



MEMORANDUM

Town of Nags Head

Planning & Development Department

To: Board of Commissioners
Planning Board

From: Kelly Wyatt, Planning Director
Joe Costello, Deputy Planning Director

Date: April 26, 2024

Subject: Planning and Development Director's Report (F-1)

This memo provides an overview of selected Planning and Development Department activities, projects, and initiatives. If requested, Staff will be prepared to discuss any of this information in detail at the Board of Commissioners meeting on May 1st, 2024.

Monthly Activity Report

Attached for the Board's review is the *Planning and Development Monthly Report for March 2024*. 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:

- Tuesday, April 2nd - Technical Review Committee Meeting
- Wednesday, April 3rd - Board of Commissioners Meeting
- Wednesday, April 10th – Committee for Art and Culture Meeting
- Thursday, April 11th – Board of Adjustment Meeting (no hearings)
- Saturday, April 13th – Winter Market at Dowdy Park from 9am – noon
- Monday, April 15th – June Street CAMA Grant Pre-Application Due
- Monday, April 15th – Multi-Family Working Group Meeting
- Tuesday, April 16th – Planning Board Meeting
- Wednesday, April 17th – Board of Commissioners mid-month meeting (if needed)
- April 22 – 24 – Planner Chris Trembly attending E&S Local Programs Workshop
- April 22 – 25 – Enviro Planner Conner Twiddy attending Onsite Wastewater Operator Training
- Wednesday, April 24th – CRS 2024 Cycle Verification Meeting (in-person) *Postponed*.
- Monday, April 29th – Multi-Family Working Group Meeting

Planning Board - Pending Applications and Discussions

The Planning Board's most recent meeting was held on Tuesday, April 16, 2024, and included the following:

- Consideration of text amendments submitted by Jordan Harrell of Jernigan Oil Company, Inc. to allow the use of LED, digital displays for Fueling Stations. Staff revised the ordinance in light of concerns raised by the Town Attorney related to content neutrality. The Planning Board voted 5-1 to recommend adoption of the proposed amendments as presented and requested additional feedback on light measurements for LED, digital characters.
- Consideration of text amendments prohibiting driving or parking on residential septic system areas. The Planning Board voted unanimously to recommend adoption of the proposed

amendments as presented.

- Staff provided the Planning Board with an update on previous discussions related to a request to install netting along a residential property boundary as a barrier to prevent golf balls from leaving the boundaries of the golf course and causing damage to private property. Staff spoke with Mr. John Hammond, Fish and Wildlife Biologist with US Fish and Wildlife who generally expressed concern with impacts netting may have on bird flight patterns but noted that a thick netting with a tight weave should make the net visible and conspicuous to birds and would have limited impact with proper precautions. Staff will work with the property to obtain a resolution within our existing code allowances.

The Planning Board's next meeting is scheduled for Tuesday, May 21st, 2024. Currently, the agenda is expected to include a Site Plan Amendment (3rd Submittal) for Inn at Whalebone, 87-unit Hotel on Lakeside Street for major deviations to the site plan as well as a request to consider amending or eliminating a condition imposed on the previous Site Plan Approval as it pertains to the expansion of W. Lakeside Street.

Board of Adjustment – Recent and Pending Applications

There were no items for the Board of Adjustments consideration in April 2024.

Additional Updates

- **DWMP/Septic Health Advisory Committee** – The Septic Health Advisory Committee met on April 17th, 2024 and discussed several items including the revised proposed ordinance amendment prohibiting parking on septic system areas and staff efforts in the coming year to carry out the recommendations of the Updated DWMP such as using GPS to map the location of septic systems within the Town and creating tool to analyze all of the water quality sampling and ground water level information to help aid in outreach and education. Staff also updated committee members on the Septic Health Initiatives' performance so far this fiscal year with 6 loans being issued, 90 septic tank inspections completed and 98 water credits awarded.
- **Estuarine Shoreline Management Plan** – Town staff continues to focus on applying for the necessary grants to continue the implementation of the Estuarine Shoreline Management Plan. Currently, staff are preparing a pre-proposal for a grant from the National Fish and Wildlife Foundation's National Coastal Resilience Fund. This grant is for the design phase of the Villa Dunes and Soundside Road pilot sites. Should we be invited to submit a full proposal, the deadline for submission will be July 2, 2024.
- **Electric Vehicle Action Plan** – Public Services staff were able to locate and mark the outer periphery of the geothermal lines and wells along the southern portion of the parking area at Town Hall. Staff are now exploring other feasible locations for the two Level 2 EV Chargers.
- **Sand Relocation and Dune Management Cost Share Program** – As of April 26, 2024, a total of \$361,000 from the Dune Management Cost Share Program has been allocated to 124 applicants. As of April 15, the deadline for submitting Sand Relocation Applications, we had received 280 applications. Although we are no longer accepting new applications, the sand relocation program permits the movement of sand through April 30th. Our staff is currently conducting final inspections and finalizing project closures.
- **Public Beach and Coastal Waterfront Access Grant Program** – Staff have submitted the pre-application for this Public Beach and Waterfront Access Grant through the Division of Coastal Management (DCM) for renovations to the June Street Beach Access.

- **Outer Banks Regional Hazard Mitigation Plan Update** – The Hazard Mitigation Planning Committee, comprised of representatives from Dare County EM, Dare County staff, staff from each town and members of the public from each community, met on Monday, April 22nd to discuss the timeline and process for the HMP Update, the aspects of the update that would be undertaken in order to have the HMP qualify for Community Rating System (CRS) points, and the expectations and deliverables needed from each participating community including various forms of outreach efforts.
- **Dowdy Park Events/Farmers Market/Holiday Markets/Art & Culture** – At their April meeting, the Committee for Art and Culture selected the new vendors to participate in the 2024 Dowdy Park Farmers Market and all applicants have been notified. These markets will be held on Thursday, June 13th – August 15th from 9am to 1pm. Event Coordinator Paige Griffin has finalized the 2024 Summer Concert Series (poster attached) as well as the schedule of fitness events for the season including Yoga on the Lawn every Tuesday May 7th – October 29th from 7:30 – 8:30am and Fitness Friday’s every Friday June 21st – August 16th from 7:30 – 8:15am. Paige has also booked two storytelling events on Tuesday July 2nd and August 6th from 5:30-7:00pm. We are also in receipt of two new art panels created by local artists participating in our Art Mast Project. Artist Jackie Koenig has created an art panel with surfers and artist Kate Lawrence has created another with birds. Public Services will be erecting the art masts and installing these new panels soon.



Upcoming Meetings and Other Dates

- Wednesday, May 1st - Board of Commissioners Meeting
- Tuesday, May 7th – Technical Review Committee Meeting
- Wednesday, May 8th – Committee for Art and Culture Meeting
- Thursday, May 9th – Board of Adjustment Meeting (no hearings)
- Saturday, May 11th – Artrageous Kids Art Festival 10am – 2pm @ Dowdy Park
- Wednesday, May 15th – Board of Commissioners mid-month meeting
- Tuesday, 21st – Planning Board Meeting

**TOWN OF NAGS HEAD PLANNING AND DEVELOPMENT
MONTHLY REPORT
MARCH 2024**

DATE SUBMITTED: April 7, 2024

	Mar-24	Mar-23	Feb-24	2023-2024 FISCAL YTD	2022-2023 FISCAL YTD	FISCAL YEAR INCREASE/ DECREASE
BUILDING PERMITS ISSUED - RESIDENTIAL						
New Single Family	2	1	2	13	12	1
New Single Family, 3000 sf or >	0	1	1	4	7	(3)
Duplex - New	0	0	0	1	0	1
Sub Total - New Residential	2	2	3	18	19	(1)
Miscellaneous (Total)	49	77	47	372	413	(41)
<i>Accessory Structure</i>	3	8	3	30	34	(4)
<i>Addition</i>	3	5	1	25	21	4
<i>Demolition</i>	0	0	1	5	1	4
<i>Move</i>	0	0	0	0	0	0
<i>Remodel</i>	18	11	10	92	105	(13)
<i>Repair</i>	25	53	32	220	252	(32)
Total Residential	51	79	50	390	432	(42)
BUILDING PERMITS ISSUED - COMMERCIAL						
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)	9	11	7	63	61	2
<i>Accessory Structure</i>	3	6	3	24	22	2
<i>Addition</i>	0	0	0	0	0	0
<i>Demolition</i>	0	0	0	1	1	0
<i>Move</i>	0	0	0	0	0	0
<i>Remodel</i>	5	2	3	19	20	(1)
<i>Repair</i>	1	3	1	19	18	1
Total Commercial	9	12	7	63	63	0
Grand Total	60	91	57	453	495	(42)
SUB-CONTRACTOR PERMITS						
Electrical	62	45	50	424	405	19
Gas	2	1	2	29	25	4
Mechanical	40	38	27	264	294	(30)
Plumbing	14	7	8	100	71	29
Fire Sprinkler	0	0	0	3	3	0
VALUE						
New Single Family	\$1,915,500	\$867,000	\$1,349,213	\$7,592,995	\$6,459,026	\$1,133,969
New Single Family, 3000 sf or >	\$0	\$1,235,000	\$1,507,945	\$2,642,945	\$7,233,733	(\$4,590,788)
Duplex - New	\$0	\$0	\$0	\$711,000	\$0	\$711,000
Misc (Total Residential)	\$1,726,871	\$1,899,507	\$1,273,570	\$14,147,156	\$13,873,971	\$273,185
Sub Total Residential	\$3,642,371	\$4,001,507	\$4,130,728	\$25,094,096	\$27,566,730	(\$2,472,634)
Multi-Family - New	\$0	\$0	\$0	\$0	\$0	\$0
Motel/Hotel - New	\$0	\$0	\$0	\$0	\$0	\$0
Business/Govt/Other - New	\$0	\$11,562,356	\$0	\$0	\$17,988,350	(\$17,988,350)
Misc (Total Commercial)	\$829,926	\$397,955	\$123,645	\$4,041,563	\$2,252,129	\$1,789,434
Sub Total Commercial	\$829,926	\$11,960,311	\$123,645	\$4,041,563	\$20,240,479	(\$16,198,916)
Grand Total	\$4,472,297	\$15,961,818	\$4,254,373	\$29,135,659	\$47,807,209	(\$18,671,550)

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	Mar-24	Mar-23	Feb-24	2023-2024 FISCAL YTD	2022-2023 FISCAL YTD	FISCAL YEAR INCREASE/ DECREASE
ZONING						
Zoning Permits	64	101	62	494	493	1
Soil & Erosion	1	N/A	2	16	N/A	N/A
Stormwater Plans	6	N/A	3	28	N/A	N/A
CAMA						
CAMA LPO Permits	5	4	1	30	23	7
CAMA LPO Exemptions	13	10	8	50	51	0
Sand Relocations	67	51	42	250	164	N/A
CODE COMPLIANCE						
Cases Investigated	25	96	28	248	543	(295)
Warnings	4	7	3	28	78	(50)
NOVs Issued	20	19	24	216	126	90
Civil Citations (#)	0	0	0	1	10	(9)
Civil Citations (\$)	\$0	\$0	\$0	\$0	\$23,150	(\$23,150)
SEPTIC HEALTH						
Tanks inspected	10	14	6	86	100	(14)
Tanks pumped	10	11	13	95	68	27
Water quality sites tested	2	46	1	69	166	(97)
Personnel Hours in Training/School	44	52	16	319	200	119



Kelly Wyatt, Planning Director

Summer

CONCERT SERIES

Dowdy Park - 3005 S. Croatan Hwy

JUNE 19 - AUGUST 21

Wednesday Evenings 6:30 - 8:00 pm

JUNE 19 - Black Pearl

JUNE 26 - Uphill

JULY 3 - SOUL One

JULY 10 - The Bee Keepers

JULY 17 - Troy Breslow Band

JULY 24 - Will Overman Band

JULY 31 - Rob Oliver Trio

AUG 7 - Bar Catz Duo

AUG 14 - Haze & Dacey

AUG 21 - Intangible Catz

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