

**ENGINEERING REPORT
FOR
HIDDEN OAKS SUBDIVISION
FOR
COMMON AREA TURNOVER**

January 30, 2022

Updated March 24 & May 23, 2023



ENGINEERING REPORT

for

HIDDEN OAKS COMMON AREAS

January 30, 2022

Updated March 24, 2023

PURPOSE OF THE REPORT

The Currituck County Unified Development Ordinance provides specific procedures for the transfer of maintenance responsibility from a developer to a homeowners' association. Section 6.1.4 of the UDO indicates that "the subdivider shall cede maintenance responsibility for common areas, rate common features, regulatory permits (e.g., stormwater permits), and private infrastructure to the association upon sale of 75% of the lots in a subdivision." It further provides that maintenance responsibility not be transferred until all of the following occur:

1. At least 75% of the total number of lots in the subdivision are sold; and
2. The subdivider commissions a report prepared by a registered engineer indicating that all common areas, common features and infrastructure elements comply with the minimum standards in the UDO and the County Code of Ordinances.

The report shall also include verification of the reserve fund balance in accordance with the standards of Section 6 of the UDO.

The purpose of this report is to review the common areas and common elements in the Hidden Oaks subdivision, report on their condition, to review the reserve fund balance requirements and current status, and report findings to Currituck County for the purpose of obtaining County concurrence on the transfer of maintenance responsibility for common elements to the Hidden Oaks Community Association, Inc.

OUTLINE OF COMMON ELEMENTS & COMMON INFRASTRUCTURE IN HIDDEN OAKS SUBDIVISION

Overall maps of Hidden Oaks Phases 1 and 2 are attached as Exhibit "A". The following common areas, common features and private infrastructure have been identified from the approved subdivision plans for the Hidden Oaks and from a recent site visit that documents those elements:

- Sidewalks
- Ramps at Pedestrian Crossings
- Entrance Sign
- Mail Area

- Stormwater Management Ponds
- Cul-de-sac Islands
- Trailer/RV Parking
- Swales and Culverts that are not subject to NCDOT maintenance

SITE VISIT TO REVIEW CONDITION OF COMMON ELEMENTS & COMMON INFRASTRUCTURE

A site visit was conducted recently for the purpose of observing the condition of the common elements and common infrastructure outlined above. In general, the condition of the subdivision and its common elements was very good. Photographic evidence is included showing the condition of each of these elements as follows:

Sidewalks: Photos 1 thru 23 show various sections of sidewalk throughout the subdivision

Photo #1 - Sidewalk on North side of Lot 67, Facing East



Photo #2 - Sidewalk between Lot 58 and Lot 59, Facing North



Photo #3 - Sidewalk between Lot 56 and Lot 57, Facing West



Photo #4 - Sidewalk in front of Lot 48, Facing North



Photo #13 - Sidewalk on the South side of the Entrance, Facing East



Photo #14 - Sidewalk on the North side of the Entrance, Facing West



Photo #16 - Sidewalk in front of Lot 21, Facing North with cracked corner



Photo #17 - Sidewalk in front of Lot 20, Facing North



Photo #20 - Sidewalk between Lot 12 and Lot 13, Facing West



Photo #22 – Cracked sidewalk in front of Lot 10, Facing South



Photo #23 - Sidewalk between Lot 1 and Lot 2, Facing West



Pedestrian Crossings: Photos 24 thru 39 show the pedestrian crossings within Hidden Oaks. The majority of the crossing pavements have at least one crack. Generally the cracks are on the taper sections nearest to the grass and road. The cracks should be either be repaired or small taper sections of concrete replaced.

Photo #24 - Pedestrian Crossing on the West side of Lot 55, Facing North



Photo #25 - Lot 58 Pedestrian Crossing, Facing Northwest



Photo #26 - Pedestrian Crossing on the East side of Lot 55, Facing Northeast



Photo #27 - West side of the Pedestrian Crossing on Lot 48, Facing North



Photo #28 - East side of the Pedestrian Crossing on Lot 48, Facing North



Photo #29 - Pedestrian Crossing on the South side of the Entrance, Facing East.



Photo #30 - Pedestrian Crossing on the North side of the Entrance, Facing North



Photo #31 - Pedestrian Crossing on the Southeast side of Lot 22, Facing Southwest



Photo #32 - Pedestrian Crossing on the North side of Lot 16, Facing Southeast



Photo #33 - Pedestrian Crossing on the South side of Lot 16, Facing Southeast



Photo #34 - Pedestrian Crossing on the North side of Lot 15, Facing Southwest



Photo #35 - Pedestrian Crossing on the South side of Lot 15, Facing Southwest



Photo #36 - Pedestrian Crossing on the East side of Lot 9, Facing South



Photo #37 - Pedestrian Crossing on the West side of Lot 9, Facing South



Photo #38 - Pedestrian Crossing on the Southeast side of Lot 1, Facing Southwest



Photo #39 - Pedestrian Crossing on the Northwest side of Lot 1, Facing Southwest



Entrance Sign: Photos 40 and 41 show the condition of the Hidden Oaks entrance sign. The sign is in like new condition, with no staining, bleaching, or rusting.

Photo #40 - South side of the Entrance sign, Facing North



Photo #41 - North side of the Entrance Sign, Facing Southwest



Mail Area: Photos 42 and 43 show the two sets of mail boxes within Hidden Oaks. Both sets of boxes are in good condition, with no indentations or fading of colors.

Photo #42 - Mailboxes between Lot 22 and Lot 23, Facing North



Photo #43 - Western Mailboxes, Facing South



Stormwater Management Ponds: Photos 44 thru 49 show the two stormwater ponds, both of which appear to be well-maintained, with proper water levels and mostly good vegetative cover around the edges of the ponds.

Photo #44 - North side of Stormwater BMP 2, Facing Northwest



Photo #45 - Center of Stormwater BMP 2, Facing West



Photo #46 - South side of Stormwater BMP 2, Facing South.



Photo #47 - East side of Stormwater BMP 1, Facing North. Some additional stabilization appears to me needed here.



Photo #48 - West side of Stormwater BMP 1, Facing Northwest



Photo #49 - Northeast Outlet Structure at Stormwater BMP 1, Facing Northeast



Cul De Sac Islands: Photos 50 thru 54 show all five cul de sacs of the Hidden Oaks Estates. The islands in the North and Sout Gumberry Trace, and S Heritage Tree Manor are well vegetated. It appears that the Shady Oak and the Oak Bend Cul de sacs each need some additional ground cover.

Photo #50 - Shady Oaks Cul-de-sac, Facing East



Photo #51 - Oak Bend Cul-de-sac, Facing North



Photo #52 - S. Gumberry Trace Cul-de-sac, Facing North



Photo #53 - S. Heritage Tree Manor Cul-de-sac, Facing North



Photo #54 - N. Gumberry Trace Cul-de-sac, Facing South



Trailer/RV Parking Area : Photos 55 and 56 show the gravel area where trailers and RVs are parked.

Photo #55 - West side of the Trailer Parking, Facing Northwest



Photo #56 - East side of the Trailer Parking, Facing Northeast



Swales and Culverts: Photos 57 thru 66 show the swales and culverts within Hidden Oak that are not subject to NCDOT maintenance. Most of the swales and culverts of Hidden Oaks are in excellent condition, with no excess ponding noticeable and the proper vegetative cover.

Photo #57 - Swale between lot 57 and Lot 58, Facing South



Photo #58 - Swale between Lot 55 and Lot 56, Facing South



Photo #59 - Swale between Lot 47 and Lot 48, Facing South



Photo #60 - Swale between Lot 40 and Lot 41, Facing South



Photo #61 – Riprap lined channel and Inlet Culvert into Stormwater BMP 1, Facing Northeast



Photo #62 - Swale between Lot 22 and Lot 23 , Facing North



Photo #63 - Swale between Lot 8 and Lot 9, Facing North has some extra vegetation that should be cut



Photo #64 - Swale between Lot 1 and RV/Trailer Parking, Facing North



Photo #65 - West side of Swale behind Trailer Parking, Facing West



Photo #66 - East side of Swale behind Trailer Parking, facing East



Except as noted, these facilities appear to comply with applicable ordinances, subject to completion of punch list items listed below.

RESERVE FUND REVIEW

The approved reserve fund calculations for the subdivision show a minimum fund balance requirement of \$4,790.00 for the permanent reserve fund (see below):

Permanent Reserve Fund Calculation:

Maintenance & Insurance:

a. Annual Cost of Common Area & Stormwater Maintenance:	1,368.00
b. Annual Cost of Common Area Insurance:	<u>1,027.00</u>
	\$2,395.00

Funding for Maintenance & Insurance 2 x \$2,395 = \$4,790.00

This amount is based on proposal for maintenance of the common areas including the stormwater system, open space landscaping, and insurance premiums for a two-year period. The current fund balance has been reported as \$5,702.90 (Copy of ABNB account balance is attached), which exceeds the required amount.

ROADS

The NC Department of Transportation has accepted all roads within Hidden Oaks subdivision to be taken into the State system for maintenance; therefore, no roadway allocation is included in the required fund balance. A copy of the documentation of roadway acceptance is also attached.

PUNCH LIST ITEMS

Upon completion of the punch list below, it is believed that the common areas and the common facilities serving Hidden Oaks are ready for turn-over to the Association:

- Repair of cracked concrete sidewalk and pedestrian crossing ramp tapers
- Removal of excess swale vegetation where noted
- Seeding of eroded areas at BMP 1
- Supplemental seeding of 2 cul-de-sac islands

March 24, 2023 Update: Repairs have been made and inspected, and the common areas and facilities appear to be ready for turnover to the HOA.



830 GREENBRIER CIRCLE
CHESAPEAKE, VA 23320-2624
www.abnbfcu.org
(757) 523-5300

4-13-2023

Account Information

Hidden Oaks Community Association Inc.
Infusion Property Management
Account # 4200322107

To whom it may apply,

Per your request this letter is to verify the balance in the above reference account is \$5,702.90 as of today, April 13, 2023.

A handwritten signature in black ink that reads 'Sara Kreter'.

Sara Kreter
Member Service Representative
ABNB Federal Credit Union



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

March 8, 2023

QHOC Homes
417 Caratoke Hwy Unit D
Moyock NC 27958

County: Currituck

Subject: Addition of Roads in Hidden Oaks
SR 1553 – Arrow Head Lane
SR 1567 – Shady Oaks Way
SR 1568 – N. Heritage Tree Manor
SR 1569 – S. Heritage Tree Manor
SR 1570 – N. Gumberry Trace
SR 1571 – S. Gumberry Trace
SR 1572 – Oak Bend Court

Dear Mr. Old,

Your name was listed as the contact person on the received petition for State Maintenance, and we are pleased to inform you that the above roads have been approved for addition to the State Highway System. These additions were approved by the North Carolina Board of Transportation at the Board Meeting on February 2, 2023.

Division of Highways field forces will begin maintaining these roads just as soon as it can be worked into their schedule. Any improvement programmed for these roads must be accomplished within the needs for existing State Maintained Roads located in this county.

Sincerely,

A handwritten signature in black ink, appearing to read "David B. Otts".

David B. Otts, P.E.
District Engineer

Attachments

Cc: Allen Moran
C. Win Bridgers, PE
Jim Hoadley
Ike McRee, Jr., County Manager
Dr. Matt Lutz, Superintendent

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DISTRICT FIELD OFFICE
1929 NORTH ROAD STREET
ELIZABETH CITY, NC 27909

Telephone: (252) 331-4737
Fax: (252) 331-4739
Customer Service: 1-877-368-4968

Location:
1929 NORTH ROAD STREET
ELIZABETH CITY, NC 27909

Website: www.ncdot.gov



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

DATE: February 10, 2023
TO: C.W. "Win" Bridgers, PE
 Division Engineer
 Division 1
FROM: Erin Lesh, GISP
 Supervisor, Spatial Data Operations Group
 Geographic Information Systems Unit
SUBJECT: 2023 District 1 Road System Changes

The GIS Unit's Spatial Data Operations Group has been authorized to make the changes indicated below to the state road system. We request that you update the related maps and files in your offices and install appropriate road number signs, if necessary. If our system changes do not conform to the actual conditions in the field, please return this memorandum with recommendations.

Document Number	County	Approval Date
Currituck 2023 02 52680	CURRITUCK	02/07/2023

Questions or comments about changes should be referred to the GIS Help Desk at GISHelp@ncdot.gov.

Thank you for your assistance.

EAL

cc: BSIP
 Bridge Maintenance
 Division Right of Way
 IMG
 Pavement Management
 Permit Unit
 State Road Maintenance
 Traffic Engineering
 Traffic Surveys

MAILING ADDRESS:
 NC DEPARTMENT OF TRANSPORTATION
 GEOGRAPHIC INFORMATION SYSTEMS UNIT
 1521 MAIL SERVICE CENTER
 RALEIGH, NC 27699-1521

Telephone: (919) 707-2165
 FAX: 919-707-2210
 Customer Service: 1-877-368-4968
 Website: www.ncdot.gov

LOCATION:
 4101 CAPITAL BLVD.
 RALEIGH, NC 27604

2023 Road System Changes

Petition Name: Currituck_2023_02_52680
Date: 02/07/2023
County: CURRITUCK

Additions

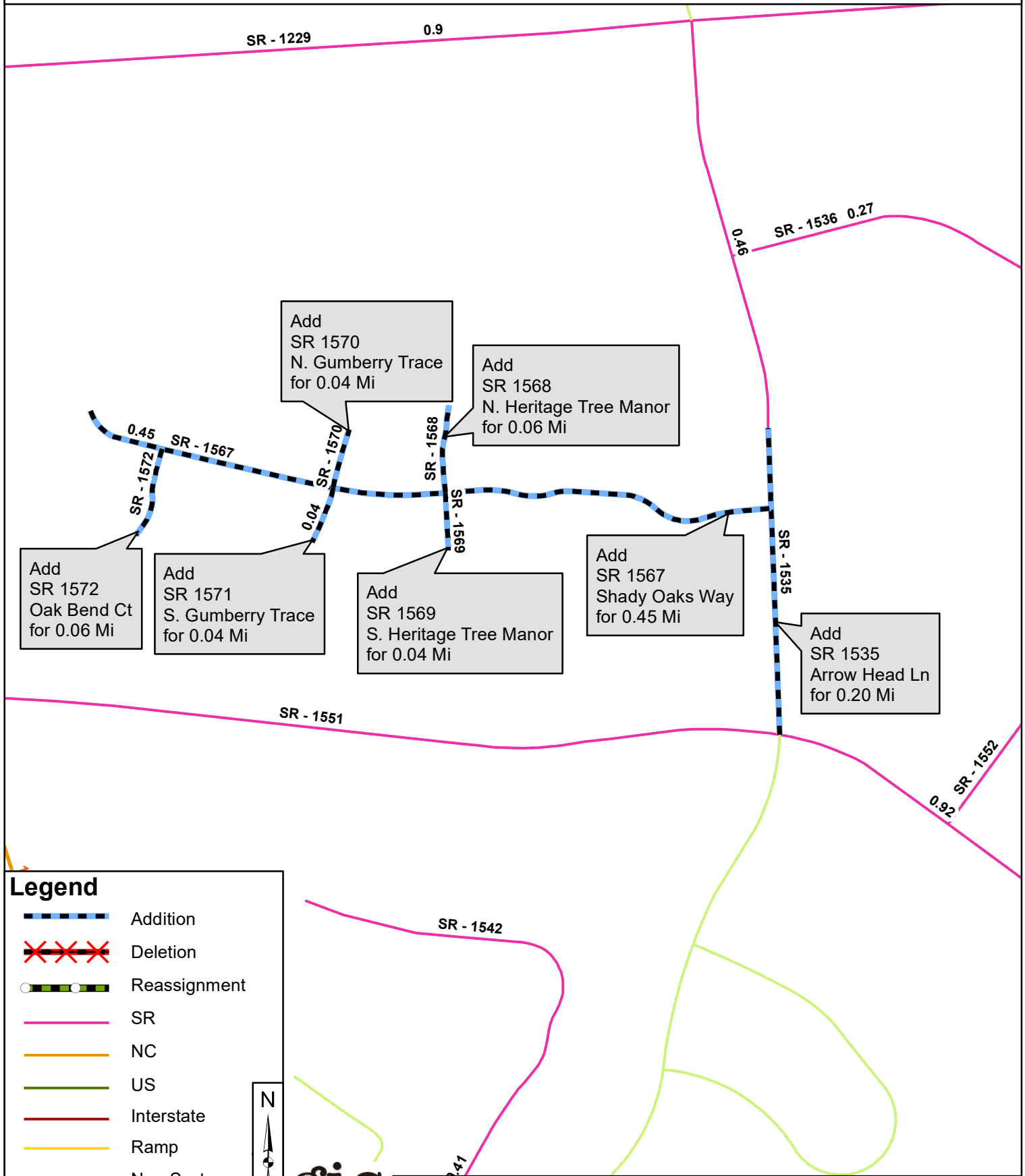
Route	Street Name	Mileage	Map
SR 1535 EXT	ARROW HEAD LN	0.2	
SR 1570	N. GUMBERRY TRACE	0.04	
SR 1571	S. GUMBERRY TRACE	0.04	
SR 1567	SHADY OAKS WAY	0.45	
SR 1568	N. HERITAGE TREE MANOR	0.06	
SR 1569	S. HERITAGE TREE MANOR	0.04	
SR 1572	OAK BEND CT	0.06	

Deletions

Route	Street Name	Mileage	Map
None			

Reassignments

Existing Route	New Route	Street Name	Mileage	Map
None				



Legend

- Addition
- Deletion
- Reassignment
- SR
- NC
- US
- Interstate
- Ramp
- Non-System
- Obliterated

N

gis
NCDOT

