## **DRAFT**

### **ENGINEERING REPORT**

**FOR** 

THE GABLES SUBDIVISION

**FOR** 

**COMMON AREA TURNOVER** 

September 1, 2023

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#### **ENGINEERING REPORT**

for

#### **THE GABLES COMMON AREAS**

**September 1, 2023** 

#### PURPOSE OF THE REPORT

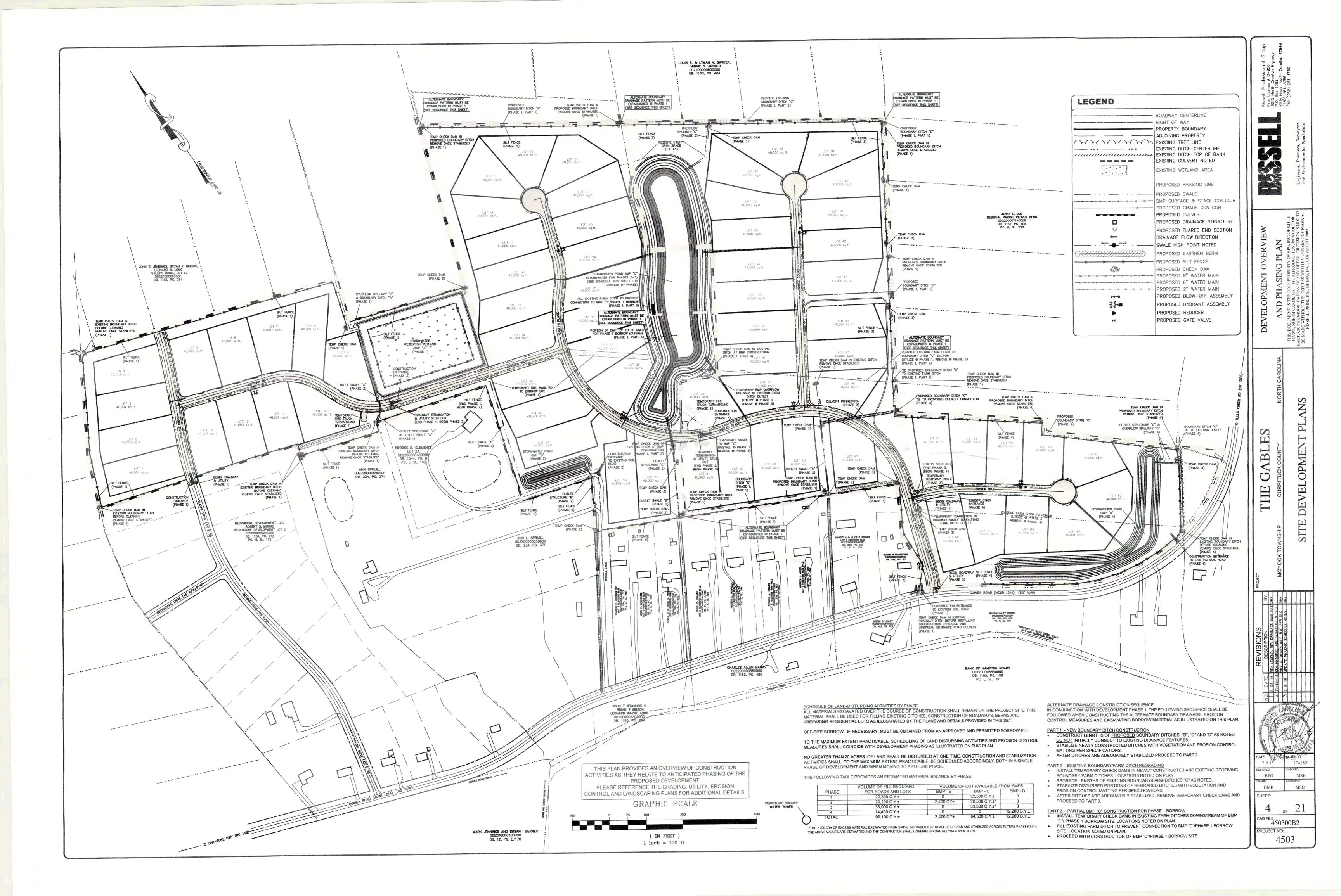
The Currituck County Unified Development Ordinance provides specific procedures for the transfer of maintenance responsibility from a developer to a homeowners' association. Section 6.1.4 of the UDO indicates that "the subdivider shall cede maintenance responsibility for common areas, rate common features, 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 Gables Phases 1 and 2, 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 Gables Community Association, Inc.

An overall map of The Gables Phases 1 and 2 is attached on the following page.



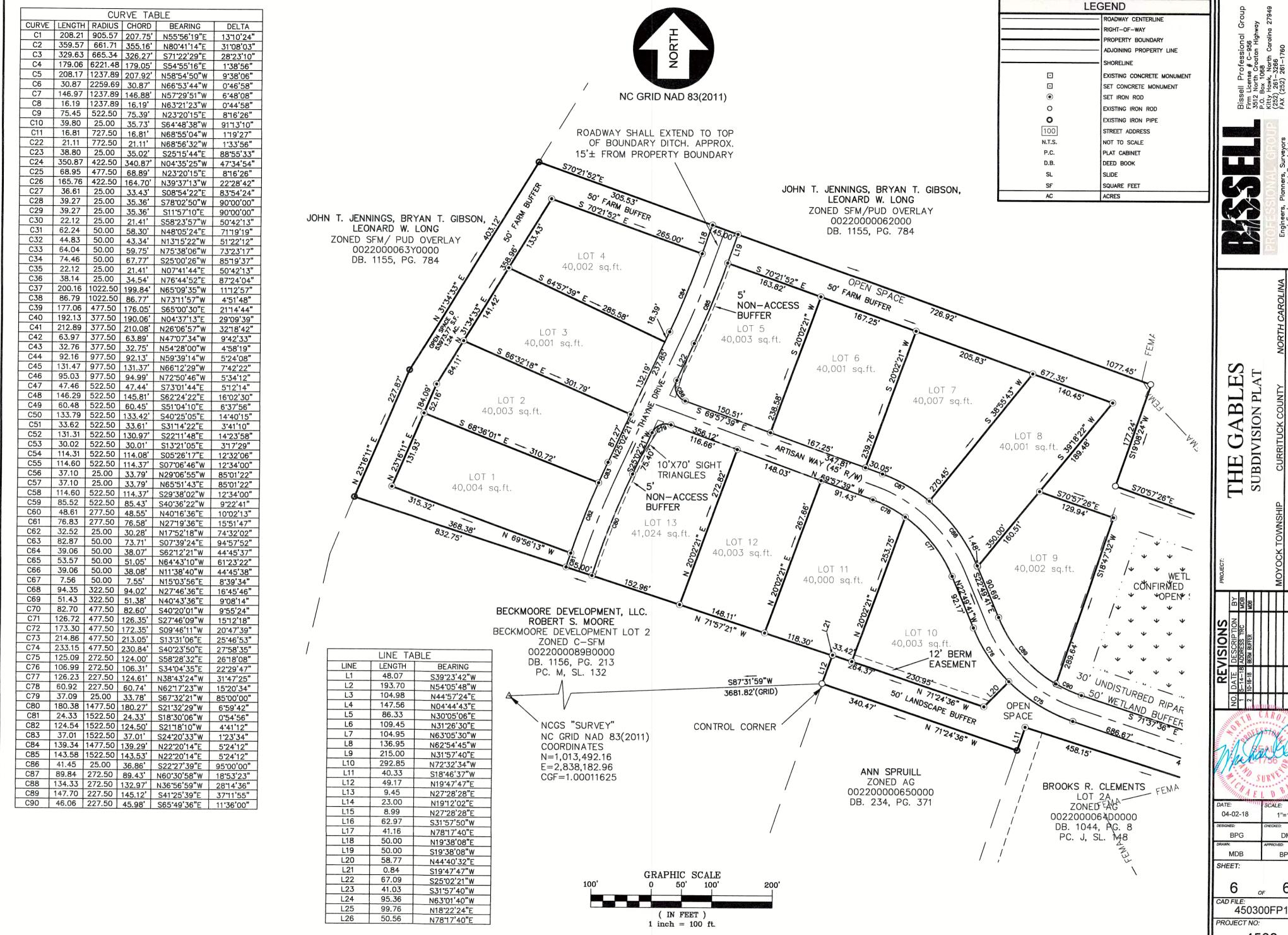
#### $\underline{OUTLINE\ OF\ COMMON\ ELEMENTS\ \&\ COMMON\ INFRASTRUCTURE\ IN\ WINDSWEPT\ PINES\ PHASES\ 1\ \&\ 2}$

The following common areas, common features and private infrastructure have been identified from the approved subdivision plans for The Gables and from the recent site visit that documents those elements:

- Entrance Areas
- Pedestrian Sidewalks and Crossings
- Mail Area
- Stormwater Retention Ponds and Outlet Structures
- Swales and Culverts that are not subject to maintenance by NCDOT
- Miscellaneous Open Spaces

A copy of the recorded plats of Phases 1 and 2 showing areas that are to be turned over to the Community Association is attached on the following pages.

SEE SHEET 4



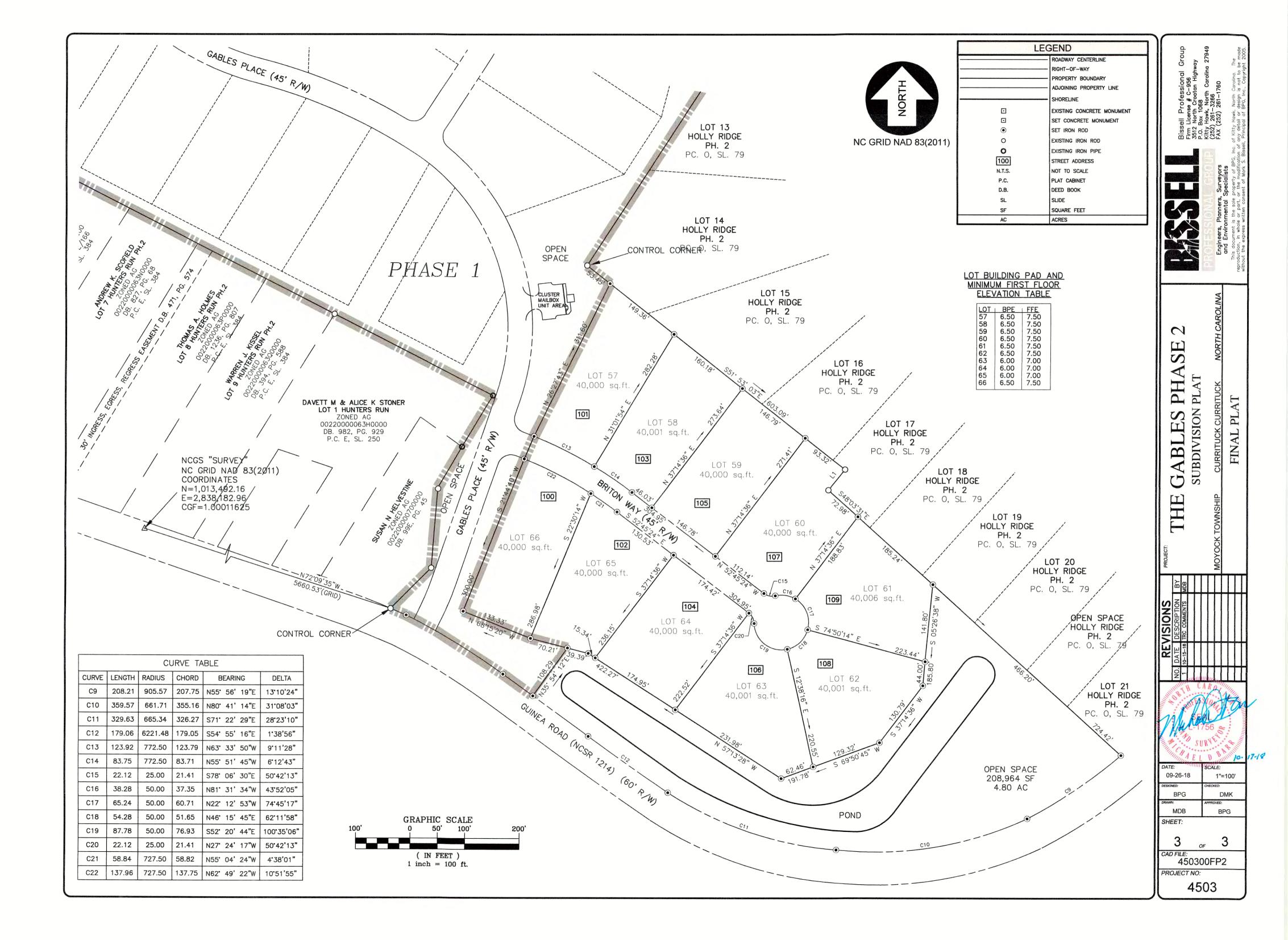
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#### SITE VISIT TO REVIEW CONDITION OF COMMON ELEMENTS & COMMON INFRASTRUCTURE

A site visit was conducted in July 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:

<u>Entrance Areas:</u> Photos 1 thru 4 show the subdivision entrance features, which appear to be well-maintained.



1. Subdivision sign at main entrance off Guinea Road.



2. Landscaping along screen fence at main entrance.



3. Privacy fence along Gables Place.



4. Landscaped subdivision sign at secondary entrance along Thayne Drive.

<u>Sidewalks</u>: Photos 5 thru 21 show the condition of the sidewalks. Not all sections of the sidewalk are depicted in the images, but representative sections are shown, except where cracking was discovered. Pictures are included and showing the sections of sidewalks and walkway that are cracked. Some of the cracks shown are minor. Other than the depicted cracks, the sidewalks within The Gables appear to be in good condition.



5. Sidewalk section along Gables Place south of Briton Way needs repair.



6. Sidewalk around Phase 1 pond.



7. Sidewalk through open space south of Lot 46.



8. Sidewalk through buffer behind Lots 44-46.



9. Sidewalk in common areaacross Gables Place from Lot51 needs repair.



10. Sidewalk along east side of Phase 1 pond.







11. Sidewalk section behind Lot 31 needs repair.



14. Sidewalk behind Lot 22

needs repair.

12. Sidewalk sections along side of Phase 1 pond needs



15 One sidewalk segment behind Lot 23 has a small crack.

13. Sidewalk between Gables Way and Phase 1 pond needs repair.



16. Sidewalk between Lots 26 and 27 on Gables Place needs repair (it appears that heavy equipment from Lot 26 has been crossing the sidewalk).







17. Close-up of Photo 16.

18. Sidewalk along Thayne Drive.

19. Thayne Drive to future extension to north.

<u>Pedestrian Crossings</u>: Photos 20 thru 23 show the pedestrian crossings and detectable mats. One of the taper sections or wings adjacent to the ramp is cracked and needs to be repaired. Otherwise, the crossings appear to be in good condition.



20. Crossing at Briton Way.



21. Crossing at Gables Way by Phase 1 pond (concrete repair needed).





22. Detectable warning mat at Gables Place West.

23. Pedestrian Crossing at Artisan Way

<u>Mail Area:</u> Photos 24 and 25 show the CBU area in The Gables. The CBU Area is in excellent condition. Neither the concrete nor the mail boxes have any discoloration or disfiguring.



24. CBU area.



25. Perimeter landscaping around CBU area.

Stormwater Management Ponds and Outlet Structures: Photos 27 thru 34 show several views of the two stormwater BMPs/retention ponds within The Gables, along with inlet and outlet pipes and control structures. The stormwater ponds appear to be well-maintained. Water levels appear to be appropriate, surrounding vegetation is at a generally accepted height the most part at a acceptable height and density, entry and exit culverts appear to be clear and draining properly, and control structures are clear. One culvert outlet needs some minor vegetation to be removed.



27. View of pond 1 from northwest.

28. Culvert entering Phase 1 pond.

29. Outlet control structure at Phase 1 pond.



30. Culvert inlet to Phase 1 by Gables Place (needs minor vegetation removal).

31. Double culverts outletting to control structure (Phase 1 pond).

32. View across Phase 2 pond.



33. Pond 2 outlet control structure.

34. Another view across Phase 2 pond.

<u>Outlet Ditches and other Culverts Not Subject to NCDOT Maintenance:</u> Photos 35 and 36 show the main drainage outlet from the Phase 1 pond, which has become overgrown and requires maintenance. The outer ditch from the Phase 2 pond in shown in photos 37 thru 40 and also requires maintenance. There is some standing water in this Phase 2 system that appears to be caused by off-site conditions downstream.

Other culverts and swales are shown in photos 41 thru 49.



35. Outlet ditch from Pond 1.



36. Farther downstream, outlet ditch from Pond 1 is choked with vegetation.



37. Overgrown outlet ditch from Pond 2.



38. Overgrown outlet ditch from Pond 2



39. Obstruction to flow from Pond 2 outlet structure should be



40. Pond 2 outlet ditch at Guinea Road culvert entrance.



41. Typical collector swale.



42. Riprap protection at inlet to Pond 1 from the northeast.



43. Vegetation protecting overflow ditch from northest (Note: Due to past problems with erosion in this area, it is recommended that woody vegetation remain.







44. Culvert near lots 24 & 25.

45. Twin culvert entrance on Gables Place.

46. Swale and culvert at lots 15 & 16 on Gables Place.



47. Closeup of culvert entrance (pipe is clear).



48. Culvert maintenance is needed at Artisan Way/Thayne Drive intersection.



49. Vegetated collector ditch entering Pond 1 from northeast.

Other Open Space Areas: Other open space areas include 50' farm buffers, a wetland that doubles as a stormwater retention area, grassy areas around and adjacent to the stormwater ponds, and buffers to adjacent residential development. Representative photos are included as photos 50 through 59.

Open space areas appear to be very well maintained.







50. Open space adjacent to Pond 1.

51. Open space northwest of pond 1.

52. Buffer trees along adjacent residential development.



53. Typical view along residential street with street trees.

54. Cul-de-sac at end of Gables Place – curb needs minor repair. (Note: Island is a community association responsibility.)



55. Open space between pond 2 and Guinea Road.

56. Cul-de-sac at end of Briton Way (association maintenance responsibility).



57. Streetscape along Gables Way entrance drive.

58. Streetscape along entrance drive looing north.

59. Berm and buffer to residential development to the south.

These facilities appear to comply with applicable ordinances, subject to completing the punch list items at the end of the report.

#### RESERVE FUND REVIEW

The approved reserve fund calculations for the subdivision show a minimum fund balance requirement of \$49,248.00 for the permanent reserve fund (Attachment "A"). 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 at \$\_\_\_\_\_ (Copy of Bank balance is Attachment "B"), which exceeds the required amount.

#### **ROADS**

Following completion of two roadway repairs that have been identified, shown in photos 60 and 61, along with a culvert & roadway swale certification, which is in progress, the NC Department of Transportation is expected to accept all roads within The Gables subdivision, Phases 1 and 2. Since these roads will be taken into the State system for maintenance; no roadway allocation is included in the required maintenance fund balance.



60. Roadway repair needed at the intersection of Gables Place and Artisan Way.

61. Roadway repair is needed at the intersection of Artisan Way and Thayne Dr. Upon completion of the punch list below, it is believed that the common areas and the common facilities serving The Gables are ready for turn-over to the Association:

- Removal of excess vegetation from the two main outlet ditches that drain to Guinea Road
- Repair of several sections of sidewalk
- Minor removal of vegetation and debris from two culverts.

### Attachment "A"

# 1/4/2019

## The Gables

### Phases 1 and 2 Reserve Fund Calculations

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Α.	remporary	/ Reserve Fund	i Calculation.

	1.	Phases 1-3: (Now Phase 1) Roadway Base Course Construction Cost: Roadway Surface Course Construction Cost: Phase 1-3 Subtotal:	\$ 119,043.25 <u>167,348.00</u> \$ 286,391.25
	2.	Phase 4: (Now Phase 2): Roadway Base Course Construction Cost: Roadway Surface Course Construction Cost: Phase 4 Subtotal:	\$ 18,260.25 26,322.00 \$ 44,582.25
		TOTAL OF ALL PHASES:	\$ 330,973.50
	<u>Tempo</u>	orary Fund Amount: 10% of \$330,973.50	\$ 33,097.35
В.	Permanent Reserve Fund Calculation:		
	1. 2.	Annual Cost of Common Area & Stormwater Maintenance: Annual Cost of Common Area Insurance:	\$ 23,700.00 <u>924.00</u> \$ 24,624.00
<u>Perma</u>	\$ 49,248.00		

# Attachment "B"

### **Reserve Account Statement**