



# MEMORANDUM

## Town of Nags Head

### Planning & Development Department

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To: Board of Commissioners  
From: Michael Zehner, Director of Planning & Development  
Date: December 31, 2019  
Subject: Planning and Development Director's Report

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This memo provides an overview of selected Planning and Development Department activities, projects, and initiatives. Should the Board wish, Staff will be prepared to discuss any of this information in detail at the meeting on January 8, 2020.

### Monthly Activity Report

Attached for the Board's review is the *Planning and Development Monthly Report for November 2019*. In addition to permitting, inspections, code enforcement, and Todd D. Krafft Septic Health Initiative activities, Staff was involved in the following meetings or activities of note during the month:

- November 5 - NOAA Climate Office - Septic Project Kick-Off Meeting
- November 6 - Board of Commissioners Meeting
- November 7 - On-Site Munis Training
- November 8 - On-Site Munis Training
- November 8 - OBX CRS Meeting
- November 13 - 2020 Census Dare County Complete Count Committee Meeting
- November 19 - Planning Board Meeting
- November 21 - Art & Culture Committee Meeting

### Updated Flood Map; Update of Flood Damage Prevention Ordinance

The Town has now received the Letter of Final Determination concerning the updated FEMA Flood Insurance Rate Map (F.I.R.M.), attached. As previously relayed to the Board, the updated map would be effective no later than 6 months after receipt of the letter, so June 19, 2020. The Town can adopt the map sooner, and as the Board may recall, adoption of an updated Flood Damage Prevention Ordinance should be considered in conjunction with the map (if not also amendments to the Stormwater, Fill, and Runoff Management Ordinance as previously discussed with the Board). Staff has developed the following tentative timeline, revised/updated as noted:

- ~~December 4, 2019~~ - Update to Board of Commissioners **Completed**
- ~~December 19, 2019~~ - Receive Letter of Final Determination **Received**
- ~~Jan/Feb 2020~~ February 18, 2020 - Planning Board/Board of Commissioners Joint Meeting Discussion at regular Planning Board Meeting (suggested by Staff)
- ~~Jan/Feb~~ February/March 2020 - Community Information Meeting; information materials made available online

- ~~February 18,~~ March 17, 2020 - Planning Board Meeting; consider recommendation
- ~~March 4,~~ April 8, 2020 - Board of Commissioners Consent Agenda; request to schedule public hearing
- ~~April 8,~~ May 6, 2020 - Board of Commissions Public Hearing; Final Action (or continued consideration to June 3, 2020 meeting)
- June 19, 2020 - Effective Date (no later than)

### **CAMA Access Grant**

The Town received notification from Governor Cooper (attached) that it was successfully awarded public access grant funds in the amount of \$47,232.15 through the N.C. Coastal Management Program for improvements to the Islington Street Beach Access. Staff expects to provide the Board with a contract for consideration at the February meeting.

### **Dowdy Park Programming**

Staff expects to be working over the next 2-3 months to develop a preliminary schedule and plans for concerts and the Farmers Market at Dowdy Park for the 2020 Season. In addition to working with the Art & Culture Committee, Staff anticipates making a presentation to the Board in March to review the 2019 Season and plans for the 2020 Season.

### **Pending Applications and Discussions**

There are three (3) recently submitted text amendments pending review by the Planning Board (initially at the January 21, 2020 meeting) that will come before the Board of Commissioners within the next few months; these are:

- Text amendments to the Unified Development Ordinance to allow outdoor kiosks in conjunction with/accessory to Retail Shopping Centers within the C-2, General Commercial Zoning District. Next Meeting: January 21, 2020 Planning Board Meeting
- Text amendments to the Unified Development Ordinance to allow temporary outdoor stand/farmers market in conjunction with/accessory to general retail uses. Next Meeting: January 21, 2020 Planning Board Meeting
- Text amendments to the Unified Development Ordinance Amendment to allow beer and wine sales by the glass as a use in conjunction with/accessory to general retail uses. Next Meeting: January 21, 2020 Planning Board Meeting

Additionally, at the January meeting, at the Planning Board's request, the Board will be discussing the regulation of large occupancy homes and/or homes regularly used for events. This topic was briefly discussed at the Planning Board's December meeting and the Board agreed to discuss further, consider the issues intended to be addressed, and review practices from other communities.

## **Additional Updates**

- Town Workforce Housing Study & Plan - Staff working with on-call consultant on Phase 1 tasks; anticipated report to the Board of Commissioners in February 2020.
- Septic Health - Staff intends to prepare and present a draft project scope for the update of the Decentralized Wastewater Plan to the Commissioners within the next few months.
- Hazard Mitigation Plan - Staff is preparing final mitigation actions for inclusion in the Plan. Final multi-jurisdictional Committee Meeting for the Plan will be held on January 8, 2020. The final public meetings for Dare County will be held January 8, 2020 at the Fessenden Center in Buxton, and on January 9, 2020 at Jockey's Ridge State Park.
- Grants - As noted above, the DCM grant was awarded for Islington Street Beach Access Grant. A request is pending under the Hazard Mitigation Grant Program (Tropical Storm Michael) to update the Town's Emergency Operations Plan. Staff is considering the submission of a Letter of Interest under the Hazard Mitigation Grant Program related to Hurricane Dorian, due January 31, 2020
- UDO - Staff continues to develop Reference Manual materials. Publishing on Municode platform pending; Staff has reviewed a preliminary proof and returned comments to be addressed. Staff assessing budget for printing hardcopies of UDO.
- Permitting - Staff has contacted representatives of the Outer Banks Home Builders Association to coordinate a schedule for a workshop/forum for the building community. As discussed at the Board's December meeting, Staff is working to allow for the application/issuance of trade permits online by February/March 2020, and building permits by April/May 2020.

## **Upcoming Meetings and Other Dates**

- Wednesday, January 8, 2020 - Board of Commissioners Meeting
- Wednesday, January 8, 2020 - Hazard Mitigation Plan Committee Meeting
- Wednesday, January 8, 2020 - Hazard Mitigation Plan Public Meeting, Buxton
- Thursday, January 9, 2020 - Hazard Mitigation Plan Public Meeting, Nags Head
- Friday, January 17, 2020 - NC State Sustainability Studio On-Site
- Friday, January 17, 2020 - Art & Culture Committee Meeting
- Tuesday, January 21, 2020 - Planning Board Meeting
- Wednesday, January 22, 2020 - Staff Attendance at G.S. 160D Workshop
- Thursday, January 23-Friday, January 24, 2020 - BOC Retreat

**TOWN OF NAGS HEAD PLANNING AND DEVELOPMENT  
MONTHLY REPORT  
NOVEMBER 2019**

DATE SUBMITTED: December 7, 2019

	Nov-19	Nov-18	Oct-19	2019-2020 FISCAL YTD	2018-2019 FISCAL YTD	FISCAL YEAR INCREASE/ DECREASE
<b>BUILDING PERMITS ISSUED - RESIDENTIAL</b>						
New Single Family	1	2	0	3	11	(8)
New Single Family, 3000 sf or >	0	1	2	4	6	(2)
Duplex - New	0	0	0	0	0	0
Sub Total - New Residential	1	3	2	7	17	(10)
Miscellaneous (Total)	36	44	41	141	149	(8)
<i>Accessory Structure</i>	4	6	5	19	16	3
<i>Addition</i>	2	1	1	5	5	0
<i>Demolition</i>	2	0	0	2	2	0
<i>Move</i>	0	0	0	0	0	0
<i>Remodel</i>	9	14	10	33	36	(3)
<i>Repair</i>	19	23	25	82	90	(8)
<b>Total Residential</b>	<b>37</b>	<b>47</b>	<b>43</b>	<b>148</b>	<b>166</b>	<b>(18)</b>
<b>BUILDING PERMITS ISSUED - COMMERCIAL</b>						
Multi-Family - New	0	0	0	0	0	0
Motel/Hotel - New	0	0	0	0	0	0
Business/Govt/Other - New	0	1	0	0	2	(2)
Subtotal - New Commercial	0	1	0	0	2	(2)
Miscellaneous (Total)	5	13	15	32	42	(10)
<i>Accessory Structure</i>	1	7	1	6	12	(6)
<i>Addition</i>	0	0	0	0	0	0
<i>Demolition</i>	0	0	1	2	0	2
<i>Move</i>	0	0	0	0	0	0
<i>Remodel</i>	4	3	4	12	13	(1)
<i>Repair</i>	0	3	9	12	17	(5)
<b>Total Commercial</b>	<b>5</b>	<b>14</b>	<b>15</b>	<b>32</b>	<b>44</b>	<b>(12)</b>
<b>Grand Total</b>	<b>42</b>	<b>61</b>	<b>58</b>	<b>180</b>	<b>210</b>	<b>(30)</b>
<b>SUB-CONTRACTOR PERMITS</b>						
Electrical	28	45	55	189	205	(16)
Gas	0	4	4	9	10	(1)
Mechanical	24	25	25	144	147	(3)
Plumbing	5	9	5	28	35	(7)
Sprinkler	0	0	0	0	1	(1)
<b>VALUE</b>						
New Single Family	\$200,000	\$510,000	\$0	\$525,000	\$2,368,000	(\$1,843,000)
New Single Family, 3000 sf or >	\$0	\$826,921	\$1,632,561	\$3,082,561	\$3,950,460	(\$867,899)
Duplex - New	\$0	\$0	\$0	\$0	\$0	\$0
Misc (Total Residential)	\$1,122,444	\$1,001,981	\$1,490,568	\$3,743,672	\$3,275,895	\$467,777
<b>Sub Total Residential</b>	<b>\$1,322,444</b>	<b>\$2,338,902</b>	<b>\$3,123,129</b>	<b>\$7,351,233</b>	<b>\$9,594,355</b>	<b>(\$2,243,122)</b>
Multi-Family - New	\$0	\$0	\$0	\$0	\$0	\$0
Motel/Hotel - New	\$0	\$0	\$0	\$0	\$0	\$0
Business/Govt/Other - New	\$0	\$1,131,975	\$0	\$0	\$1,846,975	(\$1,846,975)
Misc (Total Commercial)	\$388,860	\$852,733	\$606,029	\$1,346,904	\$1,960,274	(\$613,370)
<b>Sub Total Commercial</b>	<b>\$388,860</b>	<b>\$1,984,708</b>	<b>\$606,029</b>	<b>\$1,346,904</b>	<b>\$3,807,249</b>	<b>(\$2,460,345)</b>
<b>Grand Total</b>	<b>\$1,711,304</b>	<b>\$4,323,610</b>	<b>\$3,729,158</b>	<b>\$8,698,137</b>	<b>\$13,401,604</b>	<b>(\$4,703,467)</b>

**TOWN OF NAGS HEAD PLANNING AND DEVELOPMENT  
MONTHLY REPORT  
NOVEMBER 2019**

DATE SUBMITTED: December 7, 2019

	Nov-19	Nov-18	Oct-19	2019-2020 FISCAL YTD	2018-2019 FISCAL YTD	FISCAL YEAR INCREASE/ DECREASE
<b>ZONING</b>						
Zoning Permits	30	46	29	120	123	(3)
<b>CAMA</b>						
CAMA LPO Permits	3	1	5	12	12	0
CAMA LPO Exemptions	8	6	9	30	25	5
<b>CODE COMPLIANCE</b>						
CCO Inspections	45	79	59	453	479	(26)
Cases Investigated	19	55	37	223	260	(37)
Warnings	4	17	9	33	52	(19)
NOVs Issued	14	28	27	188	189	(1)
Civil Citations (#)	1	0	0	1	0	1
Civil Citations (\$)	\$0	\$0	\$0	\$0	\$0	\$0
<b>SEPTIC HEALTH</b>						
Tanks inspected	7	19	8	96	117	(21)
Tanks pumped	3	8	3	8	36	(28)
Water quality sites tested	0	23	0	112	115	(3)
Personnel Hours in Training/School	30	12	30	77	204	(127)




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Michael D. Zehner, Director of Planning & Development

**COMMENTS:**



# Federal Emergency Management Agency

Washington, D.C. 20472

December 19, 2019

CERTIFIED MAIL  
RETURN RECEIPT REQUESTED

IN REPLY REFER TO:  
115I

The Honorable Ben Cahoon  
Mayor, Town of Nags Head  
2437 South Memorial Avenue  
Nags Head, North Carolina 27959

Community No.: 375356  
Community: Town of Nags Head,  
Dare County,  
North Carolina  
Map Panels Affected: See enclosed  
Summary of Map Actions (SOMA)

Dear Mayor Cahoon:

On June 30, 2016, you were provided copies of the preliminary Flood Insurance Study (FIS) report for Dare County, North Carolina and Incorporated Areas and Flood Insurance Rate Map (FIRM) panels for your community. You were also notified of the proposed flood hazard information reflected in the FIS report and FIRM panels and of the dates the proposed flood hazard determinations would be published in your local newspaper. The flood hazard determinations for your community may include addition or modification to Base Flood Elevations, base flood depths, Special Flood Hazard Areas (SFHAs), zone designations, and regulatory floodways. SFHAs are the areas subject to inundation by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood). The 90-day appeal period that was initiated on August 16, 2017, when the Federal Emergency Management Agency (FEMA) published a notice of proposed flood hazard determinations for your community in *The Outer Banks Sentinel*, has elapsed.

FEMA received no requests for changes in the flood hazard determinations. Therefore, the determination (copy enclosed) of the Agency as to the flood hazard information for your community is considered final. The notice of final flood hazard determinations will be published in the *Federal Register* as soon as possible. The modified flood hazard information and revised map panels, as referenced on the enclosed SOMA, are effective as of June 19, 2020, and revise the FIS report and FIRM which were in effect prior to that date. For insurance rating purposes, the community number and new suffix code for the panels being revised are indicated on the maps and must be used for all new policies and renewals.

No significant changes have been made to the flood hazard data since it was presented on the preliminary and/or revised preliminary FIRM for your community; therefore, we encourage you to use these materials in the floodplain management regulations adoption process described below. Final printed copies of the FIS report and FIRM will be mailed to you in the near future.

To assist your community in maintaining the FIRM, we have enclosed a SOMA to document how previous Letters of Map Change (LOMCs) (i.e., Letters of Map Amendment [LOMAs], Letters of Map Revision [LOMRs]) will be affected when the revised FIRM panels become effective. Information on LOMCs is presented in four categories: (1) LOMCs that have been

included on the revised FIRM panels; (2) LOMCs that have not been shown on the revised FIRM panels because of scale limitations or because the LOMC that was issued had determined that the lots or structures involved were outside the SFHA shown on the FIRM; (3) LOMCs that have not been included on the revised FIRM panels because they are being superseded by new detailed flood hazard data; and (4) LOMCs that will be re-determined. The LOMCs in Category 2 of this form are revalidated through a single letter that reaffirms the validity of a previously issued LOMC. LOMCs issued for multiple lots or structures where the determination for one or more of the lots or structures have changed (Category 4) cannot be revalidated through this administrative process. However, we will review the data which were previously submitted as part of the original LOMA or LOMR request and issue a new determination for the subject properties after the FIRM effective date.

By the effective date of the FIRM, your community is required, as a condition of continued eligibility in the National Flood Insurance Program (NFIP), to adopt or show evidence of adoption of floodplain management regulations that meet the standards of Section 60.3(e) of the NFIP regulations. These standards are the minimum requirements and do not supersede any State or local requirements of a more stringent nature.

It must be emphasized that all of the standards specified in Section 60.3(e) of the NFIP regulations must be enacted in a legally enforceable document. This includes the adoption of the effective FIS report and FIRM to which the regulations apply and the modifications made by this map revision. Some of the standards should already have been enacted by your community. Any additional requirements can be met by taking one of the following actions:

1. Amend existing regulations to incorporate any additional requirements of Section 60.3(e);
2. Adopt all of the standards of Section 60.3(e) into one new, comprehensive set of regulations; or,
3. Show evidence that regulations have previously been adopted that meet or exceed the minimum requirements of Section 60.3(e).

Communities that fail to enact the necessary floodplain management regulations will be suspended from participation in the NFIP and subject to the prohibitions contained in Section 202(a) of the Flood Disaster Protection Act of 1973 as amended.

The North Carolina Division of Emergency Management is available to assist your community with any difficulties you may be encountering in enacting the floodplain management regulations. Any questions may be directed to the following address:

Mr. John D. Brubaker, P.E., CFM  
NFIP State Coordinator  
North Carolina Department of Public Safety  
Risk Management Section  
4218 Mail Service Center  
Raleigh, North Carolina 27699-4218  
(919) 825-2300  
dan.brubaker@ncdps.gov

In addition, a FEMA Region IV Compliance Specialist has been designated to assist your community. You may contact your FEMA Region IV Compliance Specialist at FEMA, Mitigation Division, 3003 Chamblee Tucker Road, Atlanta, Georgia 30341, or at (770) 220-5200, or the FEMA Map eXchange (FMIX), toll free, at (877) 336-2627 (877-FEMA MAP).

Additional information and resources your community may find helpful regarding the NFIP and floodplain management, such as *Use of Flood Insurance Study (FIS) Data as Available Data*, *The National Flood Insurance Program Code of Federal Regulations*, *Answers to Questions About the National Flood Insurance Program*, *Frequently Asked Questions Regarding the Effect that Revised Flood Hazards have on Existing Structures*, and *National Flood Insurance Program Elevation Certificate and Instructions*, can be found on our website at <https://www.fema.gov/letter-final-determination>. Paper copies of these documents may also be obtained by calling our FMIX.

Sincerely,



Luis Rodriguez, P.E., Director  
Engineering and Modeling Division  
Federal Insurance and Mitigation Administration

Enclosures:

Final SOMA  
Notice of Final Flood Hazard Determinations  
FEMA 495 brochure: Adoption of FIRMs  
by Participating Communities

cc: Mr. Cory Tate, Chief Building Inspector, Town of Nags Head  
Ms. Tonda Shelton, Program Manager, North Carolina Floodplain Mapping Program  
(NCFMP)  
Mr. John D. Brubaker, P.E., CFM, NFIP State Coordinator, North Carolina Department  
of Public Safety, Risk Management Section (via email)  
Mr. Randy Mundt, AICP, CFM, Outreach and Planning Manager, NCFMP (via email)  
FEMA, Region IV (via email)

## FINAL SUMMARY OF MAP ACTIONS

Community: Nags Heads, Town of,  
Dare County,  
North Carolina  
Community No.: 375356  
Revised Map Panel: 3720979900K, 3720988200K, 3720988300K, 3720989100K, 3720989200K,  
3720989300K, 3730070800K, 3730070900K, 3730071600K, 3730071700K,  
3730071800K, 3730071900K, 3730072500K, 3730072600K, 3730072700K,  
3730080000K, and 3730080100K  
Date Issued: December 19, 2019  
Page: Page 1 of 2

To assist your community in maintaining the Flood Insurance Rate Map (FIRM), we have summarized below the previous Letter of Map Change (LOMC) actions (i.e., Letters of Map Revision (LOMRs) and Letters of Map Amendment (LOMAs)) that will be affected by the revised FIRM that will become effective on June 19, 2020.

### 1. LOMCs Incorporated

The modifications effected by the LOMCs listed below have been reflected on the Preliminary copies of the revised FIRM panels. In addition, these LOMCs will remain in effect until the revised FIRM becomes effective.

<u>LOMC</u>	<u>Case No.</u>	<u>Effective Date</u>	<u>Project Identifier</u>	<u>New Panel</u>	<u>New Zone</u>
NONE					

### 2. LOMCs Not Incorporated

The modifications effected by the LOMCs listed below are either not located on revised FIRM panels, or have not been reflected on the Preliminary copies of the revised FIRM panels because of scale limitations or because the LOMC issued had determined that the lot(s) or structure(s) involved were outside the Special Flood Hazard Area, as shown on the FIRM. These LOMCs will be revalidated free of charge 1 day after the revised FIRM becomes effective through a single revalidation letter that reaffirms the validity of the previous LOMCs.

#### 2A. LOMCs on Revised Panels

<u>LOMC</u>	<u>Case No.</u>	<u>Effective Date</u>	<u>Project Identifier</u>	<u>New Panel</u>	<u>New Zone</u>
LOMA	18-04-0428A	January 17, 2018	Old Nags Head Cove, Section C, Lot 22 -- South Pompano Court	3730080100K	X
LOMA	17-04-5405A	August 09, 2017	North Ridge Estates, Section 1, Lot 134 -- 118 West Windjammer Road	3720989200K	X
LOMA	13-04-7381A	August 20, 2013	Lot 5 -- 209 West Eight Street Buildings B & C	3720989300K	X
LOMA	10-04-1560A	January 21, 2010	North Ridge Estates, Section I, Lot 132 -- 122 W Windjammer Road	3720989200K	X

<u>LOMC</u>	<u>Case No.</u>	<u>Effective Date</u>	<u>Project Identifier</u>	<u>New Panel</u>	<u>New Zone</u>
LOMA	09-04-2731A	March 09, 2009	Lot 133, Block 1, North Ridge Estates Subdivision - 120 West Windjammer Road	3720989200K	X
LOMA	08-04-2582A	April 10, 2008	Division For Ralph Buxton, Lot 1 -- 448 Villa Dunes Drive (MJB)	3720989200K	X
LOMA	07-04-2512A	March 27, 2007	Old Nags Head Cove, Section B, Lot 45 -- 405 West Sandpiper Terrace	3720989100K	X

### 2B. LOMCs on Unrevised Panels

<u>LOMC</u>	<u>Case No.</u>	<u>Effective Date</u>	<u>Project Identifier</u>	<u>New Panel</u>	<u>New Zone</u>
NONE					

### 3. LOMCs Superseded

The LOMRs and LOMAs listed below have not been reflected on the final FIRM because they have been superseded by new detailed flooding data or sufficient information could not be located on which to make a determination. The reason each has been superseded is noted below. When the revised FIRM becomes effective, these LOMRs and LOMAs will no longer be in force.

<u>LOMC</u>	<u>Case No.</u>	<u>Effective Date</u>	<u>Project Identifier</u>	<u>Reason Superseded</u>
LOMR	07-04-4138P	June 13, 2007	NC-07-033 - Roanoke Sound Flood Elevation Correction	4
LOMA	04-04-A459A	September 01, 2004	Camelot-By The-Sea Subdiv, Section 1, Lots 5 And Portion Of Lot 6 -- 9715 F East Comelot Street	4
LOMR-F	96-04-398A	April 01, 1996	Lot 1, Block B - Nags Head Shores Revised	4

1. Insufficient information available to make a determination.
2. Lowest Adjacent Grade and Lowest Finished Floor are below the proposed Base Flood Elevation.
3. Lowest Ground Elevation is below the proposed Base Flood Elevation.
4. Revised hydrologic and hydraulic analyses.
5. Revised topographic information.
6. Superseded by another LOMC.

4. LOMCs To Be Re-determined

The LOMCs in Category 2 of this form are revalidated through a single letter that reaffirms the validity of a previously issued LOMC. Therefore, LOMCs issued for multiple lots or structures where the determination for one or more of the lots or structures have changed cannot be revalidated through this administrative process. However, we will review the data which were previously submitted as part of the original LOMR or LOMA request listed below and issue a new determination for the subject properties after the FIRM effective date.

<u>LOMC</u>	<u>Case No.</u>	<u>Effective Date</u>	<u>Project Identifier</u>	<u>New Panel</u>	<u>New Zone</u>
NONE					

**Dare County, North Carolina and Incorporated Areas**  
**Docket No.: FEMA-B-1718**

Community	Community map repository address
Town of Duck	Administrative Office, 1200 Duck Road, Duck, NC 27949.
Town of Kill Devil Hills	Planning and Inspections, 102 Town Hall Drive, Kill Devil Hills, NC 27948.
Town of Kitty Hawk	Town Hall, 101 Veterans Memorial Drive, Kitty Hawk, NC 27949.
Town of Manteo	Town Hall, 407 Budleigh Street, Manteo, NC 27954.
Town of Nags Head	Planning Department, 5401 South Croatan Highway, Nags Head, NC 27959.
Town of Southern Shores	Town Hall, 5375 North Virginia Dare Trail, Southern Shores, NC 27949.
Unincorporated Areas of Dare County	Dare County Tax Mapping Department, 954 Marshall C. Collins Drive, Manteo, NC 27954.



STATE OF NORTH CAROLINA  
OFFICE OF THE GOVERNOR

ROY COOPER  
GOVERNOR

December 20, 2019

The Hon. Ben Cahoon, Mayor  
Town of Nags Head  
PO Box 99  
Nags Head, NC 27959

Dear Mayor Cahoon:

I am pleased to announce that the Town of Nags Head has been awarded a public access grant of \$47,232.15 through the North Carolina Coastal Management Program.

The Division of Coastal Management in the North Carolina Department of Environmental Quality will be administering this grant. If you have any questions concerning this grant, please contact Charlan Owens in the Elizabeth City Regional Office at (252) 264-3901.

Congratulations on being selected for this grant. I hope these funds will help as you work to provide better public access to our beautiful coastal beaches and waterways.

With kind regards, I am

Very truly yours,

A handwritten signature in black ink that reads "Roy Cooper".

Roy Cooper

RAC/swh

cc: Senator Bob Steinburg  
Representative Bobby Hanig  
Braxton C. Davis, Division of Coastal Management