



Major Site Plan Application

OFFICIAL USE ONLY:	
Case Number:	_____
Date Filed:	_____
Gate Keeper:	_____
Amount Paid:	_____

Contact Information

APPLICANT:	PROPERTY OWNER:
Name: <u>Dan Scanlon - County of Currituck</u>	Name: <u>Dan Scanlon - County of Currituck</u>
Address: <u>153 Courthouse Road</u>	Address: <u>153 Courthouse Road</u>
<u>Currituck, NC 27929</u>	<u>Currituck, NC 27929</u>
Telephone: _____	Telephone: _____
E-Mail Address: <u>michelle.perry@currituckcountync.gov</u>	E-Mail Address: <u>michelle.perry@currituckcountync.gov</u>

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: same

Property Information

Physical Street Address: 1100 CLUB ROAD COROLLA, NC 27927

Location: HISTORIC COROLLA PARK, COROLLA, CURRITUCK COUNTY, NC

Parcel Identification Number(s): 0114000056D0000

Total Parcel(s) Acreage: 29.7

Existing Land Use of Property: RECREATIONAL/PARK

Request

Project Name: WHALEHEAD BOAT MUSEUM

Proposed Use of the Property: MUSEUM

Deed Book/Page Number and/or Plat Cabinet/Slide Number: DB 940 PG 064

Total square footage of land disturbance activity: 0.94 ACRE OR +/- 40,946

Total lot coverage: 245,964 Total vehicular use area: *14,806 SF

Existing gross floor area: 0 Proposed gross floor area: 10,863

**Vehicular use area within the project area/limits of disturbance.*

I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this process shall become public record.



Property Owner(s)/Applicant*

4-27-18

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 Site Plan Design Standards Checklist

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

**Major Site Plan
Design Standards Checklist**

Date Received: _____ TRC Date: _____

Project Name: Whalehead Club - Boat Museum

Applicant/Property Owner: Curnituck County - Public Works

Site Plan Design Standards Checklist		
General		
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	Scaled drawing showing existing and proposed site features : Property lines, acreage, adjacent use types, streets (right-of-ways), easements, buildings and accessory structures (including square feet and use), parking layout, vehicular use areas, driveways (including opposing driveways), loading spaces, refuse collection facilities (dumpsters), outdoor storage areas, ground based utility equipment, fences and walls, and sidewalks and pedestrian circulation. And location and size of existing and proposed infrastructure : Water mains (including and water taps), water meter details, backflow prevention details, wells, sewer mains or on-site septic systems (including repair area), electrical service, fire hydrants, detail of fire apparatus access to buildings, and any other public utility within all adjacent public right-of-ways and easements.	✓
7	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.	N/A
8	Sight distance triangles. <u>PRIVATE ROADWAY</u>	N/A
9	Proposed common areas, open space set-asides, and required buffers.	N/A
Landscape Plan		
10	All existing and proposed planting areas and vegetation that will be used to comply with the landscaping requirements, including the species, caliper, and spacing of all vegetation.	✓
11	Existing and proposed physical barriers to be used to comply with the bufferyard and screening requirements.	✓
12	Heritage tree inventory and proposed tree protection zones.	✓
13	Adjoining property lines, zoning, and names and address of adjoining property owners.	✓
Exterior Lighting Plan		
14	Location, height, and type of all proposed exterior lighting including but not limited to site, street, building, and security lighting.	N/A
15	Footcandle measurements of the entire site including lot lines, or light fixture documentation when minimal lighting is proposed.	N/A
Major Stormwater Management Plan		
16	Major Stormwater Plan and Form SW-002	✓

Architectural Elevations		
17	Architectural drawings and/or sketches illustrating the design, character, height, and materials of the proposed buildings.	✓
Flood Damage Prevention, if Applicable		
18	Proposed elevation of all structures and utilities.	✓
19	Location, dimensions, and use of: Development and disturbance, existing and proposed structures and utility systems grading and pavement areas, fill materials, storage areas, drainage facilities, and other development.	✓
20	Boundary of Special Flood Hazard Area (SFHA), floodway, Coastal Barrier Resource System (CBRS) Area, water course relocation, or a statement that the entire lot is within a specific SFHA.	N/A
21	Flood zone designation as determined on the County's Flood Insurance Rate Maps (FIRM).	✓
22	Design Flood Elevation (Base Flood Elevation plus one foot freeboard).	✓
23	Plans and/or details for the protection of public facilities and utilities (sewer, gas, electrical, and water systems) from inundation of flood waters up to Design Flood Elevation.	✓
24	Water course alteration or relocation: Description of alteration or relocation, report on effects of proposed project on the flood carrying capacity of the water course, and effects to properties located up and downstream.	N/A
25	Fill – plans for non-structural fill (if being utilized in VE zone).	N/A

Major Site Plan 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.

Major Site Plan Submittal Checklist

Date Received: _____ TRC Date: _____

Project Name: Whalehead Club - Boat Museum

Applicant/Property Owner: Currituck County - Public Works

Major Site Plan Submittal Checklist		
1	Complete Major Site Plan application	✓
2	Application fee (\$.02 per square foot of gross floor area or \$50 minimum)	N/A
3	Site plan	✓
4	Landscape plan	✓
5	Exterior Lighting plan	N/A
6	Major Stormwater Management plan and Form SW-002	
7	Architectural elevations, if applicable	✓
8	ARHS Construction Improvements Permit or letter of commitment from centralized sewer provider.	✓
9	NCDEQ stormwater permit application (if 10,000sf or more of built upon area). <u>DRAFT</u>	✓
10	NCDEQ Erosion and Sedimentation Control permit application (if one acre or more of land disturbance).	N/A
11	NCDOT Street and Driveway Access Permit Application and Encroachment Agreement	N/A
12	2 copies of plans	✓
13	2 hard copies of ALL documents	✓
14	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

Major Stormwater Plan Design Standards Checklist

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

Major Stormwater Plan Design Standards Checklist

Date Received: _____

Project Name: Whalehead Club - Boat Museum

Applicant/Property Owner: Currituck County Public Works

Minor Stormwater Plan Design Standards Checklist		
General		
1	Property owner name and address.	✓
2	Site address and parcel identification number.	✓
3	North arrow and scale to be 1" = 100' or larger.	✓
Site Features		
4	Scaled drawing showing existing and proposed site features: Property lines with dimensions, acreage, streets, easements, structures (dimensions and square footage), fences, bulkheads, septic area (active and repair), utilities, vehicular use areas, driveways, and sidewalks.	✓
5	Approximate location of all designated Areas of Environmental Concern (AEC) 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.	N/A
6	Existing and proposed ground elevations shown in one foot intervals. All elevation changes within the past six months shall be shown on the plan.	✓
8	Limits of all proposed fill, including the toe of fill slope and purpose of fill.	✓
9	Square footage of all existing and proposed impervious areas (structures, sidewalks, walkways, vehicular use areas regardless of surface material), including a description of surface materials.	✓
10	Existing and proposed drainage patterns, including direction of flow.	✓
11	Location, capacity, design plans (detention, retention, infiltration), and design discharge of existing and proposed stormwater management features.	
12	Elevation of the seasonal high water level as determined by a licensed soil scientist.	N/A
13	Plant selection.	✓
Permits and Other Documentation		
14	NCDENR stormwater permit application (if 10,000sf or more of built upon area). <u>DRAFT</u>	✓
15	NCDENR erosion and sedimentation control permit application (if one acre or more of land disturbance).	N/A
16	NCDENR coastal area management act permit application, if applicable.	N/A
17	Stormwater management narrative with supporting calculations.	✓
18	Rational Method Form SW-003 or NRCS Method Form SW-004	
19	Alternative stormwater runoff storage analysis and/or downstream drainage capacity analysis, if applicable <u>SOUND DOES NOT RISE > THAN ALLOWABLE</u>	✓
20	Design spreadsheets for all BMPs (Appendix F – Currituck County Stormwater Manual).	N/A
21	Detailed maintenance plan for all proposed BMPs.	N/A