



Major Subdivision Application

Contact Information

APPLICANT:

Name: South Spot, LLC

Address: 107 S. Osprey Ave., Ste. 200

Sarasota, FL 34236

Telephone: _____

E-Mail Address: _____

PROPERTY OWNER:

Name: Same

Address: _____

Telephone: _____

E-Mail Address: _____

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Same

Request

Physical Street Address: S. Spot Road

Parcel Identification Number(s): 0124-0000-0280-000

Subdivision Name: The Meadows

Number of Lots or Units: 57

Phase: _____

TYPE OF SUBMITTAL

- Conservation and Development Plan
- Amended Sketch Plan/Special Use Permit
- Preliminary Plat (or amended)
 - Type I OR Type II
- Construction Drawings (or amended)
- Final Plat (or amended)

TYPE OF SUBDIVISION

- Traditional Development
- Conservation Subdivision
- Planned Unit Development
- Planned Development

I hereby authorize county officials to enter my property for the purpose of determining compliance with all applicable standards. All information submitted and required as part of this process shall become public record.

Pst / Pst
Applicant

11/5/24
Date

Pst / Pst
Property Owner(s)

11/5/24
Date

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

Community Meeting, if applicable

Date Meeting Held: _____ Meeting Location: _____

Special Use Permit Review Standards, if applicable

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

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

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 special use permit.

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

see attached

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

See attached


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

See attached

D. The use will not exceed the county's ability to provide adequate public school facilities.

See attached

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

Applicant 
Property Owner(s)

Date
11-14-24
Date

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

Major Subdivision Submittal Checklist – Preliminary Plat

Staff will use the following checklist to determine the completeness of your application for preliminary plat 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.

Major Subdivision Submittal Checklist – Preliminary Plat

Date Received: 11/14/2024

TRC Date: 12/4/2024

Project Name: The Meadows

Applicant/Property Owner: South Spot LLC, Peter Pinto

Major Subdivision – Preliminary Plat Submittal Checklist – Documents provided on USB flash drive or CD		
1	Complete Major Subdivision application	
2	Complete Special Use Permit Review Standards, if applicable	
3	Stormwater Review Fee Deposit (see fee schedule)	
4	Community meeting written summary, if applicable	
5	Preliminary Plat with professional's seal	
6	Existing features plan	
7	Proposed landscape plan, including common areas, open space set-aside configuration and schedule, required buffers, fences and walls, and tree protection plan	
8	Stormwater management narrative and preliminary grading plan	
9	Completely executed street name approval form	
10	Septic evaluations (suitable or provisionally suitable) by ARHS for each individual lot or letter of commitment from owner of centralized sewer service provider	
11	Letter from DWQ indicating intent to approve connection to an existing centralized wastewater system.	
12	Letter of commitment from centralized water provider, if applicable	
13	Wetland certification letter and map, if applicable	
14	Geological analysis for development or use of land containing a significant dune, if applicable	
15	Economic and public facilities impact narrative, if required by administrator	
16	Conservation Subdivision: Approved conservation and development plan	
17	Plans	
18	Application fee for Preliminary Plat (\$150 per lot) or \$250 for amended plats	

For Staff Only

Pre-application Conference

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

Comments

From: Jennie Turner
Sent: Friday, November 8, 2024 12:28 PM
To: Jason Litteral; Mark Bissell (mark@bissellprofessionalgroup.com); pkauffman@ospavpartners.com; Bill Newns; Millicent Ott; Ronald Schaecher; Patrick Leary; Jovita Hood
Subject: RE: Owens Tract Pre-Application Meeting Notes

Thanks Jason.

One clarification, a special use permit is required because of the number of lots proposed. This is a Type II preliminary plat.

The proposed subdivision will be subject to a special use permit which requires an evidentiary hearing. The applicant must present evidence for the BOC to make a finding that the proposed development meets the UDO and the findings of fact including:

- a. Not endanger the public health or safety.
- b. Not injure the value of adjoining or abutting lands and will be in harmony with the area in which it is located.
- c. Be in conformity with the Land Use Plan or other officially adopted plan.
- d. Not exceed the county's ability to provide adequate public school facilities.

Jennie Turner
Assistant Planning Director
Currituck County
Phone: 252-232-6031
Email: jennie.turner@currituckcountync.gov
Website: www.currituckgovernment.com

From: Jason Litteral <Jason.Litteral@CurrituckCountyNC.gov>
Sent: Friday, November 8, 2024 12:13 PM
To: Mark Bissell (mark@bissellprofessionalgroup.com) <mark@bissellprofessionalgroup.com>; pkauffman@ospavpartners.com; Jennie Turner <Jennie.Turner@CurrituckCountyNC.gov>; Bill Newns <Bill.Newns@CurrituckCountyNC.gov>; Millicent Ott <Millicent.Ott@CurrituckCountync.gov>; Ronald Schaecher <Ronald.Schaecher@CurrituckCountyNC.gov>; Patrick Leary <Patrick.Leary@Currituckcountync.gov>; Jovita Hood <Jovita.Hood@CurrituckCountyNC.gov>; Jason Litteral <Jason.Litteral@CurrituckCountyNC.gov>
Subject: Owens Tract Pre-Application Meeting Notes

All,

Below are the notes from the 11/07/2024 pre-application meeting for the Owens Tract major subdivision (The Meadows).

Owen's Tract (The Meadows) - Major Subdivision -Pre-application Meeting
Date: 11/07/2024 - 2:00 PM

Attendees: Mark Bissell, Pete Kauffman, Jason Litteral, Jennie Turner, Millicent Ott, Ronald Schaecher, Jovita Hood, Patrick Leary

1. A Use permit is required due to adequate public school facilities.
2. Please show the zoning of adjacent properties.
3. Show proposed utilities
4. Show GIS approved street names and indicate if they are public or private.
5. In accordance with the Connect Currituck Pedestrian Plan, an 8-foot-wide sidewalk is required along Spot Rd., and a 10-foot-wide sidewalk is required along Caratoke Highway.
6. Show and label the riparian buffer around the wetland pocket.
7. Provide official approved map and letter from the ACOE wetland delineation.
8. Show a 25-foot-wide drainage maintenance easement along the Tig-Ma-Tar ditch.
9. Show Major Arterial Streetscape along Caratoke Hwy.
10. Provide a deceleration lane on Caratoke Hwy.
11. Provide all required state permit applications.
12. Provide a heritage tree survey.
13. Indicate location and detail for an ADA accessible CBU.
14. Provide suitable or provisionally suitable site evaluations from ARHS.
15. Provide a detailed grading and drainage plan.
16. Provide Currituck County water commitment letter.
17. A \$7,500 stormwater review fee is required at the time of application. This will be used to compensate our third-party reviewer, McAdams. Any unused portion of this fee will be returned.
18. Show fire hydrant locations.
19. Verify with GIS that *The Meadows* is an acceptable subdivision name.

Let me know if you have any questions.

Best,

Jason Litteral, CFM
Senior Planner
Currituck County
Planning and Inspectons

Phone: 252-232-6052

Fax: 252-232-3026

Jason.litteral@currituckcountync.gov

www.currituckgovernment.com