section, issue a written notice of violation directing the owner or possessor of the animal to correct the problem within 72 hours. If the condition or problem is not corrected within 72 hours, the animal control officer may ~~take action as outlined in subsection (1) or (2) of this section.~~ apply to the appropriate division of the General Court of Justice for a mandatory or prohibitory injunction and order to correct the problem or animal control will impound the animal (s) and maintain custody of them for care, subsequent adoption, or euthanasia if the circumstances warrant it.
- (4) *Criminal penalties.* Any person who violates ~~any section of this chapter~~ this article is guilty of a class 3 misdemeanor as defined by state law at the time of the offense, unless otherwise provided by law.
- (5) *Civil penalties.* The Department of Animal control is authorized to assess civil penalties in the following manner:
 - a. A civil penalty of \$25.00 shall be assessed for the first violation of any section of this chapter.
 - b. A civil penalty of \$75.00 shall be assessed for the second violation of any section of this chapter.
 - c. A civil penalty of \$150.00 shall be assessed for the third violation of any section of this chapter.
 - d. A civil penalty of \$250.00 shall be assessed for the fourth and any subsequent violations of any section of this chapter.

A civil penalty is due and owing upon assessment. Surrender of an animal or failure to redeem an animal shall not relieve the owner of responsibility for payment of any outstanding civil penalty that was assessed prior to the animal being surrendered or as a result of the animal being impounded. If payment of a civil penalty is not received within five working days of issuance, animal control may initiate legal proceedings to recover the amount of the penalty.
- ~~(6) Challenge to seizure order. If the owner wishes to challenge the seizure order, then the owner must submit in writing the basis of the challenge within five days of the seizure of the animal, not counting the day of seizure of the animal. The challenge must be filed with the office of the director of the area health department. The director is authorized to hear and decide the challenge to the seizure order. The director shall conduct a hearing to determine if the decision is correct or incorrect that the animal is in circumstances that pose a danger to the public safety or public health, is a nuisance as defined herein, or is being subjected to unsanitary or inhumane conditions as defined herein. If the director determines the circumstances to pose a danger to the public safety or public health, then the animal control officer shall turn the animal over to the county animal shelter. The decision of the director shall be mailed to the person requesting the appeal by certified mail, return receipt requested within three working days of the final decision. If the decision of the director is against the person requesting the appeal, such person may appeal the decision to the county superior court by filing a notice of appeal and petition for judicial review within ten days of the written decision. Any sanctions or penalties imposed shall be enforceable during the pendency of any appeal. In the event of an appeal to the courts from the sheriff's decision, the~~

~~animal shall be confined at the animal shelter, and a cash bond shall be requested for all costs whatsoever attendant upon county's retention of the animal.~~

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

PART XIX. This ordinance is effective immediately upon adoption.

FIRST READING this 17th day of October, 2022.

ADOPTED this 7th day of November, 2022.

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

E. Ordinance of the Currituck County Board of Commissioners Amending Article IV, Chapter 12, of the Currituck County Code of Ordinances Regarding Parking Upon the Road or Shoulder of Still Water Court, Lost Lake Lane, and Bear Foot Path-Villages at Ocean Hill, Corolla

County Attorney, Megan Morgan, reviewed the request from Villages at Ocean Hill property owners to authorize the Sheriffs Office to enforce parking regulations on three additional roads in the subdivision. The Board discussed debris clean up and other responsibilities relative to privately-owned roads, and County Manager, Ike McRee, suggested a letter be sent to property owners to affirm their responsibility. A second reading of the Ordinance is required due to the absence of Commissioner White, and Chairman Payment moved for the item to be continued to the November 14, 2022 Work Session for a second reading. Commissioner Beaumont seconded the motion and the motion carried, 6-0.

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

F. Discussion Regarding Funding of Capital Outlay Requests Presented at the January 2022 Board of Commissioners Retreat for Corolla, Moyock, and Lower Currituck Volunteer Fire Departments.

This item was removed from the agenda and will be discussed at a Work Session on December 5, 2022.

G) Board Appointments**1. Whalehead Stormwater Drainage District Advisory**

James Cummings was nominated to serve on the Whalehead Stormwater Service District Advisory Board. Commissioner McCord moved for approval and Commissioner J. Owen Etheridge seconded the motion. The motion carried, 6-0.

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

H) Consent Agenda

Commissioner Jarvis moved for approval of the Consent Agenda. Commissioner Mary Etheridge seconded the motion. The motion carried, 6-0, and Consent Agenda was approved.

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

1. Budget Amendments

20230033		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
Account Number	Account Description		
61818-557100	Software License Fees	\$ 5,000	
61818-561000	Professional Fees	\$ 2,000	
61360-471000	Tap & Connection Fees		\$ 7,000
66868-557100	Software License Fees	\$ 5,000	
66868-561000	Professional Fees	\$ 2,000	
66360-471000	Tap & Connection Fees		\$ 7,000
		\$ 14,000	\$ 14,000
Explanation:	Mainland Water Fund (61818); Southern Outer Banks Sewer Fund (66868) - Increase appropriations for purchase and training for Tyler Notify. This is a system that will allow utility customers to enroll and get notifications that they have a new bill, a past due bill, there is an interruption of service in the area, etc.		
Net Budget Effect:	Mainland Water Fund (61) - Increased by \$7,000. Southern Outer Banks Water Fund (66) - Increased by \$7,000.		
20230034		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
Account Number	Account Description		
52330-445302	2019 SCBA Grant	\$ 995,000	
52330-482000	NCDA & CS Grant	\$ 10,459	
52330-448201	Hurricane Matthew Grant	\$ 219,130	
52330-448202	NC Div Water Resources Grant	\$ 48,250	
52390-495010	T F - Operating Fund	\$ 142,925	
52390-495025	T F - Guinea Mill Watershed	\$ 4,825	
52541-590001	SCBA FEMA Grant		\$ 1,094,500
52606-545000	Hog Bridge Ditch Grant		\$ 10,459
52606-545001	Hurricane Matthew Grant		\$ 219,130
52606-545002	US Army Corp Watershed Grant		\$ 96,500
		\$ 1,420,589	\$ 1,420,589
Explanation:	Multi-year Grant Fund (52) - To close out completed projects in the Multi-year Grant Fund.		
Net Budget Effect:	Multi-year Grant Fund (52) - Decreased by \$1,420,589.		

20230035			Debit	Credit
			Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>			
10410-553000	Dues & Subscriptions	\$	500	
10410-532000	Supplies			\$ 500
10480-553000	Dues & Subscriptions	\$	425	
10480-532000	Supplies			\$ 425
		\$	925	\$ 925
Explanation:	Administration (10410); Register of Deeds (10480) - Transfer funds due to increases in annual dues.			
Net Budget Effect:	Operating Fund (10) - No change.			
20230036			Debit	Credit
			Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>			
210546-531006	Gas	\$	7,519	
210390-499900	Appropriated Fund Balance			\$ 7,519
		\$	7,519	\$ 7,519
Explanation:	Corolla VFD (210546) - Increase appropriations for FY 2023. The calculation for FY 2023 was based on a 3% increase over the FY 2022 ending operating budget. The original operating budget was \$186,600, which would have been 192,198 after 3% increase. A budget amendment was done during FY 2022 to move operating funds to capital to purchase equipment, which reduced the operating budget to \$179,100, which was \$184,473 for FY 2023 with the 3% increase. This budget amendment increase the appropriation to Corolla VFD to the original operating budget for FY 2022 with the 3% increase.			
Net Budget Effect:	Fire Services Fund (12) - Increased by \$7,519.			

20230037		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
20609-590000	Capital Outlay	\$ 971,967	
20390-495015	T F - Occupancy Tax		\$ 154,540
20390-499900	Appropriated Fund Balance		\$ 817,427
		\$ 971,967	\$ 971,967
Explanation:	Whalehead Stormwater Drainage (20609) - Increase appropriations for Bonito stormwater drainage system. In addition to the contract to upgrade the drainage system, this project will include upgrades by Dominion Power, Instrulogics for monitoring equipment, meter replacement and betterment costs to expand the existing 4 foot walkway to an 8 foot walkway. The walkway expansion will be funded through Occupancy Tax.		
Net Budget Effect:	Whalehead Watershed Drainage Service District Fund (20) - No change.		
20230038		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
56868-590010	2022 SOBWS Water Plant Expansion	\$ 4,497,683	
56868-590011	2023 Well for SOBWS	\$ 1,700,000	
56390-495066	T F - SOBWS		\$ 2,848,841
56390-495015	T F - Occupancy Tax		\$ 3,348,842
66868-587056	T T - SOBWS Construction	\$ 398,841	
66390-499900	Appropriated Retained Earnings		\$ 398,841
		\$ 6,596,524	\$ 6,596,524
Explanation:	Southern Outer Banks Operations (66868); Southern Outer Banks Construction (56868) - Increase appropriations to fund the Southern Outer Banks Water Plant Expansion and additional well sites. This project will be funded by utility fees, system developmental fees and supplemented by Occupancy Tax. A majority of the properties served by this water system serve tourism related rental properties and businesses.		
Net Budget Effect:	Southern Outer Banks Construction Fund (56) - Increased by \$6,197,683. Southern Outer Banks Operating Fund (66) - Increased by \$398,841.		

20230039		Debit	Credit
Account Number	Account Description	Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
55390-495061	T F - Mainland Water Operating Fund		\$ 2,561,031
55818-590010	2022 Mainland Water Plant Expansion	\$ 2,561,031	
610390-499900	Appropriation Retained Earnings		\$ 750,000
610818-587055	T T - Mainland Water Construction	\$ 750,000	
61390-499900	Appropriated Retained Earnings		\$ 611,031
61818-587055	T T - Mainland Water Construction	\$ 611,031	
		\$ 3,922,062	\$ 3,922,062
Explanation:	Mainland Water Construction Fund (55818); Mainland Water System Developmental Fees (610818) Mainland Water Operating Fund (61818)- Increase appropriations for the Mainland Water Plant Expansion project. This will be funded through Mainland Water utility fees and devekpnmental fees.		
Net Budget Effect:	Mainland Water Construction Fund (55) - Increased by \$2,561,031.		
	Mainland Water System Developmental Fee Fund (610) - Increased by \$750,000.		
	Mainland Water Operating Fund (61) - Increased by \$611,031.		

2. Master Fee Schedule Revision-Rental Fees

Communication: Minutes for November 7, 2022 (Approval Of Minutes-November 7, 2022; November 14, 2022)

COUNTY OF CURRITUCK			
Master Fee Schedule			
AIRPORT FEES			
After Hours Fee - 5:01 PM through 7:59 AM Daily	\$75 first hour/\$25 each additional hour		
Concession Fees:			
Aviation Maintenance & Repair Services	\$ 75	Annual Fee	
Based Charter Aircraft Travel Services	5% of booked fee, due on 10th of month following end of quarter (Jan 10/Apr 10/Jul 10/Sep 10)		
Banner Towing Operations	\$ 75	Annual Fee	
Crop Dusting	\$ 300	Annual Fee	
Flight Lessons/0 Currituck based planes	\$ 300	Annual Fee	
Flight Lessons/1 Currituck based plane	\$ 150	Annual Fee	
Flight Lessons/2 or more Currituck based planes	\$ 75	Annual Fee	
Hang Gliding	\$ 7,000	Annual Fee	
Ramp Fee	\$ 50	Not waived with fuel purchase	
Rental Car Services	\$ 300	Annual Fee	
Ground Power Unit (GPU)	\$ 50	per hour	
Hangar Leases:			
Non-commercial leases	\$ 2,760	Annual/due in monthly payments of \$230	
Commercial:			
A-5-T, A-11-T & office space 2 combined	\$ 5,796	Annual paid monthly payment of \$483	
A-5-T, A-11-T & office space 2 combined	\$ 5,506	Annual paid once a year in advance	
A-5-T, A-11-T & office space 2 combined	\$ 5,216	Annual if three year lease agreement. This may be paid by monthly payments of \$435	
C-2, C-3, C-4 and C-5	\$ 6,555	Annual paid monthly of \$546.25	
C-2, C-3, C-4 and C-5	\$ 6,227	Annual paid once a year in advance	
C-2, C-3, C-4 and C-5	\$ 5,900	Annual if three year lease agreement. This may be paid by monthly payments of \$492	
A-1-T, A-6-T & office space 1 combined	\$ 5,520	Annual	
A-1-T, A-6-T & office space 1 combined	\$ 5,244	Annual paid once a year in advance	
A-1-T, A-6-T & office space 1 combined	\$ 4,968	Annual if three year lease agreement. This may be paid by monthly payments of \$414	
B-1-C & B-2-C	\$ 5,520	Annual	
B-1-C & B-2-C	\$ 5,244	Annual paid once a year in advance	
B-1-C & B-2-C	\$ 4,968	Annual if three year lease agreement. This may be paid by monthly payments of \$414	
C-1	\$ 7,590	Annual	
C-1	\$ 7,211	Annual paid once a year in advance	
C-1	\$ 6,831	Annual if three year lease agreement. This may be paid by monthly payments of \$569	
Hangar Late Fee	\$ 15	Monthly fee for Hangar payments received after the 10th of the month of rent.	
Landing Fee	\$ 100	Fee waived with 150 gallon fuel purchase.	
Overnight Fee	\$ 75	One night fee waived with 150 gallon fuel purchase.	
Tie-down Lease	\$ 10	Monthly fee.	
Tie-down Lease Late Fee	\$ 15	Monthly fee for Hangar payments received after the 10th of the month of rent.	
ANIMAL SERVICES AND CONTROL			
Adoption Fee - Cat	\$ 75	Per animal. Discounts may be authorized by the Shelter Manager or County Manager.	
Adoption Fee - Dog	\$ 125	Per animal. Discounts may be authorized by the Shelter Manager or County Manager.	
Bite Quarantine	\$ 10	Per day	
Rabies Shots - County sponsored events	\$ 10		
Reclaim Fees:			
1st offense	\$ 25		
2nd offense	\$ 50		
3rd offense	\$ 75		
4th offense	\$ 100		
Daily rate for housing animals turned in to shelter	\$ 10	Per day for any portion of day in shelter	
Safekeeping Fee	\$ 10	Per day	

COMMUNICATIONS						
Digital format 911 data	\$	25	Per request			
911 Incident Reports/Transcripts	\$	1	Per page			
COMMUNITY DEVELOPMENT						
		Residential		Commercial		
Central Permitting Fees:						
New construction and additions		\$0.50 per sf		\$0.60 per sf		
Alterations		\$0.25 per sf		\$0.30 per sf		
Cell Tower Evaluation				\$1,000 minimum; actual cost for more complex evaluations		
Decks		\$0.35 per sf		\$0.50 per sf		
Demolition		\$50		\$100		
Detached Buildings		\$0.25 per sf		\$0.35 per sf		
Fuel Pumps		N/A		\$50 per pump		
Fuel Tanks Above or Below Grade		N/A		\$250 per tank		
HVAC change out (includes all trade permits)		\$50		\$100		
Insulation (new)		\$75		\$125		
Insulation (alteration)		\$30		\$50		
Metal Carport, pre-manufactured (Open, enclosed 50% or open on two ends)	Greater than 400 sq ft	\$50		\$100		
Wooden Carport, Pole Barns (Open, enclosed 50% or open on two ends)		\$50		\$100		
Mobile Homes		\$0.30 per sf		\$0.40 per sf		
Modulars		\$0.30 per sf		\$0.40 per sf		
Trade Permits P M E G (New)		\$75 each		\$125 each/per suite		
Trade Permits P M E G (Alterations)		\$30 each		\$75each/ per suite		
Roofing (sheathing replacement)		\$75.00		\$100		
Roofing (shingles only)	> \$20,000 project	\$50		\$75		
Solar array	\$50 base + \$0.20 per panel			\$200 base + \$0.20 per panel		
County, State, Federal, Non-profit	No fee			No fee		
Miscellaneous:						
Bulkhead, Pier, Dock, Boatlift		\$100.00		\$200		
CAMA Minor Permit		\$100.00		\$100		
Elevator (includes trade permits)		\$100.00		\$200		
Fire Alarm		N/A		\$100		
Fire Sprinklers		\$50.00		\$100		
Hot Tub (includes trade permits)		\$100.00		\$150		
Moving Permit		\$0.20 per sf		\$0.20 per sf		
Retaining wall		\$50 each		\$100 each		
Siding replacement	> \$20,000 project	\$50		\$75		
Swimming Pool (includes trade permits)		\$100.00		\$250		
Signs (on premise)		N/A		\$75 per sign		
Signs (off premise)		N/A		\$100 per sign		
Temporary Office		N/A		\$60		
Tents and Membrane Structures	Greater than 800 sq ft	\$100		\$200 per structure		
Towers				\$500 each		
Window, Door replacement	> \$20,000 project	\$50		\$75		
Wind Turbine		\$200 each		\$500 each		
Amusement rides, water slides		N/A		\$500 each ride		
Minimum permit fee		\$50		\$100		
Projects that do not fall within the categories above shall be figured on a cost of construction basis as follows:						
\$1-\$5,000		\$50.00		\$100		
Over \$5,000		\$10 per \$1,000		\$20 per \$1,000		
Inspection Division Fees:						
Re-inspection		\$75 per trip		\$75 per trip		
Working without a permit	Greater of \$50			Greater of \$100 or 25% of cost		
Private Schools/Daycare inspection		N/A		\$100		
ABC Inspections		N/A		\$100		
Commercial Exhaust Hoods		N/A		\$100 each		
Generators (includes trade permits)		\$100.00		\$200		
Change of Use (Includes new Certificate of Occupancy)				\$100		
Mandatory Fire Code Permits				\$100		
Commercial Pre-application Building Plan Review				\$100		

Fireworks - Pyrotechnics			\$250		
Express Permitting Fee (in addition to the regular permit fees)		\$25	N/A		
Emergency Electrical Service Repair		\$100	\$200		
Temporary Certificate of Occupancy		\$100	\$150 for each space		
Technology Fee		\$1 per application	\$1 per application		
Permit Modifications to approved plans (Re-review)		\$25	\$50		
Home Occupations		\$50	NA		
Planning Division Fees:					
Administrative Adjustment		\$200	\$200		
Clear-Cut Permit		\$50	\$50		
Sign Return Fee (Unlawfully placed signs)		\$25	\$25		
Site Plan - Major		N/A	\$0.10/ square foot; \$400 minimum		
Site Plan - Minor		\$200	\$200		
Subdivision - Major		\$100 per lot/\$250 Amended Plat	\$100 per lot/\$250 Amended Plat		
Subdivision - Major - additional fee		\$50 Conservation and	\$50 Conservation and Development		
Subdivision - Minor		\$50 per lot	\$50 per lot		
Temporary Use Permit		\$50	\$50		
Zoning/Flood determination letter		\$25	\$25		
Board of Adjustment Fees:					
Appeal or Interpretation		\$500	\$500		
Variance		\$500	\$500		
Historic Preservation:					
Certificate of Appropriateness Application Fee		\$25	\$25		
Local Historic Landmark Application Fee		\$100	\$100		
Literature and Materials:					
Land Use Plan		\$30	\$30		
Official Zoning Map (Copy)		\$10	\$10		
Small Area Plans or Technical Documents		\$20	\$20		
Unified Development Ordinance (UDO)		\$40	\$40		
Planning Board:					
Conditional Rezoning		\$200 + \$5/acre	\$200 + \$5/acre		
Development Agreement		\$300 + \$5/acre	\$300 + \$5/acre		
Land Use Plan Amendment		\$500	\$500		
Planned Development		\$300 + \$5/acre	\$300 + \$5/acre		
Text Amendment		\$300	\$300		
Use Permit-or Amended Use Permit		\$300	\$300		
Zoning Map Amendment		\$200 + \$5/acre	\$200 + \$5/acre		
Note: Preliminary, amended preliminary, final and amended final plats will be assessed at \$33 per lot fee if the sketch plan was approved prior to March 3, 2003.					
Beach Parking Permits:					
Beach Parking Permits - VBRO, Air BnB or similar owner-managed rental properties on the off-road		\$75.00	Fee to replace lost/stolen rental unit season pass		
Beach Parking User Permit --7 Day		\$50.00	Weekly pass from Saturday through Friday of each week. There is a limit of 300 passes for each week.		
Beach Parking User Permit - Currituck Property Owners and Residents:					
Seasonal Guest Permit - Two for each house located in		No charge			
Seasonal Guest Permit - Two for each full-time, owner		No charge			
Outdoor Tour Operator License		\$	950 per vehicle		
Technology fee		\$	1 per permit		

COUNTY-WIDE FEES			
Digital Media	\$10.00	Additional fees may apply to pull data	
Public Copies - 1 sided	\$0.10	per page	
Public Copies - 2 sided	\$0.15	per page	
Public Copies color up the 8.5" X 14"	\$0.25	per side	
Copies, 11 x 17 black 7 white	\$0.25	per page	
Copies, 11 x 17 color	\$0.50	per side	
Fax - Incoming	\$0.10	per page	
Fax - Outgoing	\$1.00	per page	
Notary Fees			
Official County business	No charge	No charge	
Other	\$5 per document	\$5 per document	
Returned check/credit card/efit fee	\$35.00		
COOPERATIVE EXTENSION & CURRITUCK COUNTY RURAL CENTER (CCRC)			
Facility rental fees - rentals will also be charged NC sales tax in addition to the rental fee.			
Complete facility rental fee/Exclusive right to use grounds	\$ 500	Per day	
Picnic Shelter- half day rental (4 hours)	\$ 25	Per day/per room	
Picnic Shelter- full day rental (8 hours)	\$ 50	Per day/per room	
Classroom rental	\$ 50	Per day/per room	
Indoor Arena:			
Week days	\$ 175		
Weekends/Holidays	\$ 150		
Outdoor Arena:			
Week days	\$ 125		
Weekends/Holidays	\$ 100		
Cooperative Extension Auditorium	\$ 500	Per day	
Cooperative Extension Auditorium set up day	\$ 100	11 AM - 4 PM day before event	
Cooperative Extension Conference Room	\$ 100	Per room/per 2 hour period	
Cooperative Extension Classroom	\$ 50	Per room/per 2 hour period	
Park Attendant or Custodian	\$ 25	per hour (4 hr minimum): nights/weekends/holidays	
Stall Rental:			
Overnight, no event	\$ 35		
With event:			
1 day event	\$ 15		
2 day event	\$ 25		
3 day event	\$ 30		
Shavings - required for stall rental	\$ 7.50	Per bag	
RV/Camper Hook-up	\$ 25	Per night	
Vendor Hook-up	\$ 25	Per day	
Admission Fees - Non-County Event	10% of ticket sales for all non-County sponsored events		
Technology fee - includes WiFi, fax access, phone & copier	\$ 50	Per event - 3 day max	
Returned check/credit card/efit fee	\$ 35		
ELECTIONS			
Digital media	\$ 10	per file	
Labels	\$ 0.01	per label - \$1.00 minimum	
Printout	\$ 0	per page - \$1.00 minimum	
ENGINEERING			
Tower third party structural review	Actual cost not to exceed \$2,000		

<i>FIRE & EMERGENCY MEDICAL SERVICES</i>					
Ambulance transports				Rates are subject to insurance provider contracts	
Mileage	\$	13	Per mile		
Round Trip	\$	550			
Treat no transport/Basic	\$	75			
Treat no transport/Advanced	\$	150			
Advanced Life Support	\$	3,103.30			
Advanced Life Support 2	\$	3,103.30			
Advanced Life Support Emergency	\$	3,103.30			
Basic Life Support	\$	3,103.30			
Basic Life Support Emergency	\$	3,103.30			
EMS personnel for non-County sponsored events	\$	50	per personnel per hour		
Fire Alarm - violation fee	\$	250	per call		
<i>INFORMATION TECHNOLOGY SERVICES</i>					
CD1: GIS Digital media		\$50.00			
CD2: 2003, 2008, 2010 or 2012 Color Aerial		\$100.00	per year requested		
Copies, GIS Data, Laser 11 x 17 black and white		\$1.00			
Copies, GIS Data, Laser 11 x 17 color		\$2.00			
Copies, GIS Data, Laser 8 1/2 x 11 black and white		\$0.50			
Copies, GIS Data, Laser 8 1/2 x 11 color		\$1.00			
Copies, GIS Data, Laser 8 1/2 x 14 black and white		\$0.75			
Copies, GIS Data, Laser 8 1/2 x 14 color		\$1.50			
Copies, GIS Data, Plotter 20 x 24 up to 28 x 36		\$5.00			
Copies, GIS Data, Plotter Greater than 28 x 36 to 36 x 42		\$8.00			
Copies, GIS Data, Plotter Greater than 36 x 42		\$10.00			
Copies, GIS Data, Plotter less than 20 x 24		\$3.00			
Official Zoning Map		\$10.00			
CD3: 1995 Aerial Photography (black & white only)		\$50.00			
Street Naming/Name Changing (payable to U.S. Sign Co.)		\$75.00	plus variable (Exception: Subdivisions created prior to 4/2/89 & sign never installed)		
<i>Library</i>					
Books, Fines for Over dues	\$	0.10	per book per day		
<i>Parks & Recreation</i>					
Facility Rental:					
Knotts Island		\$200.00	per day		
Maple Athletic Complex - Baseball/Softball Fields		\$200.00	per field/per day		
Maple Athletic Complex - Soccer Fields		\$200.00	per field/per day		
Maple Park		\$300.00	per day		
Maple Skate Park		\$200.00	per day		
Shingle Landing Park - Main Lawn		\$300.00	per day		
Shingle Landing Park - Entire Park		\$500.00	per day		
Sound Park		\$500.00	per day		
Veteran's Memorial Park		\$200.00	per day		
Walnut Island Park		\$200.00	per day		
Pickle Ball Courts - all recreation facilities:					
1/2 day (4 hours)		\$25.00	per court		
Full day (8 hours)		\$50.00	per court		
Picnic Shelter - all recreation facilities:					
1/2 day (4 hours)		\$25.00	per shelter		
Full day (8 hours)		\$50.00	per shelter		

Field Fees:					
Field Fees - Soccer, Baseball/Softball, Tennis Courts	\$25.00			1/2 day - does not include staff, security or clean-up charges	
Field Fees - Soccer, Baseball/Softball, Tennis Courts	\$50.00			daily - does not include staff, security or clean-up charges	
Field Set-up Fees - Baseball/Softball	\$20.00			per field - does not include staff, security or clean-up charges	
Field Set-up Fees - Soccer	\$25.00			per field - does not include staff, security or clean-up charges	
Recreation Team Sports:					
Adult Softball (men and women)	\$ 200			per team	
Adult Basketball	\$ 200			per team	
Youth Basketball	\$ 20			per player/\$40 family maximum	
Youth Cheerleading	\$ 20			per player/\$40 family maximum	
Youth Flag Football	\$ 20			per player/\$40 family maximum	
Youth Soccer (Fall and Spring)	\$ 20			per player/\$40 family maximum	
Youth Tackle Football	\$ 25			each player	
Youth T-Ball/Baseball/Softball	\$ 25			per player/\$35 for 2 children/\$50	
Youth Volleyball	\$ 20			per player/\$40 family maximum	
Tournament Admission Fees- Under 5 & Participant	No charge				
Tournament Admission Fees- Ages 6-12	\$ 3			Not participating in sport	
Tournament Admission Fees- 13 and up	\$ 5			Not participating in sport	
Concessions:					
County provided	Cost + 100% to 300%				
County contracted	TBD by concession agreement with vendor				
Recreation Staff:					
Staff for Events (if required) - Park Attendant	\$ 25			per hour	
Staff for Events (if required) - Park Superintendent	\$ 25			per hour	
Staff for Events (if required) - Recreation Director	\$ 35			per hour	
Staff for Events (if required) - Recreation Specialist	\$ 25			per hour	
REGISTER OF DEEDS					
Birth or Death Amendments (preparation)	\$10.00				
Birth or Death Amendments, NC Vital Records	\$15.00			payable to N.C. Vital Records Section	
Birth or Death Legitimations County	\$10.00				
Birth or Death Legitimations State (via check)	\$10.00				
Birth or Death Record, Certified Copy	\$10.00				
Birth, Delayed Birth Applications	\$20.00				
Copies, Certified 1st page	\$5.00			plus \$2.00 each page of document	
Copies, Uncertified	\$0.25				
Copies, Uncertified Plats (11"x17")-per page	\$0.50				
Copies, Uncertified Plats (11"x17")-per page VIA Mail or Fax	\$1.00				
Copies, Uncertified Plats (18"x24")-per page	\$2.00				
Copies, Uncertified Plats (18"x24")-per page VIA Mail	\$3.00				
Copies, Uncertified VIA Mail	\$1.00				
Deeds of Trust and Mortgages	\$64.00			Minimum fee for pages 1-35	
Deeds of Trust and Mortgages per page for pages over 35	\$4.00				
Deeds of Trust and Mortgages Additional (multi-instrument)	\$10.00				
Deeds of Trust and Mortgages Satisfaction/Cancellation	No charge				
Highway Maps 1st page	\$21.00				
Highway Maps Additional Page(s)	\$5.00				
Highway Maps Certified Copy (per 1st page)	\$5.00				
Instrument, General	\$26.00			Minimum fee for pages 1-15	
Instrument, General per page for pages over 15	\$4.00				
Instrument, General Additional (multi-instrument)	\$10.00				
Marriage License	\$60.00				
Marriage License Certified Copy	\$10.00				
Marriage License Corrections	\$10.00				
Notary Fee - Official County Business	No charge				
Notary Fee - Other than County Business	\$5.00			Per document	
Notary Oath	\$10.00				

Plats 1st page (GS 161-10)	\$21.00			
Plats Additional Page(s)	\$21.00			
Plats Certified Copy (per 1st page)	\$5.00			
Plats Certified Copy - each additional page after first page	\$2.00			
Uniform Commercial Code Fixture Filing Only 1-2 pages	\$38.00			
Uniform Commercial Code Fixture Filing Only 3-10 pages	\$45.00			
Uniform Commercial Code Fixture Filing Only over 10 pages	\$45.00	plus \$2.00 each additional page over		
Excessive Recording Data - more than 20 distinct parties	\$2.00	10(a)(1)		
Non-standard Fee	\$25.00	G.S. 161-14(b)		
SOIL CONSERVATION				
Soil surveys/publications	No charge			
SHERIFF				
Peddler License initial fee	\$35.00			
Peddler License renewal fee	\$20.00			
Noise permits	\$25.00			
Adult Entertainment Business Permit - New	\$100.00			
Adult Entertainment Business Permit - Renew	\$50.00			
Copies; uncertified black & white	\$0.10 single side/\$0.15 duplex			
Copies; uncertified color	\$0.25 per page			
Copies; Certified	\$1.00			
Copies; Certified - for official County business	No charge			
Digital Media - Detention Interviews	\$10.00			
Entertainer's License - New	\$50.00			
Entertainer's License - Renew	\$25.00			
Fingerprint fee - Official County business	No charge			
Fingerprint fee - other	\$5.00			
Handgun Purchase Permit	\$5.00			
Concealed Weapon Permit - New	\$90.00			
Concealed Weapon Permit - Renew	\$80.00			
Security Fee	\$60.00	Per Hour Per Deputy		
Ordinance Violations	\$75.00			
SOLID WASTE				
Availability Fee - All other areas (Convenience Sites)	\$239.00	Per property per year		
Availability Fee - Southern Outer Banks (Door-to-Door)	\$436.00	Per property per year		
Tipping Fee - County residences and businesses	\$90.00	Per Ton		
Tipping Fee - Out of County	\$100.00	Per Ton		
SENIOR CITIZENS CENTERS				
Deposit, Rental of Senior Center Space (Refundable)	\$100.00			
Powells Point Bldg- Deposit	\$100.00	per event		
Powells Point Bldg- Rent	\$100.00	per event		
TAX				
Public Copies - 1 sided	\$0.10			
Public Copies - 2 sided	\$0.15			
Public Copies - Color (Up to 8.5" X 14")	\$0.25	per side		
Public Copies - Color (11" x 17")	\$0.50	per side		
Labels, per label	\$0.03	Minimum \$10.00		
Aerial Tax Maps	\$8.00			
Subdivision Tax Maps	\$3.00	per sheet		
Street Atlas	\$8.00			
Returned check/credit card/debit card/EFT/ACH fee - Tax payment	10%	Payment for Taxes; Minimum \$25.00		
Returned check/credit card/debit card/EFT/ACH fee - All other than Tax	\$35.00	All other than taxes		
Property Record Card	\$0.50	each		

TOURISM						
Kansas City BBQ Contest Registration			\$300.00	per team - includes RV hookup fee		
Event sponsorships			TBD	per event		
Currituck Bulls & BBQ - Rodeo admission - Ages 13+			\$15 Adv/\$20 Day of Event			
Currituck Bulls & BBQ - Rodeo admission - Ages 6-12			\$10 Adv/\$15 Day of Event			
Currituck Bulls & BBQ - Rodeo admission - Ages 0-5			No Charge			
Currituck Bulls & BBQ - Rodeo admission - Family (2 Adult/2 Under 12)			\$45.00	Advance sales only		
Currituck Bulls & BBQ - Rodeo admission - BBQ Participants			No Charge			
Legacy Tours Whalehead Ages 0-5			No charge			
Legacy Tours Whalehead Ages 6-12			\$5.00			
Legacy Tours Whalehead Ages 13-54			\$7.00			
Legacy Tours Whalehead Ages 55+			\$5.00			
Legacy Tours Whalehead Active Military			\$5.00			
Legacy Tours Wounded Warrior			No charge			
Legacy Tours Whalehead Group Student			\$3.00	Coordinator/Bus Driver No charge		
Legacy Tours Whalehead Group Adult			\$5.00	Coordinator/Bus Driver No charge		
Legacy Tours Whalehead			\$0.00	VIP tickets to encourage tourism		
				Based on type of Tour and Resources		
Specialty Tours			TBD	involved		
Corolla Cork & Craft			\$15.00	Event entry and tour of Whalehead		
Legacy Tour with purchase of Corolla Cork & Craft admission			No Charge	Included with event		
Events requiring tent rentals or other structures on grounds						
Grounds Rental - Primary Site (N Lawn/S Lawn/Point)			\$750.00			
Grounds Rental - Secondary Site			\$400.00			
Grounds Rental - Picnic Shelter			\$50.00			
Grounds Rental - Gazebo			\$150.00			
Grounds Rental - Side Porch			\$50.00			
Grounds Refundable Security Deposit			\$750.00			
Picnic Shelter Refundable Security Deposit			\$25.00			
Golf Cart Rental per 8 hours			\$300.00	each per day		
Tourism and Whalehead \$0.00 - \$6.99 our cost retail merchandise				Cost + 100%		
Tourism and Whalehead \$7.00 - \$10.99 our cost retail merchandise				Cost + 50%		
Tourism and Whalehead \$11.00 - \$19.99 our cost retail merchandise				Cost + 35%		
Tourism and Whalehead \$20.00 & up our cost retail merchandise				Cost + 25%		
Under the Oaks Jury Fee for artists			\$40.00			
Under the Oaks Booth Fee			\$150.00			
Vendor Booth Fee			No Charge -			
Vendor Booth Fee			\$25 - Out of County Resident/Business			
Historic Corolla Park Usage- unlimited usage with the exception of stated			\$400.00	per month for June, July & August		
Historic Corolla Park Usage- unlimited usage with the exception of stated				per month January - May and		
hours			\$250.00	September - December		
Historic Corolla Park Usage- for businesses needing the Park 1 day a week			\$50.00	per day for all months		
UTILITIES						
Fees across all Water/Sewer systems						
3" Riser			Actual cost + 20%			
6" Riser			Actual cost + 20%			
Backhoe per hour			\$125.00			
Bacteriological tests			\$50.00			
Broken clean-out repair			\$75.00			
Broken clean-out repair - Contractor/Developer			\$125.00			
Check Valve			Actual cost + 20%			
Chloride tests			\$20.00			
Damaged clean out/stub out piping - Contractor/Developer			\$350.00			
Ditch Witch per hour			\$125.00			
ERT for Radio Read meter			Actual cost + 20%			
Excavator per hour			\$125.00			

Water meter - Single family residential - new service or	Included with connection fee	County staff installations
Water meter - Commercial/Multi-family - new service or aged/worn out	Paid by contractor	Contractor installations
Labor per man hour	\$60.00	
Lid only	Actual cost + 20%	
Lock	Actual cost + 20%	
Meter - damaged/vandalized	Actual cost + 20%	
Meter damage or tampering by contractor or developer	\$1,000.00	per occurrence
Meter accessibility charge	\$35.00	
Meter Box	Actual cost + 20%	
Meter tampering fee - residential	\$125.00	
Meter testing fee	\$50.00	If meter accurate
Meter testing fee	No Charge	If more than 2.5% inaccurate
Pipe pressure/leakage retest	\$150.00	
Pipe pressure/leakage test	\$150.00	
Reconnection fee (after cutoff for nonpayment)	\$50.00	8AM - 5PM
Retrofit Meter	Actual cost + 20%	
Returned check fee	\$35.00	
Road Bore	Actual cost + 20%	
Sewer pipe repair	Actual cost + 20%	
Sewer service tampering fee	Actual cost + \$75	
Special request meter reading	\$25.00	
Turn on/off fee 8 AM-5 PM work days, per occurrence	\$25.00	
Turn on/off fee afterhours/nonwork days, per occurrence	\$50.00	After normal working hours
Union half with nut	Actual cost + 20%	
Yoke	Actual cost + 20%	
Yoke valve with meter nut	Actual cost + 20%	
Mainland Water		
Water usage		
Water Charge Fire Service (sprinkler systems)	Same as all other water consumption charges	
Water Charge Local Government/Board of Education	Same as all other water consumption charges	
Base rate to all customers - monthly	\$20.00	Effective 7/1/2021
2,000 gallons or less in addition to base rate per 1,000 gallons	\$0.00	Effective 7/1/2022
5,000 gallons or less in addition to base rate per 1,000 gallons	\$4.82	Effective 7/1/2022
10,000 gallons or less in addition to base rate per 1,000 gallons	\$5.89	Effective 7/1/2022
15,000 gallons or less in addition to base rate per 1,000 gallons	\$6.96	Effective 7/1/2022
20,000 gallons or less in addition to base rate per 1,000 gallons	\$8.03	Effective 7/1/2022
> 20,000 gallons in addition to base rate per 1,000 gallons	\$9.11	Effective 7/1/2022
System Developmental Fees		
Developmental Fee - Water	3/4"	\$4,279
Developmental Fee - Water	1"	\$10,697
Developmental Fee - Water	1.5"	\$21,395
Developmental Fee - Water	2"	\$34,231
Developmental Fee - Water	3"	\$68,463
Developmental Fee - Water	4"	\$106,973
Developmental Fee - Water	6"	\$213,946
Developmental Fee - Water	8"	\$342,313
Developmental Fee - Water	10"	\$513,470
Developmental Fee - Water - Centers of Worship		\$3,000
Developmental Fee - Water - 6" or greater Fire Service		\$6,000
Water connection fees		
Water connection - contractor installs		No fee
Water connection fee, 3/4 inch		\$1,000.00
Water connection fee, 3/4 inch irrigation		\$1,000.00
Water connection fee, 3/4 inch fire service		\$1,000.00
Water connection fee, >3/4 inch irrigation		Actual cost + 20%
Water connection fee > 3/4 inch		Actual cost + 20%

Other miscellaneous fees						
Fire hydrant meter				\$6,000.00		
Fire hydrant meter - Deposit				\$2,500.00		
Fire hydrant meter setup fee				\$50.00		
High-risk deposit (owner or renter)				\$200.00	or three months' billing of previous usage, whichever is greater	
Open/reopen/transfer account				\$25.00		
Renter deposit				\$150.0		
Reread meter - our reading correct				\$25.00		
Reread meter - our reading incorrect				No Charge		
Mainland Sewer						
Sewer usage						
Sewer Utility Charge - Monthly Base Rate for all customers				\$40.00	Effective 7/1/2022	
2,000 gallons or less in addition to base rate per 1,000 gallons				\$0.00	Effective 7/1/2022	
5,000 gallons or less in addition to base rate per 1,000 gallons				\$15.17	Effective 7/1/2022	
10,000 gallons or less in addition to base rate per 1,000 gallons				\$18.54	Effective 7/1/2022	
15,000 gallons or less in addition to base rate per 1,000 gallons				\$21.91	Effective 7/1/2022	
20,000 gallons or less in addition to base rate per 1,000 gallons				\$25.28	Effective 7/1/2022	
addition to base rate for all usage when				\$28.65	Effective 7/1/2022	
System Developmental Fees						
Developmental Fee - Residential Sewer				\$ 5,806		
Developmental Fee - Commercial Sewer				\$ 5,806	Per Equivalent Residential Unit	
Other miscellaneous fees						
Open/reopen/transfer account				\$ 25		
Ocean Sands Water and Sewer						
Water usage						
Water Charge Monthly Base Rate for all customers				\$20.00	Effective 7/1/2021	
2,500 gallons or less in addition to base rate in addition to base rate per 1,000				\$3.75	Effective 7/1/2022	
5,000 gallons or less in addition to base rate per 1,000 gallons				\$4.82	Effective 7/1/2022	
10,000 gallons or less in addition to base rate per 1,000 gallons				\$5.89	Effective 7/1/2022	
15,000 gallons or less in addition to base rate per 1,000 gallons				\$6.96	Effective 7/1/2022	
20,000 gallons or less in addition to base rate per 1,000 gallons				\$8.03	Effective 7/1/2022	
addition to base rate for all usage when monthly usage exceeds 20,000 gallons				\$9.11	Effective 7/1/2022	
Sewer usage						
Sewer Charge Monthly Base Rate for all customers				\$7.95	Effective 7/1/2021	
2,500 gallons or less in addition to base rate in addition to base rate per 1,000				\$7.50	Effective 7/1/2022	
5,000 gallons or less in addition to base rate per 1,000 gallons				\$9.64	Effective 7/1/2022	
10,000 gallons or less in addition to base rate per 1,000 gallons				\$11.78	Effective 7/1/2022	
15,000 gallons or less in addition to base rate per 1,000 gallons				\$13.93	Effective 7/1/2022	
20,000 gallons or less in addition to base rate per 1,000 gallons				\$16.07	Effective 7/1/2022	
addition to base rate for all usage when monthly usage exceeds 20,000 gallons				\$18.21	Effective 7/1/2022	
System Developmental Fees						
Developmental Fees - Sewer - Residential				\$5,924		
Developmental Fees - Sewer - Commercial						
				\$5,924 per equivalent residential unit of 533 gallons per day		
Developmental Fees - Water	3/4"			\$5,933		
Developmental Fees - Water	1"			\$14,834		
Developmental Fees - Water	1.5"			\$29,667		
Developmental Fees - Water	2"			\$47,467		
Developmental Fees - Water	3"			\$94,935		
Developmental Fees - Water	4"			\$148,336		
Developmental Fees - Water	6"			\$296,672		
Developmental Fees - Water	8"			\$474,675		
Developmental Fees - Water	10"			\$712,012		
Developmental Fee - Water - 6" Fire Service				\$6,000		

Water connection fees						
Water connection - contractor installs			No fee			
Water connection fee, 3/4 inch			\$1,000.00	County staff installs connection		
Water connection fee, > 3/4 inch			Actual cost + 20%	County staff installs connection		
Southern Outer Banks Water						
Water usage						
Pine Island						
Water Charge - Pine Island Base Rate			\$30.00	month		
Water Charge - Pine Island per 1,000 gallons			\$4.50	per 1000 gal		
Southern Outer Banks Water, except Pine Island						
Water Charge Monthly Base Rate for all customers, except Pine Island			\$20.00	Effective 7/1/2021		
2,500 gallons or less in addition to base rate in addition to base rate per 1,000			\$3.75	per 1000 gal/effective 7/1/2022		
5,000 gallons or less in addition to base rate per 1,000 gallons			\$4.82	per 1000 gal/effective 7/1/2022		
10,000 gallons or less in addition to base rate per 1,000 gallons			\$5.89	per 1000 gal/effective 7/1/2022		
15,000 gallons or less in addition to base rate per 1,000 gallons			\$6.96	per 1000 gal/effective 7/1/2022		
20,000 gallons or less in addition to base rate per 1,000 gallons			\$8.03	per 1000 gal/effective 7/1/2022		
addition to base rate for all usage when monthly usage exceeds 20,000 gallons			\$9.11	per 1000 gal/effective 7/1/2022		
System Developmental Fees						
Developmental Fees - Water	3/4"		\$7,281			
Developmental Fees - Water	1"		\$18,202			
Developmental Fees - Water	1.5"		\$36,404			
Developmental Fees - Water	2"		\$58,247			
Developmental Fees - Water	3"		\$116,493			
Developmental Fees - Water	4"		\$182,020			
Developmental Fees - Water	6"		\$364,041			
Developmental Fees - Water	8"		\$582,465			
Developmental Fees - Water	10"		\$873,698			
Developmental Fee - Water - 6" Fire Service			\$6,000			
Developmental Fee - Centers of Worship			\$3,000			
Water connection fees						
Southern Outer Banks Water, except Village of Ocean Hill						
Water connection - contractor installs			No fee			
Water connection fee, 3/4 inch residential meter			\$1,000.00	County staff installs connection		
Water connection fee > 3/4 inch			Actual cost + 20%	County staff installs connection		
Water connection fee, 3/4 inch fire service meter			\$1,000.00	County staff installs connection		
Water connection fee, 3/4 inch irrigation meter			\$1,000.00	County staff installs connection		
Water connection fee > 3/4 inch irrigation meter			Actual cost + 20%	County staff installs connection		
Village of Ocean Hill						
Village of Ocean Hill Water connection fee, standard 3/4" meter, commercial			\$1,000.00			
Village of Ocean Hill Water connection fee, standard 3/4" meter, hotels/motels per two rooms			\$1,000.00			
Village of Ocean Hill Water connection fee, standard 3/4" meter, laundry			\$1,000.00	per 3 machines		
Village of Ocean Hill Water connection fee, standard 3/4" meter, multifamily			\$1,000.00	(condos, cottage courts, apartments)		
Village of Ocean Hill Water connection fee, standard 3/4" meter, restaurants			\$1,000.00	per 16 seats or fraction thereof		
Village of Ocean Hill Water connection fee, standard 3/4" meter, sewer			\$700.00			
Village of Ocean Hill Water connection fee, standard 3/4" meter, single family			\$1,000.00			
Other miscellaneous fees						
Renter Deposit			\$	150		
Revised this 7th day of November 2022.						

3. Surplus Resolution-IT Equipment

RESOLUTION		
<p>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 disposed of with a certified electronics disposal company.</p>		
County		
Asset Tag	Description	Serial Number
4884	Optiplex 3070	
7427	Sony VAIO	
8328	Precision Tower 5810	
8571	Lattitude E5540	
8572	Lattitude E5540	F92CD12
8573	Lattitude E5540	
8574	Lattitude E5540	161CD12
8575	Lattitude E5540	D82CD12
8577	Lattitude E5540	C92CD12
8579	Lattitude E5540	BQ1CD12
8580	Lattitude E5540	H82CD12
8581	Lattitude E5540	D32CD12
8582	Lattitude E5540	B11CD12
8583	Lattitude E5540	C11CD12
8584	Lattitude E5540	B92CD12
8585	Lattitude E5540	FZ0CD12
8586	Lattitude E5540	F41CD12
8593	Lattitude E5540	
8599	Lattitude E5540	
8604	Lattitude E5540	892CD12
8608	Lattitude E5540	
8924	Lattitude E5540	GJ38Z52
9033	Precision Tower 5810	
9093	HP Z230 Tower	
9094	HP Z230 Tower	
9095	HP Z230 Tower	
9291	Precision Tower 5810	1D7JMD2
9292	Precision Tower 5810	1D4NMD2
9293	Precision Tower 5810	1D4KMD2
9299	Precision Tower 5810	
9301	Precision Tower 5810	
9302	Precision Tower 5810	

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9303	Lattitude E5570	
9741	Lattitude E5540	
4888E	Optiplex 3070	6GHL513
4888H	Optiplex 3070	708P513
7122A	Optiplex 360	
7122B	Optiplex 360	
7122C	Optiplex 360	
7124A	Optiplex 360	
7125A	Optiplex 360	
7127B	Optiplex 360	95SWCK1
7160A	Optiplex 360	95SZCK1
7162A	Optiplex 360	95TZCK1
7163B	Optiplex 360	
7164B	Optiplex 360	
9295A	Optiplex 3040	
	Optiplex 3040	D0D7TD2
	Optiplex 3070	H8D1F32
	Optiplex 5040	8TV4XH2
	Getac V110	RF139V0193
	Getac V110	RF139V0189
	Getac V110	RF139V0195
	Lattitude E5540	292CD12
	Lattitude E5540	B41CD12
	Lattitude E5540	951CD12
	Lattitude E5540	C23CD12
	Lattitude E5540	741CD12
	Lattitude E5540	431CD12
	Lattitude E5540	GR2CD12
	Lattitude E5540	GBHBVD2
	Lattitude E5540	DSHBVD2
	Lattitude E5540	7G1CD12
	Lattitude E5540	C01CD12
	Lattitude E5540	831CD12
	Lattitude E5540	FW2CD12
	Lattitude E5540	BB2CD12
	Lattitude E5540	2M1CD12
	Optiplex 360	DQZ9LN1
	Optiplex 360	DR0GLN1
	Optiplex 360	DR18LN1
	Optiplex 380	DR08LN1
	Optiplex 380	DQY8LN1
	Optiplex 380	DQXDLN1
	Optiplex 380	DR0FLN1
	Optiplex 380	DR0CLN1
	Optiplex 755	8V958G1
	Optiplex 755	DQYCLN1
	Optiplex 755	DR09LN1
	Optiplex 755	DQZDLN1
	Optiplex 755	7YK9691
	Optiplex 755	DQXCLN1
	Optiplex 755	2V95BG1

	HP Z420 Tower	2UA3100P28
	HP Z420 Tower	2UA3101778
	HP Z420 Tower	2UA3101G85
	Dell DHM	D6NG061
	Lexmark Printer X652de	793HMYC
	Epson Stylus Photo R1800	GJXE103910
	HP Scanner FCLSD-0605	744A63B1
	CISCO ASA 5505 Seris	JMX2021Y29W
	(27) CISCO CATALYST 3560	
	(2) CISCO CATALYST 3750	
	(1) CISCO CATALYST 3400	
	(2) CISCO CATALYST 2960G	
	CISCO CATALYST 3500	
	Sonicwall 3500	
	Barracuda gateway 400	
	(6) Apple Ipad	
	(20) Cisco Ip Phone 7940	
	(31) Dell Monitors	
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 7th day of November 2022.		

4. Sole Source Resolution-Harn Hydronautics-Membrane Replacement, SOBWS

RESOLUTION AUTHORIZING THE PURCHASE OF HYDRANAUTICS MEMBRANE ELEMENTS FROM HARN R/O SYSTEMS, INC. THROUGH SOLE SOURCE PURCHASE PURSUANT TO N.C. GEN. STAT. §143-129(e)(6)

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

WHEREAS, proper functioning of the county's Southern Outer Banks R/O Water Treatment plant requires replacement membrane elements compatible with existing R/O trains; and

WHEREAS, Harn R/O Systems, Inc. is uniquely qualified to be the sole source providing this service. As Train 4's equipment manufacturer, Harn R/O Systems, Inc. is the only supplier that has the fabrication drawings and specifications on the original components that are necessary to provide the replacement components; and

WHEREAS, SOBWS Treatment plant needs replacement membrane elements and Harn R/O Systems, Inc. is the supplier of compatible membrane elements; and

WHEREAS, Harn R/O Systems, Inc. is supplying SOBWS Treatment Plant with two hundred and fifty-two (252) Hydranautics Model ESPA2-LD Membrane elements at a cost of \$132,650.00, plus sales tax of \$8,953.88, for a total cost of \$141,603.88; and

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

Section 1. The County of Currituck is authorized to enter into a contract in the amount of \$141,603.88 with Harn R/O Systems, Inc. for the sole source purchase of Hydranautics Model ESPA2-LD Membrane elements in accordance with the sole source provision requirements set forth by N.C. Gen. Stat. §143-129(e)(6). Further, the County Manager is authorized to execute the agreement with Harn R/O Systems, Inc. for the acquisition apparatus, materials, and equipment acquisition described in this resolution and the proposed contract.

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

5. Job Reclassification-Social Worker Program Manager

6. Tax Department-2022 Order of Collections

STATE OF NORTH CAROLINA
COUNTY OF CURRITUCK

ORDER OF COLLECTIONS TO THE TAX COLLECTOR OF THE COUNTY OF CURRITUCK:

You are hereby authorized, empowered, and commanded to collect the taxes due, for the current year and the nine prior years, set forth in the tax records filed in the office of the Tax Collector and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the County of Currituck, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.

Witness my hand and official seal, this _____ day of _____,
20____.

Date: October 13, 2022

RE: Order of Collections

2022 Tax Levy & Prior Year Taxes to be Charged to the Tax Collector

2022 REAL & PERSONAL PROPERTY TAX LEVY*	\$	46,107,960.71
PRIOR YEARS TAXES**	\$	<u>415,552.59</u>
TOTAL TAXES	\$	46,523,513.30

*The Current Year levy includes all penalties, solid waste fees, nuisance fees, septic tank inspection fees, special district and animal taxes; does not include taxes levied on registered motor vehicles which are collected

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by DMV, nor tax discoveries, adjustments, releases, and deferred taxes. These are reported to the Finance Director as required throughout the year.

** Prior Year Taxes as of **October 13, 2022**

- 7. Currituck Community Park Athletic Complex Pre-Season Practice Policy**
- 8. T-Mobile Northeast LLC License Agreement for Tulls Creek Water Tower**
- 9. Lease Agreement with State Employees Credit Union for an ATM to be Placed in the Judicial Center**
- 10. Consideration for Approval of Mutual Aid Agreement with Department of the Navy for the Provision of Firefighting Assistance**
- 11) Approval Of Minutes-10-17-22, 1-29-16**
 - 1. Minutes for October 17, 2022**
 - 2. Retreat Minutes-January 29, 2016**

ADJOURN

Motion to Adjourn Meeting

The Board had no further business and Commissioner Mary Etheridge moved to adjourn. Commissioner Jarvis seconded the motion. The motion carried, 6-0, and the Regular Meeting of the Board of Commissioners adjourned at 7:34 PM.

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

SPECIAL MEETING-TOURISM DEVELOPMENT AUTHORITY

The Currituck County Board of Commissioners held a Special Meeting on November 7, 2022, immediately following adjournment of the 6:00 PM Regular Meeting to sit as the Tourism Development Authority. The meeting was held in the Board Meeting Room of the Historic Courthouse, 153 Courthouse Road, Currituck, North Carolina, for the purpose of considering Budget Amendments.

The meeting was called to order at 7:34 PM.

TDA Budget Amendments

Commissioner McCord moved for approval of the Budget Amendments. Chairman Payment seconded the motion. The motion carried, 6-0.

TDA2023005		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
15447-587020	T T - Whalehead Drainage District	\$ 154,540	
15320-415000	Occupancy Tax		\$ 154,540
		\$ 154,540	\$ 154,540
Explanation:	Tourism Development Authority (15) - Increase appropriation to transfer funds to the Whalehead Watershed Drainage project for the betterment costs to upgrade the Bonito Street walkway from a 4 foot to an 8 foot walkway.		
Net Budget Effect:	Occupancy Tax Fund (15) - Increased by \$154,540.		
TDA2023006		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
15442-532000	Supplies		\$ 7,500
15442-590000	Capital Outlay	\$ 7,500	
		\$ 7,500	\$ 7,500
Explanation:	Tourism Development Authority - Promotions (15442) - Transfer funds to purchase computer equipment for the Photography Director in Tourism.		
Net Budget Effect:	Occupancy Tax Fund (15) - No change.		
TDA2023007		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
15447-587066	T T - SOBWS Construction	\$ 3,348,842	
15320-415000	Occupancy Tax		\$ 2,348,842
15390-499900	Appropriated Fund Balance		\$ 1,000,000
		\$ 3,348,842	\$ 3,348,842
Explanation:	Tourism Development Authority - Promotions (15442) - Transfer funds to supplement funding for the SOBWS water plant expansion.		
Net Budget Effect:	Occupancy Tax Fund (15) - Increased by \$3,348,842.		

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

ADJOURN TDA

There was no further business and Commissioner Jarvis moved to adjourn. Commissioner McCord seconded the motion. The motion carried, 6-0, and the Meeting of the Tourism Development Authority adjourned at 7:35 PM.

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



CURRITUCK COUNTY NORTH CAROLINA

November 14, 2022

Minutes – Special Meeting of the Board of Commissioners

6:00 CALL TO ORDER-WORK SESSION

The Currituck County Board of Commissioners met at 6:00 PM in a Special Meeting. The meeting was held in the Board Meeting Room of the Historic Courthouse, 153 Courthouse Road, Currituck, North Carolina. The purpose of the meeting was to discuss the following:

- Discussion and direction for replacement of the Moyock Regional Wastewater Treatment Plant
- Consideration of lobbying firm bids and potential contract for lobby services for the County
- Consideration of a Resolution of the Board of Commissioners Authorizing Disposal of Real Property Pursuant to N.C. General Statute §160A-269
- Discussion of Currituck County Access Permit
- Discussion of Digital Community Calendar
- Approval of J. Owen Etheridge to serve as Currituck County's Voting Delegate-2022 NCACC Legislative Goals Conference

Chairman Payment called the meeting to order at 6:00 PM.

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

The Board of Commissioners acknowledged the sudden passing of Currituck County resident, Will Crodick, and offered a prayer and moment of silence in remembrance. Mr. Crodick had previously served on the Currituck County Board of Education and had just been re-elected to serve again on the school board. Mr. Crodick was remembered for his service to the community and to the students of Currituck County.

A) Consideration of a Resolution of the Board of Commissioners Authorizing Disposal of Real Property Pursuant to N.C. General Statute §160A-269

Commissioner White, who was absent from the November 7, 2022, Board of Commissioners meeting when initially discussed, was asked to provide comment on the

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potential sale of the Moyock Welcome Center after receiving an unsolicited bid for its purchase. Commissioner White said he understood concerns were related to the need to temporarily close the existing Welcome Center and the price that was offered for the property. County Manager, Ike McRee, reported the bidder had submitted a modified offer for Board consideration. The bid was increased to \$2.5 million, up from \$2.2 million, and would allow at least one year before closing to provide time to plan for a new Welcome Center.

Commissioner White said a majority of Tourism Advisory Board members he spoke with agreed to the sale provided a plan was in place for a future visitor center. Commissioner Beaumont suggested a review of the appraisal to ensure all aspects of the property were considered in the valuation.

Commissioners considered the purpose of the Welcome Center and, after discussion, Commissioner McCord moved that the County not accept the bid. Commissioner J. Owen Etheridge seconded the motion. The motion carried, 7-0.

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

B) Discussion and Direction for Replacement of the Moyock Regional Wastewater Treatment Plant

County Manager, Ike McRee, recalled for the Board an October 11, 2022, presentation by consulting firm PFAL, (Project Finance Advisory Limited), on results of an assessment of the Moyock Regional Wastewater Plant that analyzed various options for providing wastewater utility services in Moyock. Assistant County Manager, Rebecca Gay, used a powerpoint to review the results of PFAL's analysis and the recommended delivery options. A Design/Build/Operate/Maintain (DBOM) scenario was presented as the most efficient, followed by Design/Build/Fund/Operate/Maintain (DBFOM). Ms. Gay presented utility rates associated with each scenario and reviewed the timeline for procurement, construction and opening of a new plant, estimated to be mid-2025 at the earliest.

Commissioners discussed wastewater capacity and expansion costs and considered whether there would be a need for local legislation to move forward with the DBFOM option. Negatives of the DBFOM option were discussed, and it was noted that two of the three were also specified as negatives for the DBOM option.

Following Board discussion, Chairman Payment made a motion to move forward with DBFOM delivery option. Commissioner Beaumont seconded the motion. The motion passed, 5-2, with Commissioners Mary Etheridge and Selina Jarvis opposed.

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

C) Consideration of Lobbying Firm Bids and Potential Contract for Lobby Services for the County

Commissioners reviewed bids from lobbying firms who responded to the County's request for proposals (RFP) for lobbying services. Commissioners discussed whether the County needed a firm to lobby on the County's behalf, and ultimately determined that there was. Commissioners suggested a firm that was familiar with issues of Coastal counties.

Each Commissioner provided feedback on their top choices, and Ward and Smith was selected by a 4-3 majority. Commissioner White, Commissioner J. Owen Etheridge, and Commissioner McCord preferred Old North Strategies.

Rebecca Gay, Assistant County Manager, was directed to reach out to Ward and Smith to begin negotiations to contract and to schedule a time when representatives could meet with Board members.

D) Approval of J. Owen Etheridge to Serve as Currituck County's Voting Delegate-2022 NCACC Legislative Goals Conference

Commissioner Beaumont moved for approval of J. Owen Etheridge to serve as voting delegate for the County. Commissioner Mary Etheridge seconded the motion. The motion carried, 7-0.

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

E) Discussion of Currituck County Access Permit

County Manager, Ike McRee, reviewed the timeline for distribution of the 2023-2024 Currituck County Access Permit to residents and property owners and recalled previous discussion among Board members who wished to charge a fee for additional or replacement permits. Following discussion, Commissioner Mary Etheridge moved that a \$75 fee be charged for additional permits and no charge for replacement if a damaged

permit is turned into the County. Commissioner Jarvis seconded the motion. The motion carried, 7-0.

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

F) Discussion of Digital Community Calendar

County Manager, Ike McRee, reported a meeting with a vendor, One Boat, to consider developing a Community Calendar for placement on the County's website. The calendar would promote businesses and events taking place in the County. Commissioner White said it would be a way to represent all businesses in the County, similar to how tourism businesses are being promoted. He said people would be able to go to one site to see what is happening in the County, and One Boat would manage the site to ensure appropriate messaging. Commissioners asked that a link be shared so they can view similar sites and requested the vendor attend a meeting to present to Commissioners.

ADJOURN

Motion to Adjourn Meeting

The Board had no further business and Commissioner Mary Etheridge moved to adjourn. Commissioner Jarvis seconded the motion. The motion carried, 7-0, and the Special Meeting of the Board of Commissioners adjourned at 7:18 PM.

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