



**CURRITUCK COUNTY  
NORTH CAROLINA**

April 2, 2018

Minutes – Regular Meeting of the Board of Commissioners

**WORK SESSION**

**1. 5:00 PM Local Wind Energy Economics-John Droz**

The Currituck County Board of Commissioners met at 5 PM in the Board Meeting Room of the Historic Courthouse to hear a presentation from Mr. John Droz, Physicist, on the local economics of wind energy. Mr. Droz used a powerpoint to present information on some of the negative effects and losses to local economies related to wind energy development. Mr. Droz stressed the importance of using independent experts to perform net financial and liability analyses and reviewed study results and projections related to existing or proposed wind energy developments in North Carolina.

Mr. Droz responded to Board questions, clarified some of the information presented, and reviewed his resources available if needed, such as a list of experts and samples of solar and wind ordinances. County Attorney, Ike McRee, discussed methods the Board could use for consideration of applications that differ from the current quasi-judicial process. The work session concluded at 5:43 PM.

**6:00 PM CALL TO ORDER**

The Currituck County Board of Commissioners held a regular meeting at 6:00 PM in the Board Meeting Room of the Historic Courthouse, 153 Courthouse Road, Currituck, North Carolina.

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

Chairman Hanig called the meeting to order.

**A) Invocation & Pledge of Allegiance-Reverend Ronnie Culley, Christian Home  
Baptist**

Reverend Ronnie Culley attended to offer the Invocation and lead the Pledge of Allegiance.

**B) Approval of Agenda**

Commissioner Gilbert amended the agenda to add an additional topic pursuant to GS 143.318.11(a)(6) to discuss a personnel matter to closed session, and moved for approval. The motion was seconded by Commissioner White and passed unanimously.

Approved agenda:

**Work Session**

5:00 PM Local Wind Energy Economics-John Droz

**6:00 PM Call to Order**

A) Invocation & Pledge of Allegiance-Reverend Ronnie Culley, Christian Home Baptist

B) Approval of Agenda

**Public Comment**

*Please limit comments to matters other than those appearing on this agenda as a Public Hearing. Public comments are limited to 3 minutes.*

**Administrative Reports**

A) YMCA of South Hampton Roads-Annual Report

**Public Hearings**

A) **Public Hearing & Action: PB 17-06 Miller Homes & Building LLC:** Request for conditional rezoning from AG (Agricultural) to C-GB (Conditional- General Business) on property located at 155 Survey Road for a bakery/light sandwich restaurant, Tax Map 15, Lot 47B, Moyock Township.

**Old Business**

A) **Consideration and Action: PB 18-03 Fun in the Sun Dune Buggy Rentals:** Request for a use permit for light vehicle rentals. The property is 2.32 acres and is located at 8754 Caratoke Highway, Harbinger, Tax Map 131, Parcels 109, 110 and 111, Poplar Branch Township.

**New Business**

A) **Consideration of Amendments to the Wild Horse Management Agreement**

B) **Consent Agenda**

1. Approval Of Minutes for March 19, 2018

2. Budget Amendments
3. Lease Agreement with Robert Natole for Location of Currituck County Rural Center Sign

**C) Commissioner's Report**

**D) County Manager's Report**

**Special Meeting of the Tourism Development Authority**

TDA Budget Amendments

**Closed Session**

Closed Session Pursuant to G.S. 143-318.11(a)(3) to Consult with the County Attorney and to preserve the Attorney-Client Privilege in Matters Entitled: Ayers v. Currituck County; and Currituck County v. Currituck County Board of Adjustment and Davis Street Holdings, LLC

***Amended to include:***

***and pursuant to G.S. 143-318.11(a)(6) to discuss a personnel matter.***

**Adjourn**

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

**PUBLIC COMMENT**

***Please limit comments to matters other than those appearing on this agenda as a Public Hearing. Public comments are limited to 3 minutes.***

Adam Forrer, Southeastern Wind Energy Coalition, commented on the earlier wind energy work session presentation and countered some of the items raised by Mr. Droz. Specifically, he discussed bat kills, tourism and military concerns.

Bill Collins, Corolla, spoke on behalf of the Corolla Civic Association to address funding for the Corolla Fire Department through occupancy tax. He said occupancy tax can only be used for Tourism related expenditures and fire is not included as a use in the statute. He urged the board not to approve the budget amendment being considered later at the special meeting of the Tourism Development Authority to provide funding for Corolla fire services. He also addressed the use of occupancy tax for the Currituck County Rural Center and Historic Jarvisburg Colored School, and said those facilities do not attract a significant amount of tourists. He said the county has yet to respond to the Corolla Civic Association attorney's records request regarding occupancy tax.

Ben Wilson, a Currituck resident, spoke about the new Beach Parking Permit. He said he has a problem with a piece of the ordinance that gives special privileges to full-time residents of the off-road beach. He said every resident should be allowed to have two free guest passes and asked Board to consider amending section F of the ordinance.

## ADMINISTRATIVE REPORTS

### A. YMCA of South Hampton Roads-Annual Report

Billy George, President and CEO of YMCA of South Hampton Roads, along with Dean Mattix, District Vice-President, presented the annual report for the YMCA facility in Currituck County. Mr. George reported on the strong state of the facility, now approaching its seventh year. He reported over 4,000 members with 45% of those utilizing financial assistance programs offered by the YMCA. A fact sheet distributed to the Board was reviewed and highlighted positive impacts the YMCA has on the community. Mr. Mattix discussed the YMCA's partnership with the county Parks and Recreation and Senior Center and highlighted programs including the Togetherhood Project and children's swim programs.

## PUBLIC HEARINGS

### A. Public Hearing & Action: PB 17-06 Miller Homes & Building LLC:

<b>Property Owner:</b> Miller Homes & Building LLC 111 Currituck Commercial Drive, Suite B Moyock NC 27958	<b>Applicant:</b> Miller Homes & Building LLC 111 Currituck Commercial Drive, Suite B Moyock NC 27958
<b>Case Number:</b> PB 17-06	<b>Application Type:</b> Conditional Rezoning
<b>Parcel Identification Number:</b> 0015-000-047B-0000	<b>Existing Use:</b> Single-Family Dwelling and Outbuilding
<b>Land Use Plan Classification:</b> Full Service	<b>Parcel Size (Acres):</b> 1.05
<b>Moyock SAP Classification:</b> Full Service	
<b>Zoning History:</b> A-40 (1974); AG (1989)	<b>Plan Request:</b> Bakery, Light Sandwich Restaurant
<b>Current Zoning:</b> AG	<b>Proposed Zoning:</b> C-GB

SURROUNDING PARCELS		
	LAND USE	ZONING
NORTH	CULTIVATED FARMLAND AND SINGLE-FAMILY DWELLING	AG
SOUTH	GOLF COURSE	AG
EAST	CULTIVATED FARMLAND	GB
WEST	RESIDENTIAL SUBDIVISION (LAKEVIEW)	SFM w/ PUD OVERLAY

The applicant is requesting a conditional rezoning from AG (Agricultural) to C-GB (Conditional-General Business). The immediate proposed use is a bakery/light sandwich restaurant; however, the applicant wishes to also allow all of the following uses in the future:

1. Eating Establishments
2. Offices
3. Recreation/Entertainment (indoor and outdoor)
4. Retail Sales and Services limited to:
  - Drug store or pharmacy
  - Financial institution
  - Repair establishment
  - Retail sales establishment

This conditional rezoning request for C-GB is reasonable because a specialty eating establishment (bakery) and sandwich shop will provide a new type of business to serve the neighborhood and will promote economic growth.

According to the Land Use Plan, Moyock is the fastest growing area of the county and the heightened residential development interest has brought with it pressure for more retail services that follow such development. This conditional rezoning request could also be considered as an expansion of the GB zoning district adjoining the property, approximately 23 acres.

#### REVIEW STANDARDS

IN DETERMINING WHETHER TO ADOPT OR DENY A PROPOSED CONDITIONAL REZONING, THE BOARD OF COMMISSIONERS MAY WEIGH THE RELEVANCE OF AND CONSIDER WHETHER AND TO THE EXTENT TO WHICH THE PROPOSED AMENDMENT:

1. IS CONSISTENT WITH THE GOALS, OBJECTIVES, AND POLICIES OF THE LAND USE PLAN, OTHER APPLICABLE COUNTY-ADOPTED PLANS, AND THE PURPOSES OF THE UDO:
  - IT IS CONSISTENT WITH THE 2006 LUP INCLUDING THE FOLLOWING POLICIES:
    - POLICY HN3: CURRITUCK COUNTY SHALL ESPECIALLY ENCOURAGE TWO FORMS OF RESIDENTIAL DEVELOPMENT, EACH WITH THE OBJECTIVE OF AVOIDING TRADITIONAL SPRAWL: 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. THESE TYPES OF DEVELOPMENT ARE CONTEMPLATED FOR THE FULL SERVICE AREA.
    - POLICY CD1: NEIGHBORHOOD SERVING COMMERCIAL DISTRICTS SHOULD BE ENCOURAGED TO LOCATE WHERE A COLLECTOR OR SECONDARY STREET INTERSECTS WITH A STREET OF EQUAL OR GREATER SIZE. APPROPRIATELY DESIGNED, SMALL-SCALE BUSINESSES MAY ALSO BE NEAR OTHER NEIGHBORHOOD SERVING FACILITIES SUCH AS SCHOOLS AND PARKS.
  - IT IS CONSISTENT WITH THE FOLLOWING POLICIES IN THE MOYOCK SMALL AREA PLAN:
    - POLICY IS1: THE COSTS OF INFRASTRUCTURE, FACILITIES, AND SERVICES RELATED TO NEW GROWTH AND DEVELOPMENT SHOULD BE BORNE PRIMARILY BY THOSE CREATING THE DEMAND.
    - POLICY ST1: PROMOTE THE ESTABLISHMENT OF AN AREA DEDICATED TO COMMUNITY SERVING BUSINESSES THAT FOSTER A SMALL TOWN, MAIN STREET FEEL.
  - THE REQUEST IS CONSISTENT WITH THE PURPOSE OF THE UDO AS IT ADHERES TO THE POLICIES AND OBJECTIVES OF COUNTY ADOPTED PLANS REGARDING GROWTH AND DEVELOPMENT.
2. IS IN CONFLICT WITH ANY PROVISION OF THIS ORDINANCE, OR THE COUNTY CODE OF ORDINANCES;
  - STAFF IS NOT AWARE OF ANY CONFLICTS WITH THE ORDINANCE OR THE CODE OF ORDINANCES.
3. IS REQUIRED BY CHANGED CONDITIONS;
  - STAFF IS NOT AWARE OF CHANGED CONDITIONS THAT WARRANT THE REZONING.
4. ADDRESSES A DEMONSTRATED COMMUNITY NEED;
  - OVER 48% OF RESPONDENTS TO A RECENT IMAGINE CURRITUCK SURVEY PRIORITIZED ENCOURAGING SMALL COMMERCIAL BUSINESSES SUCH AS RESTAURANTS OR LOCAL RETAIL SHOPS AS THE NUMBER ONE EFFORT THE COUNTY SHOULD TAKE TO ENCOURAGE NONRESIDENTIAL DEVELOPMENT.
5. IS COMPATIBLE WITH EXISTING AND PROPOSED USES SURROUNDING THE LAND SUBJECT TO THE APPLICATION, AND IS THE APPROPRIATE ZONING DISTRICT AND USES FOR THE LAND;
  - THE REQUEST FOR A NEIGHBORHOOD SERVING COMMERCIAL USE, WHICH IS ALSO AN EXTENSION OF AN ADJOINING GB ZONING DISTRICT, IS AN APPROPRIATE ZONING DISTRICT.
6. ADVERSELY IMPACT NEARBY LANDS;
  - SINCE THIS IS A COMPATIBLE USE AND AN EXPANSION OF AN ADJOINING GB ZONING DISTRICT, STAFF IS NOT AWARE OF ANY IMPACTS THAT WOULD ADVERSELY IMPACT NEARBY LANDS.
7. WOULD RESULT IN A LOGICAL AND ORDERLY DEVELOPMENT PATTERN;
  - THIS NEIGHBORHOOD SERVING COMMERCIAL USE IS COMPATIBLE WITH PLANNED AND EXISTING NEIGHBORHOOD SERVING COMMERCIAL USES SUCH AS A SCHOOL.
  - IT IS LOGICAL AND ORDERLY TO EXPECT COMMERCIAL USES TO FOLLOW THE INCREASED RESIDENTIAL DEVELOPMENT IN THE AREA.
8. WOULD RESULT IN SIGNIFICANT ADVERSE IMPACTS ON THE NATURAL ENVIRONMENT - INCLUDING, BUT NOT LIMITED TO WATER, AIR, NOISE, STORMWATER MANAGEMENT, WILDLIFE, VEGETATION, WETLANDS, AND THE NATURAL FUNCTIONING OF THE ENVIRONMENT;
  - STAFF IS NOT AWARE OF ANY ADVERSE IMPACTS ON THE NATURAL ENVIRONMENT BECAUSE OF THE PROPOSED REZONING. THE BUILDING IS ALREADY ON THE PROPERTY
9. WOULD RESULT IN DEVELOPMENT THAT IS ADEQUATELY SERVED BY PUBLIC FACILITIES;
  - THERE ARE ADEQUATE PUBLIC FACILITIES TO SERVE THIS DEVELOPMENT.
10. WOULD NOT RESULT IN SIGNIFICANTLY ADVERSE IMPACTS ON THE LAND VALUES IN THE SURROUND AREA; AND,
  - IT IS STAFF'S OPINION THAT A NEIGHBORHOOD SERVING COMMERCIAL USE AND THE EXPANSION OF THE ADJOINING GB ZONING DISTRICT WILL NOT RESULT IN SIGNIFICANTLY ADVERSE IMPACTS ON THE LAND VALUES IN THE SURROUNDING AREA.

11. WOULD NOT CONFLICT WITH THE PUBLIC INTEREST AND IS IN HARMONY WITH THE PURPOSES AND INTENT OF THIS ORDINANCE.

- IT IS STAFF'S OPINION THAT A NEIGHBORHOOD SERVING COMMERCIAL USE AND THE EXPANSION OF AN ADJOINING GB ZONING DISTRICT WILL NOT BE IN CONFLICT WITH THE PUBLIC INTEREST AND IS IN HARMONY WITH THE PURPOSE AND INTENT OF THIS ORDINANCE.

**RECOMMENDATIONS****STAFF**

Staff recommends approval of this request subject to the applicant's imposed condition:

- Immediate use: Bakery and specialty sandwich shop (specialty eating establishment)
- Potential future uses:
  1. Eating Establishments
  2. Offices
  3. Recreation/Entertainment (indoor and outdoor)
  4. Retail Sales and Services limited to:
    - Drug store or pharmacy
    - Financial institution
    - Repair establishment
    - Retail sales establishment

THE REQUEST IS CONSISTENT WITH ALL COUNTY-ADOPTED PLANS THAT ARE APPLICABLE BECAUSE IT:

1. IS CONSISTENT WITH THE GOALS, OBJECTIVES, AND POLICIES OF THE LAND USE PLAN, OTHER APPLICABLE COUNTY-ADOPTED PLANS, AND THE PURPOSES OF THE UDO;
2. IS CONSISTENT WITH THE 2006 LUP AND THE MOYOCK SMALL AREA PLAN;
3. IS NOT IN CONFLICT WITH ANY PROVISION OF THIS ORDINANCE, OR THE COUNTY CODE OF ORDINANCES;
4. ADDRESSES A DEMONSTRATED COMMUNITY NEED;
5. IS COMPATIBLE WITH EXISTING AND PROPOSED USES SURROUNDING THE LAND SUBJECT TO THE APPLICATION, AND IS THE APPROPRIATE ZONING DISTRICT AND USES FOR THE LAND;
6. DOES NOT ADVERSELY IMPACTS NEARBY LANDS;
7. WILL RESULT IN A LOGICAL AND ORDERLY DEVELOPMENT PATTERN;
8. WOULD NOT RESULT IN SIGNIFICANT ADVERSE IMPACTS ON THE NATURAL ENVIRONMENT - INCLUDING, BUT NOT LIMITED TO WATER, AIR, NOISE, STORMWATER MANAGEMENT, WILDLIFE, VEGETATION, WETLANDS, AND THE NATURAL FUNCTIONING OF THE ENVIRONMENT;
9. WOULD RESULT IN DEVELOPMENT THAT IS ADEQUATELY SERVED BY PUBLIC FACILITIES;
10. WOULD NOT RESULT IN SIGNIFICANTLY ADVERSE IMPACTS ON THE LAND VALUES IN THE SURROUND AREA; AND,
11. WOULD NOT CONFLICT WITH THE PUBLIC INTEREST AND IS IN HARMONY WITH THE PURPOSES AND INTENT OF THIS ORDINANCE.

THE REQUEST IS REASONABLE BECAUSE THE USE IS SIMILAR TO THE EXISTING AND PROPOSED USES SURROUNDING THE LAND SUBJECT TO THE APPLICATION. THIS IS THE APPROPRIATE ZONING DISTRICT AND USE FOR THE LAND BECAUSE NEIGHBORHOOD SERVING COMMERCIAL USES ARE ALLOWED IN THE C-GB ZONING DISTRICT. THIS PARCEL FITS THAT DESCRIPTION SINCE IT IS OFF THE HIGHWAY AND WITHIN WALKING DISTANCE OF A SCHOOL AND SEVERAL NEIGHBORHOODS.

**RECOMMENDATIONS****PLANNING BOARD**

Planning Board recommends approval of this request subject to the applicant's imposed condition and the consistency and reasonableness statements above:

- Immediate use: Bakery and specialty sandwich shop (specialty eating establishment)
- Potential future uses:
  1. Eating Establishments
  2. Offices
  3. Recreation/Entertainment (indoor and outdoor)
  4. Retail Sales and Services limited to:
    - Drug store or pharmacy
    - Financial institution
    - Repair establishment
    - Retail sales establishment

THE REQUEST IS CONSISTENT WITH ALL COUNTY-ADOPTED PLANS THAT ARE APPLICABLE BECAUSE IT:

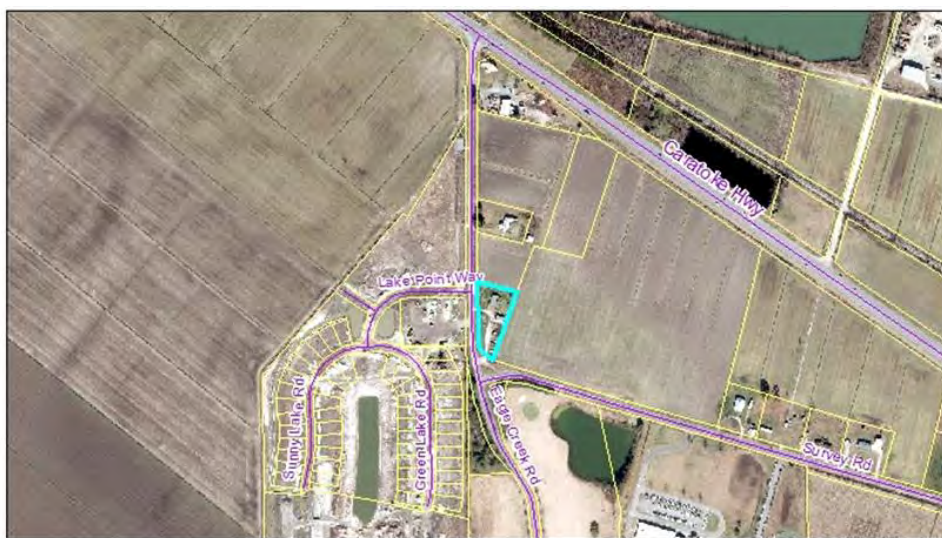
12. IS CONSISTENT WITH THE GOALS, OBJECTIVES, AND POLICIES OF THE LAND USE PLAN, OTHER APPLICABLE COUNTY-ADOPTED PLANS, AND THE PURPOSES OF THE UDO;
13. IS CONSISTENT WITH THE 2006 LUP AND THE MOYOCK SMALL AREA PLAN;
14. IS NOT IN CONFLICT WITH ANY PROVISION OF THIS ORDINANCE, OR THE COUNTY CODE OF ORDINANCES;
15. ADDRESSES A DEMONSTRATED COMMUNITY NEED;
16. IS COMPATIBLE WITH EXISTING AND PROPOSED USES SURROUNDING THE LAND SUBJECT TO THE APPLICATION, AND IS THE APPROPRIATE ZONING DISTRICT AND USES FOR THE LAND;
17. DOES NOT ADVERSELY IMPACTS NEARBY LANDS;
18. WILL RESULT IN A LOGICAL AND ORDERLY DEVELOPMENT PATTERN;
19. WOULD NOT RESULT IN SIGNIFICANT ADVERSE IMPACTS ON THE NATURAL ENVIRONMENT - INCLUDING, BUT NOT LIMITED TO WATER, AIR, NOISE, STORMWATER MANAGEMENT, WILDLIFE, VEGETATION, WETLANDS, AND THE NATURAL FUNCTIONING OF THE ENVIRONMENT;
20. WOULD RESULT IN DEVELOPMENT THAT IS ADEQUATELY SERVED BY PUBLIC FACILITIES;
21. WOULD NOT RESULT IN SIGNIFICANTLY ADVERSE IMPACTS ON THE LAND VALUES IN THE SURROUND AREA; AND,
22. WOULD NOT CONFLICT WITH THE PUBLIC INTEREST AND IS IN HARMONY WITH THE PURPOSES AND INTENT OF THIS ORDINANCE.

THE REQUEST IS REASONABLE BECAUSE THE USE IS SIMILAR TO THE EXISTING AND PROPOSED USES SURROUNDING THE LAND SUBJECT TO THE APPLICATION. THIS IS THE APPROPRIATE ZONING DISTRICT AND USE FOR THE LAND BECAUSE NEIGHBORHOOD SERVING COMMERCIAL USES ARE ALLOWED IN THE C-GB ZONING DISTRICT. THIS PARCEL FITS THAT DESCRIPTION SINCE IT IS OFF THE HIGHWAY AND WITHIN WALKING DISTANCE OF A SCHOOL AND SEVERAL NEIGHBORHOODS.

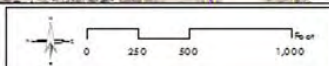
#### **RECOMMENDATIONS PLANNING BOARD**

Planning Board recommends approval of this request subject to the applicant's imposed condition and the consistency and reasonableness statements above:

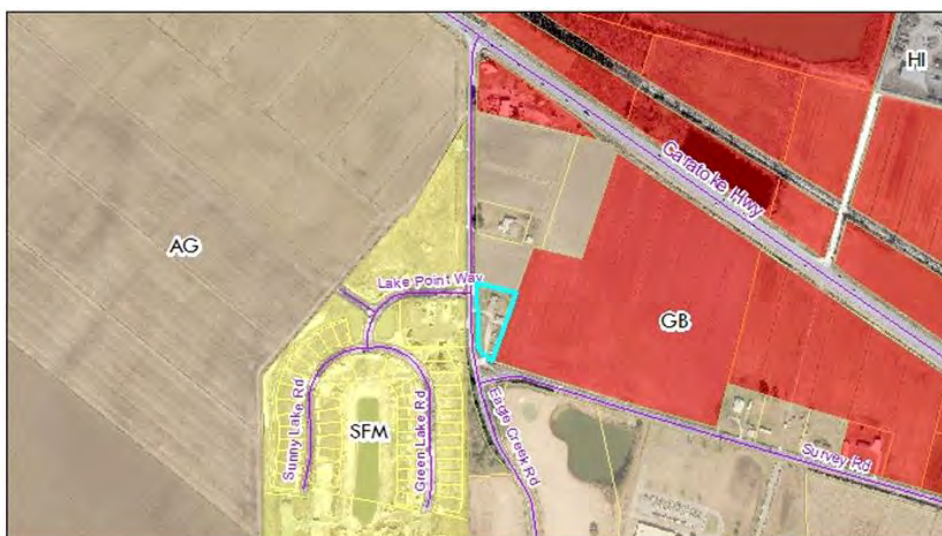
- Immediate use: Bakery and specialty sandwich shop (specialty eating establishment)
- Potential future uses:
  5. Eating Establishments
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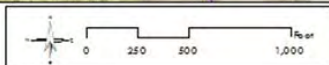
PB 17-06 Miller Homes & Building LLC  
Conditional Rezoning  
2016 Aerial Photography



Currituck County  
Planning and  
Community Development



PB 17-06 Miller Homes & Building LLC  
Conditional Rezoning  
Zoning

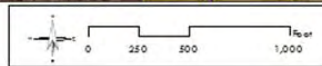


Currituck County  
Planning and  
Community Development

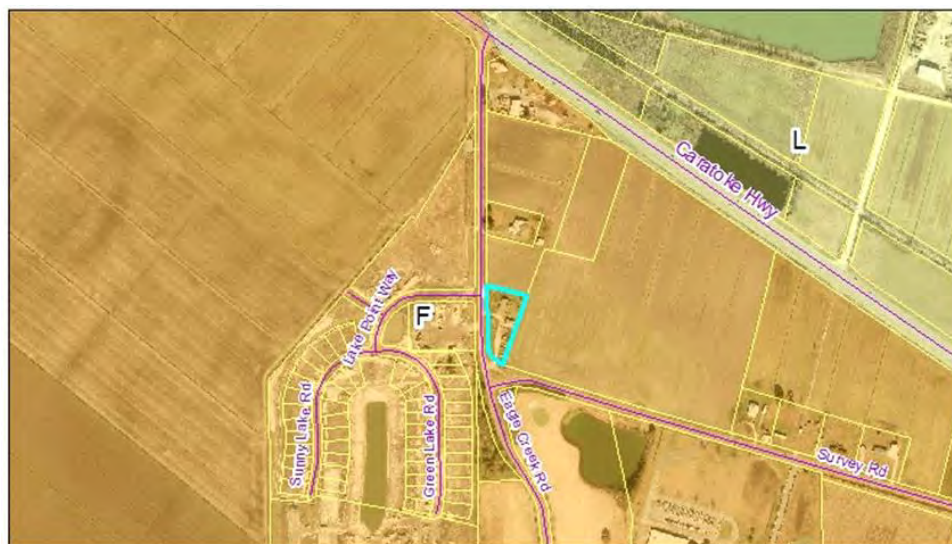




PB 17-06 Miller Homes & Building LLC  
Conditional Rezoning  
LUP Classification



Currituck County  
Planning and  
Community Development



PB 17-06 Miller Homes & Building LLC  
Conditional Rezoning  
Moyock SAP Classification



Currituck County  
Planning and  
Community Development



Planning and Community Development Director, Laurie LoCicero, reviewed the rezoning application with the Board of Commissioners and said both staff and the Planning Board recommended approval with conditions included in the staff report. Ms. LoCicero responded to Board questions to clarify portions of the application related to the proposed conditions which include a list of future uses of the property. She reviewed the next steps necessary for the applicant to move the project forward, which would include a Technical Review Committee (TRC) site plan review. The General Business zoning on the adjacent parcel and future development on the applicant parcel were discussed.

Applicant, Sam Miller, addressed the Board and provided information related to the intended use and the possible future uses of the property as established by conditions. He said the plan is to open a bakery/cafe but he wanted some flexibility if something were to happen, economically or otherwise. Mr. Miller showed a conceptual drawing of a building elevation that depicted a farmhouse design with a front porch. He described the interior layout and said the cafe would be open for breakfast and lunch, Monday through Saturday.

Commissioner Gilbert said the conditions are a bit broader than she is comfortable with. Commissioner Etheridge expressed concern with allowing a repair establishment as a future use condition. Discussion concluded and Chairman Hanig opened the Public Hearing.

Susan Powers, an Eagle Creek resident, originally wanted to express concerns with the repair establishment condition in the application. Her concerns were allayed after hearing Mr. Miller's explanation of his intent, and she was okay with the application. Ms. LoCicero named the allowable repair businesses established in the Unified Development Ordinance (UDO) and noted that repairs would be required to be performed inside the facility.

No others were signed up nor wished to speak and Chairman Hanig closed the Public Hearing.

Commissioner Payment moved to approve PB 17-06 because it is consistent with the Moyock Small Area Plan in that it establishes an area dedicated to community serving businesses that foster a main street feel with the conditions of the existing use, immediate proposed use and potential future uses listed in the staff report; the request is reasonable and in the public interest because the request is for a neighborhood serving commercial use, compatible with planned and existing neighborhood serving commercial uses such as a school in an orderly and logical development pattern.

Commissar Gilbert seconded the motion. The motion passed unanimously.

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

**OLD BUSINESS**

- A. Consideration and Action: PB 18-03 Fun in the Sun Dune Buggy Rentals: Request for a use permit for light vehicle rentals. The property is 2.32 acres and is located at 8754 Caratoke Highway, Harbinger, Tax Map 131, Parcels 109, 110 and 111, Poplar Branch Township.**

<b>APPLICATION SUMMARY</b>	
<b>Property Owner:</b> Oddessey Partners	<b>Applicant:</b> Scott McDowell
<b>Case Number:</b> PB 18-03	<b>Application Type:</b> Use Permit
<b>Parcel Identification Number:</b> 013100011B0000 01310001100000, 013100001090000	<b>Existing Use:</b> Commercial Building (Multi-Unit)
<b>Land Use Plan Classification:</b> Limited Service	<b>Parcel Size (Acres):</b> Total Use Area 2.92 Acres
<b>Request:</b> Use Permit: Dune Buggy Rentals	<b>Zoning:</b> General Business (GB)

<b>SURROUNDING PARCELS</b>		
	<b>Land Use</b>	<b>Zoning</b>
North	Vacant	General Business
South	Carolina Designs (Realty)	General Business
East	Add Water Marine	General Business
West	Holly Ridge Golf Course	SFM

The applicant is requesting a use permit to allow rental of dune buggies in the General Business Zoning District. The request includes rental of four vehicles with plans to expand to a maximum of six vehicles. A display pad for two vehicles is proposed near the highway which will include a Type A landscaping buffer. When vehicles are not rented they will be stored inside the rear accessory building. Any outdoor storage of vehicles, other than those on the display pad, will require site plan approval and fully opaque screening in accordance with the UDO.

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

<b>RECOMMENDATIONS</b>
<b>TECHNICAL REVIEW COMMITTEE</b>

The Technical Review Committee recommends **adoption** of the use permit subject to the following conditions of approval: 1. The application complies with all applicable review standards of the UDO provided the following outstanding items are addressed:

- a. A (Type A) landscaping buffer is required in front of the display pad.
- b. The site shall be improved according to the proposed site plan.

2. The conditions of approval necessary to ensure compliance with the review standards of the UDO and to prevent or minimize adverse effects of the development application on surrounding lands include:
  - a. ***Vehicle storage shall occur within an enclosed building or be fully screened from sight in accordance with the Unified Development Ordinance and a revised site plan.***
  - b. ***No more than six (6) vehicles shall be available for rent at any given time.***
  - c. ***On-site repair and service shall be limited to washing buggies, airing up tires, checking: tire pressure, condition of seatbelts, mirrors, and other safety features. Engine, alignment, tire work or any other major repairs shall be performed in a building approved for such use. There are currently no on-site buildings approved for this type of use.***
  - d. ***There shall be no more than two vehicles on the display pad at any given time.***

<b>USE PERMIT REVIEW STANDARDS</b>
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<b>A use permit shall be approved on a finding that the applicant demonstrates the proposed use will meet the below requirements. It is staff's opinion that the evidence in the record, prepared in absence of testimony presented at a public hearing, supports the preliminary findings.</b>
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*The use will not endanger the public health or safety.*

Preliminary Applicant Findings:

1. The business will be located in an existing building that has no history of health or safety issues.

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

Preliminary Applicant Findings:

1. The business will be operated next to existing businesses (Carolina Design Operations and a roofing company) that have similar traffic and use patterns.

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

Preliminary Staff Findings:

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

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

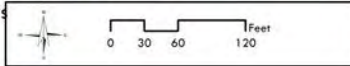
Preliminary Staff Findings:


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





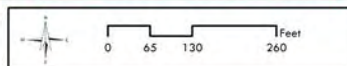
PB 18-03 Fun in the Sun Buggy Rentals  
Use Permit  
Aerial




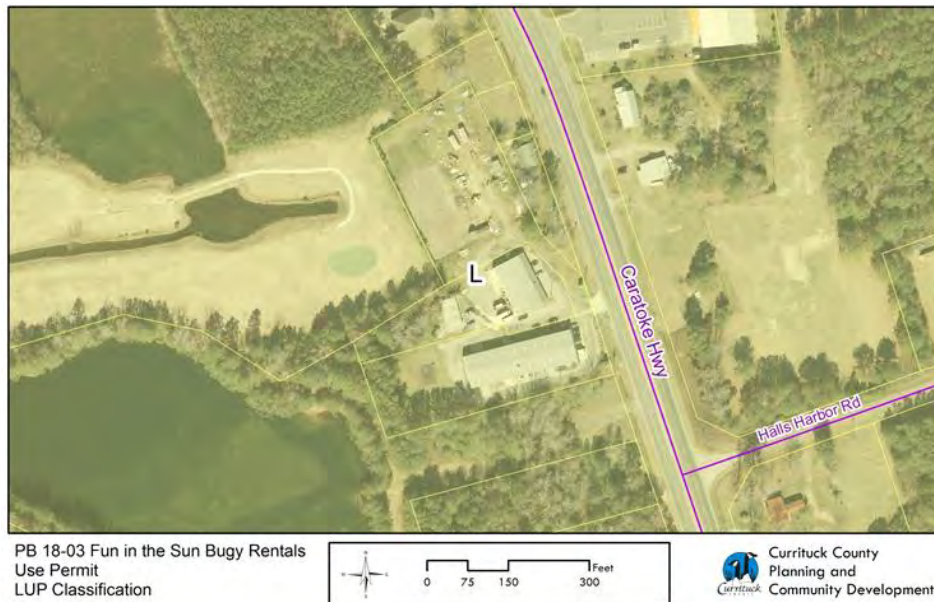
 Currituck County  
Planning and  
Community Development



PB 18-03 Fun in the Sun Buggy Rentals  
Use Permit  
Zoning



 Currituck County  
Planning and  
Community Development



Laurie LoCicero, Planning and Community Development Director, provided a brief overview of the application and site plan. The evidentiary phase with public hearing took place during the regular meeting of March 19, 2018, and the Board voted to continue the item for further consideration.

Commissioner White moved to approve PB 18-03 Odyssey Partners Use Permit with staff recommendations as presented for a term of one year, after which the item would be brought back to the Board for review and possible modification to address any related issues noted on the four-wheel drive area. The motion was seconded by Commissioner Etheridge.

Concerns were raised by Board members related to the one-year term included in the original motion, and after some Board discussion and consultation with the county attorney, Commissioner White and Commissioner Etheridge withdrew their original motion and second.

Commissioner White moved to approve PB 18-03, Oddessey Partners use permit, with staff recommendations: A type a landscaping buffer is required in front of the display pad; the site shall be improved according to the proposed site plan; vehicle storage shall occur within an enclosed building or be fully screened from site in accordance with the Unified Development Ordinance (UDO) and a revised site plan; no more than six (6) vehicles shall be available for rent at any given time; on-site repair and service shall be limited to washing, airing tires, checking tire pressure, condition of seatbelts, mirrors and safety features. Engine alignment, tire work or any other major repairs shall be performed in a building approved for such use; there shall be no more than two vehicles on the display pad at any given time; because the applicant has demonstrated the proposed use meets the use permit review standards in the UDO.

The use will not endanger the public health or safety because: the business is located in an existing building that has no history of health or safety issues; the use will not injure the value of adjoining or abutting lands and will be in harmony with the area in

which it is located. The use is in conformity with the following policies of the 2006 Land Use Plans: Policy ED 1-New and expanding industries and businesses should be especially encouraged to diversify the local economy, train and utilize a more highly skilled labor force, and are compatible with the environmental quality and natural amenity-based economy of Currituck County; Policy ED 4-In addition to the recruitment and expansion of major new industries, the considerable value of small business startups, expansions and spinoffs shall also be recognized.

The use will not exceed the county's ability to provide adequate public facilities: the proposed use will have no impact on schools and Currituck County has adequate public facilities to serve this use.

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

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

## NEW BUSINESS

### A. Consideration of Amendments to the Wild Horse Management Agreement

County Manager, Dan Scanlon, reviewed the Wild Horse Management Agreement amendment to include a narrative of the state's position and that of the United States Fish and Wildlife related to the increased herd size, agreed upon earlier, reflecting their goal of accomplishing a habitat study as a priority.

Mr. Scanlon responded to Board questions to clarify other aspects of the management plan. Commissioner Beaumont asked that a bullet be inserted into the timeline section of the document to note a letter that was sent to Congressman Walter Jones in which the County withdrew its support for Federal legislation. Mr. Scanlon said because all of the points in the federal legislation were now addressed in the management agreement Federal legislation was no longer necessary and a notation can be added to the document.

Commissioner Beaumont moved for approval. The motion was seconded by Commissioner Hall and passed unanimously.



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

## B) Consent Agenda

Mr. Scanlon said an updated Master Fee Schedule was inserted into the March 19, 2018, meeting minutes. The fee schedule was revised to correct text for the beach parking pass, which was listed as a "driving" pass instead of a "parking" pass.

Commissioner White moved for approval of the Consent Agenda. Commissioner Gilbert seconded and the motion passed unanimously.

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

## 1) Approval Of Minutes for March 19, 2018

### 1. Minutes for March 19, 2018

### 2. Budget Amendments

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
10512-590000	Capital Outlay	\$ 14,400	
10512-506000	Insurance Expense		\$ 14,400
		\$ 14,400	\$ 14,400
<b>Explanation:</b>	Animal Services and Control (10512) - Transfer budgeted funds for updating the public pet room and adoption room in the front of the shelter and to purchase 4 additional dog kennels.		
<b>Net Budget Effect:</b>	Operating Fund (10) - No change.		

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
Account Number	Account Description		
10750-502000	Salaries		\$ 12,500
10750-545000	Contracted Services	\$ 12,500	
		\$ 12,500	\$ 12,500

**Explanation:** SOCIAL SERVICES ADMIN (750) - Move funds to cover the cost of hiring temporary staffing in the Adult Services unit of the agency to cover position vacancies.

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

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
Account Number	Account Description		
10415-514000	Travel	\$ 500	
10415-514500	Training & Education	\$ 500	
10415-505000	FICA		\$ 1,000
		\$ 1,000	\$ 1,000

**Explanation:** Legal (10415) - Transfer for additional travel and training in the legal department.

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

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
Account Number	Account Description		
61818-533200	Lab Tests	\$ 1,000	
61818-506000	Insurance Expense		\$ 1,000
		\$ 1,000	\$ 1,000

**Explanation:** Mainland Water (61818) - Transfer budgeted funds for required lab testing for the remainder of this fiscal year.

**Net Budget Effect:** Mainland Water Fund (61) - No change.

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
67878-516000	Repairs & Maintenance	\$ 2,000	
67878-531000	Gas	\$ 3,100	
67878-553000	Dues & Subscriptions	\$ 6,300	
67878-506000	Health Insurance Expense		\$ 6,400
67878-502000	Salaries		\$ 5,000
		\$ 11,400	\$ 11,400
<b>Explanation:</b> Mainland Sewer System (67878) - Transfer budgeted funds for operations for the remainder of this fiscal year.			
<b>Net Budget Effect:</b> Mainland Sewer Fund (67) - No change.			
		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
10796-532001	Educational Supplies	\$ 700	
10796-514500	Training and Education		\$ 700
		\$ 700	\$ 700
<b>Explanation:</b> Currituck County Rural Center (10796) - Transfer budgeted funds for a Horse Bowl Buzzer set.			
<b>Net Budget Effect:</b> Operating Fund (10) - No change.			

		Debit	Credit
<u>Account Number</u>	<u>Account Description</u>	<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10750-545000	Contracted Services	\$ 2,000	
10490-532000	Supplies - Other	\$ 450	
10490-532003	Supplies - Courts	\$ 850	
10790-590000	Capital Outlay	\$ 8,000	
10460-502000	Salaries		\$ 11,300
		\$ 11,300	\$ 11,300
<b>Explanation:</b>	Public Works (10460); Court Facilities (10490); Social Services Administration (10750); Library (10790) - Transfer budgeted funds from lapsed salaries to other departments to pressure wash DSS building, operating supplies for the Judicial building and replace carpet in the Moyock library.		
<b>Net Budget Effect:</b>	Operating Fund (10) - No change.		

### 3. Lease Agreement with Robert Natole for Location of Currituck County Rural Center Sign

#### C) Commissioner's Report

Commissioner Hall reported on many events held by the county's volunteer fire departments and took the opportunity to thank the volunteers for everything they do to help others.

Commissioner White reported on Corolla Volunteer Fire Department's improved fire rating after inspection, going from a 6 to a 5, and commended all of the volunteers. He said he and Commissioner Hall met recently with Pine Island representatives to discuss the Corolla greenway and hope the discussion will move the path forward in that area. He welcomed a new business in Coinjock, JX Motorsports, who offer street legal, low speed vehicles for sale.

Commissioner Beaumont relayed what a great experience it was to deliver meals and participate in the March for Meals program. He thanked all those who volunteer.

Commissioner Etheridge commended Currituck County Emergency Medical Technicians, witnessing them in action first hand. She thanked them for a job well done and noted the compassionate and professional care provided. She thanked all first responders for their service and commitment.

Commissioner Gilbert reported her attendance at the Emergency Medical Services and Fire promotion ceremony at Eagle Creek and thanked them for their service. She announced the household hazardous waste collection event on Saturday, April 7, from 9 AM till 3 PM at the Judicial Center, and 9 AM till Noon at Southern Outer Banks water

plant in Corolla. She announced an open house in Moyock on April 17, 2018, where the public could discuss various topics with county staff. She acknowledged the phenomenal work of Currituck Kids and said 250 children participated in their Easter Egg Hunt last Saturday. Commissioner Hall and Commissioner Payment, a Currituck Kids board member, also attended.

Commissioner Payment reiterated the sentiments of Commissioner Gilbert related to Currituck Kids. He said he was pleased to see business growth in Currituck and recognized Economic Development Director, Larry Lombardi, and his support for business in the county.

Chairman Hanig commented on the work and commitment put in by Commissioners that the public doesn't see and thanked the other Board members for their commitment.

#### **D) County Manager's Report**

County Manager, Dan Scanlon, reported on the upcoming hazardous waste collection on April 7th and reminded citizens that water based paint is not a hazardous waste and will not be collected. He said the April 17, 2018, open house will be held at Moyock Elementary from 5:30 PM till 7:30 PM, with staff on hand to discuss Currituck Station, stormwater and other topics.

Mr. Scanlon reported the credit rating agency Standard and Poors increased the County's rating from AA to AA+. He said the change will allow the County to get more competitive interest rates and noted the rating was about as high as a small county government rate can be.

#### **RECESS**

Chairman Hanig recessed the regular meeting in order to convene a Special Meeting of the Board of Commissioners.

#### **SPECIAL MEETING OF THE TOURISM DEVELOPMENT AUTHORITY**

The Currituck County Board of Commissioners held a Special Meeting in the Board Meeting Room of the Historic Courthouse, 153 Courthouse Road, Currituck, North Carolina, sitting as the Tourism Development Authority (TDA). The meeting was called to order by Chairman Hanig at 7:25 PM. Tameron Kugler, Travel & Tourism Director, was seated with the Board.

#### **E. TDA Budget Amendments**

Dan Scanlon, County Manager, reviewed the Budget Amendment for Corolla paid fire which was slated to begin on May 1, 2018. He said the budget amendment is needed to provide funding for up front costs, such as turnout gear and other supplies, and to cover a portion of personnel costs.

Mr. Scanlon explained the tax rate to fund a Corolla Fire Service District can only take effect on July 1 and the district will not have the ability to generate revenue until then. In response to earlier public comment, Mr. Scanlon said he believes the cost is a qualifying expense for occupancy tax under the general statutes, but the district can pay for the service with a loan from the county to cover the gap services and establish an

appropriate rate to include repayment if they choose to do so.

Commissioner Hall noted an error in the budget amendment and asked that the date be corrected to reflect 2018.

Commissioners discussed whether a loan from the County was the position of the community, as only two people have suggested it.

The Board took the opportunity to address additional budget amendments under consideration and answer other statements made during public comment. Ms. Kugler said the Currituck County Rural Center has become quite a destination, is always booked for equestrian events, and she considers the sign a promotional item, similar to a billboard. She noted visitation has increased at the Historic Jarvisburg Colored School, with 200 school children scheduled to visit soon. She said it will take time, but it is growing.

After discussion, the Board revisited the Corolla fire service funding and chose not to pull the budget amendment from consideration. Mr. Scanlon reviewed the rest of the budget amendments for the Board and Commissioner Gilbert made a motion for approval. The motion was seconded by Commissioner White and carried unanimously.

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
15442-587010	T F - Occupancy Tax	\$ 9,428	
15320-415000	Occupancy Tax		\$ 9,428
		<u>\$ 9,428</u>	<u>\$ 9,428</u>
<b>Explanation:</b>	Occupancy Tax -Promotion (15442) - Increase appropriations for advertising billboard for the CCRC.		
<b>Net Budget Effect:</b>	Occupancy Tax Fund (15) - Increased by \$9,428.		

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
15447-587010	T T - Operating Fund	\$ 485,863	
15390-499900	Appropriated Fund Balance		\$ 485,863
		<u>\$ 485,863</u>	<u>\$ 485,863</u>
<b>Explanation:</b>	Occupancy Tax -Tourism Related (15447) - Increase appropriations for start-up costs and salaries for paid fire services in Corolla from April 15 through June 30,		
<b>Net Budget Effect:</b>	Occupancy Tax Fund (15) - Increased by \$485,863.		

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
15447-516000	Repairs & Maintenance		\$ 2,200
15447-545006	Historic Jarvisburg Colored School	\$ 2,200	
		\$ 2,200	\$ 2,200
<b>Explanation:</b>	Occupancy Tax -Tourism Related (15447) - Transfer funds for grading of parking lot at the Historic Jarvisburg Colored School.		
<b>Net Budget Effect:</b>	Occupancy Tax Fund (15) - No change.		
		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
15447-532795	Supplies	\$ 1,400	
15447-545795	Contract Services - Carova		\$ 1,400
		\$ 1,400	\$ 1,400
<b>Explanation:</b>	Occupancy Tax -Tourism Related (15447) - Transfer funds for sand delivery to the Carova Beach park. Labor will be provided by Parks & Recreation staff.		
<b>Net Budget Effect:</b>	Occupancy Tax Fund (15) - No change.		
		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
15447-513000	Utilities	\$ 1,750	
15447-545001	Beach Services	\$ 2,122	
15447-590000	Capital Outlay	\$ 1,530	
15447-531000	Fuel		\$ 700
15380-481000	Investment Earnings		\$ 4,702
15448-561000	Professional Services	\$ 500	
15448-506000	Health Insurance		\$ 500
		\$ 5,902	\$ 5,902
<b>Explanation:</b>	Occupancy Tax -Tourism Related (15447); Whalehead Operations (15448) - Transfer budgeted funds for operations and increase appropriations for increases in utilities costs.		
<b>Net Budget Effect:</b>	Occupancy Tax Fund (15) - Increased by \$4,702.		

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

### ADJOURN SPECIAL MEETING OF THE TDA

With there being no further business, Commissioner Payment moved to adjourn the Special Meeting of the Tourism Development Authority. The motion was seconded by Commissioner Beaumont and passed unanimously. The meeting adjourned at 7:42 PM.

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

### CLOSED SESSION

#### **F. Closed Session Pursuant to G.S. 143-318.11(a)(3) to Consult with the County Attorney and to preserve the Attorney-Client Privilege in Matters Entitled: Ayers v. Currituck County; and Currituck County v. Currituck County Board of Adjustment and Davis Street Holdings, LLC**

Chairman Hanig reconvened the regular meeting and Commissioner Gilbert moved to enter Closed Session pursuant to G.S. 143-318.11(a)(3) to consult with the county attorney and to preserve the attorney-client privilege in matters entitled: Ayers v. Currituck County; and Currituck County v. Currituck County Board of Adjustment and Davis Street Holdings, LLC, and pursuant to G.S. 143-318.11(a)(6) to discuss a personnel matter.

The motion was seconded by Commissioner White, carried unanimously, and the Board of Commissioners entered closed session.

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

### ADJOURN

The Board returned from Closed Session and Mr. McRee provided a brief review of last week's arbitration in Raleigh, attended by himself, the County Manager and Engineering and Southern Outer Banks Water department staff, to argue claims made against the county by Coastland



Corporation, which included breach of a settlement agreement and issues related to water treatment within the Ocean Sands Water and Sewer District.

Commissioner Beaumont reported on a Fire Advisory Board discussion and an apparatus purchase requested made by Crawford Volunteer Fire Department for a new truck. He also said volunteer fire departments were pleased to receive the new contracts early for review. Although he noted some minor tweaks were suggested, all in all departmental feedback was not bad.

### **Motion to Adjourn Meeting**

With no further business, Commissioner Payment moved to adjourn. The motion was seconded by Commissioner Hall and passed unanimously. The meeting adjourned at 8:31 PM.

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



**STAFF REPORT**  
**PB 17-06 MILLER HOMES &**  
**BUILDING LLC**  
**BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

### APPLICATION SUMMARY

<b>Property Owner:</b> Miller Homes & Building LLC 111 Currituck Commercial Drive, Suite B Moyock NC 27958	<b>Applicant:</b> Miller Homes & Building LLC 111 Currituck Commercial Drive, Suite B Moyock NC 27958
<b>Case Number:</b> PB 17-06	<b>Application Type:</b> Conditional Rezoning
<b>Parcel Identification Number:</b> 0015-000-047B-0000	<b>Existing Use:</b> Single-Family Dwelling and Outbuilding
<b>Land Use Plan Classification:</b> Full Service	<b>Parcel Size (Acres):</b> 1.05
<b>Moyock SAP Classification:</b> Full Service	
<b>Zoning History:</b> A-40 (1974); AG (1989)	<b>Plan Request:</b> Bakery, Light Sandwich Restaurant
<b>Current Zoning:</b> AG	<b>Proposed Zoning:</b> C-GB

### SURROUNDING PARCELS

	Land Use	Zoning
North	Cultivated Farmland and Single-Family Dwelling	AG
South	Golf Course	AG
East	Cultivated Farmland	GB
West	Residential Subdivision (Lakeview)	SFM w/ PUD Overlay

### STAFF ANALYSIS

The applicant is requesting a conditional rezoning from AG (Agricultural) to C-GB (Conditional-General Business). The immediate proposed use is a bakery/light sandwich restaurant; however, the applicant wishes to also allow all of the following uses in the future:

1. Eating Establishments
2. Offices
3. Recreation/Entertainment (indoor and outdoor)
4. Retail Sales and Services limited to:
  - Drug store or pharmacy
  - Financial institution
  - Repair establishment
  - Retail sales establishment

This conditional rezoning request for C-GB is reasonable because a specialty eating establishment (bakery) and sandwich shop will provide a new type of business to serve the neighborhood and will promote economic growth. According to the Land Use Plan, Moyock is the fastest growing area of the county and the heightened residential development interest has brought with it pressure for more retail services that follow such development.

This conditional rezoning request could also be considered as an expansion of the GB zoning district adjoining the property, approximately 23 acres.

## REVIEW STANDARDS

In determining whether to adopt or deny a proposed conditional rezoning, the Board of Commissioners may weigh the relevance of and consider whether and to the extent to which the proposed amendment:

1. Is consistent with the goals, objectives, and policies of the Land Use Plan, other applicable county-adopted plans, and the purposes of the UDO:
  - It is consistent with the 2006 LUP including the following policies:
    - POLICY HN3: Currituck County shall especially encourage two forms of residential development, each with the objective of avoiding traditional sprawl: 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. These types of development are contemplated for the Full Service area.
    - POLICY CD1: NEIGHBORHOOD SERVING COMMERCIAL DISTRICTS should be encouraged to locate where a collector or secondary street intersects with a street of equal or greater size. Appropriately designed, small-scale businesses may also be near other neighborhood serving facilities such as schools and parks.
  - It is consistent with the following policies in the Moyock Small Area Plan:
    - POLICY IS1: The costs of infrastructure, facilities, and services related to new growth and development should be borne primarily by those creating the demand.
    - POLICY ST1: Promote the establishment of an area dedicated to community serving businesses that foster a small town, main street feel.
  - The request is consistent with the purpose of the UDO as it adheres to the policies and objectives of county adopted plans regarding growth and development.
2. Is in conflict with any provision of this ordinance, or the County Code of Ordinances;
  - Staff is not aware of any conflicts with the ordinance or the Code of Ordinances.
3. Is required by changed conditions;
  - Staff is not aware of changed conditions that warrant the rezoning.
4. Addresses a demonstrated community need;
  - Over 48% of respondents to a recent Imagine Currituck survey prioritized encouraging small commercial businesses such as restaurants or local retail shops as the number one effort the county should take to encourage nonresidential development.
5. Is compatible with existing and proposed uses surrounding the land subject to the application, and is the appropriate zoning district and uses for the land;
  - The request for a neighborhood serving commercial use, which is also an extension of an adjoining GB zoning district, is an appropriate zoning district.
6. Adversely impact nearby lands;
  - Since this is a compatible use and an expansion of an adjoining GB zoning district, staff is not aware of any impacts that would adversely impact nearby lands.
7. Would result in a logical and orderly development pattern;

- This neighborhood serving commercial use is compatible with planned and existing neighborhood serving commercial uses such as a school.
  - It is logical and orderly to expect commercial uses to follow the increased residential development in the area.
8. Would result in significant adverse impacts on the natural environment – including, but not limited to water, air, noise, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment;
- Staff is not aware of any adverse impacts on the natural environment because of the proposed rezoning. The building is already on the property
9. Would result in development that is adequately served by public facilities;
- There are adequate public facilities to serve this development.
10. Would not result in significantly adverse impacts on the land values in the surround area; and,
- It is staff's opinion that a neighborhood serving commercial use and the expansion of the adjoining GB zoning district will not result in significantly adverse impacts on the land values in the surrounding area.
11. Would not conflict with the public interest and is in harmony with the purposes and intent of this ordinance.
- It is staff's opinion that a neighborhood serving commercial use and the expansion of an adjoining GB zoning district will not be in conflict with the public interest and is in harmony with the purpose and intent of this ordinance.

## RECOMMENDATIONS

### STAFF

Staff recommends approval of this request subject to the applicant's imposed condition:

- Immediate use: Bakery and specialty sandwich shop (specialty eating establishment)
- Potential future uses:
  1. Eating Establishments
  2. Offices
  3. Recreation/Entertainment (indoor and outdoor)
  4. Retail Sales and Services limited to:
    - Drug store or pharmacy
    - Financial institution
    - Repair establishment
    - Retail sales establishment

## CONSISTENCY AND REASONABLENESS STATEMENT

The request is consistent with all county-adopted plans that are applicable because it:

1. Is consistent with the goals, objectives, and policies of the Land Use Plan, other applicable county-adopted plans, and the purposes of the UDO;
2. Is consistent with the 2006 LUP and the Moyock Small Area Plan;
3. Is not in conflict with any provision of this ordinance, or the County Code of Ordinances;
4. Addresses a demonstrated community need;
5. Is compatible with existing and proposed uses surrounding the land subject to the application, and is the appropriate zoning district and uses for the land;
6. Does not adversely impacts nearby lands;
7. Will result in a logical and orderly development pattern;
8. Would not result in significant adverse impacts on the natural environment – including, but not limited to water, air, noise, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment;

9. Would result in development that is adequately served by public facilities;
10. Would not result in significantly adverse impacts on the land values in the surround area; and,
11. Would not conflict with the public interest and is in harmony with the purposes and intent of this ordinance.

The request is reasonable because the use is similar to the existing and proposed uses surrounding the land subject to the application. This is the appropriate zoning district and use for the land because neighborhood serving commercial uses are allowed in the C-GB zoning district. This parcel fits that description since it is off the highway and within walking distance of a school and several neighborhoods.

## RECOMMENDATIONS

### PLANNING BOARD

Planning Board recommends approval of this request subject to the applicant's imposed condition and the consistency and reasonableness statements above:

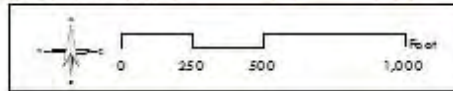
- Immediate use: Bakery and specialty sandwich shop (specialty eating establishment)
- Potential future uses:
  1. Eating Establishments
  2. Offices
  3. Recreation/Entertainment (indoor and outdoor)
  4. Retail Sales and Services limited to:
    - Drug store or pharmacy
    - Financial institution
    - Repair establishment
    - Retail sales establishment

APPLICATION AND RELATED MATERIALS ARE AVAILABLE ON THE COUNTY'S WEBSITE

Planning Board: [www.co.currituck.nc.us/planning-board-minutes-current.cfm](http://www.co.currituck.nc.us/planning-board-minutes-current.cfm)



PB 17-06 Miller Homes & Building LLC  
Conditional Rezoning  
2016 Aerial Photography

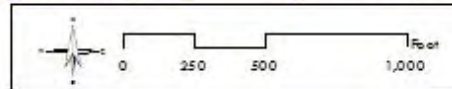


Currituck County  
Planning and  
Community Development





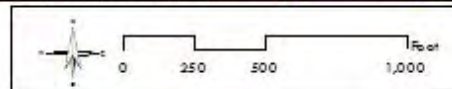
PB 17-06 Miller Homes & Building LLC  
Conditional Rezoning  
Zoning



Currituck County  
Planning and  
Community Development

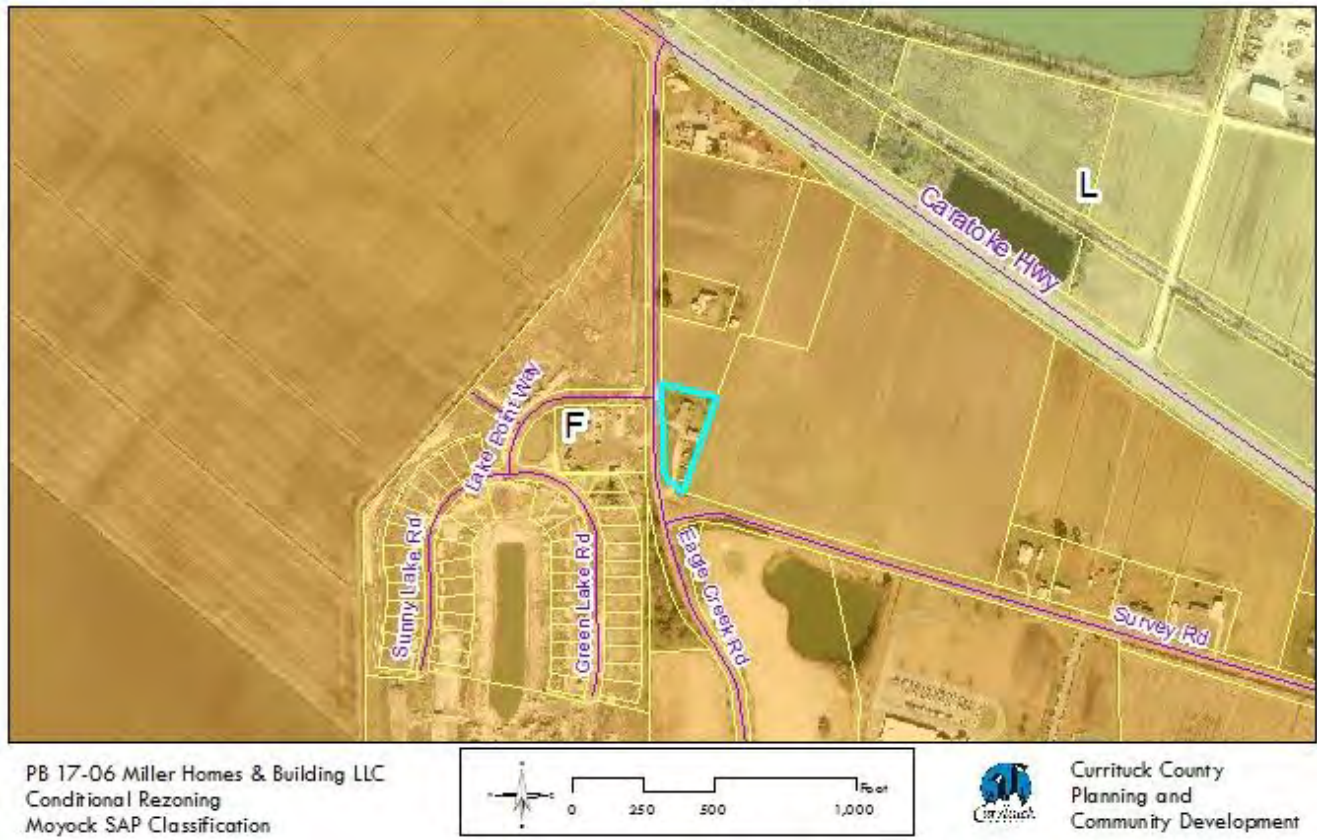


PB 17-06 Miller Homes & Building LLC  
Conditional Rezoning  
LUP Classification



Currituck County  
Planning and  
Community Development

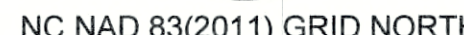


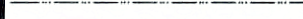

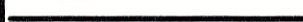









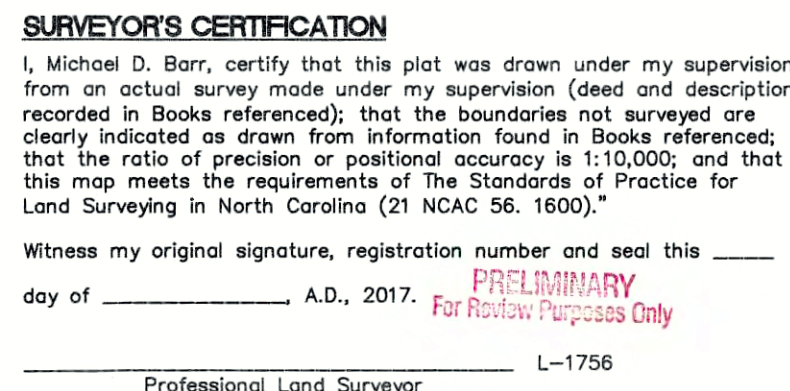








LEGEND	
	DITCH CENTERLINE
	RIGHT-OF-WAY
	PROPERTY BOUNDARY
	ADJOINING PROPERTY LINE
	TOP OF DITCH BANK
	EXISTING CONCRETE MONUMENT
	SET CONCRETE MONUMENT
	SET IRON ROD
	EXISTING IRON ROD
	EXISTING IRON PIPE
9.81 +	EXISTING GROUND ELEVATION
N.T.S.	NOT TO SCALE
P.C.	PLAT CABINET
D.B.	DEED BOOK
SL	SLIDE
SF	SQUARE FEET
AC	ACRES

[illegible]

E:\4636 Miller Homes & Bldg. Survey Road Property\dwg\Survey\463600V1.dwg, 18x24, 8/8/2017 11:12:48 AM, HP Designerjet T2500 PS HPGI 2.nc3, Arch C (landscape) 1:1





## 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:** Sam Miller, Miller Homes & Building LLC

**From:** Tammy Glave, Senior Planner

**Date:** February 13, 2018

**Re:** PB 17-06 Miller Homes, Conditional Rezoning, TRC Comments

The following comments have been received for the February 21, 2018 Technical Review Committee meeting. The conditional rezoning will require Planning Board recommendation and Board of Commission's action. TRC comments are valid for six months from the date of the TRC meeting.

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

Reviewed with comment:

1. Consider condition that non-conforming off-street parking, landscaping, perimeter buffers, and screening be brought into compliance with the UDO regardless of the percentage of value of structure being improved. (See UDO Section 8.6 Nonconforming Sites for reference.)

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

Reviewed without comment.

**Currituck County Code Enforcement (Stacey Smith, 252-232-6027)**

Reviewed without comment.

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

Approved without comment.

**Currituck County Fire Marshal (James Mims, 252-232-6641)**

Reviewed without comment.

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

Reviewed without comment.

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

Reviewed without comment.

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

Reviewed without comment.

Attachment: Miller Homes TRC Comments 2-21-18.dox (PB 17-06 Miller Homes & Building LLC)

**Currituck County Utilities - Water (Yama Jones, 252-232-6061)**

Reviewed without comment.

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

Reviewed with comments:

1. Owner needs to consult with Kevin Carver RS (252-232-6603-ARHS) concerning wastewater treatment and disposal for proposed business.
2. Please call NC Dept. of Agriculture (919-733-7366) concerning approval for baker on site. Call David Sweeney RS (252-338-4470-ARHS) if proposing to process food on site.

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

Reviewed without comment.

**NC Office of State Archaeology (Mary Beth Fitts, 919-807-6554)**

Reviewed without comment.

**US Postal Service, Moyock Postmaster**

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

2/2/18

155 SURVEY RD. MINUTES

\* CONDITIONAL REZONING COMM. MTG. \*

FOR

DORIS FLORIA 252-435-6243

FRANK FLORIA SR. 435-3180

TAMMY GLADE

SAM MILLER

IN FAVORABLE OF BAKERY OR BUSINESS,  
GIVES US BEST OF LUCK

2/27/18



## Conditional Rezoning Application

### OFFICIAL USE ONLY:

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

### Contact Information

#### APPLICANT:

Name: Miller Homes & Building, LLC  
 Address: 111 Currituck Comm Dr.  
Suite B.  
 Telephone: 252-435-6402  
 E-Mail Address: smiller@laurelwoodsestates.com

#### PROPERTY OWNER:

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

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Same

### Property Information

Physical Street Address: 155 Survey Road  
 Location: Moyock, NC  
 Parcel Identification Number(s): 0015-000-047B-0000  
 Total Parcel(s) Acreage: 1.05  
 Existing Land Use of Property: Residential

### Request

Current Zoning of Property: AG Proposed Zoning District: CGB

### Community Meeting

Date Meeting Held: February 2nd, 2018 Meeting Location: A Betterway Realty



# Conditional Rezoning Request

To Chairman, Currituck County Board of Commissioners:

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

## Proposed Use(s):

Bakery / Light Sandwich Restaurant (Intended)

## Proposed Zoning Condition(s):

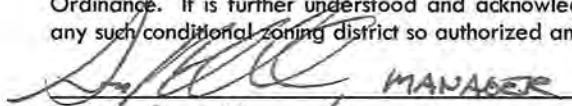
The following uses are prohibited without additional approval from Currituck County Board of Commissioners:

Night Clubs, Bar, Automotive Sales, Shopping Center, Pawn Shop, Arena, Stadium, Wind Energy,

Major Utility, Helicopter Landing, Halfway House, or Boat Sales.

An application has been duly filed requesting that the property involved with this application be rezoned from:  
AG to: Conditional GB

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

 MANAGER  
 Property Owner (s)

2/2/18

Date

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



**STAFF REPORT**  
**PB 18-03 FUN IN THE SUN DUNE BUGGY**  
**RENTALS**  
**BOARD OF COMMISSIONERS**  
**MARCH 19, 2018**

### APPLICATION SUMMARY

<b>Property Owner:</b> Oddessey Partners	<b>Applicant:</b> Scott McDowell
<b>Case Number:</b> PB 18-03	<b>Application Type:</b> Use Permit
<b>Parcel Identification Number:</b> 013100011B0000 01310001100000, 013100001090000	<b>Existing Use:</b> Commercial Building (Multi-Unit)
<b>Land Use Plan Classification:</b> Limited Service	<b>Parcel Size (Acres):</b> Total Use Area 2.92 Acres
<b>Request:</b> Use Permit: Dune Buggy Rentals	<b>Zoning:</b> General Business (GB)

### SURROUNDING PARCELS

	Land Use	Zoning
North	Vacant	General Business
South	Carolina Designs (Realty)	General Business
East	Add Water Marine	General Business
West	Holly Ridge Golf Course	SFM

### STAFF ANALYSIS

The applicant is requesting a use permit to allow rental of dune buggies in the General Business Zoning District. The request includes rental of four vehicles with plans to expand to a maximum of six vehicles. A display pad for two vehicles is proposed near the highway which will include a Type A landscaping buffer. When vehicles are not rented they will be stored inside the rear accessory building. Any outdoor storage of vehicles, other than those on the display pad, will require site plan approval and fully opaque screening in accordance with the UDO.

### INFRASTRUCTURE

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



## RECOMMENDATIONS

### TECHNICAL REVIEW COMMITTEE

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

1. The application complies with all applicable review standards of the UDO provided the following outstanding items are addressed:
  - a. A (Type A) landscaping buffer is required in front of the display pad.
  - b. The site shall be improved according to the proposed site plan.
2. The conditions of approval necessary to ensure compliance with the review standards of the UDO and to prevent or minimize adverse effects of the development application on surrounding lands include:
  - a. ***Vehicle storage shall occur within an enclosed building or be fully screened from sight in accordance with the Unified Development Ordinance and a revised site plan.***
  - b. ***No more than six (6) vehicles shall be available for rent at any given time.***
  - c. ***On-site repair and service shall be limited to washing buggies, airing up tires, checking: tire pressure, condition of seatbelts, mirrors, and other safety features. Engine, alignment, tire work or any other major repairs shall be performed in a building approved for such use. There are currently no on-site buildings approved for this type of use.***
  - d. ***There shall be no more than two vehicles on the display pad at any given time.***

## USE PERMIT REVIEW STANDARDS

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

The use will not endanger the public health or safety.

Preliminary Applicant Findings:

1. The business will be located in an existing building that has no history of health or safety issues.

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

Preliminary Applicant Findings:

1. The business will be operated next to existing businesses (Carolina Design Operations and a roofing company) that have similar traffic and use patterns.

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

Preliminary Staff Findings:

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

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

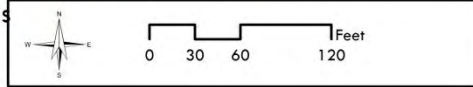
Preliminary Staff Findings:


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

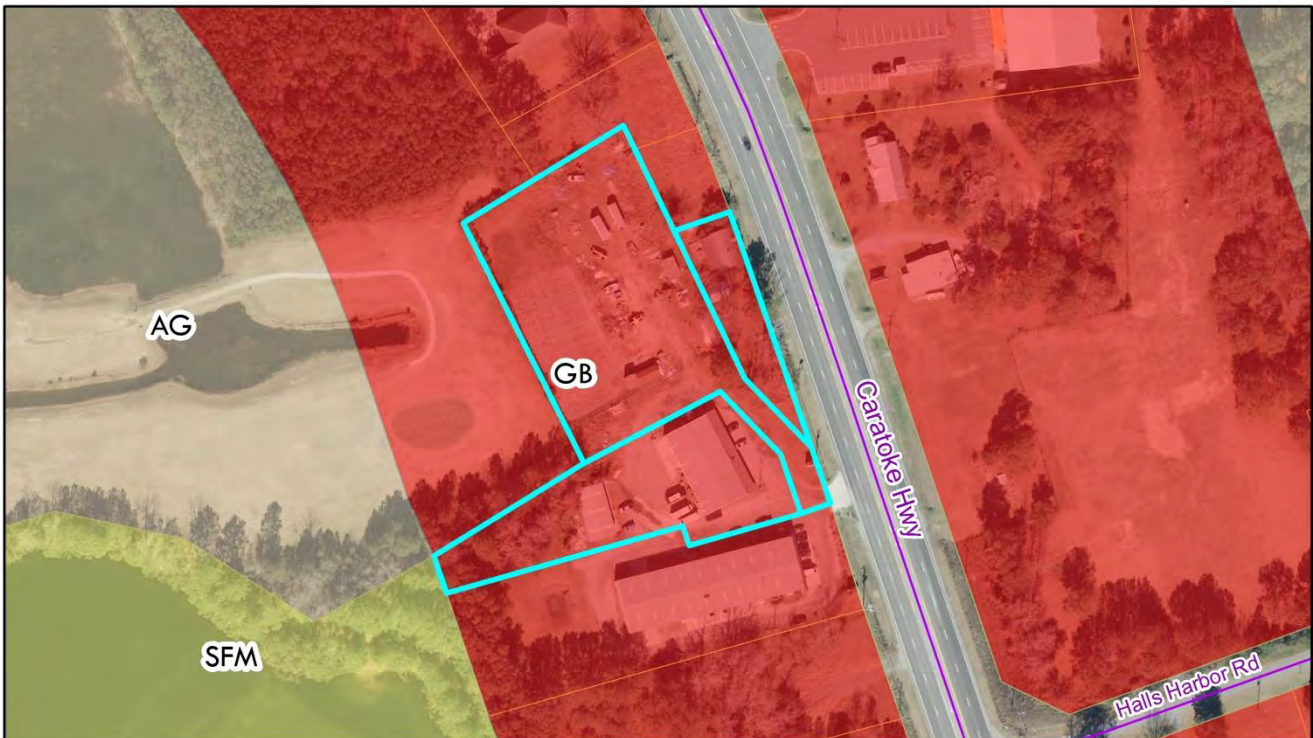
THE APPLICATION AND RELATED MATERIALS ARE AVAILABLE ON THE COUNTY'S WEBSITE  
Board of Commissioners: [www.co.currituck.nc.us/board-of-commissioners-minutes-current.cfm](http://www.co.currituck.nc.us/board-of-commissioners-minutes-current.cfm)



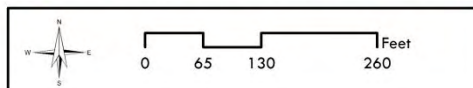
PB 18-03 Fun in the Sun Buggy Rentals  
Use Permit  
Aerial




 Currituck County  
Planning and  
Community Development



PB 18-03 Fun in the Sun Buggy Rentals  
Use Permit  
Zoning

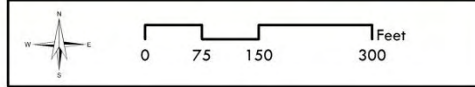


 Currituck County  
Planning and  
Community Development





PB 18-03 Fun in the Sun Buggy Rentals  
 Use Permit  
 LUP Classification



Currituck County  
 Planning and  
 Community Development

Attachment: PB 18-03 Fun in the Sun Buggy Rentals (PB 18-03 Fun in the Sun Dune Buggy Rentals)



## Use Permit Application

## OFFICIAL USE ONLY:

Case Number: PB18-03  
 Date Filed: 11/18/18  
 Gate Keeper: Cheri Elliott  
 Amount Paid: 150.00

## Contact Information

## APPLICANT:

Name: Scott McDowell  
 Address: 282 Hillcrest Drive  
Kitty Hawk NC 27949  
 Telephone: 717-448-1552  
 E-Mail Address: scottandlisa.mc@gmail.com

## PROPERTY OWNER:

Name: Odyssey Partners  
 Address: 6025 Marking Pointe  
Kitty Hawk, NC 27949  
 Telephone: 252-267-1010  
 E-Mail Address: ambridge@coast.com

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Tenant

## Property Information

Physical Street Address: 8754 Caratoke Highway, Harbinger, NC 27941  
 Location: \_\_\_\_\_  
 Parcel Identification Number(s): 0131000111B0000/0131000110000/0131000104000  
 Total Parcel(s) Acreage: .92/1.0/.4  
 Existing Land Use of Property: building and land - commercial

## Request

Project Name: Fun in the Sun Dune Buggy Rentals  
 Proposed Use of the Property: auto rental  
 Deed Book/Page Number and/or Plat Cabinet/Slide Number: 1385 643  
 Total square footage of land disturbance activity: 520 sf  
 Total lot coverage: \_\_\_\_\_ Total vehicular use area: 200 sf  
 Existing gross floor area: \_\_\_\_\_ Proposed gross floor area: \_\_\_\_\_

## Community Meeting

Date Meeting Held: 1/5/2017 Meeting Location: 8754 Caratoke Highway

No attendees showed up for the meeting. We waited until 7:15 but no one showed.

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

The use permit is to enable the establishment of an auto rental facility at a location that was formerly a second hand/consignment store.

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

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

The business will be located in an existing building that has no history of health or safety issues.

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

The business will be operated next to existing businesses (Carolina Design Operations and a Roofing Company) that have similar traffic and use patterns.

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

The plans calls for establishment of parking pads and planting of trees and shrubs. These criteria are clear.

- 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 existing driveway and access to the highway will not be disturbed with the improvements.

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\*

1-14-18

Date 1-14-18

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

Use Permit Application  
Page 6 of 8

Attachment: Application (PB 18-03 Fun in the Sun Dune Buggy Rentals)

### Use Permit Conceptual Plan Design Standards Checklist

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

## Use Permit

### Conceptual Plan Design Standards Checklist

Date Received: \_\_\_\_\_

TRC Date: \_\_\_\_\_

Project Name: \_\_\_\_\_

Applicant/Property Owner: \_\_\_\_\_

Use Permit Conceptual Plan Design Standards Checklist		
1	Property owner name, address, phone number, and e-mail address.	
2	Site address and parcel identification number.	
3	North arrow and scale to be 1" = 100' or larger.	
4	Vicinity map showing property's general location in relation to streets, railroads, and waterways.	
5	Existing zoning classification and zoning setback lines of the property.	
6	A scaled drawing showing existing boundary lines, total acreage, adjacent use types, location of streets, rights-of-way, and easements.	
7	Approximate location of the following existing site features and infrastructure within the property and within 50' of the existing property lines: Pedestrian circulation, vehicular use areas, structures, septic systems, wells, utility lines, water lines, culverts, storm drainage pipes, ditches, canals, streams, wooded areas, ponds, and cemeteries.	
8	Approximate location of the following proposed site features and infrastructure: Structures and usages, parking and circulation plan (including streets, drives, loading and service areas parking layout and pedestrian circulation features), fences and walls, exterior lighting, drainage patterns and facilities intended to serve the development, landscape buffers and screening, and riparian buffers.	
9	Approximate Flood Zone line and Base Flood Elevation as delineated on the "Flood Insurance Rate Maps/Study Currituck County."	
10	Approximate location of all designated Areas of Environmental Concern or other such areas which are environmentally sensitive on the property, such as Maritime Forest, CAMA, 404, or 401 wetlands as defined by the appropriate agency.	
11	Sight distance triangles.	
12	Proposed common areas, open space set-asides, and required buffers.	n/a
13	Architectural drawings and/or sketches illustrating the design and character of the proposed uses.	n/a

**Use Permit Submittal Checklist**

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

## Use Permit Submittal Checklist

Date Received: \_\_\_\_\_

TRC Date: \_\_\_\_\_

Project Name: \_\_\_\_\_

Applicant/Property Owner: \_\_\_\_\_

**Use Permit Submittal Checklist**

1	Complete Use Permit application	
2	Application fee (\$150)	
3	Community meeting written summary	
4	Conceptual plan, if applicable	
5	Architectural elevations, if applicable	n/a
6	5 copies of plans	
7	5 hard copies of ALL documents	
8	1 PDF digital copy of all plans AND documents (ex. Compact Disk – e-mail not acceptable)	

**For Staff Only****Pre-application Conference**

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

\_\_\_\_\_

\_\_\_\_\_

**Comments**

\_\_\_\_\_

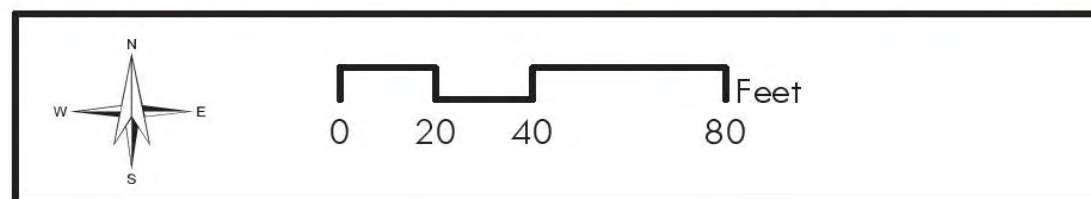
\_\_\_\_\_

\_\_\_\_\_





PB 14-15 Saddlebrook Estates  
Preliminary Plat - Use Permit  
Land Use Classification



Currituck County  
Planning and  
Community Development





## Currituck County

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

### MEMORANDUM

**To:** Scott Mcdowell  
 Oddessey Partners (Ann Bridge)

**From:** Planning Staff

**Date:** February 15, 2018

**Re:** TRC Comments, PB18-03 Fun In The Sun Buggy Rentals, Use Permit

The following comments have been received for the February 21, 2018 TRC meeting. Please address all comments and resubmit a corrected plan as necessary. TRC comments are valid for six months from the date of the TRC meeting.

#### Planning, Jason Litteral

Approved with comments

1. The vehicle display pad shall maintain a 10 foot setback from the front property line.
2. Vehicle display arear require a Type A perimeter landscaping buffer between the display area and the street.
3. It is our understanding that all vehicles, other than those displayed on the display pad, will be stored in an enclosed building. If this is not the case, please provide a site plan showing the location of the storage/display area and any required screening.
4. You have indicated there will be no more than 5 vehicles for rent at any given time.

#### Currituck County Emergency Management, James Mims

Reviewed,

No part of the operation may hamper the ingress or egress of emergency apparatus from the property. No part of the operation may hamper access to the structure of the proposed business or adjacent businesses. It is noted that none of the present structures on the property are designed nor presently permitted for vehicle repair and maintenance.

#### Currituck County GIS, Harry Lee

Reviewed, No Comment

#### Currituck County Building Inspections, Bill Newns

Reviewed,

Accessibility from exits, appendix B with building plans.

Attachment: TRC Comments (PB 18-03 Fun in the Sun Dune Buggy Rentals)

**Currituck County Parks and Recreation, Jason Weeks**

Reviewed, No Comment

**NC Division of Coastal Management, Charlan Owens**

Reviewed, No Comment

**Albemarle Regional Health Services, Joe Hobbs**

Reviewed,

Note: Where will the beach buggies be parked/stored when not in use ?

Health department cannot approve parking/storing vehicles on existing septic system area.

Have owner of proposed business consult with health department at 252-232-6603.

Thanks

**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.

# Wild Horse Management Agreement



This page has been left intentionally blank.

# Wild Horse Management Plan Agreement

## Participating Agencies

Corolla Wild Horse Fund

Currituck County

US Fish & Wildlife

NC National Estuarine Research Reserve, NC Division of Coastal  
Management, & NC Department of Environment and Natural  
Resources



# Table of Contents

Signatory Page  
Introduction  
Vision Statement  
Board Organization  
Management Goals & Actions  
~~Plan~~ Implementation  
Herd Size Statements  
Appendices

# Signatory Page

Approved by:

_____ Corolla Wild Horse Fund	_____ Date
_____ County of Currituck	_____ Date
_____ NC Division of Coastal Management NC Department of Environment and Natural Resources	_____ Date
_____ Currituck National Wildlife Refuge U.S. Fish and Wildlife Service Department of Interior	_____ Date

## Introduction

The wild horses are an integral part of the history and tradition of the Currituck Outer Banks and are culturally and economically significant to the County of Currituck.

This Management ~~Plan~~ Agreement is necessary to establish a common vision and goals that guide the Wild Horse Advisory Board in managing the wild horse population. The ~~plan~~ agreement includes policies that address the horses themselves, the surrounding habitats, partnerships, and education. The ~~plan~~ agreement also includes sections describing the organization of the board and the goals and actions. This ~~plan~~ agreement was developed through a collaborative process involving all stakeholders.

## Vision

The Wild Horse Advisory Board is committed to managing the wild horse population in a manner that establishes a sustainable equilibrium between the wild horse population, development, wildlife, and the environment. The Board will strive to maintain this delicate balance through:

- Working to protect the habitat, long term health, and genetic stability of the herd;
- Supporting land use actions and regulatory actions that are consistent with the ~~plan~~ agreement;
- Protecting and maintaining a thriving ecological balance;
- Preserving the free-roaming nature and habits of the horses;
- Sustaining partnerships with all stakeholders;
- Supporting and offering educational opportunities; and
- Acknowledging the cultural and economic significance of the wild horses.

The Board recognizes that in order to fully realize this vision, it is imperative to work together, focusing on common goals.

# Board Organization

## Section 1 Advisory Board Established

There is hereby established The Currituck County Wild Horse Advisory Board.

## Section 2 Duties of the Advisory Board

The Currituck County Wild Horse Advisory Board is charged with the duty of providing guidelines and general managing objectives for the Currituck Banks wild horses as adopted in this Management ~~Plan~~ Agreement.

## Section 3 Members Composition, Appointment and Terms of Office

The Currituck County Wild Horse Advisory Board shall be composed of six voting members

- a) One member from the Corolla Wild Horse Fund
- b) One member from the North Carolina National Estuarine Research Reserve
- c) Two at large members who reside on the Currituck Outer Banks appointed by the Currituck County Board of Commissioners
- d) The Currituck County Manager or designee
- e) USFWS Refuge Manager or designee

The two at large members shall be appointed for a three-year term and shall hold office until their successors are appointed. No at large member shall be allowed to serve for more than two consecutive terms unless extended by the Currituck County Board of Commissioners due to extenuating circumstances.

The Currituck County Board of Commissioners shall have the right to remove members they appoint at will and appoint a replacement member(s).

#### Section 4     Officers and Meetings

The Currituck County Wild Horse Advisory Board shall select, from its membership, officers every two years at the first meeting of the calendar year. The officers shall include a Chairman and Vice Chairman. The Chairman and Vice Chairman shall conduct the orderly business of the Advisory Board. The County will provide staff to serve in the position of Secretary who shall take minutes and cause the minutes to be printed and made available to the Currituck County Board of Commissioners. The Currituck County Wild Horse Advisory Board shall hold quarterly meetings unless the Chairman declares the meeting canceled for the lack of business. Special meetings may be held on call of the Chairman upon twenty-four hours notice to the members of the Advisory Board. All meetings or other business of the Advisory Board shall be conducted in accordance with the Open Meetings Law. A majority quorum will be necessary to conduct official business.



## Management Goals & Actions

These goals and actions shall not be interpreted to prevent public agencies and lands from implementing their mission statement. Short term goals are defined as 1-3 years, long term goals are defined as 3-5 years, and are continually necessary to manage the herd.

<b>Goal 1. Protect the habitat, long term health, and genetic stability of the horses.</b>			
	<b>Responsible Stakeholder</b>	<b>Time Frame</b>	<b>Funding</b>
<b>Action 1A.</b> Research, determine, and provide a summary of next steps and data needed to undertake a comprehensive study (Population Habitat Viability Assessment).	ALL	Short	Staff time
<b>Action 1B.</b> Conduct a study (Population Habitat Viability Assessment) to determine the carrying capacity of land for food sources that accounts for horses and other wildlife utilizing a science based approach.	ALL	Long	As grants become available funding will be applied to components.
<b>Action 1C.</b> Develop a protocol and conduct an annual aerial census. (CWHF funds survey)	CWHF	Ongoing	Min \$2,500-\$5,000/yr.
<b>Action 1D.</b> Provide quarterly report to the advisory board outlining the current population and health of the wild horses, including those awaiting adoption.	CWHF	Ongoing	Staff time
<b>Action 1E.</b> Develop a protocol for monitoring of genetics and conduct monitoring.	CWHF	Ongoing	Staff time
<b>Action 1F.</b> Establish lineage for herd.	CWHF	Ongoing	Staff time
<b>Action 1G.</b> Provide an annual report of lineage and genetics to the advisory board.	CWHF	Ongoing	Staff time

CWHF = Corolla Wild Horse Fund, County= Currituck County, USFWS=US Fish & Wildlife Refuge, NCNERR = NC National Estuarine Research Reserve

<b>Action 1H.</b> Provide daily management and advocacy for the wild horse population including but not limited to veterinary care, gentling/training, transportation, adoption, removals, emergency response, boarding of sick horses, humane euthanasia, necropsy, contraception, breed conservation, and any cost associated with day to day management.	CWHF	Ongoing	Staff time
<b>Action 1I.</b> Develop protocol for introduction of Shackleford Banks horses.	CWHF	Short	Staff time
<b>Action 1J.</b> Introduce Shackleford Banks Horses into the Currituck Outer Banks as defined by protocol.	CWHF	Ongoing	\$1,600/horse
<b>Action 1K.</b> Until recommendations from Action Item 1B are finalized, allow for growth of the herd size to 110 and no greater than 130 horses by maintaining and implementing a viable population control plan that includes but is not limited to: adoptions, contraception methods, documentation, removal and replacement of horses.	CWHF	Ongoing	\$50, 150
<b>Action 1L.</b> Provide annual report for the population control plan at the fall meeting. Also provide goals for the upcoming year for contraception, adoptions, and removal/replacement of horses.	CWHF	Yearly	\$1,000 + Staff time
<b>Action 1M.</b> Develop protocol for the transport of horses and management of escaped horses. (Reference Actions 5 C & 5 D)	CWHF	Short	Staff time

**CWHF = Corolla Wild Horse Fund, County= Currituck County, USFWS=US Fish & Wildlife Refuge, NCNERR = NC National Estuarine Research Reserve**

**Goal 2. Support land use decisions and county ordinances that are consistent with the management plan agreement.**

	Responsible Stakeholder	Time Frame	Funding
<b>Action 2A.</b> Recommend updates to the Unified Development Ordinance, County Code of Ordinances, and adopted plans to reflect policies and actions included in the management <u>plan agreement</u> .	All	Ongoing	Staff time
<b>Action 2B.</b> Continue to assist Currituck County personnel in enforcing the provisions of the County Code of Ordinances through their respective capabilities.	USFWS/NCNERR	Ongoing	Staff time
<b>Action 2C.</b> Currituck County personnel will continue to enforce the provisions of the County Code of Ordinances.	County	Ongoing	Staff time

**Goal 3. Protect and maintain a thriving ecological balance.**

	Responsible Stakeholder	Time Frame	Funding
<b>Action 3A.</b> Conduct an assessment of horse induced effects on state, federal and private lands and report findings to the advisory board as information is available.	USFWS/ NCNERR/ County	Ongoing	Staff time
<b>Action 3B.</b> Continue the monitoring of long term exclosures to determine the impact of horses on habitats.	USFWS	Ongoing	Staff time
<b>Action 3C.</b> Seek additional funding/staff to monitor and mitigate impacts.	All	Ongoing	Staff time
<b>Action 3D.</b> Conduct an ecosystem based approach for entire off road area to assess the ecological balance.	County	Long	Approximately \$1 million/component

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**Goal 4. Preserve the free-roaming nature and habits/behaviors of the horse population to the extent possible within the boundaries defined in the management plan agreement (north & south fences).**

	Responsible Stakeholder	Time Frame	Funding
<b>Action 4A.</b> Determine and define the need for designated pasture areas in the off-road area.	CWHF	Ongoing	Staff time
<b>Action 4B.</b> Establish and maintain designated pasture areas.	CWHF/County	Ongoing	Approximately \$53,000 (attorney fees) Variable dependent on # of easements  \$3,000 maintenance
<b>Action 4C.</b> Develop standards for acquisition, lease or easement of designated pasture areas and/or open space in the off-road area.	CWHF/County	Short	Staff time
<b>Action 4D.</b> Evaluate barrier options with each 5-year update of the management plan (See Appendix F)	ALL	Ongoing	Staff time
<b>Action 4E.</b> Continue to maintain and repair the barrier fences at the northern and southern boundaries of the off-road area as well as the cattle guard (with the exception of fence owned by False Cape State Park unless the Park is a partner in the repair).	CWHF	Ongoing	Staff time \$5,150
<b>Action 4F.</b> Provide impacts report to DCM and CRC with each 5 year update to satisfy the fence CAMA permit condition #1.	County	Yearly	Staff time

*CWHF = Corolla Wild Horse Fund, County= Currituck County, USFWS=US Fish & Wildlife Refuge, NCNERR = NC National Estuarine Research Reserve*

**Goal 5. Sustain partnerships with all stakeholders including the NC National Estuarine Research Reserve, Currituck National Wildlife Refuge, Currituck County, and the Corolla Wild Horse Fund necessary to efficiently manage the wild horse population.**

	Responsible Stakeholder	Time Frame	Funding
<b>Action 5A.</b> Update the management <del>plan</del> <u>agreement</u> , at a minimum, every five years involving all stakeholders.	ALL	Ongoing	Staff time
<b>Action 5B.</b> Conduct quarterly meetings of the advisory board to review current and planned management activities and provide updates on stakeholder actions.	ALL	Ongoing	Staff time
<b>Action 5C.</b> Continue to coordinate with the City of Virginia Beach on wild horse management planning.	CWHF/County	Ongoing	Staff time
<b>Action 5D.</b> Foster a relationship and engage False Cape State Park and Back Bay Wildlife Refuge.	ALL	Ongoing	Staff time
<b>Action 5E.</b> Conduct an annual review of the management <del>plan</del> <u>agreement</u> at the fall quarterly meeting and provide a written report documenting the <del>plan</del> status.	ALL	Yearly	Staff time

CWHF = Corolla Wild Horse Fund, County= Currituck County, USFWS=US Fish & Wildlife Refuge, NCNERR = NC National Estuarine Research Reserve

**Goal 6. Support and offer opportunities to educate the public about the wild horses.**

	<b>Responsible Stakeholder</b>	<b>Time Frame</b>	<b>Funding</b>
<b>Action 6A.</b> Develop educational programs and materials that will foster public and commercial tour operators understanding of the wild horses. These include but are not limited to: <ul style="list-style-type: none"> <li>• Rules &amp; regulations</li> <li>• Safety</li> <li>• Balance habitat &amp; horses</li> <li>• Transfer of property for pasture land</li> </ul>	CWHF/County	Ongoing	\$14,250
<b>Action 6B.</b> Continue to educate the public and commercial tour operators on the wild horses, rules & regulations, and habitat.	ALL	Ongoing	Staff time CWHF budget \$35,000
<b>Action 6C.</b> Continue to partner and offer training opportunities for tour companies on the wild horses	CWHF/County	Ongoing	Staff time & \$120 materials
<b>Action 6D.</b> Continue to partner with Currituck County Tourism to educate the visitors on the wild horses and related issues through website, social media, and brochures.	CWHF	Ongoing	Staff time
<b>Action 6E.</b> Establish partnerships with realty companies/rental home owners to develop and deliver educational media about the wild horses.	CWHF/County	Ongoing	Staff time & \$300 Printing

CWHF = Corolla Wild Horse Fund, County= Currituck County, USFWS=US Fish & Wildlife Refuge, NCNERR = NC National Estuarine Research Reserve



## Plan Implementation

At the fall quarterly meeting of each year, the Board will assess the progress of actions and the need for re-examination of goals and actions for future implementation. Following the assessment, the Board should provide a written report documenting the plan status of management goals and actions. Additionally, the plan agreement shall be fully updated every five years, at minimum, or as needed. All signatories and board members ~~of the plan~~ should be notified in writing of the plan agreement update and invited to participate in the update process.

The Chairman of the Board will be responsible for reconvening the Board and conducting the annual ~~plan~~ review. Criteria to be considered ~~at the time the plan is reviewed~~ will include the following:

- Do the goals and actions address current and expected needs?
- Are the current resources appropriate for implementing the plan management goals and actions?
- Are there implementation problems, such as technical, political, legal, or coordination issues with stakeholders?
- Are the goals of the Wild Horse Advisory Board being accomplished?
- Are the stakeholders providing the level of cooperation expected?

The success of this plan agreement largely depends on the continued cooperation and coordination between the signatories ~~of the plan~~. A united partnership will result in the realization of the vision of this plan agreement.

## Herd Size Statements

The Wild Horse Advisory Board recognizes that there are differing opinions of the signatories of this ~~plan~~ agreement concerning the appropriate number for the overall herd size cap. Historically, the Wild Horse Management Agreement operated under an adopted plan with a targeted herd size of sixty; however, until recommendations from Action Item 1B are finalized, the Wild Horse Management Agreement will allow for growth of the herd size to 110 and no greater than 130 horses by maintaining and implementing a viable population control plan. The population control plan includes, but is not limited to: adoptions, contraception methods, documentation, removal and replacement of horses.

The Corolla Wild Horse Fund, US Fish and Wildlife, and NCNERR each have adopted plans, policies, or missions that each approach the management of their lands, horses, or impacts by horses differently.

Each signatory has prepared a statement that explains their organization's position. While each signatory has their own position regarding herd cap size, within the next five years, the Board agrees to work cooperatively through the vision, goals, and actions of this ~~plan~~ agreement to determine a new herd cap size.

## North Carolina National Estuarine Research Reserve

The N.C. National Estuarine Research Reserve (NCNERR) recommends that the best available science on habitat sustainability; horse health, welfare, and genetics; and social values associated with the horses be used to determine the size of the herd. This multiphase approach is needed to meet the complex interests of those involved in management of the herd, property owners within the Wild Horse Sanctuary, and the public. The best available science that evaluates some of these factors from a similar barrier island environment is "Horses of Assateague Island Population and Habitat Viability Assessment: Final Report" (Zimmerman et al. 2006). Using a collaborative process, a series of objectives was evaluated and a range of 80-100 horses was recommended for Assateague Island, providing managers with the ability to adaptively manage the herd size as conditions change over time.

This desired science is not currently available at the level needed for the Currituck herd and the Currituck Outer Banks where the horses roam. The 2015 horse management plan update agreement addresses this gap by committing to the following: Goal 1, Actions 1A-B articulate the need for a population viability study similar to that described above to inform the size of the herd to meet both habitat and horse sustainability and Goal 3 addresses the need to conduct and continue work to assess horse impacts on habitats. This work will allow the Advisory Board to make a more informed recommendation regarding the herd size ~~in the next update of the management plan~~ that balances the complex and competing interests of the parties involved in the overall management of the Currituck Outer Banks ecosystem. While NCNERR recommends the herd size be based on the results of this population study, NCNERR acknowledges the need for the U.S. Fish and Wildlife Service to comply with Senate Report 114-281. The NCNERR supports the Service's requested amendment to Action 1K to address the Senate report in the spirit of partnership and forward progress on a multifaceted topic. Amended Action 1K reads as follows: "Until recommendations from action Item 1B are finalized, allow for the growth of the herd size to 110 and no greater than 130 horses by maintaining and implementing a viable population control plan that includes but is not limited to: adoptions, contraception methods, documentation, removal and replacement of horses." NCNERR recommends the Advisory Board prioritize the

Population Habitat Viability Study (Goal 1, Actions 1A-B) and amend the horse management agreement based on the results of this study. This recommendation is based on the following reasons: 1) The presence of the horses is a management conflict with the purposes of the Reserve program; 2) There are documented habitat impacts from the horses both at the current population level and at reduced levels as well as changes in habitat availability due to increased development; and 3) There is a need for additional study to address the complex interests associated with the presence of the horses on the Currituck Outer Banks.

~~Until the information from the population study is available, the NCNERR recommends using the existing management herd size target of 60. This recommendation is based on the following reasons: 1) No other number has been agreed upon in an official capacity since the signing of the 2007 Currituck Outer Banks Wild Horse Management Plan; 2) The presence of the horses is a management conflict with the purposes of the Reserve program; 3) There are documented habitat impacts from the horses both at the current population level and at reduced levels as well as changes in habitat availability due to increased development; and 4) There is a need for additional study to address the complex interests associated with the presence of the horses on the Currituck Outer Banks.~~

Rheinhardt and Rheinhardt (2004) concluded that grazing by horses impacted vegetation on the Currituck Outer Banks in 1997 when the horse herd was estimated at 43. They speculated that trampling may have a greater impact than grazing. Feral hog activity was also acknowledged as potentially contributing to habitat impacts. The authors concluded that an increase in horse density or a decrease in carrying capacity of the habitat could result in further habitat degradation and recommended additional study to ensure effective management of the horse herd and the Currituck Outer Banks habitats.

Taggart (2008) reviewed literature on horse impacts at publicly owned and managed properties in the United States, focusing on the Currituck Banks and

Rachel Carson components of the Reserve. He also outlined the management conflict that results from the presence of horses on these Reserve components in light of state and federal purposes for the Reserve. As a result, Taggart recommended protecting the Currituck horses through fenced pasture areas located outside of the Currituck Banks Reserve to remove habitat impacts and management conflicts at the site (2008).

The Reserve's 2009-2014 management plan recognizes the horses as a management conflict because of the impacts the horses cause to the ecological systems the Currituck Banks Reserve was designated to protect. The plan states that the horses are allowed to roam on the component provided they do not significantly impact Reserve habitats or impede implementation of the Reserve's research and education mission. The program will manage the Currituck Banks Reserve to prevent significant impact from the horses (NCNERR 2009).

Porter (~~2013-2014~~) ~~recently~~ completed a study in the Currituck National Wildlife Refuge examining the impacts of horses, deer, and feral hogs on different habitat types in fenced and unfenced areas of the Refuge. She concluded that horses negatively impacted vegetation in the unfenced study areas where horses were allowed, detecting few disturbances from deer and feral hogs. Study areas included habitat types that are representative of those found in the Reserve; the results of the Porter study can therefore be extrapolated to the Reserve although there may be differences in impact intensity as a result of the number of horses present in the respective areas. Porter further recommended additional study to provide a more complete assessment of horse impacts and to address other questions raised by the study.

The horse herd is currently estimated at ~~121~~ 81 horses as of the ~~2012-August 2017~~ census with ~~28~~ 31 horses documented in Wild Horse Zone 1, which includes the Currituck Banks Reserve (Corolla Wild Horse Fund, ~~2010-2012~~ 2017). Presence in the Reserve is elevated from previous census data collected in 2015 and 2016 when 11 of the 83 horses and 5 of the 66 horses were found in Zone 1, respectively (Corolla Wild Horse Fund, 2015-2016). ~~This is consistent with census~~



~~data collected from 2010 and 2011 when 32 of the 115 horses and 33 of the 144 horses were found in Zone 1, respectively (Corolla Wild Horse Fund, 2010-2012).~~ Additionally, habitat availability has changed as private development on the Currituck Outer Banks has increased over time (Currituck County, 2013; See Appendix C) and the concomitant decline in the availability of natural food sources.

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## US Fish and Wildlife

The US Fish and Wildlife Service recommends that a Population Habitat Viability Assessment be completed and used to determine the size limits of the herd. This desired science is not currently available at the level needed for the Currituck herd and the Currituck Outer Banks where the horses roam. Goal 1, Action 1B calls for the Advisory Board to "Conduct a study (Population Habitat Viability Assessment) to determine the carrying capacity of land for food sources that accounts for horses and other wildlife utilizing a science based approach."

In the explanatory statement accompanying the FY2017 omnibus, the Service has been instructed to comply with language in Senate Report 114-281 related to the Corolla horse herd around Currituck National Wildlife Refuge. The report language calls for a management plan between the Service, the State of North Carolina, Currituck County, and the Corolla Wild Horses Fund that allows for the herd size to be grown to no fewer than 110 and no greater than 130 horses. The language calls for the plan to be entered into within 180 days. The Service entered into a management agreement with the same parties in January 2015. Upon review of the management agreement, we believe that the existing agreement allows for the growth of the herd; however, it intentionally did not include a specific herd size due to differing opinions among the parties. In compliance with the Senate Report the Refuge proposed an amendment to the January 2015 Plan at the May 18, 2017 quarterly meeting of the Corolla Wild Horse Advisory Board. The Refuge proposed to amend Action Item 1K to read "Until recommendations from Action Item 1B are finalized, allow for growth of the herd size to 110 and no greater than 130 horses by maintaining and implementing a viable population control plan that includes but is not limited to: adoptions, contraception methods, documentation, removal and replacement of horses." The Service recommends that the Advisory Board prioritize completing the Population Habitat Viability Assessment and amend the agreement as appropriate based on the findings of that study.

Habitat impacts from grazing feral horses have been well documented along the Atlantic coast and across the nation. Atlantic coast impacts have been published from herds residing in Nova Scotia (Freedman et. al. 2011), Currituck National Wildlife Refuge, NC (Porter and DePerno 2012), Northern Outerbanks, NC (Rheinhardt and Rheinhardt 2004), Assateague Island National Seashore, MD and VA (Seliskar 2003), Shackleford Banks, NC (Levin et. al. 2002), and Cumberland Island, GA (Turner 1987).

Publications show that many aspects of the ecosystem are negatively impacted by grazing and/or trampling (Levin et. al. 2002.; Turner 1987) and may ultimately result in changes to plant communities (De Stoppelaire 2001; Furbish 1994). Horse grazing has been linked to decreases in plant structure, abundance, and/or vigor (Beever et. al 2000; Porter and Deperno 2012), reduction of seed production (Seliskar 2003; Levin et. al. 2002), of which, marsh plant species are particularly vulnerable (Levin et. al. 2002; Rheinhardt and Rheinhardt 2004). Additionally, as a result of excessive herbivory, reductions in above and below ground biomass (Furbish et. al. 1994; Levin et. al. 2002) declines in species richness including many birds, mammals, and/or fish (Beever et. al 2000; Levin et. al. 2002) have been documented as well as increased erosion (Seliskar 2003; De Stoppelaire 2001) and reduced dune development (De Stoppelaire 2001; De Stoppelaire 2004).

The most comprehensive science regarding population management of horses on the Atlantic coast is the Horses of Assateague Island Population and Habitat Viability Assessment (PHVA) (Zimmerman et. al. 2006). In this assessment the same issues needed to manage the Corolla horses were reviewed and a population size of 80 to 100 horses roaming on a 37-mile barrier (Ave. 2.4 horses per mile) island was deemed acceptable. Recent population estimates for the Corolla horses which roam only an 11-mile area range from 121-144 (Ave. 12.1 horses per mile). Even at a stocking rate of 60 for the Corolla herd the number of horses (Ave. 5.5 horses per mile) would be over double the recommended rate established in the 2006 PHVA.

Recent monitoring by Service biologists at Currituck NWR have identified major habitat impacts and have identified the potential conversion of habitat types similar to those identified by De Stoppelaire 2001. These conversions seem to be pushing the natural ecosystem toward one dominated by exotic and/or non-desirable vegetation. Native vegetation that can produce a root mat capable of withstanding the effects of erosion is transitioning to vegetation with a root mat that is less robust.

Implementation strategy 2 of the 2007 Currituck Banks Wild Horse Manage Plan (Plan) was: "Control the horse population for the protection of the fragile ecosystems on the public and private lands." The strategy stated: "In this regard, a maximum of 60 horses will be permitted with population controlled through adoption, relocation, auction or contraceptive fertility methods." The Plan also called for the establishment of monitoring exclosures to monitor impacts of horses on habitat. Sixty is believed to represent the herd population at the time the original Plan was written. In 2002, the last time the herd was as low as 60, some negative habitat impacts were noted in the areas where horses had access compared to the exclosures where horses did not have access. In 2007, when the herd was roughly 90, photo documentation shows significant negative habitat impacts to the areas where horses had access compared to the exclosures. In 2011 and 2012, with a herd size of approximately 119 and 144, respectively, photo documentation shows virtually no remaining grazing habitat in the horse-accessible area near the exclosure fences.

The Service has a policy (Chapter 7, Refuge Manual, Section 6, [7RM6]) that horses should not be on National Wildlife Refuges because they compromise the ability to meet its conservation mission. However, the Service signed previous Plans to be a good neighbor, and to deal with the situation in a practical manner by seeking to build a partnership with the local community to cooperatively control the numbers of the herd. The Service will address these animals as feral and manage the refuge in that context. Since these are non-native animals (as defined in 50CFR30.11), as time and money are available, and monitoring shows negative impacts, they will be fenced out of negatively impacted habitats and off the refuge as is practical.



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Conservation Breeding Specialist  
Group, Apple Valley, MN.

## Corolla Wild Horse Fund

On May 5, 1935, the Raleigh News and Observer reported that the Banker ponies had to make way for “the path of progress expected to take the form of a national park that would extend 100 miles along the coast and include the ‘banks’ where they now roam.” By 1937 Cape Hatteras National Seashore was established, and the path of progress became NC 12. On June 14, 1938, the Raleigh News and Observer announced that “the final extinction of the Banker pony, wild horses that have roamed the Outer Banks for centuries, was begun this morning.” Armed with high powered rifles, two hunters continued the work of removal that had begun several years earlier as a result of massive Depression-era round ups and shootings. The eradication was supported by the US Forest Service and the Federal Bureau of Fisheries (now US Fish & Wildlife Service). (C. Priolo, (2007)*The Wild Horses of Shackleford Banks*)

The Corolla Wild Horse Fund hired its first fulltime professional staff in mid and late 2006. The original wild horse management plan was due to be reviewed and signed in October of 2006. Although the CWHF was not in agreement with the herd size of 60 in the plan because it was not based on published or peer-reviewed science, the staff had only been in their positions three months and one month respectively. The Plan was signed in 2007 with the understanding that it was a living document that could be amended as needed.

Many researchers have demonstrated the beneficial or potentially beneficial effects of the grazing of large herbivores on ecosystems, especially wetlands and grasslands. Documented beneficial environmental effects of wild horses include:

Breaking up homogeneous grass stands, producing a patchy, open cover with a diversity of forbs. (USFWS, 1999)

Dispersing seeds of desirable native plants. (Hobbs, 1996; Severson & Urness, 1994; Stroh, Mountford & Owen, 2012)

Promoting biological diversity, accelerating succession, and encouraging a diverse mosaic of desirable plants. (Bakker, 1985; Bazely & Jeffries, 1986; Hobbs, 1996; Jensen, 1985; Menard et al., 2002; Severson & Urness, 1994; Vavra, 2005)

Increasing the nutritional value of forage. (Hobbs, 1996; Severson & Urness, 1994)

Enhancing regrowth of forbs beneficial to waterfowl. (Evans 1986)

Greatly enhancing the diversity of bird species. (Levin et al., 2002)

Altering community composition of birds, increasing foraging habitat for willets, least sandpipers and other birds that prey on small invertebrates. (Levin et al., 2002)

Greatly reducing height and density of invasive Phragmites, (Duncan & D'Herbes, 1982)

On Shackleford Banks, horse grazing in marshes provides a bountiful feeding ground used by a diverse community of foraging shorebirds. (Levin et al., 2002)  
Disturbance by large herbivores increases the diversity and quality of wildlife habitat, creating a patchwork of diverse food resources (Lamoot, 2004; Vavra 2005)

Rheinhardt and Rheinhardt (2004) found that horses on the Currituck Outer Banks "consume few forbs (herbaceous plants) species and graminoid (grass) species seem to recover by early summer when primary production is highest."

A four year University of Notre Dame study (Wood, 1987) found that the Shackleford horses' diet had no statistically significant impact on salt marsh plants in three out of four years, no statistically significant impact on long leaf pennywort all four years, no statistically significant impact on sea oats all four years, and no statistically significant difference in bluestem grass.

While today USFWS considers wild horses "exotic and potentially damaging to vegetation under active management" (USFWS 2008, p.194), in the 1940's the agency thought otherwise. Rachel Carson, a world renowned marine biologist, environmentalist, and editor-in-chief for US Fish and Wildlife Service wrote that when the Chincoteague refuge was created, the refuge allowed residents of Chincoteague to graze 300 head of cattle and horses on the refuge, and noted no adverse effects on waterfowl (twice as many head as permitted today). "The

presence of these grazing animals is not detrimental to the wildlife for which the waterfowl for which the refuge was established," she said (Carson, R. 1947, pg. 17).

Baker and Valentine (2006) found that any decline in waterfowl populations in and around the refuge was due to turbidity in the sound from recreational boating, agricultural runoff, and development. There was no mention of wild horses in relation to the decline. In addition, by the middle of the 20th century, three thousand tons of expended lead shot was accumulating in the marshes every year and being ingested by waterfowl. Roughly two million ducks succumbed to lead poisoning and more become chronically ill and slowly wasted away (Bolen, 2000). Today, waterfowl are challenged by environmental contaminants, invasive plants, and continued development (Pease, Rose, & Butler, 2005).

Wild horses have also been blamed for negatively impacting the endangered piping plover. However, published data indicates that the presence of island horses has little effect on the Piping Plover population. Breeding pairs on the Maryland portion of Assateague have increased from 14 in 1990 (horse census about 130) to 66 in 2006 (horse census greater than 140) (Hayward, 2007).

In relation to the current defined herd size of 60, there are numerous scientific studies that support this is not a viable number for a wild herd, especially one that peer-reviewed science has already shown is now descended from only one maternal line. (Cothran, 2011)

In 2007, the Corolla Wild Horse Fund pulled DNA samples via mane/tail hair and remotely delivered dart. The goal was to gather information for a baseline study of the overall genetic health of the herd. The samples were analyzed by Dr. E. Gus Cothran of Texas A&M University, one of the leading equine geneticists in the country and an expert on feral herds. A previous study was completed in 1992 when Dr. Cothran was at the University of Kentucky.

In his 2008 presentation, "Management Strategies for Small Gene Pools," Dr. Cothran states that "small populations are subject to loss of genetic variation



and that loss of variation can lead to specific genetic diseases, heritable defects, reproductive problems or general reduction of overall vigor and extinction of the population." The Corolla herd is currently exhibiting heritable defects such as locked patellas, parrot mouth, and significant reduction in height in some horses (under 12 hands as an adult). Corolla's one maternal line is in contrast to the Shackleford herd which exhibits three maternal lines.

The Corolla herd represents one of the oldest and rarest strains of Colonial Spanish Horses. There is always a balance to be struck between keeping bloodlines pure and losing genetic diversity. In small, closed populations, only new mutations can increase genetic viability. Slight differences in mortality and reproductive success can have dramatic effects on a small population. When animals breed with close relatives, recessive genes are less likely to be balanced by dominant genes, and deformities become likely. A shallow gene pool can also decrease reproductive ability, size, and resistance to disease. When the census is low, the herd is vulnerable to destruction by catastrophic weather events or diseases. Dr. Cothran wrote in regard to the Corolla herd "Much of the genetic diversity expected to be present in a horse population is gone, and this cannot be recovered" (Cothran, 2008).

Cothran's 2008 study showed that the genetic diversity of the Corolla population is low and that both measures of heterozygosity were among the lowest that have been found in horses. "The genetic variability measures confirm the effects of a very small population in this herd over the past few generations...However the future rate of loss can be minimized by maintaining a larger effective population size" (Cothran 2008)

Dr. Cothran states that 150 is the common recommended population size for a wild herd, and is a minimum number and a compromise. In order to minimize loss of genetic variation, he recommends introductions. He further states that introductions of one or two young mares per generation can restore variation over time, but that the number of introductions depends on the current genetic situation.

The wild horses on Shackleford Banks have been managed by the National Park Service/Foundation for Shackleford Horses at a federally mandated number of 120 – 130 with never less than 110 since 1998 on 3,000 acres of habitat. Similar legislation to mandate this number for the Corolla herd has passed the United States House unanimously in 2013 and 2014. It will be reintroduced into the House in 2015.

At a meeting on January 24th, 2014 in Washington, DC., David Viker (Southeast Regional Chief of the National Wildlife Refuge System) stated that “the Service is not in the business of managing wild horses and is not concerned with the numbers”. In addition, in a letter to Congressman Walter Jones received October 3, 2014, USFWS Regional Director, Cynthia Dohner wrote, “Please note we understand your genetic concerns and do not object to introducing horses from the Shackleford Banks herd into the Corolla herd. In fact, the 2013 draft plan allows for the introduction of Shackleford Banks horses.” The Corolla Wild Horse Fund is concerned with the requirements for herd size and proposes to approach the topic with genetic health of the herd, ecological health of the island, and the assistance of peer-reviewed science to make the right decision.

The Corolla Wild Horse Fund has already demonstrated that it can successfully control the population through the delivery of immunocontraception, Porcine Zona Pelucida. The number of foals born has been reduced from 24 in 2007 to 2 in 2014. PZP has been extensively researched and provides a cost-effective and efficient manner for controlling herd size.

Considering the current scientifically-determined level of inbreeding and low level of genetic diversity; our field documentation of the location and habitat usage of the Corolla wild horses; scientific evidence that the presence of wild horses can be beneficial to ecosystems; and the fact that the current designated herd size of 60 selected in 1997 was not a decision based on science; the Fund is of the opinion that the Corolla horses should be managed at the same level as the Shackleford horses (120 to 130 with never less than 110) and that horses from Shackleford Banks should be introduced in a manner such that, accounting for potential offspring, the herd would not exceed a maximum population of 130.

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## Appendices

Appendix A	Historical Timeline
Appendix B	Signatories and Participating Stakeholders
Appendix C	Land Use Information
Appendix D	Adopted Legislation and Ordinances
Appendix E	Definitions/Acronyms
Appendix F	Barrier Consideration & Regulatory Issues
Appendix G	Protocols

## Appendix A: Historical Timeline

1520	Spanish ship logs document horses brought to NC shores
1926	National Geographic states a presence of five to six thousand wild horses up and down the 175-mile Outer Banks
Prior to the 1980's	Wild Horse herd living in Corolla
1984	Road paved from Duck to Corolla Village
1989	Corolla Wild Horse Fund Committee of Outer Banks Conservationists, Inc. formed
1989	Currituck County adopted the Wild Horse Ordinance
1994	Currituck County and the Corolla Wild Horse Fund entered into a Management Agreement
September 1994	Ocean to sound fence barrier installed at North Beach access ramp
June 1995	Proclamation issued by NCDCCR: "The Corolla Wild Horses are one of North Carolina's most significant historic and cultural resources of the coastal area."
December 2002	Enclosure fence installed at NC/VA state line
2007	Horse of Americas Registry determines that the Corolla Herd is eligible for registration as Colonial Spanish Mustangs
2007	DNA testing documented the decline of genetic diversity and presence of only one maternal line.
July 2009	Section 3-31 of County Code of Ordinances Wild Horse Ordinance amended to include the word "intentional"
June 2010	House Bill 1251 declares the Colonial Spanish Mustang as the official North Carolina State Horse
December 2010	Section 10-55 of County Code of Ordinances updated to prohibit domestic horses from the end of NC terminus to the NC/VA border
February 2, 2012	CWHF transported a Corolla stallion to NPS at Ocracoke.
June 22, 2014	DNA samples pulled from two Shackleford stallions.
November 20, 2014	One of the previously tested Shackleford stallions was released in Corolla.

### Summary of Legislation: H.R. 306 Corolla Wild Horses Protection Act

- Passed the US House of Representatives unanimously on February 6, 2011
- Referred to the Environment and Public Works Committee in the US Senate and became S3448 sponsored by Senator Kay Hagan (D) NC and co-sponsored by Senator Richard Burr (NC).
- CWHF agreed to the removal of language requiring USFWS to provide peer reviewed science and a public hearing prior to erecting fences on the CNWR refuge.
- CWHF agreed to cap the herd at 130.
- The committee never scheduled the bill for markup and the year ended with no action.
- Congressman Walter Jones reintroduced the bill into the US House of Representatives as H.R. 126 on January 3, 2013.
- H.R. 126 referred to House Natural Resources Committee.
- February 2, 2012: The Corolla Wild Horses Protection Act was passed unanimously by the United States House of Representatives.
- March 21, 2012: The Corolla Wild Horses Protection Act was received by the US Senate Committee on Environment and Public Works.
- June 3, 2013: The Corolla Wild Horses Protection Act was passed unanimously by the United States House of Representatives.
- June 4, 2013: The Corolla Wild Horses Protection Act was received by the United States Senate.
- June 9, 2014: The General Assembly of North Carolina passed House Resolution 1257: A House Resolution Urging Congress to Protect the Corolla Wild Horses.
- Congressman Jones plans to reintroduce the bill in January 2015.

## Appendix B: Signatories and Participating Stakeholders

### SIGNATORIES

#### Corolla Wild Horse Fund

The Corolla Wild Horse Fund (CWHF) is a 501 (c) 3 nonprofit whose mission is to protect, preserve, and responsibly manage the herd of wild Colonial Spanish Mustangs roaming freely on the northernmost Currituck Outer Banks, and to promote the continued preservation of this land as a permanent sanctuary for horses designated as the State Horse and defined as a cultural treasure by the state of North Carolina. The CWHF employs four full time staff, two part time staff, and five to nineteen seasonal staff. Additionally, there are seasonal employees (5-7 staff) from Memorial Day to Labor Day.

#### County of Currituck

The County of Currituck, a body politic empowered under the Statutes of North Carolina, feels that the wild horses on the Currituck Outer Banks are a significant part of the county's history and traditions worthy of protection. In 1989, the County adopted a Wild Horse Ordinance for protection of these animals on private properties and has worked with the Corolla Wild Horse Fund in this regard. Since the wild horses have roamed for generations and existed on properties acquired by the U.S. Fish and Wildlife Service and North Carolina Department of Environment and Natural Resources, the County feels it important that the Currituck National Wildlife Refuge and NC National Estuarine Research Reserve incorporate the existence of these animals into their management plans.

#### North Carolina National Estuarine Research Reserve

The North Carolina National Estuarine Research Reserve (NCNERR) is a multi-component program that includes the Currituck Banks Reserve, a 965 acre site with approximately 326 upland acres located on the Currituck Outer Banks. The Currituck Banks component of the N.C. National Estuarine Research Reserve contains 326 acres of uplands and marsh. The NCNERR is managed as a state-federal partnership between the North Carolina Division of Coastal Management (DCM), an agency within the North Carolina Department of Environment and Natural Resources, and the National Oceanic and Atmospheric Administration (NOAA). The NCNERR is one of 28 reserves located around the country that together form the National Estuarine Research Reserve System which is implemented by NOAA. . The NCNERR is part of the DCM's Coastal Reserve Program which protects designated sites for research, education and compatible recreational uses. The results of research, education and stewardship activities are used to enhance public awareness concerning coastal issues and to improve coastal management in North Carolina. As such, each site within the Coastal Reserve Program serves as an undisturbed example of local biodiversity and natural processes, a living laboratory for researchers and an outdoor classroom for educators.

The NCNERR is managed according to federal regulations (U.S. Dept. of Commerce 15 CFR Part 921), and the Coastal Reserve Program which contains the NCNERR is managed according to state statutes (N.C.G.S. 113A-129.1-3) and departmental rules (NCAC T15:70). A formal management plan for the NCNERR also guides management of the Currituck Banks component (2009-2014). In addition, the Currituck Banks Reserve is designated as a dedicated State Nature Preserve by the North Carolina Council of State.

The presence of feral horses on the Currituck Banks Reserve is described in the 2009-2014 NCNERR management plan. These animals are not owned by the State because they roam many public and private properties on the northern Outer Banks. Relative to site management, the horses (regardless of genetic or historical background) are non-native animals that represent a management conflict because they consume and trample vegetation and interact with wildlife that occurs naturally on the Reserve site. The presence, activities, and wastes of the horses alter the natural processes the Reserve protects. The State will allow feral horses to roam freely on the Currituck Banks Reserve provided the animals do not significantly impact the natural habitats, wildlife or use of the site for research and education. In an effort to be consistent with the aforementioned rules and guidelines, the site shall be managed to avoid any significant impacts from these horses. The Reserve will take necessary management actions, such as fencing impacted habitat and establishment and monitoring of exclosures, as needed to protect its resources from the impacts of feral horses. The Reserve program recognizes the strong public sentiment associated with the Corolla horse herd and will work with all parties to develop and implement a feral horse management plan that will protect natural habitats on the Reserve while protecting horse health and public safety.

The Reserve acknowledges the need for the CWHF to enter the Currituck Banks Reserve for the purpose of managing the wild horse herd in accordance with this plan. This includes monitoring, darting, and other activities as necessary provided that impacts to Reserve habitats are kept to a minimum. Reserve personnel shall be notified and consulted in advance of work to be conducted or as soon as practicable in the event of an emergency.

### **Currituck National Wildlife Refuge**

The Currituck National Wildlife Refuge (NWR) is a unit of the National Wildlife Refuge System which is managed by the U.S. Fish and Wildlife Service. The mission of the National Wildlife Refuge System is to administer a national network of lands and waters for the conservation, management, and where appropriate, restoration of the fish, wildlife, and plant resources and their habitats within the United States for the benefit of present and future generations of Americans.

The purposes for establishing the Currituck NWR are "... for use as inviolate sanctuary, or for any other management purpose, for migratory birds." 16 U.S.C. § 715d (Migratory Bird Conservation Act) and where "... suitable for - (1) incidental fish and wildlife-oriented recreational development, (2) the protection of natural resources, (3) the conservation of endangered species or threatened species..." 16 U.S.C. § 460k-1 (Refuge Recreation Act).

As is outlined above, the refuge was established to manage for specific trust wildlife species including waterfowl, migratory birds, and endangered species. The Service views the wild or feral horses as non native wildlife. A feral animal is defined in 50 Code of Regulations 30.11(a) as "... animals, including horses, burros, cattle, swine, sheep, goats, reindeer, dogs, and cats, without



ownership that have reverted to the wild from a domestic state..." The Corolla horses were introduced to the ecosystem by man. Although there may be some debate as to whether locals released domestic animals on to the Outer Banks to graze in the recent past or they were brought by Spanish explorers 300-400 years ago, they are still an introduced domestic animal which is not native to this ecosystem. The horses compete with native wildlife species for resources. The Service will address these animals as feral and manage the refuge in that context. As time and money allows and as monitoring shows negative impacts, the current fenced areas will be maintained and additional areas may be fenced based on monitoring results that indicate unacceptable levels of impact to migratory bird habitats on the refuge.

## **PARTICIPATING STAKEHOLDERS**

### **Currituck Outer Banks Citizens**

The appointment of two residents of the Currituck Outer Banks adds to the quality of CWHAB decision making. The influx of thousands of seasonal visitors compared to the small winter population provides a perspective that cannot be replicated. Resident participation enhances insight about wild horse/human interaction and the unique experience of living in a remote and often inaccessible community as well as the reality of living among the wild horses on a day-to-day basis.

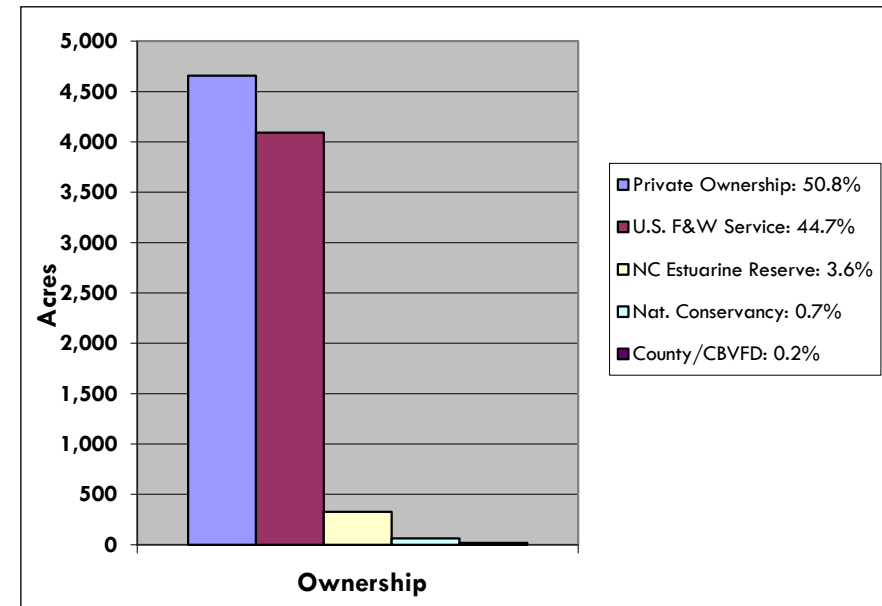
## Appendix C: Land Use Information

The Currituck northern Outer Banks (i.e. Wild Horse Sanctuary) encompasses 9,156 acres (excluding platted rights-of-way) from the ocean to sound fence barrier at the North Beach Access ramp north to the Virginia state line. This area has no paved roads with primary access along the beach strand via 4-wheel drive vehicles. Provisions in the conveyance deeds from The Nature Conservancy to the United States and State of North Carolina for portions of the National Wildlife Refuge and Estuarine Reserve effectively prohibit construction of an upland access route to the platted areas of the northern beaches. These covenants specifically prohibit the building of roads or changes in the topography of the land.

As shown in Figure 1, the U.S. Fish and Wildlife Service is the single largest property owner on the northern Outer Banks with 4,093 acres of the total land area. The Currituck Banks National Estuarine Research Reserve contains 326 acres of uplands and marsh. With the exception of an ocean to sound strip of  $\pm 62$  acres owned by The Nature Conservancy and 17 acres under the ownership of Currituck County and the Carova Beach Volunteer Fire Department, the remaining northern Currituck Outer Banks is owned by individual private property owners. While the majority of private land was platted in the sixties and seventies and is still vacant, it is evident that platted subdivisions will be developed over time. As of December 31, 2012, 640 dwellings (20.1% of total platted lots) have been constructed on the 3,178 platted lots. As shown in Figure 2, new residential dwelling permits have ranged from 5 (2012) to 37 (2006) permits per year with

an average of 19.7 homes built per year during the 2001-2012 period. Since 1989, the maximum density for any new development is one unit per 120,000 square feet.

Figure 1.

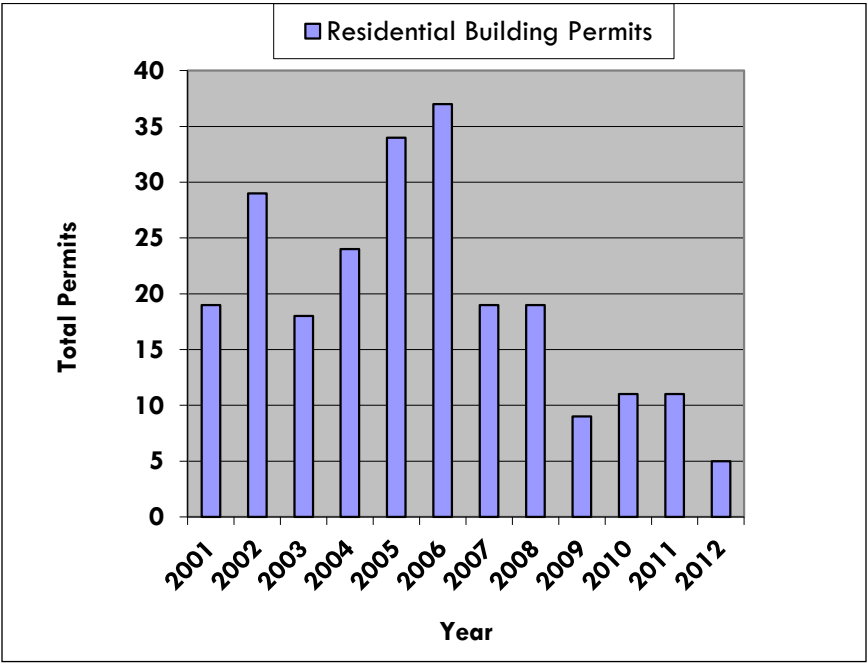


The 2006 Land Use Plan estimates the rental home inventory for the Outer Banks (including Corolla and the off-road area) will increase by 150 houses per year. If this holds true, the estimated peak seasonal population for the Outer Banks will increase from 52,399 in 2000 to 75,688 in 2025. The projections in the Land Use Plan are based on a high-growth scenario of rental homes averaging 6 and 7 bedrooms per house. The recent decline in the housing market has

diminished the actual number of houses constructed per year; however, there appears to be a trend toward larger rental houses that include a higher number of bedrooms. Anecdotaly, this may maintain the population estimates associated with a high-growth scenario, without the projected increases in housing stock.

One of the unique aspects of the Currituck northern Outer Banks wild horses, when compared to other barrier island wild horse populations, is that the horses travel and live on both public and private lands. This uniqueness will obviously impact the goals and actions included in the management plan.

Figure 2.



## Appendix D: Adopted Legislation and Ordinances

Department of Cultural Resources Proclamation June 1995

House Bill 1251 Designates Colonial Spanish Mustang as North Carolina State Horse

Currituck County Code of Ordinances

Chapter 3, Article II. Wild Horses

Chapter 8, Article IV. Outdoor Tour Operators

Chapter 10, Article II. Division 2. Vehicles and Horses on Outer Banks

## Appendix E: Definitions/Acronyms

Enclosure Fence – fences erected to exclude horses from habitats to allow natural ecosystem function or specific management action.

Study Enclosure – Fences erected to establish long-term monitoring areas to be used for assessing impacts to habitats by wildlife and/or feral animals.

Herd Number – The current ESTIMATED population size. Synonymous with Population.

Population - The current ESTIMATED population size. Synonymous with Herd Number.

Aerial Survey Results- The current MINIMUM population estimate.

Inoculations – The number of different horses administered at least 1 dose of contraceptive.

Doses – The total number of contraceptives successfully administered annually.

Ecological Balance – A state of dynamic equilibrium within a community of organisms where conditions present the opportunity for each member to successfully contribute it's natural processes in nature.

SFR Zoning District – Single-Family Residential-Outer Banks Remote District

Off-road Area – that area of the county on the Outer Banks from the terminus of the paved portion of N.C. Highway 12 to the Virginia state line



# Appendix F: Barrier Island Consideration & Regulatory Issues

## **BARRIER CONSIDERATION**

The Advisory Board considered barrier options as part of its current update of the Currituck Outer Banks Wild Horse Management Plan Agreement. The following options were considered:

1. Maintain the barrier fences at the northern and southern boundaries of the Wild Horse Sanctuary;
2. Remove the barrier fences at the northern and southern boundaries of the Sanctuary;
3. Remove the herd from the Currituck Outer Banks; and
4. Designate pasture areas for the horses with or without perimeter fences.

The Board determined that option 1 is the best course of action for the next 5 years to meet the goals and objectives outlined in the plan agreement and for the following reasons:

- Option 2: Removal of the fences is not a viable option at this time as the horses would roam south into Corolla and north into Virginia likely resulting in an increase in horse/human interactions and horse deaths from vehicular accidents, similar to the situation prior to the installation of the fences.
- Option 3: Removal of the herd from the Currituck Outer Banks would be highly unpopular because of the strong public sentiment associated with the horses and the historical nature of the horses.
- Option 4: Sufficient pasture areas do not currently exist to accommodate the horses on the Currituck Outer Banks. The Board recognizes this option as important and continued examination of this option is addressed in Goal 4, Actions 4A-C.

Barrier options will be considered with each 5-year update of the management plan agreement as described in Goal 4, Action D and a recommended action adopted with each update of the plan agreement. Options will be considered in light of the goals of the management plan agreement, horse and human safety, habitat condition, and as land use changes within the fence barriers, i.e., private property development increasing and available habitat for the horses decreasing, and an increase in traffic and horse/human interactions over time within the barriers.

**REGULATORY ISSUES**

As part of the approval for satisfying the CAMA fence permit, the County is responsible for providing DCM with a report that details impacts to public lands. This report should address issues such as: monitoring efforts and land use evaluations.

The southern horse fence was first permitted in 1994 by variance by the N.C. Coastal Resources Commission (CAMA Major Permit No. 62-94). The letter from the N.C. Division of Coastal Management to Currituck County Manager Mr. Dan Scanlon dated October 13, 2006 provides a history of the permit and the conditions of the permit that the County must continue to meet. The original permit requires that the County develop a long-term management plan and evaluate the need for the fence which was originally permitted as a temporary structure. The Division determined in its 2006 letter that the fence may remain in place as long as the County updates the management plan every 5 years, adheres to the approved management plan, and the plan evaluates the need for the fence and recommends leaving the fence in place. Per this update of the management plan, it has been determined by the Division that no renewal or extension of the permit is needed since the management plan continues to recommend the southern fence as the preferred barrier option for the horses.

This plan provides a summary on current activities to assess horse impacts on public lands north of the southern fence that result from the horse herd to satisfy permit condition No. 1 issued in the 2001 renewal of the permit. The study titled "Vegetative Impact of Feral Horses, Feral Pigs, and White-tailed Deer on the Currituck National Wildlife Refuge, North Carolina" in 2014 by Kimberly Porter is the activity to assess horse impacts. Appendix C provides a summary of land use information within the wild horse sanctuary.

# Appendix G: Protocols

## PROTOCOLS

### Aerial Census Protocol

The Primary Census window should be late August-early September to remain consistent with recent surveys and provide consistency among years. Multiple Censuses will be encouraged to improve results if funding permits. The Census will start near the south fence and will be in flown in east/west transects with each successive pass working northward at 0.10 mi intervals. Working the Census from south to north optimizes the aspect of the sun and observability by always keeping newly identified individuals north of the aircraft minimizing silhouetted animals. The aircraft should maintain a height of 150 feet and progress at approximately 25 kts.

When an individual/group is located, if in the estimation of those conducting the census, the individual/group will not exceed the 0.10 limit of the next transect the aircraft should circle them until all individuals are counted and certified. Due to the increasing development of the area deviations in either route or elevation may be required to avoid public disturbance. To the extent practicable deviating from both should be avoided. Total survey time should be under 3 hours using the described method.

Weather conditions should resemble light winds and sunny. Increasing cloud cover beyond 70% shows most individuals as shadows and increases the probability of missing animals that would otherwise have been seen. Light winds are also preferable from both an observer comfort and safety perspective. "Low and slow" surveys are considered special purpose flights due to increased risk to participants.

Any discrepancies in count must be reconciled while circling a particular individual/group to avoid error totaling results. Prior to departing the airport total count should be reconciled. This count represents the minimum number of individuals in the population.

## Protocol for the Treatment of Horses with Porcine Zona Pellucida Contraceptive Vaccine

### I. Purpose

This is an action designed to adaptively manage the Corolla wild horse population through the use of a native porcine zona pellucida (PZP) contraceptive vaccine delivered remotely under field conditions. On an annual basis, mares will be selected by program criteria to receive the vaccine. The method of delivery will be Pneu-Darts with a projector/capture gun appropriate to the darts and distances. Contraceptive efficacy will be determined by foal counts.

Participants:

Supervision of Project:	Executive Director Corolla Wild Horse Fund, Inc. (CWHF)
Vaccine Preparation:	Science and Conservation Center (SCC), Billings, MT
Designated Darters:	Herd Manager Corolla Wild Horse Fund, Inc. Science and Conservation Center, Billings, MT Others as certified
Project Veterinarian:	Dominion Equine Others as licensed

### II. Procedures

A. Vaccine Preparation and Shipment: Vaccine will be prepared by the Science and Conservation Center, Billings, MT. and shipped on dry ice under Food and Drug Administration authority (Investigational New Animal Drug exemption No. 8857 G0002 & 0003). FDA form "Notice of Drug Shipment" will be completed for each shipment of the PZP vaccine and filed at the Science and Conservation Center, Billings, MT. At CWHF, the vaccine will be stored frozen at CWHF headquarters under the supervision of the Herd Manager.

B. Selection of Subject Horses: The number and identity of animals will be selected and approved by CWHF personnel before darting commences. Selection will be made on the basis of predetermined population management goals.

C. Delivery of Contraceptive Vaccine: Delivery of vaccine will be by means of 1.0 cc Pneu-Darts, with 3/4" to 1 1/2" barbless needles. 0.5 cc of the PZP vaccine (in phosphate buffered saline or sterile water) will be emulsified with 0.5 cc of adjuvant and loaded into darts. This is done when the decision to dart has been made; fresh emulsion is desired. Mares which have never been treated will be treated with PZP plus Freund's Complete adjuvant, while those which have been previously treated will be given PZP plus Freund's Incomplete adjuvant. Designated darters will mix the vaccine with adjuvant and prepare the emulsion. The vaccine-adjuvant emulsion will be delivered by means of the appropriately chosen projector given the dart and distance.

Any opportunity will be taken to administer scheduled contraceptive initial or booster injections to horses within handling distance when the contact is within the appropriate injection time period. Hand injection affords good control over the location of the injection.

Authorized individuals will have successfully completed the Science and Conservation Center's training program. It is strongly recommended that individuals involved in darting apprentice with an experienced field darter over a period of seasons and stay involved in continuing field and classroom education.

The decision to dart a horse will ultimately rest with the darter. The accessibility of the horse at a particular point in time and location will trigger the decision-making process. Safety, for both humans and horses, is the foremost consideration in the decision to dart and the darting of a mare.

On days when a rifle (with a sight) will be used, several practice shots must be taken in the morning, before going to the field, in order to assure that the gun is properly sighted. Practice shots are expected when projectors without sights are used.

At all times the equipment will be maintained in the safety-conscious manner of any firearm.

Only hip or gluteal muscle regions of the horse are acceptable targets. No shots will be taken in high wind or when the horse is standing at an angle where the dart could miss the hip/gluteal region and hit the rib cage. The ideal angle is when the dart will strike the skin of the horse at a 90° angle.

The projector/capture gun will be chosen based on the dart, distance, and darter's expertise/preference. The objective will be to place the dart as accurately as possible, with enough velocity to discharge the vaccine and eject the dart but while avoiding excessive force. Each darter will work at the firing range to determine the appropriate charge/pressure to be used for the distances encountered for the projector and dart(s) used. Each darter will construct a matrix of setting variables. The darter will know, and stay within, his/her abilities to fire the projector of choice at distances.

In many cases it is ideal that no more than two people be present at the time of darting. The second person will aid in locating fired darts, educate any onlookers and keep them safely out of the way. When additional approved persons are present (darters in training from another site, for example), every effort will be made to avoid interference. No shot will be taken when other persons are within a 90° angle defined by a line from the shooter to the horse. To the extent possible, all darting will be

conducted out of sight of non-participants or island visitors. However, if the darting is done within sight of non-participants, effort will be made to contact and explain the nature of the project to the observers.

The projector will remain unloaded until the horse has been selected and it is safe to shoot. If a horse moves out of firing range after the projector is loaded and it is apparent that another shot will not be immediately possible, the projector will be unloaded (both cartridge and dart, as appropriate) and stored. The dart will be stored in a poly-foam container or the equivalent. Immediately after firing a rifle, the empty cartridge will be ejected and the dart port opened.

If a dart is not used before the end of the day, it will be stored under refrigeration. If not used the next day, the dart will be discarded in a safe manner.

Proper treatment of animals requires a clear mind. Decisions about veterinary care require careful thought and appropriate responses. Fatigue, common because of the hours and habitat associated with horse work, will be recognized. Weather, particularly but not limited to high winds, affects the work. The darter will be responsible for making the decision to cease work due to fatigue, weather, or any other factor.

D. Recovery of Darts: Attempts will be made to recover all darts. If possible, all darts which are discharged and drop from the horse at the shooting site will be recovered before another darting occurs. In exceptional situations, with the decision resting with the darter, the site of a lost dart may be noted and marked, and recovery efforts made at a later time. All fired darts will be examined after recovery in order to determine if the charge fired and the plunger fully expelled the vaccine.

E. Record Keeping: CWHF personnel will maintain records for the identification of all horses to be darted or for control purposes. These records will remain on file at CWHF. Each horse darted will be identified by an alpha-numeric number. For each horse darted, the following information will be recorded at the time of darting (and other notes should be made as appropriate):

1. date of inoculation
2. size of PZP dose
3. vaccine lot number
4. type of adjuvant
5. type of dart/delivery system
6. precise site of inoculation (right or left side)
7. name of darter

Additionally, other observations regarding estrous behavior, development of dart site problems, and other pertinent information collected by researchers or CWHF personnel will be maintained by CWHF.

The dates of first appearance of foals shall be recorded and maintained in the CWHF files, as well as, documented as part of the annual census.



Annually, updated copies of this data will be sent to the Science and Conservation Center in Billings. The SCC will in turn will submit them to the FDA as required.

F. Veterinary Emergencies: Personnel conducting darting operations shall be equipped with a two-way radio and/or cellular phone providing a communications link with CWHF headquarters. In the event of a veterinary emergency, darting personnel will work with the Project Veterinarian for advice and action as appropriate.

In the event that a dart strikes a bone and sticks, or imbeds in soft tissue, the darter will note the location and endeavor to follow the affected horse until the dart falls out or the horse can no longer be found. The location of the dart will dictate the extent of action to be taken (follow horse, seek veterinary assistance). The darter will be responsible for observation of the horse until the situation is resolved. The decision to capture or immobilize the horse for removal of the dart will be made in consultation with the Project Veterinarian.

Other injuries that may occur as a direct or indirect result of the darting process, such as broken bones or severe lacerations and infections, may also require the capture and/or immobilization of horses for evaluation and treatment. Any decision to capture or immobilize will be made in consultation with the Project Veterinarian. If possible, corralling techniques will be used to capture and contain injured horses. If, in consultation with the Project Veterinarian, the use of chemical immobilization drugs is deemed necessary and appropriate, such agents will be administered exclusively by the Project Veterinarian or by a member of the darting team under the Project Veterinarian's direct supervision. All injuries will be treated as per the recommendations of the Project Veterinarian.

In the event of a severe injury where the Project Veterinarian considers the prognosis for full wild/island recovery unlikely, the affected horse may be permanently removed to the care of the CWHF or may be humanely euthanized.

G. Blood Samples: Attempts to recover blood samples for antibody analysis should be conducted opportunistically.

H. Media Relations: All requests by the media should pass through the CWHF Executive Director.

I. Public Relations: Prior to the start of each season's darting, as deemed appropriate, the CWHF should notify all law enforcement agencies with jurisdiction on the island of the darting operation's start and finish dates, and that darters may be witnessed by members of the public shooting darts at horses with a capture gun. This will minimize panic calls from an uninformed public or at very least prepare law enforcement for explaining what is taking place.

J. Reporting: Data will be available for reports, prepared by the CWHF Herd Manager, documenting contraceptive program activities and success.

**Corolla Wild Horse Fund, Inc.  
Wild Horse Euthanasia Policy**

The American Association of Equine Practitioners recommends that the following guidelines be utilized in evaluating the need for humane euthanasia. Each case should be addressed on its own individual merits and under no circumstances is sale for slaughter to be considered as an end of life decision.

Humane euthanasia of wild horses shall be employed:

- When an equine is not mobile and a veterinarian is of the opinion that mobility will not return;
- When the equine's quality of life is deemed, with veterinary guidance, so poor that euthanasia is the most humane option within the means of the organization;
- When an equine is experiencing continual pain for which there is no medical relief;
- When an equine is affected by a degenerative medical condition for which there is no cure.

As defined by protocol, euthanasia shall only be administered by a licensed veterinarian, except in emergency circumstances where the equine is injured beyond recovery and is suffering irreversibly. Only in extreme measures when euthanasia chemicals are not available to be administered, and only upon the advice of a Corolla Wild Horse Fund veterinarian, a final course of action will be decided upon by the veterinarian.

If the cause requiring euthanasia is not easily recognizable or apparent, a necropsy will be performed to determine the cause of death. The carcass will be transported by CWHF Staff to Dominion Equine Clinic in Suffolk, VA or the University of North Carolina School of Veterinary Medicine in Raleigh, depending on the circumstances of the death. If a criminal act is suspected, the horse will be transported to the University of North Carolina School for Veterinary Medicine in Raleigh, NC by the Currituck County Sheriff's Department. If the cause is known, or a field necropsy would prove beneficial and can be performed by a licensed veterinarian on site, the carcass shall then be disposed of in compliance with all relevant laws. Records of all euthanasias and necropsy results shall be kept on file in the Corolla Wild Horse Fund office.

**ACCEPTABLE METHODS OF EQUINE EUTHANASIA**

**Pentobarbital or a Pentobarbital Combination** (preferred method):

This is the best choice for equine euthanasia. Because a large volume of solution must be injected, use of an intravenous catheter placed in the jugular vein will facilitate the procedure. In order to facilitate catheterization and minimize equine anxiety and stress, a tranquilizer such as acepromazine, or an alpha-2 adrenergic agonist should be administered.

## ADOPTION PROTOCOL

### COROLLA WILD HORSE FUND, INC.

Because the safety and well-being of our horses is our primary concern, the following are required:

#### ADOPTER MUST:

- Must be 18 years old or older
- Have no prior violations of adoption regulations or convicted of inhumane treatment to animals and be financially able to properly house, feed and provide veterinary and farrier care for the horse(s).
- Have the ability, either personally or by hire, to train a wild horse, if the horse is not already trained.

#### FENCING AND CORRAL:

Facilities must meet these requirements and be completely finished before approval.

- An outside corral (20' x 20') that is sturdy and of sufficient height (at least 5' high) is required for veterinary and farrier services as well as for gentling the horse. NO BARBWIRE shall be allowed.
- All fencing should be made of rounded pipes, pole, wooden planks or similar materials that pose the least hazard to the horse. Small mesh, heavy gauge, welded or woven wire fencing with at least one plank at sight level is acceptable.

#### SHELTER:

A run-in shed attached to the corral, or a box stall, allowing the horse to move freely between the corral and shelter is required. Shelter or stall must be at least 12' x 12' per horse.

#### TRANSPORTATION:

Horses can be transported by the Corolla Wild Horse Fund for a fee of \$.70 per mile. An additional \$17.00 per hour will be charged, if transportation (or return from transportation) occurs on a Saturday or Sunday or any evening after 5 p.m. (Mileage rate is subject to change in relation to current fuel prices.)

Adopters providing their own transportation, either with their own vehicles or hired transport must:

- Utilize standard covered stock trailers with no openings large enough for the horse to escape or to become entrapped.
- NO SINGLE HORSE TRAILERS, NO PICK-UP TRUCKS WITH STOCK RACKS
- Two horse trailers are allowed if the middle partition is removed.
- No horses may be tied.

CWHF has the right of final approval before any horse is loaded onto a trailer.

Adoption fee: \$615. (\$15.00 is for Horse of the Americas registration papers) A \$100 deposit is required with application. The deposit will be refunded if the application is denied. All payments can be made with cash, check, credit card or money order payable to: CWHF, Inc.



## COROLLA WILD HORSE FUND INCORPORATED

\* P.O. Box 361\* 1126 Schoolhouse Drive\* Corolla, NC 27927  
Phone (252) 453-8002 Fax (252) 453 -8073  
[www.corollawildhorses.com](http://www.corollawildhorses.com) \* [info@corollawildhorses.com](mailto:info@corollawildhorses.com)

### ADOPTION APPLICATION

Please be as complete and accurate as possible. Feel free to add additional sheets if needed and please call should you have any questions. Our goal is a successful long-term placement of the horse(s).

(Please print full name)

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

(Complete address - both physical and mailing)

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

Mailing address, if different than above: \_\_\_\_\_

**Home Phone #** \_\_\_\_\_ **Work #** \_\_\_\_\_ **Cell or pager #** \_\_\_\_\_

**Fax #** \_\_\_\_\_ **E mail Address:** \_\_\_\_\_

**Occupation(s):** \_\_\_\_\_

Please give your reason for wanting to adopt a Corolla Wild

**Horse:** \_\_\_\_\_

**Preference:** Gelding: \_\_\_\_\_ Mare/Filly: \_\_\_\_\_ No preference: \_\_\_\_\_

Age: 1 – 2 yrs.:\_\_ 3 or older: \_\_\_\_\_ Number of horses requested \_\_\_\_\_

**(Stallions are available only to persons who qualify as a breed conservation site)**

Have you ever been the primary caregiver of a horse? Please describe.

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Please describe the facility where you will keep your Corolla wild horse, including acreage, type of shelter, and type of fencing.

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Please provide your veterinarian’s name, address, and phone number. Your signature on this application constitutes your authorization for your veterinarian to provide us with information about you and help us to monitor the well being of the adopted horse.

Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_

I hereby agree that the above information is true, complete and correct, and I understand it will be the exclusive decision of the CWHF, Inc. to accept or deny the application. I further understand and agree to all parts of the adoption application and understand that this agreement is legally binding. In addition I further understand and agree to pay a non-refundable adoption fee of \$615.00. A \$100.00 deposit must be sent in with this application. The balance of \$515.00 is due upon pick up of the horse. I also understand if I am not accepted, my \$100.00 will be refunded to me by check from the CWHF, Inc.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

This page is to be filled out upon receipt of a horse, do not write on this page!

Horse Assignment

Recorded Name of Horse and ID# \_\_\_\_\_

Sire and ID# \_\_\_\_\_ Dam and ID# \_\_\_\_\_

Year Foaled \_\_\_\_\_ Sex \_\_\_\_\_ Color \_\_\_\_\_

Markings \_\_\_\_\_

(photograph and adoption certificate at time of adoption)

\_\_\_\_\_ (Adopter) agrees to adopt and the CWHF Inc. agrees to transfer the horse described above according to the terms of the Agreement.

The agreement is governed by applicable federal and state laws and jurisdiction shall be in the appropriate venue closest the CWHF Inc.

This Agreement is entered into this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at Corolla, North Carolina, Currituck County.

\_\_\_\_\_  
(CWHF INC.)

\_\_\_\_\_  
(ADOPTER)





## COROLLA WILD HORSE FUND INCORPORATED

\* P.O. Box 361\* 1126 Schoolhouse Drive\* Corolla, NC 27927  
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### ADOPTION AGREEMENT

1. Adopter will have 60 days from the acceptance notification date of the preliminary adoption application to complete facilities as described in the application. Adoptions will be finalized only after facilities have been completed and approved by CWHF.
2. Upon notification of approval for adoption, adopter will have 60 days to pick up the horse(s), or arrange for the Corolla Wild Horse Fund to transport. After 60 days, a boarding fee of \$10.00 per day will be charged per horse up to 15 additional days. At the end of the 15 day extension, the agreement will become null and void and the \$100.00 adoption deposit will be forfeited.
3. If the CWHF decides that the 60 day pick-up requirement should be waived for the benefit of the horse (example – health issue), no boarding fee will be charged.
4. Examination of the horses prior to the adoption is the sole responsibility of the adopter. The CWHF will provide all past health records to the adopter at time of pick-up.
5. In the event that the adopter relinquishes the horses to the CWHF during the first year of possession, the adoption is null and void, with all fees forfeited.
6. The horse(s) must be kept and maintained in good condition in a compliant facility. Horses not properly kept may be repossessed by an agent of the CWHF and adoption fees will be forfeited.
7. The adopter may not give, transfer, sell, or otherwise dispose of the adopted horse(s) within the first year of adoption.

8. CWHF reserves first right of refusal if an owner cannot keep the horse(s).
9. If the adopter wishes to give, transfer, sell or otherwise relinquish the adopted horse(s) from their care, the Corolla Wild Horse Fund, Inc. must be notified and the new adopter must be approved by the Fund. If the new adopter is NOT approved, the Corolla Wild Horse Fund retains the right to repossess the horse(s).
10. If the transfer of ownership is approved by the Corolla Wild Horse Fund, it becomes the responsibility of the new owner to transfer HOA registration to their name.
11. CWHF representatives retain the right to check on the horse(s) at any time.
12. If the horse becomes deceased, adopter must notify CWHF within 48 hours.

**Sign and date if you understand and agree to all the conditions listed above.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Response to Problem Horses

The general nature of the Colonial Spanish Mustang breed is to be gentle, curious, and extremely intelligent. They are an ancient breed that is listed as critically endangered/nearly extinct. The wild CSMs residing on the Currituck Outer Banks have approximately 7,544 acres of accessible land north of Corolla. The Corolla Wild Horse Fund has divided the area into Zones 1 through 4 and documents the harems and bachelors living within each zone. Zone 2 (Currituck National Wildlife Refuge) is the only Zone without residential dwellings. According to the Currituck County Planning Department (July 20, 2011), there are 3,150 platted lots with 661 approved dwellings (20.9% built out).

The 11 mile stretch of beach from the RT 12 terminus to the VA/NC line is considered to be a public road. No permitting restrictions exist except for a requirement that all ATVs be permitted. A 2010 traffic count documented over 1,200 vehicles driving on the beach with over 3,500 passengers in a 12 hour period. The count was done only on northbound vehicles. The existence of 661 dwellings combined with thousands of people to occupy them and thousands of vehicles to transport them creates management challenges not experienced by any other wild horse management entity. In addition, it is estimated that each of the 10 commercial wild horse tour companies take an average of 10,000 customers annually onto the north beach. The influx of thousands of people and thousands of vehicles has a demonstrable effect on horse/human interactions. Although there are a multitude of signs and a wide variety of education methods in place, violations of the Currituck Wild Horse Ordinance occur with great frequency, especially from Memorial Day to Labor Day when tourism is at its peak. The two most frequently observed violations are intentionally approaching wild horses closer than 50 feet and feeding. Both approaching and feeding have habituation as a consequence. As a result, the wild horses have developed varying degrees of tolerance for proximity to humans:

**Habituated:** Accepts the presence of humans but moves away when approached or when actions are taken by humans to drive horse away. Will consume human food if offered or left in an accessible location.

**Severely Habituated:** Approaches vehicles and will put their head in a window or sniff occupants in an open vehicle. Readily approaches humans and does not move away when approached. Tolerates human touch. A high degree of action is required to move the horse away.

**Problem:** Challenges humans for food; approaches humans under beach umbrellas, sitting in beach chairs, etc. on a regular basis; consistently overturns garbage cans; bites clothing or skin; refuses to move from a location. A horse deemed a problem horse jeopardizes the safety of persons or property.

### INDIVIDUAL HORSE INTERACTIONS

The direct interactions between horses and humans result from both the horse's curious nature and the opportunity for people to intentionally or accidentally interact with horses

Horses in the developed areas are exposed, both actively and passively, to readily available human food sources. In general, horses learn about human food by receiving handouts or by following habituated horses. The behaviors of raiding garbage cans, tents and coolers is a behavior primarily passed on from horse to horse. Learning to exploit this available food probably

depends primarily on whether the horse is a resident or migrant, and also to a degree the age at which the horse is introduced to human food.

It is not uncommon for interactions to occur simply due to a person's close proximity to horses. As social animals, there are constant hierarchical exchanges. Mares are often stolen from rival stallions and fierce fighting between stallions is common. There are also individual reactions to insect bites, thirst and grooming needs. Horses react to individual and band pressures with little or no regard to proximate humans, and their resulting actions can and do result in human impacts. Humans may be bitten, kicked, knocked down or stepped on as the horses interact with each other or respond to outside stimuli. There are also some horses that simply don't tolerate close interactions with people.

### Response Procedures

The CWHF employs the use of dashboard cameras that record continuously and staff wear wireless microphones.

If a CWHF staff/ volunteer observes visitors feeding or petting a horse, or standing at a distance that appears to be too close for the particular situation, that staff/ volunteer should approach the person and inform them of Currituck County's Wild Horse Ordinance and the potential dangers of horse interactions. These may include vehicle accidents, bites, kicks, and/or property damage. A brochure or other relevant handout should be distributed. If the individual(s) continue the noncompliant behavior they should be told that charges will be filed against them if they do not comply immediately. If noncompliance continues or the individual(s) become threatening, law enforcement should be called. (252-232-2216 non- emergency/911 emergency)

When CWHF staff/ volunteer observes or receives a report of a nearby horse feeding, the staff/ volunteer should verify the location, activity, and the behaviors of visitors in the area. When the CWHF employee/ volunteer verifies that people are interacting with horses, (feeding, petting, dumping food, chasing etc.) the violators should be informed about the Currituck County Wild Horse Ordinance and that they are violating the law. If they refuse to comply, or become combative, a law enforcement officer should be requested to investigate the incident. A photograph or video of the incident should be taken if the staff or volunteer can safely do so if they are not in a camera equipped vehicle.

Staff/volunteers responding to potential problem horse interactions should have basic training in: safety around horses; how to move horses (distraction techniques); how to safely separate horses and the public

When a trained person responds to a horse incident, they should try to ascertain whether the interaction was:

- 1) accidental – person(s) unintentionally too close to a horse, or normal behaviors resulted in property/persons being affected.
- 2) intentional – person(s) intentionally approached, enticed or lured the horse.
- 3) food instigated - horse responded to the presence of accessible food, or
- 4.) problem horse behavior - horse's action appears to have resulted from some aggressive intent.

### **Accidental or Simple Habituation:**

The most common horse interaction scenario in the developed area involves horses harassed by insects, people scaring or crowding horses, stallions herding their bands, or multiple stallions fighting or causing a stampede. During these events, people may be bitten, kicked, pushed or knocked over, vehicles dented, or tents knocked down.

An interaction resulting from an accidental encounter will normally rectify itself. Visitors may need advice on keeping a safe distance from horses or horses may need to be moved from the immediate area.

If a horse has a simple habituation it will often discontinue feeding when approached by people or following some simple distraction. Basic distraction techniques include walking purposefully towards the horse, speaking in a loud firm voice, waving and clapping hands, whistles, waving a branch, tapping with a lounge whip, etc. Distraction techniques should not spook the horse into running, especially if there are people or moving vehicles in the area. Use only enough pressure to get the horse walking away from the site.

### **Food Instigated Interactions:**

A horse responding to food could be behaving under any of the levels of habituation. Horses that are severely habituated will be reluctant to leave an area with food, and after being displaced, will likely return for the food soon after distraction techniques are stopped.

The responding staff/ volunteer should assess the situation and the horse's response to human presence and actions. Distraction techniques should not spook the horse into running, especially if there are people or moving vehicles in the area. Only enough pressure to get the horse walking away from the site should be used. Begin with basic distraction techniques in order to move the horse away from the food. Intermediate techniques include running towards the horse, shouting, waving a towel or shirt, cracking a whip near the horse, etc. The highest level of distraction is the use of a whip on the hindquarters of the horse (in most cases this is not an appropriate technique in view of the public). When running towards a horse in an attempt to scare it off, initially run towards the head. Then when the horse has started to move off, continue approaching it from the rear, or side if you are trying to turn it. Whenever you approach a horse from the rear or side, always stay clear of the horse's kicking range. During all levels of distraction, be sure that the public and moving vehicles are not in the path in which you intend to move the horse. Also, be aware that a horse may not move in the direction you choose. Problem horses can be very stubborn. You must communicate aggression to the horse to get it to move. They will ignore a timid or tentative effort, and at worst could turn on you, though this is an unlikely reaction for all but the boldest horses.

Once the horse is moved from the scene, the food should be secured and the violator served with the appropriate level of enforcement.

### **Problem Horse Behavior:**

When a report is filed which indicates the activities of a potential problem horse, the closest available staff or volunteer should respond to verify if the horse is still at the reported location.

If the horse has moved on, the responding individual should verify the incident. If the activity indicates a problem horse situation, and the horse can be identified (photo, video, etc.) a Data Sheet (Appendix A) should be filled out as completely as possible and forwarded to the Herd Manager. If there is no information as to which horse caused the incident, a verbal or written message including the damage, location and time, should be directed to the Herd Manager. If similar incidents are occurring frequently, a note listing multiple incidents is preferred.

If the horse remains at the scene of a human injury or property damage, a trained response person or the Herd Manager should be notified immediately and dispatched to the scene in order to prevent additional injury or property damage. In the event that the Herd Manager is not available or too far away to respond in a timely fashion, the Executive Director should be called. Until they arrive on the scene, the responding individual should continue to make observations of any behaviors and insure the safety

of any other employee/volunteer or visitor. All injuries should be handled under the normal EMS response (see also the Horse to Human Injury section).

Whenever a CWHF staff/volunteer responds to a problem incident, they should fill out a Data Sheet including a description of the behaviors (list your observations under the Horse's Condition section). A horse that begins to show constant aggression to humans, vehicles or inanimate objects may be suffering from a disease or a head injury.

### **Working with Harems**

Other than direct interactions with visitors and their property, horses can cause management concerns simply by their presence and numbers at particular locations. Common harem activities which may cause concern include:

- 1) multiple groups on the beaches
- 2) roadside or beach presence causing traffic congestion

#### **1. Multiple horse groups on the beaches**

During severe biting insect infestations or days with high heat and humidity, many of the horses will spend a good portion of their time on the beach. These horses are under stress from several sources, including insect bites, heat, the need to control mares, and keeping a distance from other stallions. Fighting stallions and running bands are common. Mixing highly stressed horses and crowded beaches and vehicular traffic increases the potential for injuries.

#### Response Procedures

Stallions tolerate each other fairly well in crowded beach situations, so in most cases the harems should be left alone.

Staff/volunteers working around the beaches should keep an eye on stallions since they will initiate most interactions. As long as they are lying down, resting a hind leg, standing with neck horizontal and ears relaxed or interacting only with members of their own harem, they may be left alone. If two stallions begin to show behaviors such as walking towards each other with heads raised and ears forward, standing with muzzles together, necks arched and squealing, visitors around the stallions should be alerted that the horses may begin fighting and that they may want to move.

It is easier and safer to move people than to attempt moving horses. Under most situations, simply monitor the horses and advise at-risk visitors when horse interactions are likely. Only trained personnel should attempt to move horses. Only under extreme conditions should an attempt be made to move horses on a crowded beach, and then, only if enough personnel are on hand to do it safely.

If an attempt is made to move horses on a crowded day, there must be enough personnel to clear all visitors out of the intended pathway before the move begins. An effective method is to clear a path for the horses toward the dunes, if possible. The move must be slow. If any horse in the band begins to trot or run, the push should cease until the fast moving horse stops. If a horse begins to turn to the high beach, the push should stop until the individual horse is pushed back over the dunes. If the stallion is too reactive or the flies too bothersome, there is not much a staff/volunteers can do to alleviate the situation. The horses should be monitored and all visitors educated to stay within the 50 foot law.



### Roadside bands causing traffic congestion

Horses along developed area sand roads, on the beach, on the dunes, and the terminus of RT 12 draw the attention of many visitors. During high visitation days, visitors stopping for a view of horses can impede traffic flow and hamper travel.

#### Response Procedures

Staff/volunteers should use their discretion when a traffic jam is observed along the primary roads. Patience and a little time may be all that is necessary before the situation is resolved. For particularly bad traffic jams when random driving and numerous pedestrians result in a safety concern, law enforcement should be called in order to restore normal traffic flow. A trained staff or volunteer should move the horses off of the road first. Generally when the horses move off most visitors will return to their vehicles and continue on their way. They may be moved through normal distraction techniques. Horses should be moved slowly, and an attempt should be made to keep all horses to the same side of the road. Watch for moving vehicles, bicycles and bystanders when you begin.

### Horse to Human Injury

Horse bites may result from either accidental or intentional horse behavior. Because of the power of a horse's jaw muscles, the resulting injury could be severe. In addition, a horse bite could transmit the rabies virus. Although rabid horses are rare, the current County Health Department protocols state that any mammal bite should be treated as a potential rabies exposure. In addition, any person witnessing a mammal bite is required by law to report that bite to Currituck Animal Control.

The response to horse bites should address three concerns:

- 1) the extent of the injury
- 2) the potential for disease exposure
- 3) identifying the responsible horse

#### Response Procedures

Visitors are often embarrassed or frightened when bitten by a horse. Often, it is because they did something they know they should not have done. For this reason, they may not be totally honest in explaining the situation or the extent of injuries, and may not want to see law enforcement or emergency response personnel. CWHF staff receiving horse bite reports should encourage the injured party to seek the proper medical attention.

Whenever a staff/volunteer receives a report of a horse bite, they should inquire if the bite broke skin or may have caused internal injuries (bruised muscles or broken bones). If injuries are reported or evident, contact 911 for available emergency response personnel to evaluate the injury. If the party does not wish to contact emergency medical personnel, they should be informed that besides the injury itself, horse bites can transmit diseases including rabies and encourage them to have the injury examined/treated at a local medical facility. They should also be requested to report the bite to Currituck County Animal Control. Information on the person's name, address and phone number, and a vehicle description and license number should be collected if possible.

After emergency response procedures are attempted, the CWHF Executive Director should be notified as soon as possible.

Animal Control requests that a horse be monitored for 10 days following a human biting incident. For these reasons, the bite victim should always be asked if they could identify the horse in question (any unique color or markings, sex, or did they happen to photograph it). If the identified horse is still in the area, staff/volunteer should photograph the horse if possible, or make a written description of the horse. Especially if the horse is a solid, unmarked color, recording the number of other horses with it along with photos or descriptions and pattern sketches of any uniquely marked individuals in its band can be crucial in identifying the horse.

All horse bites should be referred to a local medical facility. If site treatment is necessary to prepare the patient for transport, it must be handled as a standard EMS response.

### **Human to Horse Injury**

Any observation of a person(s) causing injury to a horse should be immediately reported to Currituck County Sheriff's Department by calling 911. A complete description of the individual(s) and any vehicles (including license plate) should be given to the investigating officer.

After reporting the incident to police, the CWHF Herd Manager or CWHF Executive Director should be notified. An accurate description of the horse (color, markings, color of mane and tail) and its last known location should be given to both the Sheriff's Department and CWHF.

### **Horse Removal**

The decision to permanently remove a wild horse from its home area is based on the following:

- The horse has an injury or illness that is life threatening or impacts quality of life in a manner that ultimately threatens the horse's safety or survival.
- A foal that is orphaned or abandoned at an age that survival without its mother is not possible and all attempts to locate the dam are unsuccessful.
- Removal to reduce herd numbers to comply with public law.
- The horse is classified as a problem horse by the Herd Manager.

Criteria for removal for herd reduction:

- Males between the ages of 6 months and three years (unless the male to female ratio is 50/50 – then decisions regarding sex will be based on harem composition. Age criteria will remain the same). Young bachelors are preferable in order to not break up existing family groups.
- Horses with locking patellas or other physical abnormalities.

Capture:

Capture will be accomplished through gentle, safe, natural horsemanship techniques. Tranquilization drugs should be used only if immediate emergency treatment of a horse is necessary to stabilize the horse for transport; if the horse is at risk for serious injury during transport; or for the safety of staff and/or an attending veterinarian. The use of ropes or other types of restraints during capture is not permitted unless required for the purpose of rescuing or removing a horse from water or other dangerous confinement.

#### Transport:

Captured horses will be transported in a stock trailer large enough for them to safely turn around. No horse will be tied in a trailer.

#### Care and Housing:

Captured horses will be transported and housed at a facility appropriate to contain wild horses. A licensed veterinarian will examine the horse(s) and assess their health and dietary needs. All captured horses will be given coggins tests, vaccinated against equine diseases, and receive any other tests and procedures as recommended by the veterinarian.

In the case of a severely injured or sick horse, the veterinarian will assess whether the horse requires hospitalization at Dominion Equine Clinic in Suffolk, VA, can be successfully treated at the facility where they are housed, or is in need of humane euthanasia.

Because the diet of the Corolla horses in the wild is not supplemented with domestic horse food such as hay or grain, the transition to domestic horse food will not be instantaneous. Captured horses must be monitored daily by the Herd Manager or his/her designee to ensure that the horse's nutritional requirements are being met. In the case of orphaned foals, bottle feeding with Unimilk or a similar product must be done on a 4 to 6 hour schedule until the foal is capable of drinking water, milk replacer, and pelleted food.

Once the horse's health condition has been resolved, gentling and training will begin in order to ready the horse for physical adoption.



## CURRITUCK COUNTY NORTH CAROLINA

March 19, 2018

Minutes – Regular Meeting of the Board of Commissioners

### WORK SESSION

#### 1. 2119 : WS-CSE Engineering Presentation-Pine Island Beach Study

The Board of Commissioners met at 4:30 PM for a work session in the Board Meeting Room to hear a presentation on Beach Management. Chris Wilson, a member of the Pine Island Dune Committee, along with Tim Cana of Coastal Science and Engineering (CSE), presented data based on results of an assessment and survey of a 5.3 mile stretch of the beach system at Pine Island in Corolla. A Powerpoint was used to display information, charts, and graphs during presentation. Processes for assessment of the dune, recreational beach, and underwater sand reservoir areas were described. Trends and changes from a 2015 baseline study were compared with the recent 2017 assessment for use in determining where to take action in the short term.

Presenters reviewed how a beach system works, measurements and parameters used for gathering data, and the findings of the study were presented with recommendations for action going forward.

During presentation, Mr. Wilson and Mr. Cana responded to Board questions. Other area beach nourishment projects were discussed, as were costs for sand replacement.

At the close of the presentation, Chairman Hanig thanked the presenters and noted the Pine Island community's willingness to undertake and invest in the survey. The work session concluded at 5:28 PM.

#### 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
Bobby Hanig	Chairman	Present	
Mike H. Payment	Vice Chairman	Present	
Paul M. Beaumont	Commissioner	Present	
Mary "Kitty" Etheridge	Commissioner	Present	
Marion Gilbert	Commissioner	Present	
Mike D. Hall	Commissioner	Present	
Bob White	Commissioner	Present	

Chairman Hanig called the meeting to order.

Communication: Minutes for March 19, 2018 (Approval Of Minutes for March 19, 2018)

**A) Invocation & Pledge of Allegiance-Reverend Joe Griffith, Rehobeth Baptist Church**

Reverend Joe Griffith attended the meeting to offer the Invocation and lead the Pledge of Allegiance.

**B) Approval of Agenda**

Commissioner Gilbert moved to approve the agenda with the following amendments:

- Item A under Administrative Reports was removed, as the presenter was unable to attend.
- The Commissioners report was moved up on the agenda to take place after Public Comment and before Administrative Reports.

The motion was seconded by Commissioner White and passed unanimously.

Approved agenda:

**Work Session**

4:30 PM CSE Engineering Presentation-Pine Island Beach Strand Study

**6:00 PM Call to Order**

A) Invocation & Pledge of Allegiance-Reverend Joe Griffith, Rehobeth Baptist Church

B) Approval of Agenda

**Public Comment**

*Please limit comments to matters other than those appearing on this agenda as a Public Hearing. Public comments are limited to 3 minutes.*

**Administrative Reports**

~~A) Audit Report presented by Chris Burton of Carr, Riggs & Ingram~~  
*This item was removed from the agenda.*

B) Senior Center Annual Report-Stacy Joseph, Senior Center Coordinator

**Public Hearings**

A) **Public Hearing and Action: PB 18-04 Ocean Atlantic Rentals:** Request for a use permit for light vehicle rentals. The property is 6.8 acres and is located at 1159 Austin Street, 103A, Corolla Light Town Center, Tax Map 115B,

Parcel 2P2B, Poplar Branch Township.

- B) Public Hearing and Action: PB 18-03 Fun in the Sun Dune Buggy Rentals:** Request for a use permit for light vehicle rentals. The property is 2.32 acres and is located at 8754 Caratoke Highway, Harbinger, Tax Map 131, Parcels 109, 110 and 111, Poplar Branch Township.

### **New Business**

#### **A) Consent Agenda**

1. Approval Of Minutes for March 5, 2018
2. Budget Amendments
3. Master Fee Schedule Revisions
4. Resolution Approving the Exhibition, Use and Discharge of Pyrotechnics in Historic Corolla Park, Corolla, North Carolina.
5. Surplus Resolution-Emergency Management Equipment
6. Approval of Revised Job Description-Administrative Assistant I, Stormwater

- B) Commissioner's Report** *This item was moved up on the agenda to take place prior to the Administrative Reports section.*

#### **C) County Manager's Report**

### **Adjourn**

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

### **PUBLIC COMMENT**

***Please limit comments to matters other than those appearing on this agenda as a Public Hearing. Public comments are limited to 3 minutes.***

Chairman Hanig opened the Public Comment period.

Ben Wilson, a four-year resident of Currituck, spoke about beach parking permits. He said he and his family often go to the beach and suggested guest passes be offered to all Currituck residents not just those on the off-road area.

Paul O'Neal of Coinjock, and Chairman of the College of the Albemarle (COA) Board of Trustees, thanked the County for supporting COA and their efforts, and noted the



successes of Currituck students who are able to obtain associate degrees from COA through JP Knapp Early College High School and college credits through dual enrollment classes offered at Currituck County High School. Mr. O'Neal introduced COA President, Dr. Wynegar.

Dr. Robert Wynegar, President of College of the Albemarle, provided enrollment data for COA. He noted the increased number of students served by COA even as community college attendance statewide is trending downward, and he shared the possibility of receiving increased funding as a result of increased enrollment at COA. He said Currituck County Regional and Technical Training Center enrollment is up twenty percent over last year representing the demand for higher education in Currituck County. Dr. Wynegar said Currituck County now surpasses Dare County as the second largest provider of COA students by curriculum headcount. New programs currently under review were presented and include a North Carolina State University transfer degree in Agribusiness and a Medical Services associates degree program. Elizabeth City Campus construction projects were presented. Dr. Wynegar expressed his gratitude for the county's support of secondary education.

Commissioner Hall, a member of the COA Board of Trustees, thanked Dr. Wynegar for his assistance and partnership with the county to advance Career and Technical Education and other training such as Basic Law Enforcement, fire training and other programs in conjunction with the construction of the new Public Safety building.

With no others wishing to speak, Chairman Hanig closed the Public Comment period.

#### **COMMISSIONER'S REPORT**

Commissioner Etheridge presented elections information. One-Stop absentee voting by mail has begun for this election season and reminded people to update their voter registrations if needed by the April 13th deadline. Ms. Etheridge announced One-Stop voting from April 19 through Saturday, May 5th. The primary election will be held May 8.

Commissioner Beaumont, Commissioner Gilbert and Commissioner Payment reported their attendance at a meeting with the White House Office of Intergovernmental Affairs in Washington, DC.

Commissioner Beaumont said they attended about four hours of briefings with speakers such as Ben Carson, Kelly Anne Conway and Vice President Pence. Commissioner Beaumont said North Carolina was the twenty-first state whose County Boards were invited to the White House in an attempt to raise awareness of local issues and focus on removing obstructions between Federal and local governments. Commissioner Beaumont said he was able to raise challenges in dealing with the Army Corp of Engineers as it relates to our attempts at dredging the Whalehead boat basin and repairing flooded roadways on Carova Beach. He said he is guardedly optimistic that we may get some traction and the trip was encouraging.

Commissioner Gilbert reported that the Federal Government has set a goal for all schools to have broadband by the summer of 2019. She noted the trip for her was the opportunity of a lifetime and said the Federal government is working for Currituck and for North Carolina.

Commissioner Payment said this was the first time local governments were invited directly to the White House. He talked about the administration's elimination of old regulations that are not relevant anymore. He relayed the federal government's understanding of the need for skilled trades workers in this economy and the importance of Career and Technical Education programs, for which they will invest federal dollars. He said the opioid epidemic is seen as a big concern at the federal level, and they will commit resources to combat the crisis. Commissioner Payment said it was a worthwhile trip and more than he anticipated.

Chairman Hanig said he participated in delivering Meals on Wheels and touted the degree of volunteerism in Currituck County. He said he was grateful for the opportunity, enjoyed visiting and encouraged others to volunteer by saying you get much more out of it than you put in.

## ADMINISTRATIVE REPORTS

### A. Audit Report presented by Chris Burton of Carr, Riggs & Ingram

This item was removed from the agenda. The presenter was unable to attend.

### B. Senior Center Annual Report-Stacy Joseph, Senior Center Coordinator

Stacy Joseph, Senior Center Coordinator, presented her report on senior center services for the past year. She provided attendance statistics for the three centers and noted a drop for both Barco and Powells Point facilities. Ms. Joseph reviewed counts of home delivered and congregate meals for 2017 and discussed a new software program they will use to better track attendance and volunteer hours for the centers.

Public outreach methods were presented, with the Department utilizing Facebook, Twitter and website postings, flyers and newsletters. Age requirements for attendance, meals and participation were reviewed. Current and upcoming activities and programs, including recent offerings for Corolla residents were presented. Ms. Joseph discussed the aging population in Currituck County as suggested by state statistical data and presented future challenges in that regard.

She thanked her staff and noted her appreciation for Board members support for the March for Meals campaign.

## PUBLIC HEARINGS

### A. Public Hearing and Action: PB 18-04 Ocean Atlantic Rentals:

APPLICATION SUMMARY	
<b>Property Owner:</b> Golasa Holdings, LLC PO Box 120 Kitty Hawk, NC 27949	<b>Applicant:</b> Ocean Atlantic Rentals, Chris Marik, GM 105 Shores Ave. Point Harbor, NC 27964
<b>Case Number:</b> PB18-04	<b>Application Type:</b> Use Permit
<b>Parcel Identification Number:</b> 115B-000-2P2B-0000	<b>Existing Use:</b> Shopping Center
<b>Land Use Plan Classification:</b> Full Service in Corolla Subarea	<b>Parcel Size (Acres):</b> 6.8 acres
<b>Request:</b> Use Permit for Low Speed Vehicle Rentals	<b>Zoning:</b> SFO with PUD Overlay and GB Allocation

SURROUNDING PARCELS		
	Land Use	Zoning
North	Warehouse and Wastewater Treatment Facility	SFO with PUD Overlay and GB Allocation
South	Open Space and Single Family Homes	SFO with PUD Overlay
East	Open Space, Single Family Homes and Historic Corolla Park	SFO with PUD Overlay
West	Open Space and Single Family Homes	SFO with PUD Overlay

Ocean Atlantic Rentals (OAR) has requested a use permit for rental, sales, and light repair and service of eight (8) low-speed vehicles (LSVs). OAR currently rents beach equipment (including bikes, umbrellas and watersports items) and would like to expand its offering of rental items to include LSVs. A low-speed vehicle is required to be registered and insured and may be operated only on streets and highways where the posted speed limit is 35 miles per hour or less. Per general statute, LSVs shall be equipped with headlamps, stop lamps, turn signal lamps, tail lamps, reflex reflectors, parking brakes, rearview mirrors, windshields, windshield wipers, speedometer, seat belts, and a vehicle identification number. Rental and Sales of LSVs are classified as "Automobile Sales or Rentals" and the Unified Development Ordinance requires a use permit. The applicant currently has a storefront in the Corolla Light Town Center and will store the LSV's in existing approved parking spaces on the Town Center property. Adequate parking is available on-site.

## RECOMMENDATIONS

### TECHNICAL REVIEW COMMITTEE

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

1. The application complies with all applicable review standards of the UDO provided the following outstanding items are addressed:
  - a. Applicant shall install required Type A Landscaping Buffer between proposed LSV display areas and adjacent streets (NC12 and Austin Street).
2. The conditions of approval necessary to ensure compliance with the review standards of the UDO and to prevent or minimize adverse effects of the development application on surrounding lands include:
  - a. No more than eight (8) Low Speed Vehicles shall be displayed or stored on the property at any given time.
  - b. On-site repair and service shall be limited to washing LSVs, airing up tires, checking: tire pressure, condition of seatbelts, mirrors, and hardware that secures the roof to the LSV. Engine, alignment, tire work or any other major repairs shall be performed off-site.

### USE PERMIT REVIEW STANDARDS

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

*The use will not endanger the public health or safety.*

Preliminary Applicant Findings:

1. Low Speed Vehicles are registered vehicles with lights, turn signals, seat belts and license plates. LSVs comply with State regulations. Renters of LSV's from OAR are required to be 21 or older. The speed limit for LSVs is 35 mph.

2. Adequate parking is available on site.
3. Models are clean-energy, safe and easy to operate. When not rented, LSVs will be stored safely at the Corolla Light Town Center. OAR guides renters on the best places to drive LSVs and there are warnings and regulations posted in every LSV.
4. When not rented, LSVs will be kept in designated parking spots. These spots have been determined by OAR and the property owner so that they will not negatively affect other businesses or the town center experience. LSV's will not use essential parking spots. Other businesses on the property include restaurants, horse tours, and putt-putt golf.

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

Preliminary Applicant Findings:

1. The proposed land use will not injure the value of adjoining or abutting lands or businesses.
2. LSVs are in harmony with the Town Center and Ocean Atlantic Rentals.
3. LSVs are kept clean and neatly labeled and are uniform in design.
4. The use will operate from an existing established shopping center.

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

Preliminary Staff Findings:

1. The 2006 Land Use Plan classifies this site as Full Service within the Corolla subarea. The proposed use is in keeping with the policies of the plan, some of which are:
  - a. Policy ED1: new and expanding industries and businesses should be especially encouraged that: 1) diversify the local economy, 2) train and utilize a more highly skilled labor force, and 3) are compatible with the environmental quality and natural amenity-based economy of Currituck County.
  - b. Policy ED4: In addition to the recruitment and expansion of major new industries, the considerable value of SMALL BUSINESS START-UPS, EXPANSIONS AND SPIN-OFFS shall also be recognized.
  - c. 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.
2. The Corolla Village Small Area Plan classifies this site as Mixed Use. Areas designated as mixed use are characterized by a diverse mix of land uses. This includes human scale commercial, residential, governmental, recreational, and civic uses. The proposed use is in keeping with the policies of the plan, such as:
  - a. Policy ED1: Promote the growth of existing businesses and the recruitment of new businesses that are compatible with the vision of the area.

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

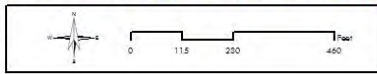
Preliminary Staff Findings:

1. The proposed use will have no impact on schools.
2. Currituck County has adequate public facilities to serve this use in the existing Corolla Light Town Center.

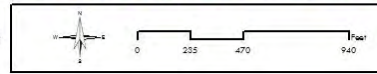




PB 18-04  
Ocean Atlantic Rentals - Use Permit  
Aerial



PB 18-04  
Ocean Atlantic Rentals - Use Permit  
Official Zoning Map



Communication: Minutes for March 19, 2018 (Approval Of Minutes for March 19, 2018)





Parties were sworn in and Planning and Community Development Director, Laurie LoCicero, reviewed the application for the Board of Commissioners and conditions recommended by the Technical Review Committee for approval of Low Speed Vehicle (LSV) rentals. Ms. LoCicero responded to Board questions.

Sworn testimony was provided prior to Public Hearing by Chris Marik, part owner of Ocean Atlantic Rentals (OAR), who spoke in support of approval of the application. He responded to Board questions related to the vehicle speed, use and insurance coverages.

Chairman Hanig opened the Public Hearing. With no one signed up nor wishing to speak, the Public Hearing was closed.

Commissioner White moved to approve PB 18-04, Ocean Atlantic Rentals Use Permit with staff recommendations which; adds a Type A buffer between display areas and adjacent streets; no more than eight low-speed vehicles (LSV) shall be displayed or stored on the property at any time; on-site repair service shall be limited to the aforementioned washing, checking tires, and basic safety measures for the vehicles. The use will not endanger the public health or safety because the models are clean energy, safe and easy to operate. OAR guides renters on the best places to drive them and there are warnings and regulations posted in every LSV. When not rented they will be kept in designated parking spots. These spots have been determined by OAR and the property owner so that they will not negatively affect other businesses of the town center experience. LSVs will not use essential parking spots and adequate parking is available on site. They will not injure the value of adjoining or abutting lands and will be in harmony with the area in which it is located because the rentals are in harmony with other businesses in the Town Center and with Ocean Atlantic Rentals. The use will operate from an existing business in an established shopping center. The applicant will



add a decal to the inside of the vehicle to let renters know to not go on any streets over 35 mph.

The motion was seconded by Commissioner Gilbert and passed unanimously.

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

**B. Consideration and Action: PB 18-03 Fun in the Sun Dune Buggy Rentals: Request for a use permit for light vehicle rentals. The property is 2.32 acres and is located at 8754 Caratoke Highway, Harbinger, Tax Map 131, Parcels 109, 110 and 111, Poplar Branch Township.**

Parties were sworn in and Laurie LoCicero, Planning and Community Development Director, reviewed the application with the Board of Commissioners. Conditions were reviewed as recommended by the Technical Review Committee for approval of the permit. She responded to Board questions regarding the buffering requirements and display pad, type of vehicle and site parking.

Sworn testimony was provided by applicant, Scott McDowell. During presentation in support of his application, he responded to Board questions. He discussed his intent to purchase parking permits for vehicle renters. He described the vehicle style, which would have manual transmissions and a maximum speed of about 60 miles per hour, and he presented information on insurance coverage. Mr. McDowell said rentals would be on a daily basis to those 26 years of age or older. He said driving maps would be provided with travel suggestions such as Carova Beach, Oregon Inlet, Nags Head Woods, and others.

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

Commissioner White requested the item be continued to the next meeting to allow more time to discuss with staff. Commissioner Gilbert agreed and seconded the motion. The motion passed unanimously.

<b>RESULT:</b>	<b>CONTINUED [UNANIMOUS]</b>	<b>Next: 4/2/2018 6:00 PM</b>
<b>MOVER:</b>	Bob White, Commissioner	
<b>SECONDER:</b>	Marion Gilbert, Commissioner	
<b>AYES:</b>	Bobby Hanig, Chairman, Mike H. Payment, Vice Chairman, Paul M. Beaumont, Commissioner, Mary "Kitty" Etheridge, Commissioner, Marion Gilbert, Commissioner, Mike D. Hall, Commissioner, Bob White, Commissioner	

## NEW BUSINESS

**A) Consent Agenda**

Commissioner Gilbert moved to approve the Consent Agenda. The motion was seconded by Commissioner Etheridge and passed unanimously.

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

**1) Approval Of Minutes for March 5, 2018****1. Minutes for March 5, 2018****2. Budget Amendments**

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
210541-502000	Salaries - Regular	\$ 318,592	
210541-502100	Salaries - Overtime	\$ 45,277	
210541-503500	Salaries - Temporary	\$ 17,500	
210541-505000	FICA	\$ 29,175	
210541-506000	Health Insurance	\$ 63,175	
210541-507000	Retirement	\$ 50,531	
210541-514500	Training & Education	\$ 3,500	
210541-536000	Uniforms	\$ 21,770	
210541-561000	Professional Services	\$ 10,925	
210541-590000	Capital Outlay	\$ 81,025	
210390-495015	Transfer from Occupancy Tax Fund		\$ 485,863
210330-449900	SAFER Grant		\$ 155,607
		<u>\$ 641,470</u>	<u>\$ 641,470</u>
<b>Explanation:</b>	Corolla Volunteer Fire Department - Increase appropriations to provide paid fire services, start-up equipment and training in the Corolla service area for the remaining thirteen weeks of the current fiscal year. This will be partially funded by the SAFER grant awarded to Currituck County. Staffing will include nineteen current EMS positions that will convert to Fire positions and twenty new Fire positions. This fire district will have three Captains, six Lieutenants and nineteen firefighters.		
<b>Net Budget Effect:</b>	Corolla Beach Service District - Increased by \$641,470.		

Communication: Minutes for March 19, 2018 (Approval Of Minutes for March 19, 2018)

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
30850-507100	Separation Allowance	\$ 33,744	
30850-505000	FICA	\$ 2,552	
30850-545000	Contract Services		\$ 36,296
		\$ 36,296	\$ 36,296

**Explanation:** Post Employment Benefits (30850) - Transfer budgeted funds from contract services for additional funding for Law Enforcement Separation due to recent and upcoming retirements.

**Net Budget Effect:** Post Employment Benefits Fund (30) - No change.

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
66868-532000	Supplies	\$ 18,000	
66868-531000	Fuel		\$ 2,000
66868-511000	Telephone and Postage		\$ 3,000
66868-545000	Contracted Services		\$ 15,000
66868-516400	Maintenance/Repairs Equip	\$ 2,000	
		\$ 20,000	\$ 20,000

**Explanation:** Southern Outer Banks Water (66868) - Transfer budgeted funds for operations for the remainder of this fiscal year.

**Net Budget Effect:** Southern Outer Banks Water (66) - No change.

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
10460-516000	Repairs & Maintenance	\$ 5,000	
10460-502000	Salaries		\$ 5,000
		\$ 5,000	\$ 5,000

**Explanation:** Public Works (10460) - Transfer budgeted funds for unforeseen building repairs.

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

Communication: Minutes for March 19, 2018 (Approval Of Minutes for March 19, 2018)

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
10750-590000	Capital Outlay	\$ 5,672	
10310-400017	Ad Valorem Taxes - 2017 Levy		\$ 5,672
		<u>\$ 5,672</u>	<u>\$ 5,672</u>

**Explanation:** Social Services Administration (10750) - Increase appropriations for emergency replacement of an HVAC in the Social Services building.

**Net Budget Effect:** Operating Fund (10) - Increased by \$5,672.

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
20609-511010	Data Transmission	\$ 3,500	
20609-588000	Contingency		\$ 3,500
		<u>\$ 3,500</u>	<u>\$ 3,500</u>

**Explanation:** Whalehead Watershed Improvement District (20609) - Transfer budgeted funds for additional costs of data transmission for monitoring alarms in the Whalehead Watershed Improvement District.

**Net Budget Effect:** Whalehead Watershed Improvement District (20) - No change.

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
10535-502000	SALARIES		\$ 10,000
10535-502100	SALARIES-OVERTIME	\$ 10,000	
		<u>\$ 10,000</u>	<u>\$ 10,000</u>

**Explanation:** Communications (10535) - Transfer funds from lapsed salaries to overtime to cover position vacancies.

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

Communication: Minutes for March 19, 2018 (Approval Of Minutes for March 19, 2018)

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
41390-499900	Fund Balance Appropriated	\$ 1,775,230	
41990-587051	T T - School Facilities Fund		\$ 1,775,230
		<u>\$ 1,775,230</u>	<u>\$ 1,775,230</u>
<b>Explanation:</b>	School Capital Reserve (41990) - Decrease budgeted funding to de-obligate funding for the future bus garage and remaining transfer of \$974,770 will be used for future school construction.		
<b>Net Budget Effect:</b>	School Capital Reserve (41) - Decreased by \$1,775,230.		
		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
42390-499900	Appropriated Fund Blance	\$ 3,750,700	
42450-587050	T T - Co Governmental Facilities		\$ 3,750,700
		<u>\$ 3,750,700</u>	<u>\$ 3,750,700</u>
<b>Explanation:</b>	Transfer Tax Capital Fund (42450) - Decrease appropriations to delay funding for the public safety facility until future years.		
<b>Net Budget Effect:</b>	Transfer Tax Capital Fund (42) - Decreased by \$3,750,700.		
		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
<u>Account Number</u>	<u>Account Description</u>		
10796-590000	Capital Outlay	\$ 9,428	
10390-495015	Transfer from Occupancy Tax		\$ 9,428
		<u>\$ 9,428</u>	<u>\$ 9,428</u>
<b>Explanation:</b>	Currituck County Rural Center (10796) - Increase appropriations for signage at the CCRC.		
<b>Net Budget Effect:</b>	Operating Fund (10) - Increased by \$9,428.		

### 3. Master Fee Schedule Revisions

Currituck County Master Fee Schedule									
Rate and Fee Schedule effective March 19, 2018									
Dept.	Description	Cost							
Airport	Concession Fees - Aviation Maintenance & Repair Services	\$	75.00	annual					
Airport	Concession Fees - Based Charter Aircraft Travel Services		5% of booked fee	due on 10th following quarter end: Jan 10, Apr 10, Jul 10 & Sep 10					
Airport	Concession Fees - Banner Towing Operations	\$	75.00	annual					
Airport	Concession Fees - Crop Dusting	\$	300.00	annual					
Airport	Concession Fees - Flight Lessons two or more Currituck based aircraft	\$	75.00	annual					
Airport	Concession Fees - Flight Lessons no Currituck based aircraft	\$	300.00	annual					
Airport	Concession Fees - Flight Lessons one Currituck based aircraft	\$	150.00	annual					
Airport	Concession Fees - Hang Gliding	\$	7,000.00	annual					
Airport	Concession Fees - Rental Car Services	\$	300.00	annual					
Airport	Hangar leases, non-commercial	\$	2,760.00	annual, payable \$230 per month - Effective 8/1/2013					
Airport	Hangars, commercial A-5-T, A-11-T & Office space 2 combined	\$	5,796.00	Effective 8/1/2013	Monthly	5% Disc	10% Disc	monthly	
Airport	Hangars, commercial C-2, C-3, C-4, C-5	\$	6,555.00	Effective 8/1/2013	\$ 483.00	\$ 5,506	\$ 5,216	\$ 435	
Airport	Hangars, commercial A-1-T, A-6-T & office space 1 combined	\$	5,520.00	Effective 8/1/2013	\$ 546.25	\$ 6,227	\$ 5,900	\$ 492	
Airport	Hangars, commercial B-1-C & B-2-C	\$	5,520.00	Effective 8/1/2013	\$ 460.00	\$ 5,244	\$ 4,968	\$ 414	
Airport	Hangars, commercial C-1	\$	7,590.00	Effective 8/1/2013	\$ 460.00	\$ 5,244	\$ 4,968	\$ 414	
Airport	Late Fee	\$	15.00	for each hangar and/or tie-down lease per month	\$ 632.50	\$ 7,211	\$ 6,831	\$ 569	
Airport	Tie-down leases	\$	10.00	per month					
Animal Services & Control	Adoption Fee- Dog	\$	99.00	Discounts up to 50% off at the discretion of the Director and/or Shelter Manager. Or					
Animal Services & Control	Reclaim Fee- 1st offense	\$	59.00						
Animal Services & Control	Reclaim Fee- 2nd offense		\$25.00 + \$10.00 a day						
Animal Services & Control	Reclaim Fee- 3rd offense		\$50.00 + \$10.00 a day						
Animal Services & Control	Reclaim Fee- 4th offense		\$75.00 + \$10.00 a day						
Animal Services & Control	Rabies Shot at County Sponsored Rabies Clinics	\$	\$100.00 + \$10.00 a day						
CCRC	Facility rental fees		10.00						
CCRC	Apartment		\$35	per night					
CCRC	Complete facility rental fee/Exclusive right to grounds	\$	500.00	per day					
CCRC	Picnic Shelter- half day rental	\$	25.00	per day/per room (up to 4 hours)					
CCRC	Picnic Shelter- full day rental	\$	50.00	per day/per room (up to 8 hours)					
CCRC	Indoor Arena:	\$	175.00	per weekend day					
CCRC	Hourly rental of indoor arena	\$	125.00	per week day					
CCRC	Outdoor Arena:	\$	25.00	per hour					
CCRC	Hourly rental of outdoor arena	\$	125.00	per weekend day					
CCRC	Park Attendant	\$	100.00	per week day					
CCRC	Stall Rental:	\$	25.00	per hour					
CCRC	Overnight, no event	\$	18.00	per hour - nights/weekends/holidays					
CCRC	With event	\$	35.00	per nights					
CCRC		\$	15.00	day stall					
CCRC		\$	25.00	2 day show					
CCRC		\$	30.00	3 day show					
CCRC	Shavings must be used with any stall rental. No one can stall a horse without shavings.								
CCRC	Shavings	\$	6.75	per bag					
CCRC	RV/Camper Hook-up	\$	25.00	per night					
CCRC	Weekend schooling (No event)	\$		per horse/per weekend day/5 horse minimum					
CCRC	Vendor Hook-up	\$	10.00	per day					
CCRC	Technology fee	\$	25.00	per day					
CCRC	Notary Fees	\$	50.00	Includes wifi, phone, copier, fax access					
CCRC	Official County business		No charge						
CCRC	Other		\$5 per document						
CCRC	Returned check/credit card/efit fee	\$	25.00						
Communications	CD: 911 Data	\$	25.00						
Communications	Copies, 911 transcript	\$	1.00	per page					
Community Development	Central Permitting Fees:		Residential						
Community Development	New construction and additions		\$0.30 per sf	\$0.35 per sf					
Community Development	Alterations		\$0.15 per sf	\$0.12 per sf					
Community Development	Chimney/Woodstove	\$	25.00	\$25					
Community Development	Decks		\$0.30 per sf	\$0.35 per sf					
Community Development	Dune decks and walkways		\$0.30 per sf	\$0.35 per sf					
Community Development	Demolition	\$	35.00	\$75					
Community Development	Detached Buildings		\$0.15 per sf	\$0.15 per sf					



Community Development	Farm Building		No permit	\$0.35 per sf	
Community Development	Fuel Pumps			\$50 per pump	
Community Development	Gas (Propane/Natural)	\$	50.00	\$50	
Community Development	HVAC changeout (includes all trade permits)	\$	35.00	\$50	
Community Development	Insulation (new)		No Fee	\$100	
Community Development	Insulation (alteration)	\$	25.00	\$50	
Community Development	Metal Carport, pre-manufactured		No fee	No fee	
Community Development	Mobile Homes		\$0.15 per sf	N/A	
Community Development	Modulars		\$0.15 per sf	\$0.12 per sf	
Community Development	P M E (New)		\$50 each	\$100 per suite	
Community Development	P M E (Alterations)		\$25 each	\$50 per suite	
Community Development	Roofing (sheathing replacement)	\$	50.00	\$50	
Community Development	Roofing (shingles only) >\$15,000 project cost	\$	35.00	\$50	
Community Development	Solar array		\$200 base + \$0.20 per panel		
Community Development	County, State, Federal, Non-profit		No fee	No fee	
Community Development	Miscellaneous:				
Community Development	Bulkhead, Pier, Dock, Boatlift	\$	50.00	\$100	
Community Development	CAMA Minor Permit	\$	100.00	\$100	
Community Development	Elevator (includes trade permits)	\$	75.00	\$150	
Community Development	Fire Alarm		N/A	\$50	
Community Development	Fire Sprinklers	\$	100.00	\$50	
Community Development	Hot Tub (includes trade permits)	\$	50.00	\$100	
Community Development	Moving Permit		\$0.20 per sf	\$0.20 per sf	
Community Development	Retaining wall	\$	50.00	\$100	
Community Development	Siding replacement >\$15,000 project cost	\$	50.00	\$75	
Community Development	Swimming Pool (includes trade permits)	\$	75.00	\$200	
Community Development	Swimming Pool electrical	\$	25.00	\$50	
Community Development	Signs (on premise)		N/A	\$25 each	
Community Development	Signs (off premise)		N/A	\$50 each	
Community Development	Temporary Office		N/A	\$60	
Community Development	Tents		N/A	\$50 per tent	
Community Development	Towers			\$0.12 per unit	
Community Development	Window, Door replacement >\$15,000 project cost	\$	50.00	\$75	
Community Development	Wind Turbine		\$200 each	\$500 each	
Community Development	Minimum permit fee	\$	25.00	\$25	
Community Development	Projects that do not fall within the categories above shall be figured on a cost of construction basis as follows:				
Community Development	\$1-\$5,000	\$	50.00	\$100	
Community Development	Over \$5,000		\$10 per \$1,000	\$20 per \$1,000	
Community Development	Inspection Division Fees:				
Community Development	Re-inspection		\$50 per trip	\$50 per trip	
Community Development	Working without a permit		Greater of \$50 or 25% of cost	\$100 or 25% of cost	
Community Development	Private Schools/Daycare inspection		N/A	\$100	
Community Development	ABC Inspections		N/A	\$100	
Community Development	Exhaust Hoods		N/A	\$100	
Community Development	Generators (includes trade permits)	\$	100.00	\$200	
Community Development	Home Occupations	\$	50.00	NA	
Community Development	Planning Division Fees:				
Community Development	Administrative Adjustment	\$	100.00	\$100	
Community Development	Clear-Cut Permit	\$	50.00	\$50	
Community Development	Minor Subdivision (Conventional)		\$25 per lot	\$25 per lot	
Community Development	Private Access or Family Subdivision		\$50 per lot	N/A	
Community Development	Sign Return Fee (Unlawfully placed signs)	\$	25.00	\$25	
Community Development	Site Plan - Major		N/A	\$0.02 sf gross floor area; \$50 minimum	
Community Development	Site Plan - Minor	\$	50.00	\$50	
Community Development	Subdivision - Major		\$100 per lot/\$250 Amended Plat	\$100 per lot/\$250 Amended Plat	
Community Development	Subdivision - Minor		\$50 per lot	\$50 per lot	
Community Development	Temporary Use Permit	\$	50.00	\$50	
Community Development	Zoning/Flood determination letter	\$	25.00	\$25	
Community Development	Board of Adjustment Fees:				
Community Development	Appeal or Interpretation	\$	150.00	\$150	
Community Development	Variance	\$	150.00	\$150	
Community Development	Literature and Materials				
Community Development	Unified Development Ordinance (UDO)	\$	30.00	\$30.00	
Community Development	Land Use Plan	\$	30.00	\$30.00	
Community Development	Small Area Plans or Technical Documents	\$	20.00	\$20.00	
Community Development	Official Zoning Map (Copy)	\$	10.00	\$10.00	
Community Development	Planning Board				
Community Development	Conditional Rezoning		\$150 + \$5/acre	\$150 + \$5/acre	
Community Development	Development Agreement		\$150 + \$5/acre	\$150 + \$5/acre	
Community Development	Planned Development		\$300 + \$5/acre	\$300 + \$5/acre	
Community Development	Text Amendment	\$	150.00	\$150	
Community Development	Land Use Plan Amendment	\$	150.00	\$150	
Community Development	Use Permit or Amended Use Permit	\$	150.00	\$150	

Community Development	Zoning Map Amendment		\$150 + \$5/acre	\$150 + \$5/acre
Community Development	Public Copies - 1 sided	\$	0.10	\$ 0.10
Community Development	Public Copies - 2 sided	\$	0.15	\$ 0.15
Community Development	Public Copies color up the 8.5" X 14"	\$	0.25	\$ 0.25
Community Development	Notary Fees			
Community Development	Official County business		No charge	No charge
Community Development	Other		\$5 per document	\$5 per document
Community Development	Returned check/credit card/efit fee	\$	25.00	
Community Development	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.			
Community Development	Beach Parking Permit - Seasonal	\$	150.00	per season - 12:01 AM Friday before Memorial Day through 11:59 PM Labor Day - Non-resident
Community Development	Beach Parking Permit - 10 Day	\$	50.00	10 days from date of permit - Nonresident
Community Development	Beach Parking Permit - Currituck Property Owners and Residents			
	Seasonal Pass with valid registration - 1 per vehicle		No charge	
	Seasonal Guest Permit - Two for each house located in Off-road area in a verified rental program		No charge	
	Seasonal Guest Permit - Two for each owner occupied FULL-TIME residence located in the off-road area		No charge	
Community Development	Outdoor Tour Operator License	\$	950.00	per vehicle
Cooperative Extension	Facility rental fees			
Cooperative Extension	Auditorium	\$	500.00	per day
Cooperative Extension	Auditorium set up day	\$	100.00	per event
Cooperative Extension	Conference Room	\$	100.00	per day/per room
Cooperative Extension	Classrooms	\$	50.00	per day/per room
Cooperative Extension	Custodian	\$	20.00	per hour - nights/weekends/holidays
Cooperative Extension	Public Copies - 1 sided	\$	0.10	
Cooperative Extension	Public Copies - 2 sided	\$	0.15	
Cooperative Extension	Public Copies color up the 8.5" X 14"	\$	0.25	per side
Cooperative Extension	Notary Fees			
Cooperative Extension	Official County business	\$	-	
Cooperative Extension	Other	\$	5.00	per document
Cooperative Extension	Returned check/credit card/efit fee	\$	25.00	
Elections	Copies, color double sided	\$	0.45	
Elections	Copies, color single sided	\$	0.25	
Elections	Copies, standard letter or legal, per copy	\$	0.10	
Elections	Diskette	\$	10.00	
Elections	Labels, per label	\$	0.01	Minimum \$.30
Elections	Print-out, per page	\$	0.05	Minimum \$.25
EMS	Public Copies - 1 sided	\$	0.10	
EMS	Public Copies - 2 sided	\$	0.15	
EMS	Public Copies color up the 8.5" X 14"	\$	0.25	per side
EMS	Notary Fees			
EMS	Official County business	\$	-	no charge
EMS	Other	\$	5.00	per document
EMS	Returned check/credit card/efit fee	\$	25.00	
EMS	Stand-by events	\$	50.00	hour
ITS	CD1: GIS data CD	\$	50.00	
ITS	CD2: 2003, 2008, 2010 or 2012 Color Aerial Photography	\$	100.00	per year requested
ITS	Copies, GIS Data, Laser 11 x 17 black and white	\$	1.00	
ITS	Copies, GIS Data, Laser 11 x 17 color	\$	2.00	
ITS	Copies, GIS Data, Laser 8 1/2 x 11 black and white	\$	0.50	
ITS	Copies, GIS Data, Laser 8 1/2 x 11 color	\$	1.00	
ITS	Copies, GIS Data, Laser 8 1/2 x 14 black and white	\$	0.75	
ITS	Copies, GIS Data, Laser 8 1/2 x 14 color	\$	1.50	
ITS	Copies, GIS Data, Plotter 20 x 24 up to 28 x 36	\$	5.00	
ITS	Copies, GIS Data, Plotter Greater than 28 x 36 to 36 x 42	\$	8.00	
ITS	Copies, GIS Data, Plotter Greater than 36 x 42	\$	10.00	
ITS	Copies, GIS Data, Plotter less than 20 x 24	\$	3.00	
ITS	Official Zoning Map	\$	10.00	
ITS	CD3: 1995 Aerial Photography (black & white only)	\$	50.00	
ITS	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)
Library	Books, Fines for Overdues	\$	0.10	per day
Library	Copies, standard letter or legal, per copy	\$	0.10	
Library	Fax - Incoming	\$	1.00	
Library	Fax - Outgoing	\$	2.50	plus \$1.00 each additional page
Mainland Water	3" Riser		Actual cost + 20%	
Mainland Water	6" Riser		Actual cost + 20%	

Mainland Water	Backhoe per hour	\$	125.00	
Mainland Water	Bacteriological tests	\$	50.00	
Mainland Water	Check Valve		Actual cost + 20%	
Mainland Water	Chloride tests	\$	20.00	
Mainland Water	Ditch Witch per hour	\$	125.00	
Mainland Water	ERT for Radio Read meter		Actual cost + 20%	
Mainland Water	Excavator per hour	\$	125.00	
Mainland Water	Fire hydrant meter - Deposit	\$	2,500.00	
Mainland Water	Fire hydrant meter setup fee	\$	50.00	
Mainland Water	High-risk deposit (owner or renter)	\$	200.00	or three months' billing of previous usage, whichever is greater
Mainland Water	Impact Fees 1 inch	\$	5,500.00	
Mainland Water	Impact Fees 2 inch	\$	6,000.00	
Mainland Water	Impact Fees 3 inch	\$	6,500.00	
Mainland Water	Impact Fees 3/4 inch	\$	5,000.00	
Mainland Water	Impact Fees 4 inch	\$	7,000.00	
Mainland Water	Impact Fees 6 inch	\$	7,500.00	
Mainland Water	Impact Fees 6 inch Fire Service	\$	6,000.00	
Mainland Water	Impact Fees for Centers of Worship	\$	3,000.00	
Mainland Water	Labor per man hour	\$	60.00	
Mainland Water	Lid only		Actual cost + 20%	
Mainland Water	Lock		Actual cost + 20%	
Mainland Water	Meter		Actual cost + 20%	
Mainland Water	Meter accessibility charge	\$	35.00	
Mainland Water	Meter Box		Actual cost + 20%	
Mainland Water	Meter tampering fee	\$	75.00	
Mainland Water	Meter testing fee	\$	50.00	If meter accurate
Mainland Water	Meter testing fee		No Charge	If more than 2.5% inaccurate
Mainland Water	Open/reopen/transfer account	\$	25.00	
Mainland Water	Pipe pressure/leakage retest	\$	150.00	
Mainland Water	Pipe pressure/leakage test	\$	150.00	
Mainland Water	Reconnection fee (after cutoff for nonpayment)	\$	50.00	8AM - 5PM
Mainland Water	Renter deposit	\$	150.00	
Mainland Water	Reread meter - our reading correct	\$	25.00	
Mainland Water	Reread meter - our reading incorrect		No Charge	
Mainland Water	Retro		Actual cost + 20%	
Mainland Water	Returned check fee	\$	25.00	
Mainland Water	Road Bore		Actual cost + 20%	
Mainland Water	Special request meter reading	\$	25.00	
Mainland Water	Turn on/off fee, per occurrence	\$	25.00	Normal working hours
Mainland Water	Turn on/off fee, per occurrence	\$	50.00	After normal working hours
Mainland Water	Union half with nut		Actual cost + 20%	
Mainland Water	Water Charge Fire Service (sprinkler systems)		Same as commercial	
Mainland Water	Water Charge Local Government/Board of Education		Same as commercial	
Mainland Water	Water Charge Commercial base 0-2000 gallons	\$	20.00	month
Mainland Water	Water Charge Residential base 0-2000 gallons	\$	20.00	month
Mainland Water	Water Charge up to 5000 gallons, commercial	\$	4.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge up to 5000 gallons, residential	\$	4.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge up to 10,000 gallons, commercial	\$	5.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge up to 10,000 gallons, residential	\$	5.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge up to 15,000 gallons, commercial	\$	6.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge up to 15,000 gallons, residential	\$	6.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge up to 20,000 gallons, commercial	\$	7.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge up to 20,000 gallons, residential	\$	7.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge all over 20,000 gallons, commercial	\$	8.50	per 1000 gal./effective 7/1/2011
Mainland Water	Water Charge all over 20,000 gallons, residential	\$	8.50	per 1000 gal./effective 7/1/2011
Mainland Water	Yoke		Actual cost + 20%	
Mainland Water	Yoke valve with meter nut		Actual cost + 20%	
Mainland Sewer	Tap Fee in Maple Commerce Park	\$	7,700.00	per EDU (250 gpd)
Mainland Sewer	Tap Fee in Moyock	\$	5,500.00	per EDU (250 gpd)
Mainland Sewer	Tap Fee in Walnut Island/Waterside Villages	\$	4,500.00	
Mainland Sewer	Sewer Utility Charge		1.5x Water Usage Charge	\$30 minimum base rate
Mainland Sewer	Residential renter deposit	\$	150.00	
Mainland Sewer	Residential renter deposit (High Risk)	\$	200.00	3 months past usage with \$200 min
Mainland Sewer	Open/reopen/transfer account	\$	25.00	
Mainland Sewer	Reconnection fee	\$	50.00	
Mainland Sewer	Meter tampering fee	\$	75.00	Min \$75 plus cost of damages
Parks & Rec	Knotts Island	\$	200.00	per day
Parks & Rec	Maple Athletic Complex - Baseball/Softball Fields	\$	200.00	per field/per day
Parks & Rec	Maple Athletic Complex - Soccer Fields	\$	200.00	per field/per day
Parks & Rec	Maple Park	\$	300.00	per day
Parks & Rec	Maple Skate Park	\$	200.00	per day
Parks & Rec	Sound Park	\$	500.00	per day
Parks & Rec	Veteran's Memorial Park	\$	200.00	per day

Parks & Rec	Walnut Island Park	\$	200.00	per day
Parks & Rec	Adult Softball (men and women)	\$	200.00	per team
Parks & Rec	Youth Cheerleading	\$	20.00	per child - Maximum of \$40.00 per family
Parks & Rec	Youth Flag Football	\$	20.00	per child - Maximum of \$40.00 per family
Parks & Rec	Youth Soccer (Fall and Spring)	\$	20.00	per child - Maximum of \$40.00 per family
Parks & Rec	Youth Tackle Football	\$	25.00	per child - No Maximum Fee
Parks & Rec	Youth T-Ball/Baseball/Softball	\$	25.00	per child - \$35.00 (2 children) Maximum of \$50.00 for a family of 3 or more
Parks & Rec	Youth/Junior Basketball	\$	20.00	per child - Maximum of \$40.00 per family
Parks & Rec	Tournament Admission Fees- Under 5		No Charge	
Parks & Rec	Tournament Admission Fees- Ages 6-12	\$	3.00	
Parks & Rec	Tournament Admission Fees-13 and up	\$	5.00	
Parks & Rec	Concessions		Cost + 100% to 300%	
Parks & Rec	Field Fees - Soccer, Baseball/Softball, Tennis Courts	\$	25.00	1/2 day - does not include staff, security or clean-up charges
Parks & Rec	Field Fees - Soccer, Baseball/Softball, Tennis Courts	\$	50.00	daily - does not include staff, security or clean-up charges
Parks & Rec	Field Set-up Fees - Baseball/Softball	\$	20.00	per field - does not include staff, security or clean-up charges
Parks & Rec	Field Set-up Fees - Soccer	\$	25.00	per field - does not include staff, security or clean-up charges
Parks & Rec	Park Picnic Shelter	\$	25.00	per 1/2 day/\$50 daily
Parks & Rec	Parks			
Parks & Rec	Staff for Events (if required) - Park Attendant	\$	18.00	per hour/per attendant
Parks & Rec	Staff for Events (if required) - Park Superintendent	\$	18.00	per hour
Parks & Rec	Staff for Events (if required) - Recreation Director	\$	28.00	per hour
Parks & Rec	Staff for Events (if required) - Recreation Specialist	\$	18.00	per hour
Ocean Sands	Sewer rate		\$7.95 base + 1.5x Water	Rate increase effective with billings on or after January 1, 2014
Ocean Sands	Sewer Tap Fee	\$	450.00	
Ocean Sands	Sewer Impact Fee	\$	2,000.00	
Solid Waste	Tipping Fees per ton for all solid waste that originates outside the County	\$	83.00	per ton
Solid Waste	Tipping Fees per ton for mixed solid waste MSW	\$	73.00	per ton
Register of Deeds	Birth or Death Amendments (preparation)	\$	10.00	
Register of Deeds	Birth or Death Amendments, NC Vital Records	\$	15.00	payable to N.C. Vital Records Section
Register of Deeds	Birth or Death Legitimations County	\$	10.00	
Register of Deeds	Birth or Death Legitimations State (via check)	\$	10.00	
Register of Deeds	Birth or Death Record, Certified Copy	\$	10.00	
Register of Deeds	Birth, Delayed Birth Applications	\$	20.00	
Register of Deeds	Copies, Certified 1st page	\$	5.00	plus \$2.00 each page of document
Register of Deeds	Copies, Uncertified	\$	0.25	
Register of Deeds	Copies, Uncertified Plats (11"x17")-per page	\$	0.50	
Register of Deeds	Copies, Uncertified Plats (11"x17")-per page VIA Mail or Fax	\$	1.00	
Register of Deeds	Copies, Uncertified Plats (18"x24")-per page	\$	2.00	
Register of Deeds	Copies, Uncertified Plats (18"x24")-per page VIA Mail	\$	3.00	
Register of Deeds	Copies, Uncertified VIA Mail	\$	1.00	
Register of Deeds	Deeds of Trust and Mortgages	\$	56.00	Minimum fee for pages 1-15
Register of Deeds	Deeds of Trust and Mortgages per page for pages over 15	\$	4.00	
Register of Deeds	Deeds of Trust and Mortgages Additional (multi-instrument)	\$	10.00	
Register of Deeds	Deeds of Trust and Mortgages Satisfaction/Cancellation	\$	Free	
Register of Deeds	Highway Maps 1st page	\$	21.00	
Register of Deeds	Highway Maps Additional Page(s)	\$	5.00	
Register of Deeds	Highway Maps Certified Copy (per 1st page)	\$	5.00	
Register of Deeds	Instrument, General	\$	26.00	Minimum fee for pages 1-15
Register of Deeds	Instrument, General per page for pages over 15	\$	4.00	
Register of Deeds	Instrument, General Additional ( multi-instrument)	\$	10.00	
Register of Deeds	Marriage License	\$	60.00	
Register of Deeds	Marriage License Certified Copy	\$	10.00	
Register of Deeds	Marriage License Corrections	\$	10.00	
Register of Deeds	Notary Oath	\$	10.00	
Register of Deeds	Plats 1st page (GS 161-10)	\$	21.00	
Register of Deeds	Plats Additional Page(s)	\$	21.00	
Register of Deeds	Plats Certified Copy (per 1st page)	\$	5.00	
Register of Deeds	Plats Certified Copy - each additional page after first page	\$	2.00	
Register of Deeds	Uniform Commercial Code Fixture Filing Only 1-2 pages	\$	38.00	
Register of Deeds	Uniform Commercial Code Fixture Filing Only 3-10 pages	\$	45.00	
Register of Deeds	Uniform Commercial Code Fixture Filing Only over 10 pages	\$	45.00	plus \$2.00 each additional page over 10
Register of Deeds	Excessive Recording Data - more than 20 distinct parties	\$	2.00	each name over 20 - G.S. 161-10(a)(1)
Register of Deeds	Non-standard Fee	\$	25.00	G.S. 161-14(b)
Soil Conservation	Soil surveys/publications		Free	
Sheriff	Peddler License initial fee	\$	35.00	
Sheriff	Peddler License renewal fee	\$	20.00	
Sheriff	Noise permits	\$	25.00	

S Outer Banks Water	3" Riser			Actual cost + 20%	
S Outer Banks Water	6" Riser			Actual cost + 20%	
S Outer Banks Water	Backhoe per hour		\$	125.00	
S Outer Banks Water	Excavator per hour		\$	125.00	
S Outer Banks Water	Bacteriological tests		\$	50.00	
S Outer Banks Water	Check Valve			Actual cost + 20%	
S Outer Banks Water	Chloride tests		\$	20.00	
S Outer Banks Water	Ditch Witch per hour		\$	125.00	
S Outer Banks Water	ERT for Radio Read meter			Actual cost + 20%	
S Outer Banks Water	Fire hydrant meter - Deposit		\$	2,500.00	
S Outer Banks Water	Fire hydrant meter setup fee		\$	50.00	
S Outer Banks Water	High risk deposit (owner or renter)		\$	200.00	or three months' billing of previous usage, whichever is greater
S Outer Banks Water	Impact Fee 1 inch for Centers of Worship	OS ABC	\$	3,000.00	
S Outer Banks Water	Impact Fee 1" Meter	OS ABC	\$	6,500.00	
S Outer Banks Water	Impact Fee 2 inch	OS ABC	\$	7,000.00	
S Outer Banks Water	Impact Fee 3 inch	OS ABC	\$	7,500.00	
S Outer Banks Water	Impact Fee 3/4" Meter	OS ABC	\$	6,000.00	
S Outer Banks Water	Impact Fee 4 inch	OS ABC	\$	8,000.00	
S Outer Banks Water	Impact Fee 6 inch	OS ABC	\$	8,500.00	
S Outer Banks Water	Impact Fee 6 inch Fire Services	OS ABC	\$	6,000.00	
S Outer Banks Water	Impact Fee standard 3/4" meter, commercial	VOH	\$	1,000.00	
S Outer Banks Water	Impact Fee standard 3/4" meter, hotels/motels per two rooms	VOH	\$	1,000.00	
S Outer Banks Water	Impact Fee standard 3/4" meter, laundry	VOH	\$	1,000.00	per 3 machines
S Outer Banks Water	Impact Fee standard 3/4" meter, multifamily	VOH	\$	1,000.00	(condos, cottage courts, apartments) Each habitable unit
S Outer Banks Water	Impact Fee standard 3/4" meter, restaurants	VOH	\$	1,000.00	per 16 seats or fraction thereof
S Outer Banks Water	Impact Fee standard 3/4" meter, sewer	VOH	\$	700.00	
S Outer Banks Water	Impact Fee standard 3/4" meter, single family residential	VOH	\$	1,000.00	
S Outer Banks Water	Labor per man hour		\$	60.00	
S Outer Banks Water	Lid only			Actual cost + 20%	
S Outer Banks Water	Lock			Actual cost + 20%	
S Outer Banks Water	Meter			Actual cost + 20%	
S Outer Banks Water	Meter accessibility charge		\$	35.00	
S Outer Banks Water	Meter Box			Actual cost + 20%	
S Outer Banks Water	Meter tampering fee		\$	75.00	
S Outer Banks Water	Meter testing fee		\$	50.00	If meter accurate
S Outer Banks Water	Meter testing fee			No Charge	If more than 2.5% inaccurate
S Outer Banks Water	Open/reopen/transfer account		\$	25.00	
S Outer Banks Water	Pipe pressure/leakage retest		\$	150.00	
S Outer Banks Water	Pipe pressure/leakage test		\$	150.00	
S Outer Banks Water	Reconnection fee (after cutoff for nonpayment)		\$	50.00	8AM - 5PM
S Outer Banks Water	Renter deposit		\$	150.00	
S Outer Banks Water	Reread meter - our reading correct		\$	25.00	
S Outer Banks Water	Reread meter - our reading incorrect			No Charge	
S Outer Banks Water	Retro			Actual cost + 20%	
S Outer Banks Water	Returned check fee		\$	25.00	
S Outer Banks Water	Road Bore			Actual cost + 20%	
S Outer Banks Water	Special request meter reading		\$	25.00	
S Outer Banks Water	Turn on/off fee, per occurrence		\$	25.00	Normal working hours
S Outer Banks Water	Turn on/off fee, per occurrence		\$	50.00	After normal working hours
S Outer Banks Water	Union half with nut			Actual cost + 20%	
S Outer Banks Water	Water Charge - Pine Island Base Rate		\$	30.00	month
S Outer Banks Water	Water Charge - Pine Island per 1,000 gallons		\$	4.50	per 1000 gal
S Outer Banks Water	Water Charge Base Rate 0-2000 gallons		\$	20.00	month
S Outer Banks Water	Water Charge up to 5000 gallons, commercial		\$	4.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 5000 gallons, residential		\$	4.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 10,000 gallons, commercial		\$	5.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 10,000 gallons, residential		\$	5.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 15,000 gallons, commercial		\$	6.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 15,000 gallons, residential		\$	6.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 20,000 gallons, commercial		\$	7.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge up to 20,000 gallons, residential		\$	7.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge all over 20,000 gallons, commercial		\$	8.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Water Charge all over 20,000 gallons, residential		\$	8.50	per 1000 gal./effective 7/1/2016
S Outer Banks Water	Yoke			Actual cost + 20%	
S Outer Banks Water	Yoke valve with meter nut			Actual cost + 20%	
S Outer Banks Water	Pipe pressure/leakage retest		\$	150.00	
Sr. Center	Deposit, Rental of Senior Center Space (Refundable)		\$	100.00	
Sr. Center	Powells Point Bldg- Deposit		\$	100.00	per event
Sr. Center	Powells Point Bldg- Rent		\$	100.00	per event
Sr. Center	Fax - outgoing		\$	\$2.50 first page	\$1.00 each additional page
Sr. Center	Fax - Incoming		\$	1.00	
Sr. Center	Kitchen not used		\$	100.00	

Sr. Center	Kitchen use	\$	125.00	
Sr. Center	Public Copies - 1 sided	\$	0.10	
Sr. Center	Public Copies - 2 sided	\$	0.15	
Sr. Center	Notary Fees			
Sr. Center	Official County business	\$	-	
Sr. Center	Other	\$	5.00	per document
Sr. Center	Returned check/credit card/eft fee	\$	25.00	
Tax	Public Copies - 1 sided	\$	0.10	
Tax	Public Copies - 2 sided	\$	0.15	
Tax	Public Copies - Color (Up to 8.5" X 14")	\$	0.25	per side
Tax	Public Copies - Color (11" x 17")	\$	0.50	per side
Tax	Labels, per label	\$	0.03	Minimum \$10.00
Tax	Aerial Tax Maps	\$	8.00	
Tax	Subdivision Tax Maps	\$	3.00	per sheet
Tax	Street Atlas	\$	8.00	
Tax	Returned check/credit card/debit card/EFT/ACH fee		10%	Payment for Taxes; Minimum \$25.00 G.S. 105-357(b)(2)
Tax	Returned check/credit card/debit card/EFT/ACH fee	\$	25.00	All other than taxes
Tax	Property Record Card	\$	0.50	each
Tourism	Heritage Festival - BBQ Contest Registration	\$	300.00	per team - includes RV hookup fee
Tourism	Heritage Festival - Rodeo admission - Ages 13+	\$15 Adv/\$20 Day of Event		
Tourism	Heritage Festival - Rodeo admission - Ages 6-12	\$10 Adv/\$15 Day of Event		
Tourism	Heritage Festival - Rodeo admission - Ages 0-5	No Charge		
Tourism	Heritage Festival - Rodeo admission - Family (2 Adult/2 Under 12)	\$45		Advance sales only
Tourism	Heritage Festival - Rodeo admission - BBQ Participants	\$10		Advance sales only
Tourism	Legacy Tours Whalehead Ages 0-5	No charge		
Tourism	Legacy Tours Whalehead Ages 6-12	\$	5.00	
Tourism	Legacy Tours Whalehead Ages 13-54	\$	7.00	
Tourism	Legacy Tours Whalehead Ages 55+	\$	5.00	
Tourism	Legacy Tours Whalehead Active Military	\$	5.00	
Tourism	Legacy Tours Wounded Warrior	No charge		
Tourism	Legacy Tours Whalehead Group Student	\$	3.00	Coordinator/Bus Driver No charge
Tourism	Legacy Tours Whalehead Group Adult	\$	5.00	Coordinator/Bus Driver No charge
Tourism	Specialty Tours		TBD	Based on type of Tour and Resources involved
Tourism	Whalehead Wednesday	\$	15.00	Price includes wine tasting and glass
	Events requiring tent rentals or other structures on grounds must be rented for the day before, day of and day after event.			
Tourism	Grounds Rental - Primary Site (N Lawn/S Lawn/Point)	\$	750.00	
Tourism	Grounds Rental - Secondary Site	\$	400.00	
Tourism	Grounds Rental - Picnic Shelter	\$	50.00	
Tourism	Grounds Rental - Gazebo	\$	150.00	
Tourism	Grounds Rental - Side Porch	\$	50.00	
Tourism	Grounds Refundable Security Deposit	\$	750.00	
Tourism	Picnic Shelter Refundable Security Deposit	\$	25.00	
Tourism	Golf Cart Rental per 8 hours	\$	300.00	each per day
Tourism	Tourism and Whalehead \$0.00 - \$6.99 our cost retail merchandise			Cost + 100%
Tourism	Tourism and Whalehead \$7.00 - \$10.99 our cost retail merchandise			Cost + 50%
Tourism	Tourism and Whalehead \$11.00 - \$19.99 our cost retail merchandise			Cost + 35%
Tourism	Tourism and Whalehead \$20.00 & up our cost retail merchandise			Cost + 25%
Tourism	Historic Corolla Park Usage- unlimited usage with the exception of stated hours	\$	400.00	per month for June, July & August
Tourism	Historic Corolla Park Usage- unlimited usage with the exception of stated hours	\$	250.00	per month January - May and September - December
Tourism	Historic Corolla Park Usage- for businesses needing the Park 1 day a week or less	\$	50.00	per day for all months
Other	Notary Fees		Free	Official County Business
Other	Notary Fees	\$	5.00	Other than County Business
Other	Returned Check Fee	\$	25.00	
NOTES:				
Occupancy Tax and Sales Taxes will be charged if applicable.				
All Water Systems	3/4" irrigation meter \$1,000 and 1" irrigation meter \$1,300 are available to any customer with an existing paid tap.			
Mainland Water	Water Charge: Commercial master meter accts charged at above rates per unit served. Hotels and motels: Four rooms equal one commercial master meter billing unit.			
Mainland Water	Impact Fees: All installation costs for labor, materials and equipment shall be paid by the owner/developer/purchaser.			



Mainland Water	Subdivisions with active sketch plan approval prior to July 1, 2007 included on attached list will be assessed impact fees at the rate in effect on June 30, 2007 until June 30, 2009. Beginning July 1, 2009 any subdivisions that have not paid the impact fees will be charge the rate in place at this time of payment.
Inspections	Movable agricultural buildings occupied for farm purposes shall be exempt from fees prescribed above.
Inspections	*Alterations include work within existing structures and upgrading existing service do not include additions, new construction, providing power to aructures not previously having power, or new service to existing buildings.
Planning	Preliminary, amended preliminary, final, and amended final plats will be assessed a \$33.00 per lot fee if the sketch plan was approved prior to March 3, 2003.
Adopted this 19th day of March, 2018.	
Bobby Hanig, Chairman	
Attest:	
Leeann Walton, Clerk to the Board	

#### 4. Resolution Approving the Exhibition, Use and Discharge of Pyrotechnics in Historic Corolla Park, Corolla, North Carolina.

##### **RESOLUTION APPROVING THE EXHIBITION, USE AND DISCHARGE OF PYROTECHNICS AT WHALEHEAD IN HISTORIC COROLLA COROLLA, NORTH CAROLINA**

**WHEREAS**, pursuant to N.C. Gen. Stat. §14-410 and §14-413, a display operator that will exhibit, use or discharge pyrotechnics at a public exhibition must receive written authority for such public exhibition from the Board of Commissioners for a county; and

**WHEREAS**, a display operator must provide proof of insurance in the amount of at least \$500,000.00; and

**WHEREAS**, Dominion Fireworks, Inc. is under contract with Currituck County to provide an exhibition of fireworks at the county's property known as Whalehead in Historic Corolla, Corolla, North Carolina, on July 4, 2018, which will be a public exhibition, and Dominion

Fireworks, Inc. has provided a certificate of insurance evidencing insurance coverage in an amount in excess of \$500,000.00.

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

Section 1. Dominion Fireworks, Inc., is authorized to exhibit, use or discharge pyrotechnics for public exhibition at that property known as Whalehead in Historic Corolla, 1100 Club Road, Corolla, North Carolina on July 4, 2018.

Section 2. This resolution shall be effective upon adoption.

**ADOPTED** this 19th day of March, 2018.

\_\_\_\_\_  
Bobby Hanig, Chairman

ATTEST:

\_\_\_\_\_  
Leeann Walton  
Clerk to the Board

## 5. Surplus Resolution-Emergency Management Equipment

### RESOLUTION

**WHEREAS**, the Board of Commissioners of Currituck County, North Carolina during its regularly scheduled meeting held on March 19, 2018, authorized the following, pursuant to GS 160A-265, that the property listed below, be disposed of:

Asset Tag #	S/N	Description
5892	780TEL0702	Wall mount repeater
5893	474CEM020	VHF MTR2000 Repeater
	6	

**ADOPTED**, this the 19<sup>th</sup> day of March, 2018.

\_\_\_\_\_  
Bobby Hanig, Chairman

ATTEST:

\_\_\_\_\_  
Leeann Walton, Clerk to the Board

## 6. Approval of Revised Job Description-Administrative Assistant I, Stormwater

Communication: Minutes for March 19, 2018 (Approval Of Minutes for March 19, 2018)

**B) County Manager's Report**

No Report.

**ADJOURN****Motion to Adjourn Meeting**

With no further business Commissioner Gilbert moved to adjourn the meeting. Commissioner Beaumont seconded and the motion passed unanimously. The meeting of the Board of Commissioners was adjourned at 7:24 PM.

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

Communication: Minutes for March 19, 2018 (Approval Of Minutes for March 19, 2018)

Number

20180083

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 2nd day of April 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2018.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10512-590000	Capital Outlay	\$ 14,400	
10512-506000	Insurance Expense		\$ 14,400
		<u>\$ 14,400</u>	<u>\$ 14,400</u>

**Explanation:** Animal Services and Control (10512) - Transfer budgeted funds for updating the public pet room and adoption room in the front of the shelter and to purchase 4 additional dog kennels.

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

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends-Apr 2 (Budget Amendments)

Number

20180084

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 2nd day of April 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2018.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10750-502000	Salaries		\$ 12,500
10750-545000	Contracted Services	\$ 12,500	
		<u>\$ 12,500</u>	<u>\$ 12,500</u>

**Explanation:** SOCIAL SERVICES ADMIN (750) - Move funds to cover the cost of hiring temporary staffing in the Adult Services unit of the agency to cover position vacancies.

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

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends-Apr 2 (Budget Amendments)

Number

20180085

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 2nd day of April 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2018.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10415-514000	Travel	\$ 500	
10415-514500	Training & Education	\$ 500	
10415-505000	FICA		\$ 1,000
		<u>\$ 1,000</u>	<u>\$ 1,000</u>

**Explanation:** Legal (10415) - Transfer for additional travel and training in the legal department.

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

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends-Apr 2 (Budget Amendments)



Number

20180086

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 2nd day of April 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2018.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
61818-533200	Lab Tests	\$ 1,000	
61818-506000	Insurance Expense		\$ 1,000
		<u>\$ 1,000</u>	<u>\$ 1,000</u>

**Explanation:** Mainland Water (61818) - Transfer budgeted funds for required lab testing for the remainder of this fiscal year.

**Net Budget Effect:** Mainland Water Fund (61) - No change.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends-Apr 2 (Budget Amendments)

Number

20180087

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 2nd day of April 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2018.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
67878-516000	Repairs & Maintenance	\$ 2,000	
67878-531000	Gas	\$ 3,100	
67878-553000	Dues & Subscriptions	\$ 6,300	
67878-506000	Health Insurance Expense		\$ 6,400
67878-502000	Salaries		\$ 5,000
		<u>\$ 11,400</u>	<u>\$ 11,400</u>

**Explanation:** Mainland Sewer System (67878) - Transfer budgeted funds for operations for the remainder of this fiscal year.

**Net Budget Effect:** Mainland Sewer Fund (67) - No change.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends-Apr 2 (Budget Amendments)

Number 20180088

**BUDGET AMENDMENT**

The Currituck County Board of Commissioners, at a meeting on the 2nd day of April 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2018.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10796-532001	Educational Supplies	\$ 700	
10796-514500	Training and Education		\$ 700
		<u>\$ 700</u>	<u>\$ 700</u>

**Explanation:** Currituck County Rural Center (10796) - Transfer budgeted funds for a Horse Bowl Buzzer set.

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

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends-Apr 2 (Budget Amendments)

Number

20180089

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 2nd day of April 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2018.

<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	\$ 2,000	
10490-532000	Supplies - Other	\$ 450	
10490-532003	Supplies - Courts	\$ 850	
10790-590000	Capital Outlay	\$ 8,000	
10460-502000	Salaries		\$ 11,300
		<u>\$ 11,300</u>	<u>\$ 11,300</u>

**Explanation:** Public Works (10460); Court Facilities (10490); Social Services Administration (10750); Library (10790) - Transfer budgeted funds from lapsed salaries to other departments to pressure wash DSS building, operating supplies for the Judicial building and replace carpet in the Moyock library.

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

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends-Apr 2 (Budget Amendments)

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Sandra Hill  
Finance Officer

NORTH CAROLINA  
**LEASE AGREEMENT**  
CURRITUCK COUNTY

THIS LEASE AGREEMENT, which supersedes any prior lease agreements between the parties, made and entered into this \_\_\_\_ day of May, 2017, by and between ROBERT D. NATOLE (the "Lessor) and THE COUNTY OF CURRITUCK, NORTH CAROLINA, a body corporate and politic existing under the laws of the State of North Carolina, (the "Lessee");

WITNESSETH:

WHEREAS, North Carolina General Statute 153A-165 provides that a county may lease as lessee any real property for any authorized public purpose; and

WHEREAS, the County, in order to provide the public with directional signage to the Currituck County Rural Center.

NOW, THEREFORE, for and in consideration of the rental, specified below, and of the stipulated covenants, the Lessor and Lessee agree as follows:

1. Lessor agrees to lease the Lessee the premises situated in Powells Point, North Carolina in the County of Currituck, described further as follows:  
  
A portion of that land located at 104 North Spot Road (parcel ID 012300000840000) on corner of Route 158 and North Spot Road on the property owned by Robert D. Natole to be used for directional signage to the Currituck County Rural Center (CCRC). Exact location of sign will be determined and agreed upon prior to installation.
2. The lease of the above-described premises shall be for a term of ten (10) years commencing on the 1<sup>st</sup> day of \_\_\_\_\_, 201\_, and ending on the 30<sup>th</sup> day of \_\_\_\_\_, 20\_\_.
3. The rent for the term of this lease is \$6,000.00 per year or \$500.00 per month, payable in advance without demand or notice. Payments shall be made to ROBERT D. NATOLE, 165 HOG QUARTER ROAD, POWELLS POINT, NC 27966
4. It is understood by the parties that the leased premises will be for Lessee's use to display on off-site premises sign for the Currituck County Rural Center (CCRC). It is mutually agreed between Lessor and Lessee that any costs incurred and all improvements made to the leased premises shall be at the expense of the Lessee.
5. Lessee agrees to keep the leased premises neat in appearance.
6. Lessee agrees to indemnify and hold Lessor harmless from any liability of any nature, which may arise in connection with Lessee's use of the leased premises, and Lessor shall indemnify and hold Lessee harmless from any liability due to conditions existing to or on the leased premises prior to the date of this lease agreement.

Attachment: 2018-April 2\_natolelease (Lease Agreement for Rural Center Sign)

- 7. Lessee may not assign, transfer, sublease, pledge or otherwise encumber or dispose of this lease without the written consent of the Lessor, except as described in paragraph 4 of this lease agreement.
- 8. Upon termination of this lease agreement, any rental paid by Lessee in advance shall be returned to Lessee on a pro-rata basis.
- 9. Upon Termination or expiration of this lease, Lessee agrees to remove all fixtures, personal property and other improvements from the leased premises and to return the leased premises to Lessor in substantially the same condition as on the date Lessor takes possession of the premises.
- 10. Lessee shall have peaceful and quiet enjoyment of the premises for the term of this lease provided that Lessee pays the rent as agreed to in this lease agreement and otherwise performs all of the conditions and covenants set forth in this lease agreement.

IN WITNESS WHEREOF, Lessor and Lessee have executed this lease the day and year first written above.

LESSOR

Robert D. Natole (SEAL)

LESSEE, COUNTY OF CURRITUCK

ATTEST:

Leeann Walton  
Clerk to the Board of Commissioners  
(SEAL)

Bobby Hanig, Chairman (SEAL)  
Board of Commissioners

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, the undersigned Notary Public, certify that Robert D. Natole personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Attachment: 2018-April 2\_natolelease (Lease Agreement for Rural Center Sign)



(SEAL)

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Printed Name

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_

STATE OF NORTH CAROLINA

COUNTY OF CURRITUCK

I, the undersigned Notary Public, certify that Leeann Walton personally appeared before me this day and acknowledged that she is the Clerk of the Board of Commissioners for the County of Currituck, a body politic and political subdivision of the State of North Carolina, and that by authority duly given and as the act of the County, the foregoing instrument was signed in its name by its Chairman to the Currituck County Board of Commissioners, sealed with its County seal and attested by her as it’s Clerk to the Board.

Witness my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

(SEAL)

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Printed Name

My Commission Expires: \_\_\_\_\_

Attachment: 2018-April 2\_natolelease (Lease Agreement for Rural Center Sign)



Number TDA2018013

## BUDGET AMENDMENT

The Currituck County Board of Commissioners sitting as the Tourism Development Authority, at a meeting on the 2nd day of April 2018 , passed the following amendment to the budget resolution for the fiscal year ending June 30, 2018.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
15442-587010	T F - Occupancy Tax	\$ 9,428	
15320-415000	Occupancy Tax		\$ 9,428
		<u>\$ 9,428</u>	<u>\$ 9,428</u>

**Explanation:** Occupancy Tax -Promotion (15442) - Increase appropriations for advertising billboard for the CCRC.

**Net Budget Effect:** Occupancy Tax Fund (15) - Increased by \$9,428.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends-TDA Apr 2 (Budget Amendments-TDA)

Number

TDA2018014

## BUDGET AMENDMENT

The Currituck County Board of Commissioners sitting as the Tourism Development Authority, at a meeting on the 2nd day of April 2018, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2018.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
15447-587010	T T - Operating Fund	\$ 485,863	
15390-499900	Appropriated Fund Balance		\$ 485,863
		<u>\$ 485,863</u>	<u>\$ 485,863</u>

**Explanation:** Occupancy Tax -Tourism Related (15447) - Increase appropriations for start-up costs and salaries for paid fire services in Corolla from April 15 through June 30, 2018.

**Net Budget Effect:** Occupancy Tax Fund (15) - Increased by \$485,863.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends-TDA Apr 2 (Budget Amendments-TDA)

Number

TDA2018015

## BUDGET AMENDMENT

The Currituck County Board of Commissioners sitting as the Tourism Development Authority, at a meeting on the 2nd day of April 2018 , passed the following amendment to the budget resolution for the fiscal year ending June 30, 2018.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
15447-516000	Repairs & Maintenance		\$ 2,200
15447-545006	Historic Jarvisburg Colored School	\$ 2,200	
		<u>\$ 2,200</u>	<u>\$ 2,200</u>

**Explanation:**      Occupancy Tax -Tourism Related (15447) - Transfer funds for grading of parking lot at the Historic Jarvisburg Colored School.

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

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends-TDA Apr 2 (Budget Amendments-TDA)

Number

TDA2018016

## BUDGET AMENDMENT

The Currituck County Board of Commissioners sitting as the Tourism Development Authority, at a meeting on the 2nd day of April 2018 , passed the following amendment to the budget resolution for the fiscal year ending June 30, 2018.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
15447-532795	Supplies	\$ 1,400	
15447-545795	Contract Services - Carova		\$ 1,400
		<u>\$ 1,400</u>	<u>\$ 1,400</u>

**Explanation:**      Occupancy Tax -Tourism Related (15447) - Transfer funds for sand delivery to the Carova Beach park. Labor will be provided by Parks & Recreation staff.

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

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board

Attachment: BudAmends-TDA Apr 2 (Budget Amendments-TDA)



Number

TDA2018017

## BUDGET AMENDMENT

The Currituck County Board of Commissioners sitting as the Tourism Development Authority, at a meeting on the 2nd day of April 2018 , passed the following amendment to the budget resolution for the fiscal year ending June 30, 2018.

<u>Account Number</u>	<u>Account Description</u>	Debit		Credit	
		<u>Decrease Revenue or Increase Expense</u>		<u>Increase Revenue or Decrease Expense</u>	
15447-513000	Utilities	\$	1,750		
15447-545001	Beach Services	\$	2,122		
15447-590000	Capital Outlay	\$	1,530		
15447-531000	Fuel			\$	700
15380-481000	Investment Earnings			\$	4,702
15448-561000	Professional Services	\$	500		
15448-506000	Health Insurance			\$	500
		<u>\$ 5,902</u>		<u>\$ 5,902</u>	

**Explanation:**      Occupancy Tax -Tourism Related (15447); Whalehead Operations (15448) - Transfer budgeted funds for operations and increase appropriations for increases in utilities costs.

**Net Budget Effect:**    Occupancy Tax Fund (15) - Increased by \$4,702.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

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Clerk to the Board

Attachment: BudAmends-TDA Apr 2 (Budget Amendments-TDA)