



AGENDA
Town of Nags Head Planning Board
Nags Head Municipal Complex Board Room
Tuesday, May 17th, 2016; 2:30 pm

A. **Call To Order**

B. **Approval of Agenda**

C. **Public Comment/Audience Response**

D. **Approval of Minutes** – April 19, 2016

E. **Action Items**

1. Consideration of the Dowdy Park Phase I Site Development Plan (Town of Nags Head), located at 3005 S. Croatan Highway.
2. Consideration of a text amendment request submitted by Derrick Hatchell on behalf of IG Holdings, LLC to amend Town Code Section 48-407 (c)(9) to remove the requirement for an attendant at car wash facilities.
3. Consideration of an amendment to Town Code Section 48-90 – Exclusion from lot coverage calculation, that would exempt municipal pedestrian ways (sidewalks, boardwalks) located on private property from lot coverage.

F. **Report on Board of Commissioners Actions**

1. The Public Hearing for the proposed zoning ordinance text amendment to list “municipally-owned recreation facilities” as a permitted use within the C-2, General Commercial Zoning District, was approved.
2. Two Public Hearings were scheduled for the June 6, 2016 Board of Commissioners meeting; A) ordinance amendments to modify the Town’s signage regulations to ensure content neutral language and B) the Dowdy Park Phase I Site Development Plan.

G. **Town Updates – as requested**

1. Update on Focus Nags Head
2. Update on Sea Level Rise

H. **Discussion Items**

1. Discussion of Cottage Courts as permissible uses within the Town.

I. **Planning Board Members’ Agenda**

J. **Planning Board Chairman’s Agenda**

K. **Adjournment**

**Town of Nags Head
Planning Board
April 19, 2016
-DRAFT -**

The Planning Board of the Town of Nags Head met in regular session on Tuesday, April 19, 2016 in the Board Room at the Nags Head Municipal Complex.

Chairman Mark Cornwell called the meeting to order at 2:30 p.m. as a quorum was present.

Members Present

Mark Cornwell, Ben Reilly, Clyde Futrell, Kate Murray, Mike Siers, Jim Troutman, Pogie Worsley

Members Absent

None

Others Present

Andy Garman, Kelly Wyatt, Lily Nieberding

Approval of Agenda

There being no changes to the agenda, Clyde Futrell moved that it be approved as submitted. Jim Troutman seconded the motion and it passed by unanimous vote.

Public Comment/Audience Response

None

Approval of Minutes

There being no changes, Pogie Worsley moved that the minutes be approved as presented. Jim Troutman seconded the motion and it passed by unanimous vote.

Action Items

Consideration of a Conditional Use/Vested Right request submitted by VHB Engineering on behalf of Dare County Tourism Board for modifications to the previously approved site plan and conditional use permit for the Outer Banks Event Site, located at 6800 S. Croatan Highway.

Deputy Planning Director Kelly Wyatt explained that Chris DeWitt of VHB Engineering, as well as architect Ben Cahoon, were in attendance on behalf of the Dare County Tourism Board. As the Tourism Board moves forward into Phase II improvements for the Event Site, they are requesting an amendment to the originally approved site plan to accommodate a reorientation of the pavilion structure. In doing so, an alternative parking standard is also being requested. In addition, a Vested Right Approval is being requested to allow a greater time frame for initial construction.

Ms. Wyatt explained that the previously approved site plan from 2014 had been modified to reflect a slightly different layout for the pavilion structure. At the time of original site plan approval, the specifics of the pavilion had not been determined; it was likely to be an open-air structure. Upon re-submittal, the pavilion is now proposed to be elevated above the Regulatory Flood Elevation and fully enclosed and conditioned.

Ms. Wyatt noted that the use has not changed and that lot coverage remains well within compliance.

The maximum building height for the structure as proposed, based upon the roof pitch of 12:12, is 42 ft. measured from the Regulatory Flood Elevation. The height of the proposed structure is just over 34 ft. Height is compliant however a height certificate will be required prior to issuance of Occupancy Permits to ensure full compliance.

A total of 125 architectural design points as required by Section 48-371 of the Town Code is necessary for the proposed structure. A total of 125 design points have been proposed through the use of porches, wood shingle siding and a pitched roof structure. Therefore the architecture is compliant with the design guidelines.

With this change, a parking standard has now been imposed which exceeds the amount of parking previously approved on-site. The applicant intends to apply an alternative parking standard to the site recognizing the unique nature of the proposed use and the way in which parking will be managed for events.

Ms. Wyatt stated that Town Code Section 48-165(f) does allow an applicant to request a modification to the parking requirement via conditional use approval. The applicant has provided a Parking Narrative for consideration that addresses many, if not all, of the questions/findings noted in Section 48-165(f)(3).

Staff feels this use now aligns with the parking standard for "Indoor Public Assembly or Indoor Event Space, not associated with a Hotel". This same standard was applied to Jennette's Pier for their second floor. This parking standard is as follows: *One parking space per 55 square feet of customer area. Customer area includes seating area, lounges, decks, porches and patios, but excludes stairs, stair landings, handicapped ramps, restrooms and areas not open to the general public.* Applying this standard to an 18,000 plus square foot area would require upward of 320 parking spaces. Based upon the overall function and design of this site, Planning Staff is in agreement with the applicant that meeting this standard would be excessive.

Ms. Wyatt stated that in order for the modification of parking requirements to be granted there are five findings that must be demonstrated.

Staff would submit that, based upon the variety of events to be held at the Outer Banks Event Site, the applicant has adequately shown that all levels and intensities of events can be safely accommodated and parked either on-site or with coordinated efforts for off-site parking.

Ms. Wyatt noted that landscaping is compliant; lighting changed slightly but that has also been reviewed and approved by Planning Staff. No additional signage is being requested at this time.

Town Engineer and Project Coordinator David Ryan reviewed Stormwater Management; his comments were addressed on an e-mail correspondence dated 4/15/16. Mr. Ryan also reviewed and approved Traffic Circulation.

The project will be required to comply with all applicable NC Fire Prevention Code requirements as part of building permit application review and issuance. Comments from the Fire Department were addressed on an e-mail correspondence from Deputy Fire Chief Shane Hite dated 4/15/16; Ms. Wyatt noted that Deputy Fire Chief Shane Hite was present and could answer any questions for the Board.

Planning Staff finds that the project is consistent with the proposed use and development standards. Additionally, Planning Staff finds that the existing improved and unimproved parking provided onsite is adequate for the type and style of events likely to be held at the Outer Banks Event Site.

Staff recommends approval of the Vested Right/Conditional Use/Site Plan Amendment request conditional upon compliance with conditions set forth by the Town Engineer and the Deputy Fire Chief in their respective e-mails.

Mr. Futrell inquired as to what might go underneath of the elevated structure. Ms. Wyatt noted they are planning on bringing in fill material to elevate the area to allow access to the pavilion for Boat Shows and other similar events.

Chris DeWitt with VHB Engineering gave a brief presentation to the Board which included what was built during Phase I construction and what changes were being proposed for Phase II.

Mr. DeWitt confirmed for Ms. Murray that they were proposing irrigation and an irrigation plan was included with their proposal.

Mr. DeWitt confirmed for Mr. Worsley that they are bringing in about two feet of fill.

Mr. DeWitt confirmed for Mr. Reilly that they were not proposing a permanent stage for outside concerts as most groups like to bring their own, however there will be a stage for indoor performances and the "porch" area could be used for smaller outdoor events.

Mr. DeWitt reviewed the Stormwater Management Plans and stated that there is a system of low areas of vegetation to retain water as well as most of the walkways and parking areas are pervious concrete so all stormwater will be retained on-site. Mr. DeWitt also confirmed for Ms. Murray that there is irrigation on-site in case of drier periods. They are also planning on installing cisterns under the pavilion for rainwater to use for irrigation as well.

Chair Cornwell inquired as to who was responsible for providing excess parking in case of large events such as the Seafood Festival. Mr. DeWitt explained that the Outer Banks Tourism Board has that responsibility built into the agreements that they sign with the event organizers.

Mr. DeWitt confirmed for Chair Cornwell that they will have addressed the conditions noted by the Town Engineer and the Fire Department prior to the Board of Commissioners meeting.

Clyde Futrell moved to recommend approval of the Conditional Use/Vested Right request. Jim Troutman seconded the motion and the motion carried by unanimous vote

Consideration of amendments to the Town's Sign ordinance to ensure content neutral language and regulations pertaining to residential freestanding signage.

Deputy Town Manager/Planning Director Andy Garman explained that last month, the Planning Board and Board of Commissioners met in a joint workshop with local realtors to discuss the issue of freestanding residential signage. This issue was originally referred to the Planning Board in April of

2015 due to concerns over the proliferation of permanent real estate signs along the beach road and associated impacts on community appearance. As a result of the joint workshop, the Board of Commissioners appointed a subcommittee to reach consensus on how these signs should be regulated. Two Planning Board members – Pogie Worsley and Mike Siers, Commissioner John Ratzenberger, and three representatives from the real estate industry – Meghan Vaughan, David Pergerson with Resort Realty and Dan Hardy with Joe Lamb Realty met on March 31st and agreed to forward the following recommended ordinance modification to the Planning Board.

The subcommittee reviewed requirements for residential signage based on criteria for height, size, location and number of signs. It was agreed that the freestanding residential signage size limit should be reduced from six square feet to three square feet. The size limit will not include a frame constructed of 2'x4' or 4'x4' framing materials. Additionally, the height will be limited to 36 inches above grade measured to the top of the sign. The signs should be located in a manner which does not obstruct visibility from vehicles entering and exiting driveways. No specific setback requirement was established for these signs. For existing signs not meeting the aforementioned criteria, there will be an amortization date of January 1, 2019. Additionally, all new signs erected after the adopted date of the ordinance shall comply with these standards. It was reiterated that this signage allowance is only for properties where principal structures are located more than 100 feet from the front property line. In addition to the freestanding residential signage allowance, properties in single-family use may also have a sign attached to the dwelling up to six square feet in area. It was noted that once the amortization takes effect, six square foot freestanding signs may be relocated to the wall of the building.

The subcommittee also discussed non-commercial identification signs erected by property owners. It was agreed that new ordinance should allow property owners to have up to one freestanding sign in this category not to exceed three square feet in area. Property owners may also have one wall mounted non-commercial identification sign not to exceed six square feet in area. Currently, the ordinance allows one non-commercial identification sign not to exceed two square feet in area and does not specify where it can be placed.

Finally, the subcommittee agreed that the height limit for freestanding residential signs, including temporary signs, should not exceed 36 inches above grade measured to the top of the sign. This would include signs placed on properties actively listed for sale or under construction.

Mr. Garman stated that the proposed ordinance has been modified in various locations to reflect the recommendations. The ordinance has also been modified to include content neutral regulations, this language was previously presented to the Planning Board in December of 2015. In addition, Staff has now received input from the Town Attorney on the draft ordinance and changes have been incorporated throughout the ordinance to reflect his suggested revisions.

In addition, Mr. Garman noted that the Local Business Committee reviewed a number of changes to the Town's sign ordinance last year with the goal of improving the business climate and appearance of the town. An additional recommendation to rooftop signage regulations has been incorporated into the ordinance based on input from this committee. Mr. Garman briefly reviewed those changes for the Board.

Bob Oakes with Village Realty inquired how the committee had reached consensus on reducing the size of the signs. Planning Board/Committee member Mike Siers stated that it was actually Dan Hardy who had suggested the size of the sign.

Mr. Garman explained that there was a lot of discussion but ultimately it was a Board directive to look at number of things related to signs, including size and to look for alternatives.

Mr. Oakes noted that it seemed that not reducing the size was not an option and was not in agreement with the committee recommendation.

Mr. Reilly inquired about section 48-7 (4) non-commercial signs and questioned if house identification signs could be seen as being used for advertising rental houses, is some clarification needed?

Mr. Garman stated that historically house identification signs have been viewed as non-commercial, it does not have a corporate logo, it is just the name of the house.

Chair Cornwell suggested that Mr. Garman get further clarification on this from the Town attorney.

Mr. Futrell reminded the Board that aesthetics means different things to different people. Mr. Garman stated that aesthetics is something that needs to be further defined by the Board of Commissioners.

Chair Cornwell inquired why "For Sale" signs were allowed to be 6 square feet. Mr. Garman stated that this language had not changed; it is what is currently allowed by the ordinance.

Mr. Worsley stated that there was a lot discussion on this when the committee met; "For Sale" signs are considered to be a temporary sign and therefore they did not change the size, he would suggest that they leave it alone.

Chair Cornwell inquired about "Agent on Duty" signs; Mr. Garman stated that these are also considered temporary signs; "Open House" signs are currently allowed to be 6 feet, no changes are proposed to the size requirements, just content neutral language.

After a brief discussion on flags and commercial flag signs, Pogie Worsley moved to recommend approval of the proposed amendments to the Town's Sign Ordinance. Kate Murray seconded the motion and the motion carried unanimously.

Report on Board of Commissioners Actions

The Public Hearing for the proposed zoning ordinance text amendment to list "municipally-owned recreation facilities" as a permitted use within the C-2, General Commercial Zoning District, was scheduled for the May 4th, 2016 meeting.

Town Updates

Town Planner Holly White gave a brief update on Focus Nags Head. The advisory committee has met several times during the course of six months and there has been a lot of good discussion and consensus. A map of Nags Head was reviewed and the committee identified several character areas. A community meeting was held on March 8th and feedback was received on the committee's work to date. Three main suggestion came out of that meeting, these included: 1) identifying South Nags Head as a character area, it should not be lumped in with other neighborhoods; 2) recognizing the significance of Nags Head Woods and; 3) the desire for the plan to be something that the Board and Staff uses to move things forward and for it not to sit on a shelf.

Ms. White stated that they are working with the consultants to do further stake holder interviews with Board Members and Staff. The consultants are also working on drafting some policies that will be reviewed by the advisory committee.

Ms. Murray inquired if there had been a report from NC Sea Grant. Ms. White stated that a draft document related to Sea level rise was sent to staff. Staff has reviewed it and has had a follow up conference call with them. Staff requested some changes before they present it to a subcommittee.

Chair Cornwell asked what Ms. White would anticipate being the Planning Board's first action when it comes to Focus Nags Head. Ms. White stated that the Board would be asked to give feedback on the draft policy document. Ms. White hopes that the policies will come in sections for the Board's review.

Ms. White encouraged the Board to give her feedback via e-mail on any policy concerns that come up or issues related to the land use plan.

Mr. Garman gave an update on Dowdy Park. They have had three meetings with a small group to refine the park design. They now have a final draft design, which will be presented to the Commissioners at a special meeting on Friday at 1:30pm. They want to finalize the design so they can start working on bids. They have had some preliminary meetings with Trillium who provided through a grant a significant amount of money for the project. Staff hopes to present the site plan to the Planning Board in May and go to the Commissioners in June. Mr. Garman plans to put the project out to bid in June and possibly begin construction by July. Mr. Garman invited any interested Planning Board members to attend Friday's BOC meeting.

Mr. Garman stated that they were given a tight timeline by the Trillium grant and there is no room in the schedule for multiple reviews. They need to stick to the intent of Master design plan, which the Commissioners approved last spring. Mr. Garman stated that there have been no major changes from the Master plan.

Discussion Items

Discussion of Cottage Courts as permissible uses within the Town.

Mr. Garman explained that during the last year the Planning Board and Board of Commissioners have reviewed regulations pertaining to cottage courts. For the past 30 years, cottage courts had been considered a nonconforming use by the Town's ordinance. Therefore, no expansions to these properties have been allowed except for general maintenance and repairs. Modifications to the ordinance last year now allow staff and the Board of Commissioners to approve repairs, additions and expansions to existing cottage court properties. However, cottage courts were not removed as a nonconforming use. Consequently, it is still not possible to develop a new cottage court within the town except as allowed in the cluster housing provisions which were approved in the C-2 zoning district in late 2014. In these cases, only existing nonconforming lots of record may be recombined to create a cluster housing development and this is allowed under very specific circumstances.

During the course of working on revisions to the Town's land use plan and zoning ordinance (Focus Nags Head), there has been much discussion about diversity of accommodations. One main goal expressed is to improve the variety of accommodations within the town, including transient uses such as hotels and cottage courts, to provide more opportunities for short-stay visitors. While the Town has made a number of changes to the ordinance over the years to promote hotel development, it has been noted by the Focus Advisory Committee that cottage courts may represent a more viable

alternative to hotels from a development and from a land use compatibility standpoint. As the Town continues to experience the loss of older hotels and motels, there is a renewed sense of urgency to consider the expansion of the cottage court as a viable use of property.

Based on input from the Advisory Committee and the Board of Commissioners, Staff suggests that the Planning Board initiate a discussion to broaden the scope of where and how cottage courts might be developed within the town. If the Planning Board agrees to this suggested course of action, staff will prepare information to be reviewed at the May Planning Board meeting.

Mr. Reilly suggested using Eddie Goodrich's cluster housing model as a starting point. Mr. Garman agreed that it would be a good place to start.

Chair Cornwell gave Mr. Garman the go ahead to initiate the discussion.

Planning Board Members' Agenda

In keeping with the discussion related to hotels, Mr. Futrell praised the new Holiday Inn Express and thinks it will be good for the Town.

Mr. Futrell expressed concern about the houses that recently burned down. He stated that they could become a safety issue and asked if anything can be done – tear them down, board them up, wrap yellow tape, etc. Mr. Garman will speak to the Building Inspector and follow up with Mr. Futrell.

Mr. Futrell asked about the status of the last house standing on Sea Gull. Mr. Garman clarified that he was referring to the Cherry cottage. It was stated that the town is taking no action on the Cherry cottage at this time.

Mr. Garman gave Mr. Futrell and the Board an updated on the upcoming beach re-nourishment.

Ms. Murray asked if there were grants for buyout of repetitive loss properties. Mr. Garman explained that grants are not generally available for second homes.

Mr. Troutman asked for an update on 7-Eleven. Mr. Garman stated that they are still working on the underground fuel storage issue however there was no new information on the project.

Planning Board Chairman's Agenda

Pogie Worsley moved to adjourn, Mike Siers seconded the motion and the motion carried unanimously.

Adjournment

There being no further business to discuss, the meeting was adjourned at 4:20 PM.

Respectfully submitted,

Lily Campos Nieberding

STAFF REPORT

To: Planning Board

From: Kelly Wyatt, Deputy Planning Director
Andy Garman, Deputy Town Manager

Application: Site Plan Approval

Date: May 17, 2016

GENERAL INFORMATION

Applicant: Town of Nags Head.

Application Request: Site Plan Approval.

Purpose: Development of Phase I improvements for Dowdy Park including central community gathering space with associative recreation amenities. Phase I includes initial site preparation, children's play areas, construction of event plaza and pavilion, community art and expression spaces, multi-purpose event green, walking trails, fitness stations, vehicular access and associated drainage and utility infrastructure.

Property Location: 3005 S. Croatan Highway, Nags Head.

Existing Land Use: Vacant; formerly Dowdy's Amusement Park.

Zoning Classification of Property: C-2, General Commercial District.

Zoning Classification of Surrounding Properties: Properties to the north of this site, directly across Bonnett Street, are zoned C-2, General Commercial (The French Door) and R-3, High Density Residential (Vista Colony South Residential Subdivision). Properties to the east of the site, directly across Wrightsville Avenue are zoned R-3, High Density Residential (Nags Head Shores Amended, Sec. I). Property west of this site, directly across U.S. 158, is zoned C-2, General Commercial (YMCA).

Flood Hazard Zone of Property: AE 10; The elevation of all new construction, which in this phase of development only includes the Pavilion structure, shall meet the Regulatory Flood Protection Elevation of 11 ft. mean sea level. The finished floor elevation of the Pavilion is proposed at 11 ft. mean sea level.

Land Use Plan Map/Policies: Land Use Plan classification for this property is Park Open Space – Private. This proposal is consistent with this land use classification, however will be considered "Public" during the next Land Use Revision...

SPECIFIC INFORMATION

Applicable Zoning Regulations:

- Use Regulations: "Municipally-owned recreation facilities" is a Permitted Use within the C-2, General Commercial Zoning District.

- Lot Coverage- Allowable lot coverage for this site is 55%. Lot development coverage for Phase I construction will total 23.50% lot coverage. A detailed lot coverage break down for each feature has been provided in the attached development project narrative.
- Building Height- The maximum allowable height within the Town is 35 ft. however total height may be increased to 42 ft. with the use of an 8:12 roof pitch or greater. The proposed height of the pavilion is approximately 17.5 ft. therefore height is compliant.
- Architecture Design Standards: Compliance with the architectural design standards of Town Code Section 48-371 is unnecessary as the pavilion is considered an accessory structure.
- Parking: Required parking for this project is being provided in compliance with two related standards
 - The standard for "Municipally-owned recreation facility" of two parking spaces for each one acre of passive recreation area, excluding acreage used for multi-purpose recreation fields, tennis courts, parking areas or vehicular access ways. Passive recreation area of Dowdy Park totals 3.24 acres, requiring seven (7) parking spaces.
 - The standard for "Multi-purpose recreation fields associated with a municipally-owned recreation facility" of 30 parking spaces per field. One (1) multi-purpose field to be provided during a future phase, requiring thirty (30) parking spaces.

Based upon these combined standards a total of thirty-seven (37) parking spaces are required; forty (40) parking spaces have been provided therefore parking is compliant.

- Buffering/Landscaping: Town Code Section 48-163(12) requires that at minimum a buffer strip of at least five feet in width shall be provided between the parking lot and the street right-of-way line in accordance with section 48-482(3) buffer yard C. Additionally, Town Code Section 48-371(g), Open Space preservation/landscaping requirements requires that 10% of the lot's total area be preserved or 15% of the lot's total area to be planted in new vegetation. These requirements shall be applied separately of any required buffer yard with the exception that preserved natural vegetation may be applied towards buffering and preservation/landscaping.
 - Northern boundary: A compliant 5 ft. wide buffer yard C has been provided between the parking area and the Bonnett Street right-of way.
 - Southern boundary: No buffer is required between the park and the Nags Head Elementary School, both properties are zoned C-2, General Commercial and no transitional protective yard is required as neither use is considered "high impact". Furthermore, cross connections between the two uses are encouraged.
 - Eastern boundary: No disturbance is proposed during Phase I construction; all existing vegetation will be maintained.
 - Western boundary: A Buffer Yard E is required along the western boundary due to adjacency to U.S. 158. This buffer yard requires the first 15 feet of lot depth adjacent to the right-of-way to be left undisturbed and in its natural state. Immediately adjacent to that naturally kept 15 ft. buffer there shall be a buffer of a minimum width of 10 ft. with two rows of plantings. Due to the unique design of this property staff recommends a deviation to this requirement in such that the

buffer yards are reversed, the 10 ft. buffer being closest to the US 158 right-of-way due to both screening and safety purposes. This is the property boundary closest to the proposed multi-use recreation field and staff believes it would be most beneficial to have this landscaped area closest to the right-of-way while leaving the open, natural areas facing inward to the already present open space park and passive recreation field.

With regard to the Open Space Preservation/Landscaping Requirements of Town Code Section 48-371, slightly less than 3.5% of the lot is proposed to be preserved (eastern boundary) therefore, based upon subsection (2), approximately 10 percent of the site must be landscaped in new plantings. Rough calculations would bring the proposed new plantings to just slightly more than required at 10.2% of the total area.

- Lighting: Town Code Section 48-328(a), Specific Lighting Application Standards, sets forth illumination standards for parking lots with vehicular and pedestrian activity categorized as high, medium and low. This use would be categorized as medium activity use requiring a minimum maintained foot-candle reading of 0.5fc. The lighting plan included in your packet is compliant with these standards however; as costs begin to accumulate for Phase I of the park the lighting fixtures may be revised. If this occurs the Planning Board and Board of Commissioners will be made aware.

Supplemental security lighting will be provided throughout the park walkways via ground mounted bollards. This information will be provided prior to zoning and building permit issuance.

- Signage: Proposed signage has not been submitted at this time however any freestanding and wall signage shall be reviewed and approved prior to issuance of zoning and building permits.

Water and Sewage Disposal: No sanitary sewage facilities are planned with the Phase I development plan with temporary sewage needs addressed by the use of porta-johns.

Stormwater Management: Comments related to Stormwater Management are addressed within the Project Narrative (attached).

Traffic Circulation: The proposed parking lot design has been laid out in accordance with all Town Code requirements.

Fire: Project will be required to comply with all applicable NC Fire Prevention Code requirements as part of building permit application review and issuance.

Public Works: Comments related to Water Distribution, Utilities and Solid Waste are addressed within the Project Narrative (attached).

ANALYSIS

Staff submits that the proposed scope of work for the Phase I development of Dowdy Park is consistent with all required use and development standards.

STAFF RECOMMENDATION

Based upon the above review staff recommends approval of this Site Plan request as presented.

Attachments: Site Plan Application, Site Plan Set, Project Narrative.



TOTAL PROPOSED SQUARE FOOTAGE _____ x .50 = \$ _____ +

(Optional) VESTED RIGHT (\$200.00)

= TOTAL FEE DUE _____

**TOWN OF NAGS HEAD
SITE PLAN REVIEW APPLICATION & CHECKLIST**

DATE RECEIVED _____

1. LOCATION AND ZONING INFORMATION

- A. PROJECT TITLE Dowdy Park - Phase I
- B. STREET ADDRESS 3005 S. Croatan Highway, Nags Head NC 27959
- C. SUBDIVISION N/A
LOT(S) _____ BLOCK _____ SECTION _____
- D. PRESENT ZONING C-2, General Commercial
- E. PRESENT USE Vacant
- F. EXISTING NONCONFORMITIES None
- G. ABUTTING PROPERTY ZONING see narrative.
- H. ABUTTING PROPERTY USE _____

2. CERTIFICATION AND STANDING

A. As applicant of standing of the above named project, I certify that the information on this checklist and the site plan is complete and accurate.

OWNER AGENT CONTRACT
PURCHASER

- B. APPLICANT/DEVELOPER: NAME Town of Nags Head
ADDRESS P.O. Box 99 / 5401 S. Croatan Highway
Nags Head, NC 27959
TELEPHONE 252-441-7016
- C. CONTACT PERSON: NAME Andrew Garman, Deputy Town Manager.
ADDRESS P.O. Box 99 / 5401 S. Croatan Highway
Nags Head, NC 27959
TELEPHONE 252-449-2006

3. ADJACENT OWNERSHIP INFORMATION (TO BE SHOWN ON SITE PLAN)

- NAME/ADDRESS (N) Hanging Ten, LLC, 1402 W. First St. KDH, NC 27948 / Susan Wells - see attached.
 - NAME/ADDRESS (S) Dare County - NH elementary School, P.O. Box 1000, Manteo, NC 27954
 - NAME/ADDRESS (E) Wrightsville Ave R-O-W - see attached
 - NAME/ADDRESS (W) US 158 R-O-W and YITKA/TONH
- (If additional space is needed, please attach separate sheets.)

4. **SITE PLAN AND SITE PLAN ATTACHMENT DATA**

A. Site plan preparer David Ryan, P.E. Phone # 252-441-6221
 NC Registered Engineer Architect Surveyor. License # _____

B. The design for the attached Stormwater Management Plan includes:
 1.5", 2-hour rainfall: retained on-site.
 4.3", 2-hour rainfall: no important access or health-related impacts. *See Narrative Attached.*
 5.0", 2-hour rainfall: no unapproved impacts.
 Drainage calculations have been prepared YES NO ATTACHED YES NO

Note: Stormwater Management Plan MUST be approved by the Town Engineer prior to Planning Board review for all listed permitted uses in the zoning ordinance.

C. Sewage disposal approval is being submitted in the form of:
 Attached tentative approval letter dated No sanitary sewage facilities proposed w/ Phase I.
 Attached final permit dated _____
 State County

D. Project involves condominium ownership. N/A
 NO YES, Three copies of condominium documents attached.

E. Amount of land-disturbing activity proposed 3.24 ac. square feet.
 A Soil Erosion and Sedimentation Control Plan has been prepared.
 NO YES; (1) Copy attached, *See narrative attached; Amendment to Dare 2015-006.*
 (2) Copy submitted to Dare County Soil Conservation Service, Manteo NC 27954.

F. Coastal Area Management Act (CAMA) permit. YES NO

5. **INFORMATION TO BE SHOWN ON SITE PLAN**

Twelve (12) copies for Planning Board review

A. Property and ownership	YES	COMMENTS
1. Present recorded owner and map book/cabinet reference of the site property.	✓	
2. Current PIN Number.	✓	
3. Current site address.	✓	
4. Owners' names, lot numbers or map book and page reference of all adjacent property owners.	✓	
5. Boundary of the entire parcel by course and distance.	✓	
6. Widths of the existing rights-of-way that abut the site.	✓	
7. Nature or purpose, location and size of existing easements.	✓	
8. At all lot corners, points of tangents and any angle point along a given course of the site, iron pins minimum 3/8-inch diameter or 4x4-inch concrete monuments.	✓	
9. Plan to at least 1"=50' scale, showing north arrow and whether true or magnetic.	✓	
10. Signature and seal of preparer.	✓	
B. Existing features		
1. Streets, curbs, and sidewalks with type and width of pavement.	✓	
2. Topographic features of site and existing grades for any streets, storm drainage system including existing grades at four corners of all structures.	✓	
	YES	COMMENT

3. Flood zone(s) as determined by latest FEMA Flood Insurance Rate Map, with notation, "flood zone subject to change by FEMA."	✓	
4. All underground utilities and facilities including gasoline tanks and existing septic facilities (including tanks and fields).		
5. The location of any marsh areas, estuarine waters, or US Army Corps of Engineers 404 wetlands protection within or abutting the lot.	N/A	
6. If the lot is within an ocean hazard Area of Environmental Concern, the location of the first line of stable natural vegetation, the CAMA setback line, and contour lines at 2-foot intervals depicting any dunes located within an oceanfront AEC that are to be disturbed by construction.	N/A	
7. If the lot is within the small surface water supply watershed AEC (within 1,200 feet from the Fresh Water Pond), the distance between the pond and proposed septic or sewage treatment system.	N/A	
8. Percentage of site to be undisturbed and included in calculation for compliance with vegetation preservation ordinance Section 48-371.	✓	

C. Site improvements in accordance with regulations of state of North Carolina, Dare County, and Town of Nags Head

1. Proposed building type (e.g., concrete or frame), number of floors and dimensions.	✓	Pavilion
2. Proposed building elevations for all sides of building labeled in accordance with proposed architectural design criteria of Section 48-370.	✓	
3. Total height and number of stories of proposed structure(s). If increased height is being proposed in conjunction with increased setbacks, show increase allowed in tabular form on plan. Note definition of height in Section 48-7 of Town Code of Ordinances.	✓	
4. Existing and proposed ground elevations at the corners of proposed structure(s).	✓	
5. Sanitary sewer facilities with connection to sewer system or septic tank.	N/A	
6. Approximate locations of proposed underground utilities and any necessary easements.		
7. Screened dumpster pad(s) accessible to left-side loaders and sized in accordance with the Town Code of Ordinances.	✓	
8. Proposed fire hydrants and extensions of water distribution lines in accordance with size and density requirements found in Section 48-363 of the Town Code of Ordinances.	✓	
9. Location and height of proposed free-standing signs. See requirements of Chapter 48 Article VIII of the Town Code of Ordinances.	N/A	
10. Location of all sidewalks, curbs, drives, and parking within the site and proposed finished elevations.	✓	
11. Handicapped parking spaces, walks, ramps, and entrances shown in accordance with the NC State Building Code. Include a Handicapped sign detail.	✓	
12. The Vegetative Buffer Yard areas have been identified and the proper buffer yard provision(s) have been identified (i.e. Buffer Yard A, B,C,D,E as outlined in Chapter 48 Article XIII of the Town of Nags Head Code of Ordinances).	✓	
13. Layout of numbered stalls/loading zones in accordance with Chapter 48 Article V of the Town Code of Ordinances.	✓	

Commercial
Residential

Parking Spaces
Required

Parking Spaces
Shown

Loading
Spaces

"Municipally-owned Recreation
Facilities"

38

40

_____ STORIES	Pavilion Only w/ Phase I		
BUILDING SQUARE FOOTAGE:			
PRINCIPAL _____			
ACCESSORY _____			
TOTAL _____			
# EMPLOYEES <u> 0 </u>			
# DWELLING/LODGING UNITS <u> 0 </u>			

D. EXPLANATORY NOTES

1. Vicinity map.
2. Total square feet of land area to undergo land-disturbing activity.
3. The total required parking spaces versus the total parking spaces provided. Parking spaces to be numbered.
4. Cross-sectional details of all streets, roads, ditches, and parking lot improvements.
5. The number of dwelling/commercial units. If more than one use is proposed (e.g., large hotel with shops, etc.), show breakdown of units or square footage by building.
6. If additional height above 35 feet is being proposed, the additional height and increased setbacks shall be laid out in tabular form.
7. Total site coverage calculations. (Refer to Zoning Ordinance to calculate lot coverage for lots abutting ocean or sound.)
8. Components of the lighting plan (pole location, pole height, type of fixture, wattage, source of illumination, etc.). See Chapter 48 Article IX of the Town Code of Ordinances.
9. A completed architectural points worksheet for commercial structures subject to residential design criteria.

6. PLAN AND ATTACHMENT PREPARER CERTIFICATION

- A. I certify that all information for which I am responsible is complete and accurate.

DATE

SIGNATURE OF ENGINEER ARCHITECT SURVEYOR

- B. The following individuals have contributed information or attachments to the plan:

Name	Phone #	Information provided
<u>Andy Garman</u>	<u>252-449-2006</u>	<u>Code Review/Compliance</u>
<u>David Ryan</u>	<u>252-441-6221</u>	<u>Engineering/Site Drawings</u>
<u>Bill Hamilton</u>	<u>919-319-6716</u>	<u>Designer - CLH</u>
<u>Mark Kasten</u>	<u>252-441-0271</u>	<u>Architect - Cahoon & Kasten</u>
<u>Jim Debois</u>	<u>757-499-7223</u>	<u>PE Engineer</u>

Site Specific Development Plan Option - Vested Right for Site Plans



Department of Public Works

Administration
Maintenance Garage
Public Facilities Maintenance
Sanitation
Water Distribution
Water Operations

Town of Nags Head

Post Office Box 99
Nags Head, North Carolina 27959
Telephone 252-441-1122
Fax 252-441-3350
www.nagsheadnc.gov

Ralph Barile
Public Works Director

David Ryan, P.E.
Project Coordinator

Town of Nags Head Dowdy Park Project- Phase One Development Narrative

Project Name: Dowdy Park- Phase One

Address(s): 3005 S. Croatan Hwy.
Nags Head, NC 27959

Parcel ID Number(s): 005708000

Recorded Reference: D.B 1957, Pg. 170

Total Project Area: 219,579 ft.² ± (5.04 ac. ±)

Firm Zone Community Panels: 3720989200J: Zone AE(10)/X

Revision Date: September 20, 2006

Ownership: Town of Nags Head
P.O. Box 99
Nags Head, NC 27959

Zoning and Neighboring Uses:

The subject property is currently vacant, lying within the C-2 General Commercial zoning classification. Directly neighboring the property are the following uses, also located within the associative zoning classification;

- West – US Hwy 158 150' R/W General Commercial. (C-2)
- South – Nags Head Elementary School General Commercial (C-2)
- East- Wrightsville Ave. 60' R/W/High-Density Residential (R-3)
- North-Bonnett St. 60' R/W General Commercial/High-Density Residential (C-2)/(R-3)

Project History:

The subject property was previously operated as Dowdy's Amusement Park, a popular summer tourist attraction to the citizens of Nags Head and visitors alike. Components of the original commercial development plan consisted of amusement rides including, but not limited to; go-kart track, roller coaster, a train ride and indoor arcade, storage and amusement areas, (reference attached aerial photograph for complete layout). Due to the fact that the Amusement Park opened in the 1962, it predates the adoption of local and state stormwater rules, and therefore no stormwater control measures were ever implemented.

In May 2013, the Town of Nags Head purchased the 5 ac. subject property sited adjacent to the Nags Head Elementary School and located at the intersection of S. Croatan Hwy and Bonnett St.. In June 2015, the Town of Nags Head applied for and was subsequently approved to complete demolition activities of the existing site improvements, (Permit # Dare-2015-006). Upon completion of this work a vegetative cover was established over the disturbed areas. The surface improvements that currently remain are (3) improved driveway aprons and a rear asphalt loop drive.

Description of Phase One Development Proposal:

The proposed development activities consist of a multi-year phased development plan with the construction of a central community gathering space with associative recreational amenities. Phase I construction of the park includes the following activities; initial site preparation, children's play area, construction of an event plaza and pavilion, community art and expression space, multi-purpose event green, walking trails, fitness stations, vehicular access, parking and associative drainage & utility infrastructure improvements. In the future phases of development the Town desires to construct a children's play area, restrooms, an expanded walking and fitness trail system, multi-use playing field, and multi-sport court, (see attached Phase One Site Development Plans for reference). This initial phase of development will be funded partially by a Dare County Tourism Bureau Restricted Grant in conjunction with the Town of Nags Head in addition to grant funds received from Trillium Health Resources.

Proposed Disturbed Acreage: 3.24 ac.

"404" Wetland Acreage: 0 ac.

Proposed Wetland Impacts: None

Development Standards Required and Proposed:

The subject property lies within Nags Head Township, Dare County, North Carolina, within the C-2 General Commercial zoning district. Municipally-owned recreational facilities is in the process of being considered by the Nags Head Board of Commissioners as a permitted development use, as defined in the Town of Nags Head Code of Ordinances. The following describes how the provisions of the ordinance are being applied with this proposal;

1. Minimum Building Setbacks:
 - a. Front yard: 15 feet. (Bonnett St.)
 - b. Side yard: 15 feet (US Hwy 158/ Wrightsville Ave.)
 - c. Rear yard: 25 feet. (Nags Head Elementary School)
2. Lot Development Coverage (Phase One):
 - Asphalt Parking & Drives : 15,943 s.f.
 - Event Plaza (concrete): 12,024 s.f.
 - Event Plaza (permeable pavers): 2,154 s.f.
 - Pavilion: 1,390 s.f.
 - Main. Conc. sidewalk: 13,896 s.f.
 - Tributary Conc. sidewalk: 2,369 s.f.
 - Playground (poured in place surface): 2,034 s.f.
 - Playground Equipment: 756 s.f.
 - Wood Walkway: 1,032 s.f.
 - Total Lot Coverage: 51,598 s.f. (23.50%)
3. Pavilion Finish Floor Elevation Information:
 - Finished Floor Elevation: 11.0' MSL
4. Maximum Building Height: 35'
5. Proposed Building Height: 17.5'±
6. Off-Street Parking Requirements:
 - Per Table of Parking Requirements:
 - 2 spaces per 1 ac. of passive recreation area
 - Passive recreation area (Phase One): 3.24 ac.
 - Total Number of Parking Spaces Req'd: 7
 - Number of Parking Spaces Proposed: (40) 10'x18' (exterior) w/ 2' overhang & 10'x20' (interior) Parking Spaces
 - Vehicular circulation area is comprised of an asphalt surfaces w/ parking curb stops
7. Drive Aisle Width:
 - Minimum drive aisle width required: 22'
 - Driveway Width provided: 22'

Soils & Land Use

The subject properties contain typical characteristics of the Foredune-Beach landscape seen along the North Carolina Coast. The landscape exhibits the physical features of the coastal transitional zone, with transition from the broad flats of a shrub zone to a gently sloping maritime dune ridge formation to the west. The topography in the area of the proposed development is relatively flat with sparse vegetation. Existing surface drainage is provided by way of localized infiltration.

Low impact development techniques will be implemented into the development plan to provide a compact layout to minimize impervious surfaces. Due to this approach, existing natural depressions will be utilized for temporary retention of stormwater runoff prior to the occurrence of localized infiltration into the surrounding sandy soils. The soil types generally consist of Corolla fine sands series which are described as exhibiting moderate permeability characteristics with a 1.5 foot to 3 foot separation to the seasonal high water table. Due to the soil characteristics, the site provides the opportunity to employ low-impact development techniques.

The infiltration rate of the soil influences the volume of surface runoff that results from given storm events, (i.e. soils with high infiltration rates produce lower runoff volumes). As per the USDA, SCS, Soil Survey of Dare County, NC, the soils group within the project limits evaluated predominately consist of Corolla fine sands, type A soils group, consisting of soils with the moderate infiltration rates.

Stormwater Narrative:

The stormwater management system has been designed to accommodate the 4.3" design storm flood control requirement as required by Section 34-5 of Town of Nags Head Code of Ordinances. The intent of the stormwater management design is to employ controls that are "built in" to the surrounding environment, so as not to become a dominant feature.

The proposed project development activities have been designed in accordance with low impact development practices. Techniques implemented include compact design, maintaining natural hydrology, minimizing impervious surfaces, incorporating disconnected surface design measures, conveyance via sheet flow to mitigate concentrated flows, treating runoff at the source, implementing vegetation for enhanced evapotranspiration and maximizing infiltration to create a hydrologically functional project.

The proposed impervious surfaces will primarily sheet flow overland to infiltration basin(s), located around the periphery of the site. The basin side slopes will be broad, minimum of 5:1 horizontal to vertical side slopes, in an effort to maximize infiltration for enhanced removal efficiency. The design accounts for connectivity to future phases of the development and to the maximum extent practicable, connectivity within the initial phase of development for the creation of extended containment and distribution areas to reduce the potential for overflow. The outer portion of the parking area has been outfitted with a washed aggregate filter strip to aid in velocity dissipation prior to deposition into structural control measure.

Due to the size and nature of the proposed design, only (1) on-site contributing drainage area has been defined. With the exception of those portions of the ingress/egress drives sited within the Right-of-Way margins, all runoff generated from the proposed impervious surfaces will be directed to the stormwater management system.

Stormwater system drawdown will be accomplished via infiltration with basin surface storage being sized to accommodate the Town design storm event and infiltrate that volume within the state permitted 5 day time frame.

Supporting stormwater management calculations were prepared utilizing the NCDEQ approved Storm-EZ calculation sheets and design conditions most closely related to the 4.3" design event, (New Bern 2-yr, 24-hr design criteria chosen). The calculations performed account for both pre-development and post-development conditions in determining suitable runoff volume control measures.

With regards to state permitting, a scoping meeting was conducted with NCDEQ-DEMLR staff on March 16, 2016 to discuss the potential of an express review submittal. During the course of the meeting with Mr. Samir Dumpor, P.E., discussed option for this project to qualify for Exclusion, SB 1967, Section @.(d)(3) from the Coastal Stormwater Rules if the proposed redevelopment activities result in no increase in built upon area and provide stormwater controls equal to the previous development. In pursuit of this option, the Town of Nags Head has submitted a Redevelopment Exclusion request with NCDEQ on April 18, 2016. Copies of this permit approval will be submitted to the Town as part of the building permit application review.

Water Distribution:

Water service to this development will be supplied via a single 2" water service line which will be connected to an existing watermain located on the south side of Bonnett St. . A ¾" meter currently exists on the east side of the former main driveway apron to the property. The water service main will provide flow to a series of branch lines which will serve the future restroom facility in addition to a series of hose bibs strategically located throughout the park. A backflow prevention device will be installed on the main service line.

Separate irrigation facilities are planned and are excluded from this submission set. The water supply for this system will be provided via a submersible well pump. The system design will be submitted as part of the building permit application review.

The existing and proposed fire hydrant are sited within 400' of portions of all proposed structures satisfying Section 507.5.1 of the 2012 North Carolina Fire Code which requires that no portion of a building be more than 400 feet from a hydrant. Upon review of the North Carolina Building and Fire Code, for the type of Occupancy Use, it is not anticipated that fire sprinkler systems will be necessary.

Waste Water:

No sanitary sewage facilities are planned with the Phase One Development Plan with temporary sewage needs addressed by utilization of port-a-johns. Formal restroom facilities are planned for future phases with sanitary sewage to be collected, and conveyed, via a pump system, to a proposed on-site wastewater dispersal systems sited in the southwest corner of the site.

Utilities:

Services for Underground Power, (NC Dominion Power) will be extended to serve the subject properties. Final locations of these services will typically be determined by the service providers.

Solid Waste:

In accordance with Sec. 30-7© (10), Solid Waste Management, of the Town of Nags Head Code of Ordinances, a single four-cubic-yard dumpster on an 8'x10' concrete pad shall be provided for Recreation and Amusement applications. A multiple dumpster pad configuration,(8'x20') has been provided at the east end of the parking area to meet this requirement in addition to provision for supplemental solid waste or recycling containers.

Lighting:

Pursuant to Sec. 48-328 Specific Lighting application standards, in the Town Code of Ordinances, illumination standards for parking lots are described on anticipated vehicular and pedestrian activity. The standards are based upon three separate categories of activity, high, medium and low. An internal review was conducted and determined that the medium activity was the most compatible for this application and designed accordingly.

A parking lot lighting plan has been prepared by Pace Collaborative in accordance with Sec-48-328 and included in the site development plan set. An iterative process was conducted to review the most economical and efficient layout for the parking lot lighting. The final layout consists of six (6) cutoff LED fixtures mounted on (3) fiberglass poles and located along the northern periphery of the parking lot.

Supplemental security lighting will be provided throughout the park walkways via ground mounted solar bollards spaced at equal intervals in addition to lighting of the event plaza and pavilion. This information will be submitted with the building permit application.

Landscaping:

Landscaping design standards are described in Sec 48-482 with bufferyard provisions for specific uses. The applicable bufferyard for this application is as follows;

- West –US Hwy 158 150' R/W *Bufferyard E*
- South – Nags Head Elementary School –*N/A*
- East- Wrightsville Ave. 60' R/W- Provided in future phase, (maintain ex. vegetative buffer)
- North-Bonnett St. 60' R/W-*Bufferyard C*
-

In addition to landscape bufferyards, Sec. 48-163 establishes requirements for interior parking lot landscaping at a minimum rate equal to 10% of the total parking area.

CLH Design has prepared a landscape plan to meet these provisions and has been included in the site development plan set. It should be noted that an alternate method of compliance has been utilized along US Hwy 158 with the inclusion of a 15' wide planting width so as to maximize future development potential for the multi-use field.

Sediment & Erosion Control:

An approved sediment and erosion control plan, Permit # Dare-2015-006, was issued by NCDEQ on June 24, 2015 to encompass demolition of pre-existing improvements from the former Dowdy Amusement Park and minor grading activities. An amendment was filed to this permit on April 18, 2016 to include the activities associated with Phase One development plan.

Sediment and erosion control measures primarily consist of establishing a silt fence around the perimeter of the site to define the limits of construction and staging of material and equipment. Existing driveway aprons will be utilized as temporary construction entrances and removed towards the completion of the project, as applicable.

TOWN OF NAGS HEAD SUBMITTAL #1

DOWDY PARK PHASE 1

TOWN OF NAGS HEAD, NORTH CAROLINA

3005 SOUTH CROATAN HIGHWAY
NAGS HEAD, NC 27959

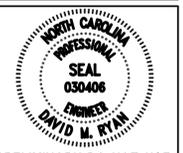


TOWN OF NAGS HEAD
DEPARTMENT OF PUBLIC WORKS
P.O. BOX 99
NAGS HEAD, NC 27959
252.441.1122 • www.nagsheadnc.gov



CLH DESIGN

CLH Design, PA
400 Regency Forest Dr.
Suite 120
Cary, NC 27518
Phone: 919.319.6716
Fax: 919.319.7516
LA: C-106 PE: C-1595



PRELIMINARY-DO NOT USE FOR CONSTRUCTION

DOWDY PARK - PHASE 1
SITE DEVELOPMENT PLAN
TOWN OF NAGS HEAD, NC
3005 S. CROATAN HWY.

LEGEND

SURFACE FEATURES:

EXISTING	DESCRIPTION
	BUILDING LINE (EXISTING)
	DITCH CENTERLINE (EXIST.)
	CURB/PAVEMENT/SIDEWALK (EX)
	FENCE (EXISTING)
	VEGETATION/TREELINE
	RETAINING WALL (EXISTING)

SURVEY:	DESCRIPTION
	CENTERLINE (EXISTING)
	CONTOUR (DEPRESSION)
	CONTOUR (INDEX) (EXIST.)
	EASEMENT
	PROPERTY LINE (EXISTING)
	RIGHT-OF-WAY (CURRENT)
	BOUNDARY LINE
	EDGE OF PAVEMENT (EXISTING)

UTILITIES (EXISTING):

	FO	FIBER OPTIC (BURIED)
	CTV	CABLE TELEVISION (BURIED)
	FM	FORCE MAIN
	GAS	GAS
	OHE	POWER (AERIAL)
	UGE	POWER (BURIED)
	SS	SANITARY SEWER
	12" CMP	STORM DRAINAGE
	T	TELEPHONE (BURIED)
	OHT	TELEPHONE (AERIAL)
	W	WATER

CONSTRUCT

CONSTRUCT	DESCRIPTION
	BUILDING LINE
	DITCH CENTERLINE
	CURB/PROP
	CURB/PAVEMENT/SIDEWALK
	SILT FENCE
	CONTOUR (INDEX)
	TOP OF BANK (PROPOSED)
	CONSTRUCTION LIMITS
	GUARDRAIL

ROAD SURFACE MATERIAL

SYMBOL	DESCRIPTION
	EXISTING PAVEMENT SCHEDULED FOR REMOVAL
	EXISTING CONCRETE SURFACE

GAS/POWER/TELEPHONE

SYMBOL	DESCRIPTION
	EXIST. PAD MOUNTED TRANSFORMER
	CONSTRUCT POWER VAULT
	UTILITY POLE
	POWER POLE
	UTILITY POLE ANCHOR
	LIGHT POLE
	TELEPHONE PEDESTAL
	TELEPHONE VAULT

SURVEY

SYMBOL	DESCRIPTION
	EXIST. BENCH MARK
	CONSTRUCT BLOCK CORNER
	IRON PIPE
	EX. IRON REBAR
	CONCRETE MONUMENT
	MONUMENT (IN CASE)
	SPOT ELEVATION

DRAINAGE

SYMBOL	DESCRIPTION
	EXIST. STORM DRAIN CATCH BASIN
	CONSTRUCT STORM DRAIN INLET
	STORM DRAIN PIPE
	STORM DRAIN JUNCTION
	25 L.F. 12" STORM PIPE (PROPOSED) DOUBLE LINE TO SIZE OF PIPE DIAMETER

WATER

SYMBOL	DESCRIPTION
	EXIST. GUARD POST
	CONSTRUCT FH
	WATER VALVE
	WM WATER METER

UTILITY NOTE

ALL UTILITIES ON THESE PLANS ARE APPROXIMATE. INDIVIDUAL SERVICE LINES ARE NOT SHOWN. THE CONTRACTOR OR SUBCONTRACTOR SHALL NOTIFY THE UTILITY PROTECTION CENTER NORTH CAROLINA 811 (TOLL FREE PHONE NO. 1-800-623-4949) FORTY-EIGHT (48) HOURS IN ADVANCE OF ANY CONSTRUCTION ON THIS PROJECT. THIS NUMBER WAS ESTABLISHED TO PROVIDE ACCURATE LOCATIONS OF EXISTING BELOW GROUND UTILITIES (I.E. CABLES, ELECTRIC WIRES, GAS & WATER LINES). WHEN CONTACTING THE NORTH CAROLINA 811 CALL CENTER, PLEASE STATE THE WORK TO BE DONE IS FOR A PROPOSED TOWN OF NAGS HEAD INFRASTRUCTURE IMPROVEMENT PLAN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR BECOMING FAMILIAR WITH ALL UTILITY REQUIREMENTS SET FORTH ON THE PLANS AND IN THE TECHNICAL SPECIFICATIONS & SPECIAL PROVISIONS.

North Carolina
One-Call Center Inc.



Know what's below
Call before you dig.

TOWN OF NAGS HEAD GENERAL NOTES

- DEVELOPER: TOWN OF NAGS HEAD
P.O. BOX 99
NAGS HEAD, NC 27959
- NO A.C.O.E. JURISDICTIONAL 404 WETLANDS ARE KNOWN TO EXIST WITHIN THE LIMITS OF THE SCHEDULED WORK.
- PRIOR TO ANY LAND DISTURBING ACTIVITIES COMMENCING, A SEDIMENT & EROSION CONTROL PERMIT MODIFICATION SHALL BE SECURED THROUGH THE NCDOT DEMLR.
- EXISTING VEGETATION SHALL BE PRESERVED TO THE MAXIMUM EXTENT PRACTICABLE.
- NO SCHEDULED IMPROVEMENTS ARE PLANNED TO OCCUR WITHIN THE NCDOT RIGHT-OF-WAY. IF ANY LAND DISTURBING ACTIVITIES ARE SCHEDULED, AN NCDOT RIGHT-OF-WAY ENCROACHMENT AGREEMENT SHALL BE SECURED PRIOR TO PERFORMING ANY CONSTRUCTION WITHIN THE STATE RIGHT-OF-WAY.
- PRIOR TO ANY LAND DISTURBING ACTIVITIES COMMENCING, STORMWATER APPROVAL SHALL BE SECURED THROUGH THE NCDOT DEMLR.

THE INFORMATION DESCRIBED HEREON IS BELIEVED TO BE ACCURATE, COMPLETE, AND CURRENT. THE TOWN OF NAGS HEAD MAKES NO WARRANTY AS TO THE ACCURACY, COMPLETENESS OR CURRENCY OF THE CONTENT. IT IS THE CONTRACTORS RESPONSIBILITY TO VERIFY THIS INFORMATION PRIOR TO RELYING ON IT. THE CONTENT OF THESE DOCUMENTS MAY INCLUDE TECHNICAL INACCURACIES OR TYPOGRAPHICAL ERRORS. IF SUCH CONDITIONS EXIST, THE CONTRACTOR SHALL CONSULT WITH THE ENGINEER PRIOR TO PROCEEDING WITH THE SCHEDULED WORK UNTIL AUTHORIZATION TO PROCEED HAS BEEN GRANTED.

BENCHMARK

NOTE: ALL ELEVATIONS ARE BASED ON NAVD 1988 DATUM

SOURCE BENCHMARK "T-166" NCGS MONUMENT

TBM#1 - NAIL AT INTERSECTION OF WRIGHTSVILLE AVE., ELEV.: 8.83 (CTRL PT #1)

TBM#2 - CONCRETE MONUMENT AT SW PROPERTY CORNER ELEV.: 10.82 (CTRL PT #2)

OWNER AND DESIGNER INFORMATION

OWNER: TOWN OF NAGS HEAD
ANDY GARBAN
TOWN OF NAGS HEAD PLANNING DEPARTMENT
P.O. BOX 99
NAGS HEAD, NC 27959
PHONE: 252.449.2006

CIVIL ENGINEER: DAVID RYAN, P.E.
TOWN OF NAGS HEAD DEPT. OF PUBLIC WORKS
P.O. BOX 99
NAGS HEAD, NC 27959
PHONE: 252.441.6221

DESIGNER: BILL HAMILTON
CLH DESIGN, PA
REGENCY PARK
400 REGENCY FOREST DR., SUITE 120
CARY, NC 27518
PHONE: 919.319.6716

ARCHITECT: MARK KASTEN
CAHOON & KASTEN ARCHITECTS
138 W. WOODHILL DR.
NAGS HEAD, NC 27959
PHONE: 252.441.0271

PME ENGINEER: JIM BEDDIS, P.E.
PACE COLLABORATIVE
1277 PERIMETER PARKWAY
VIRGINIA BEACH, VA 23454
PHONE: 757.499.7223

SITE DATA TABLE

1. PROJECT NAME:	DOWDY PARK NAGS HEAD TOWNSHIP DARE COUNTY, NORTH CAROLINA
2. PROPERTY ADDRESS:	3005 S. CROATAN HWY. NAGS HEAD, NC 27959
3. OWNER:	TOWN OF NAGS HEAD P.O. BOX 99 NAGS HEAD, NC 27959
4. PARCEL NUMBER:	005708000
5. RECORDED REFERENCE:	D.B. 1957 PG.170
6. MINIMUM BUILDING SETBACKS:	FRONT YARD: (BONNETT) 15 SIDE YARD: (US 15A/WRIGHTSVILLE) 15 REAR YARD: (COMMON PROP LINE W/ NHES) 25
7. TOTAL PROJECT AREA:	219,579 S.F. ± 5.04 AC.
8. F.I.R.M. ZONE:	ZONE AE(1)/X, 372098920019/20/2006
9. PROPERTY ZONING:	GENERAL COMMERCIAL (C-2)
10. USE CLASSIFICATION:	MUNICIPALLY-OWNED RECREATION FACILITY
ADJACENT USES:	INSTITUTIONAL/RESIDENTIAL/COMMERCIAL
11. ALL SURVEY DATA IS REFERENCED TO NAVD 88.	
12. PHYSICAL AND BOUNDARY SURVEY PREPARED BY BAINNETTE INTEGRATED LAND DEVELOPMENT, INC., TITLED TOWN OF NAGS HEAD, DOWDY PARK, DATED 2-19-15	
13. EXISTING LOT DEVELOPMENT COVERAGE: VACANT	
PROPOSED LOT DEVELOPMENT COVERAGE:	
PHASE ONE	ASPHALT PARKING AND DRIVES 15,943 SF
	EVENT PLAZA (CONC.) 12,024 SF
	PERMEABLE PAVERS 2,154 SF
	PAVILION 1,290 SF
	MAIN CONC. SIDEWALK 13,896 SF
	TRIBUTARY CONC. WALKS 2,369 SF
	PLAYGROUNDS (POURED IN PLACE) 2,034 SF
	PLAYGROUND EQUIPMENT 756 SF
	WOOD WALKWAY 1,032 SF
	TOTAL LOT COVERAGE 51,598 SF
	% LOT COVERAGE 23.50%
14. PARKING REQUIREMENTS: (CURRENT & FUTURE USE)	2 spaces per 1 acre of passive recreation area 3.24
	30 spaces per multi-purpose recreation field (future) 3.24
	# of ACRES OF PASSIVE RECREATION 1
	# of MULTI-PURPOSE FIELDS (FUTURE PHASE) 1
	TOTAL # OF PARKING SPACES REQUIRED 37
	TOTAL # OF PARKING SPACES PROVIDED 40
	TOTAL # OF #VC PARKING SPACES REQUIRED 2
	TOTAL # OF #VC PARKING SPACES PROVIDED 4
	PARKING SETBACKS 5 FT
15. EROSION & SEDIMENT CONTROL: PHASE ONE DISTURBED ACREAGE 5 AC.	
	PHASE ONE CONSTRUCTION LIMITS AREA 3.24 AC.
NOTE: AN NCDENR DEMLR SEDIMENT & EROSION CONTROL PERMIT SHALL BE OBTAINED PRIOR TO LAND-DISTURBING ACTIVITIES	
16. STORMWATER MANAGEMENT:	STATE: AN NCDOT DEMLR REDEVELOPMENT EXCLUSION REQUEST HAS BEEN FILED AND SHALL BE OBTAINED IN ADVANCE OF LAND-DISTURBING ACTIVITIES
	TOWN: THE REQUIREMENTS OF SECTION 34-5 OF THE TOWN OF NAGS HEAD
	THE REQUIREMENTS OF SECTION 48-326 LIGHTING REQUIRED OF THE TOWN OF NAGS HEAD CODE OF ORDINANCES SHALL BE MET
17. LIGHTING	THE REQUIREMENTS OF SECTION 48-326 LIGHTING REQUIRED OF THE TOWN OF NAGS HEAD CODE OF ORDINANCES SHALL BE MET
18. BUILDING HEIGHT	THE MAXIMUM BUILDING HEIGHT SHALL BE 35'

DRAWING INDEX

C00.00	SITE PLAN COVER SHEET
C00.01	OVERALL PLAN**
C01.01	SITE STAKING PLAN AND PAVEMENT MARKING PLAN
C02.01	EX. CONDITIONS SITE/ EROSION CONTROL/ DEMOLITION PLAN
C03.01	SITE GRADING & DRAINAGE PLAN
C04.01	SITE UTILITY PLAN**
C05.01	SITE LANDSCAPE PLAN
C07.01	SITE DETAILS
C07.02	SITE DETAILS
C07.03	SITE DETAILS
E01.01	CALCULATED LIGHTING LEVEL PLAN
A01.01	PAVILION FLOOR & FOUNDATION PLAN
A01.02	PAVILION ROOF & REFLECTED CEILING PLAN
A02.01	PAVILION BUILDING ELEVATIONS
A03.01	PAVILION BUILDING SECTIONS
**	EXCLUDED FROM PLAN SET

VICINITY MAP 1"=400'



REVISIONS	NO.	DATE	DESCRIPTION
	1		
	2		
	3		

DESIGNED BY: AMR/BH
DRAWN BY: HBR
DATE: APRIL-2016
PROJECT NO: 16-115
FILE:

COVER SHEET

C00.00



TOWN OF NAGS HEAD
DEPARTMENT OF PUBLIC WORKS
P.O. BOX 99
NAGS HEAD, NC 27959
252.441.1122 • www.nagsheadnc.gov



CLH Design, PA
400 Regency Forest Dr.
Suite 120
Cary, NC 27518
Phone: 919.319.6716
Fax: 919.319.7516
LA: C-106 PE: C-1595

SCHEMATIC DESIGN
PRELIMINARY PLANS
FOR REVIEW ONLY

DOWDY PARK - PHASE 1
SITE DEVELOPMENT PLAN
TOWN OF NAGS HEAD, NC
3005 SOUTH CROATAN HIGHWAY

REVISONS	NO.	DATE	DESCRIPTION

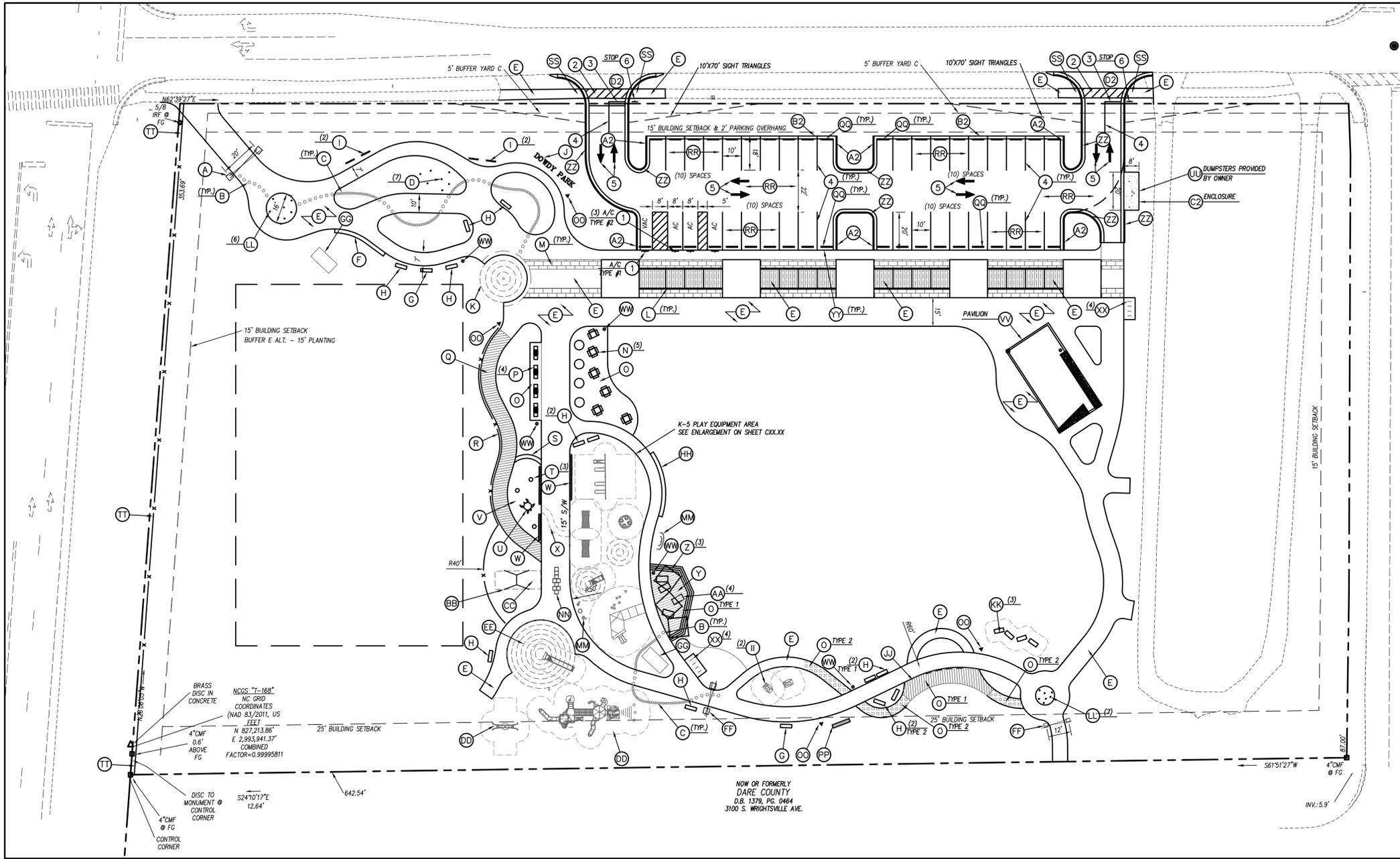
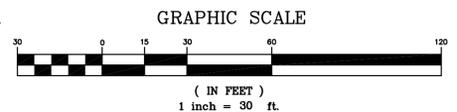
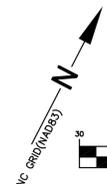
DESIGNED BY: AMR/BH
DRAWN BY: HBR
DATE: APRIL-29-2016
PROJECT NO: 16-115
FILE:

STAKING AND
PAVEMENT
MARKING PLAN

C01.01

KEY NOTES

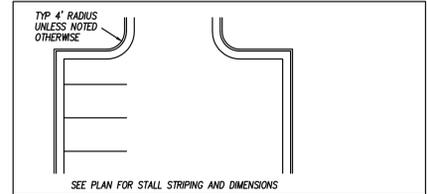
- (A) LARGE ARBOR, SEE DETAIL SHEET CXX.XX
- (B) LOG STAMPED CONCRETE, SEE DETAIL SHEET CXX.XX
- (C) STEPPING PYLONS, SEE DETAIL SHEET CXX.XX
- (D) ART BICYCLE FLOWERS, SEE DETAIL SHEET CXX.XX
- (E) CONCRETE SIDEWALK, SEE DETAIL SHEET C07.01.
- (F) CHALK WALL, SEE DETAIL SHEET CXX.XX
- (G) ART BENCH, SEE DETAIL SHEET CXX.XX
- (H) BENCH, SEE SPECIFICATIONS.
- (I) ART PANELS, CONTACT OWNER.
- (J) FITNESS STATION: DOWDY PARK SCULPTURE, SEE DETAIL SHEET CXX.XX
- (K) POURED-IN-PLACE DUNE WITH DOTS, SEE DETAIL SHEET CXX.XX
- (L) PROMENADE ARBOR, SEE DETAIL SHEET CXX.XX
- (M) PERMEABLE BRICK PAVERS, SEE DETAIL SHEET CXX.XX
- (N) TABLE, SEE SPECIFICATIONS
- (O) STAMPED CONCRETE TYPE X, SEE SPECIFICATIONS.
- (P) GAME TABLE, SEE SPECIFICATIONS.
- (Q) BOARDWALK, SEE DETAIL SHEET CXX.XX
- (R) FENCE/HANDRAIL, SEE DETAIL SHEET CXX.XX
- (S) SEAT WALL, SEE DETAIL SHEET CXX.XX
- (T) FOSSIL/NEST IMPRESSIONS, SEE SPECIFICATIONS.
- (U) PLAY TURTLE, SEE SPECIFICATIONS.
- (V) SAND/FOSSIL SUBSTRATE, SEE SPECIFICATIONS.
- (W) PYLON FENCE, SEE DETAIL SHEET CXX.XX
- (X) TURTLE FOOTPRINTS IN CONCRETE, SEE DETAIL SHEET CXX.XX, SEE SPECIFICATIONS.
- (Y) DECK AND STEPS, SEE DETAIL SHEET CXX.XX
- (Z) SHADE STRUCTURE, SEE DETAIL SHEET CXX.XX
- (AA) CHAIR, SEE SPECIFICATIONS.
- (BB) LIBERTY SWING, BY OWNER.
- (CC) POURED-IN-PLACE SURFACING, SEE DETAIL SHEET CXX.XX
- (DD) 5-12 PLAY EQUIPMENT, SEE SPECIFICATIONS.
- (EE) POURED-IN-PLACE STRIPED DUNE WITH SLIDE, SEE DETAIL SHEET CXX.XX
- (FF) SMALL ARBOR, SEE DETAIL SHEET CXX.XX
- (GG) SEATING SCULPTURE, SEE SPECIFICATIONS.
- (HH) PLAY WALL, SEE DETAIL SHEET CXX.XX
- (II) LOG TUNNEL, SEE SPECIFICATIONS.
- (JJ) PEEK-A-BOO WALL, SEE DETAIL SHEET CXX.XX
- (KK) FITNESS STATION: WOBBLE PODS, SEE SPECIFICATIONS.
- (LL) COLORFUL POLES, SEE SPECIFICATIONS.
- (MM) MUSICAL PLAY, SEE SPECIFICATIONS.
- (NN) BRICK HOPSCOTCH, SEE DETAIL SHEET CXX.XX
- (OO) FITNESS STATION SIGNAGE, SEE DETAIL SHEET CXX.XX
- (PP) FITNESS STATION: LOG WITH BAR, SEE SPECIFICATIONS.
- (QQ) CONCRETE WHEEL STOP, SEE DETAIL SHEET C07.01.
- (RR) LIGHT-DUTY PAVEMENT, SEE DETAIL SHEET C07.01.
- (SS) CURB RAMP RETROFIT, SEE DETAIL SHEET C07.01
- (TT) PERIMETER FENCE, SEE DETAIL SHEET CXX.XX
- (UU) CONCRETE PAVEMENT, SEE DETAIL SHEET CXX.XX
- (VV) SEE ARCHITECTURAL PLANS FOR PAVILION
- (WW) TRASH RECEPTACLE, SEE SPECIFICATIONS.
- (XX) BICYCLE RACKS, SEE SPECIFICATIONS.
- (YY) PARKING LOT/EVENT PLAZA SURFACE TRANSITION, SEE DETAIL SHEET C07.01.
- (ZZ) CONCRETE CURB AND GUTTER (VERTICAL), SEE DETAIL SHEET C07.01.
- (A2) CONCRETE CURB & GUTTER W/PEDESTAL SECTION, SEE DETAIL SHEET C07.01.
- (B2) CONCRETE BORDER (FLUSH), SEE DETAIL SHEET C07.01.
- (C2) DUMPSTER PAD WITH WOOD SCREEN, SEE DETAIL SHEET C7.01.
- (D2) DRIVEWAY APRON, SEE SHEET C7.01.



GENERAL NOTES

- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL TOWN OF NAGS HEAD AND NCDOT STANDARDS AND SPECIFICATIONS.
- ALL DIMENSIONS SHOWN ARE TO FACE OF CURB AND FACE OF BUILDING WALL, UNLESS OTHERWISE SHOWN.
- CONTRACTOR SHALL BE RESPONSIBLE FOR FIELD VERIFICATION OF ALL DIMENSIONS SHOWN AND CONTACT THE ARCHITECT IF ANY DISCREPANCIES OCCUR.
- CONSTRUCTION STAKE OUT IS THE RESPONSIBILITY OF THE CONTRACTOR.
- PAVEMENT MARKINGS AND SIGNAGE SHALL CONFORM TO THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES".
- ALL INTERIOR PARKING STALLS SHALL BE A MINIMUM OF 10'X20' (WITH EXCEPTION TO THE ACCESSIBLE SPACES) AND EXTERIOR SPACES SHALL BE A MINIMUM OF 10'X18'.
- (AC) DENOTES ACCESSIBLE PARKING SPACE.
- (VAC) DENOTES VAN ACCESSIBLE PARKING SPACE.
- WITHIN THE SIGHT TRIANGLES SHOWN ON THIS PLAN, NO OBSTRUCTION BETWEEN 3 FEET AND 8 FEET IN HEIGHT ABOVE THE CURB LINE ELEVATION SHALL BE LOCATED IN WHOLE OR PART. OBSTRUCTIONS INCLUDE BUT ARE NOT LIMITED TO ANY BERM, FOLIAGE, FENCE, WALL, SIGN, OR PARKED VEHICLE.
- MINIMUM CORNER CLEARANCE FROM CURB LINE OF INTERSECTION STREETS SHALL BE AT LEAST TWENTY (20) FEET FROM THE POINT OF TANGENCY.

TYP. PARKING DIMENSIONS



TRAFFIC CONTROL KEY NOTES

- ACCESSIBLE PARKING & SIGNAGE, SEE DETAIL SHEET CXX.XX
- STANDARD CROSSWALK, SEE TRAFFIC CONTROL NOTES THIS SHEET.
- STOP BAR, SEE TRAFFIC CONTROL NOTES THIS SHEET.
- SOLID WHITE MARKING, SEE TRAFFIC CONTROL NOTES THIS SHEET.
- DIRECTIONAL ARROW, SEE TRAFFIC CONTROL NOTES THIS SHEET.
- TRAFFIC CONTROL SIGNAGE, SEE TRAFFIC CONTROL NOTES THIS SHEET.

TRAFFIC CONTROL NOTES

- ALL ON-SITE SIGNAGE SHALL USE PRISMATIC SHEETING AND SHALL BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND NCDOT STANDARDS.

SIGN	MUTCD STD.	SIZE
STOP	R1-1	30"x30" MIN.
PEDESTRIAN TRAFFIC CROSSWALK ARROW	W1-2	30"x30"x30"

 SEE DETAIL SHEET C07.01
- ALL SIGNS SHALL BE MOUNTED WITH 7'-FT MIN. VERTICAL CLEARANCE TO THE BOTTOM OF THE SIGN ON 3-LB. GALV. STEEL U-CHANNEL POST SET IN 3-FT DEEP x 12-IN DIA. CONCRETE FOOTING.
- ALL PAVEMENT MARKINGS SHALL BE IN ACCORDANCE WITH THE MUTCD AND NCDOT STANDARDS AND THE PROJECT SPECIFICATIONS.

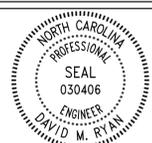
MARKING	NCDOT STD.	SIZE	COLOR
PARKING SPACES	1205.07 (STANDARD)	4-IN	WHT.
CROSSWALK	1205.08	8-IN	WHT.
DIRECTIONAL ARROWS	1205.01	STD.	WHT.
SOLID	1205.01	4-IN	WHT.
STOP BAR	SEE DETAIL SHEET C 07.01		
- ALL PAVEMENT MARKINGS SHALL BE ALKYD-RESIN TYPE PAINT, EXCEPT FOR FIRE LANE MARKINGS WHICH SHALL BE THERMOPLASTIC TYPE PAINT.
- ALL SIGNAGE SHALL BE FIELD STAKED AND THE LOCATIONS APPROVED BY TOWN OF NAGS HEAD PRIOR TO INSTALLATION.
- CENTER ALL DIRECTIONAL ARROWS WITHIN TRAVEL LANE.



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PRELIMINARY-DO NOT USE
FOR CONSTRUCTION

DOWDY PARK - PHASE 1
SITE DEVELOPMENT PLAN

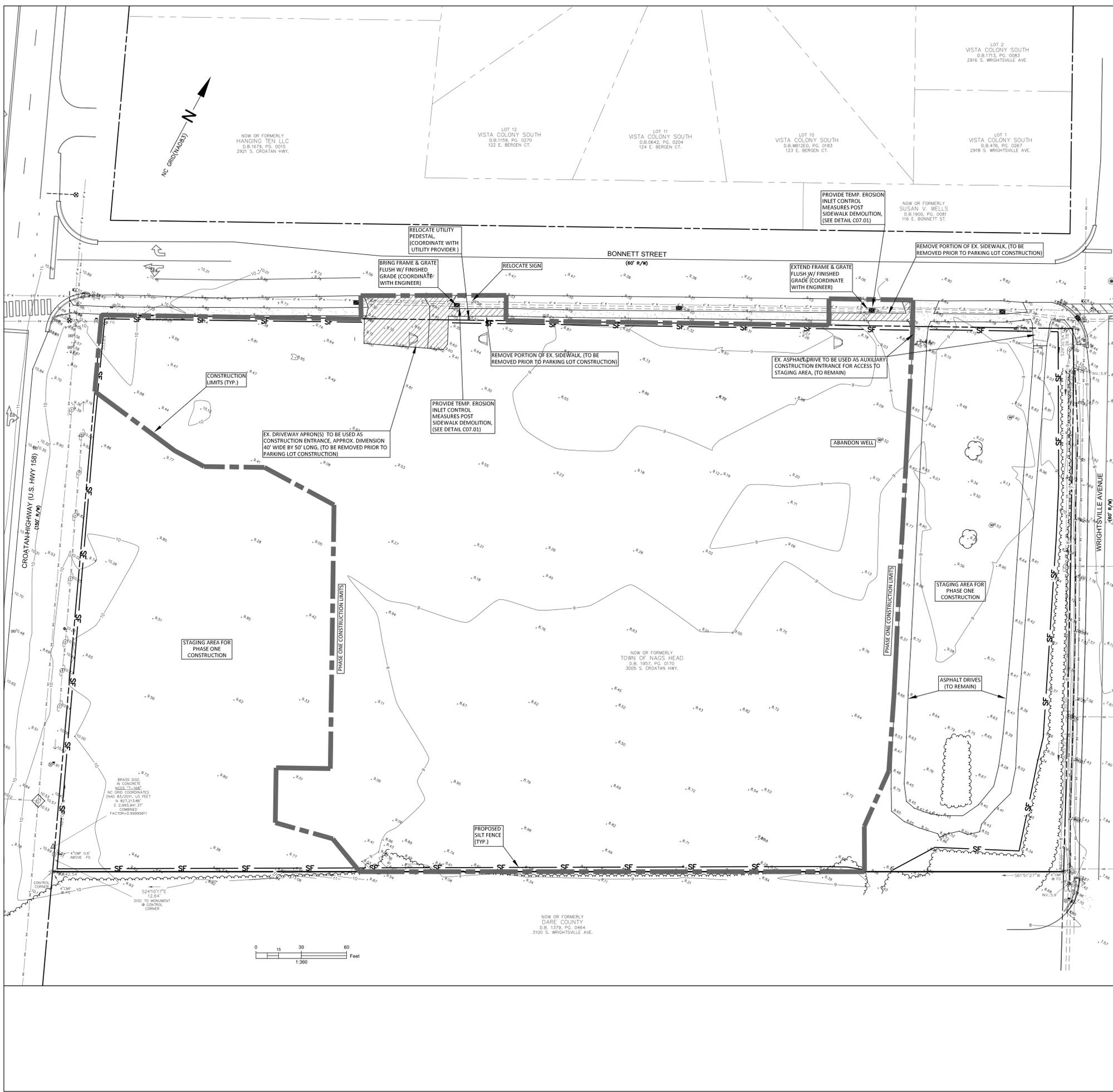
TOWN OF NAGS HEAD, NC
3005 S. CROATAN HIGHWAY

NO.	DATE	DESCRIPTION

DESIGNED BY: AMR/BH
DRAWN BY: HBR
DATE: APRIL - 2016
PROJECT NO: 16-115
FILE:

EXISTING CONDITIONS
PLAN/
EROSION AND
SEDIMENT CONTROL
PLAN

C02.01



CONSTRUCTION SEQUENCE

CONSTRUCTION ACTIVITY
CONSTRUCTION ACCESS
CONSTRUCTION ENTRANCE
CONSTRUCTION ROUTES
EQUIPMENT PARKING AREAS

SEDIMENT TRAPS & BARRIERS
BASIN TRAPS, SEDIMENT FENCES, & OUTLET PROTECTION

RUNOFF CONTROL
DIVERSIONS, PERIMETER DIKES, WATER BARS, AND OUTLET PROTECTION

RUNOFF CONVEYANCE SYSTEM
STABILIZE STREAMBANKS, STORM DRAINS, CHANNELS, INLET & OUTLET PROTECTION, SLOPE DRAINS

LAND CLEARING & GRADING
SITE PREPARATION- CUTTING, FILLING & GRADING, SEDIMENT TRAPS, BARRIERS, DIVERSIONS, DRAINS, SURFACE ROUGHENING

SURFACE STABILIZATION
TEMPORARY & PERMANENT SEEDING, MULCHING, SODDING, RIPRAP.

BUILDING CONSTRUCTION
BUILDINGS, UTILITIES, PAVING.

LANDSCAPING & FINAL STABILIZATION
EROSION & SEDIMENTATION CONTROL PRACTICES, AT A MINIMUM OF ONCE A WEEK AND WITHIN 24 HOURS AFTER ANY STORM EVENT GREATER THAN HALF AN INCH. PROMPTLY REMOVE ALL SEDIMENT FROM DIVERSIONS AND OTHER WATER-DISPOSAL PRACTICES. IF WASHOUTS OR BREAKS OCCUR, REPAIR THEM IMMEDIATELY. PROMPT MAINTENANCE OF SMALL-ERODED AREAS BEFORE THEY BECOME SIGNIFICANT GULLIES IS AN ESSENTIAL PART OF AN EFFECTIVE EROSION & SEDIMENTATION CONTROL PLAN. IMMEDIATE CORRECTIVE ACTION MUST BE TAKEN FOR ANY DEVICE FAILURE. IF SEDIMENT HAS BEEN OBSERVED TO HAVE BEEN DEPOSITED IN A STREAM OR WETLAND, THE DIVISION OF WATER QUALITY MUST BE NOTIFIED WITHIN 24 HOURS AND A WRITTEN NOTICE PROVIDED WITHIN 5 DAYS.

TEMPORARY SEEDING TABLE
THE PURPOSE OF TEMPORARY SEEDING IS TO TEMPORARILY STABILIZE DENuded AREAS THAT WILL NOT BE BROUGHT TO FINAL GRADE FOR A PERIOD AS NOTED IN THE TABLE BELOW:

SITE GRADING ACTIVITY DESCRIPTION	STABILIZATION TIME FRAME	STABILIZATION TIME FRAME EXCEPTIONS
1. PERIMETER DIKES, SWALES, DITCHES & SLOPES	7 DAYS	NONE
2. HIGH QUALITY WATER ZONES	7 DAYS	NONE
3. SLOPES STEEPER THAN 3:1 HOR:VERT	7 DAYS	IF SLOPES ARE LESS THAN 10' IN LENGTH AND ARE NOT STEEPER THAN 2:1 HOR:VERT 14 DAYS IS ALLOWED
4. SLOPES 3:1 HOR:VERT OR FLATTER	14 DAYS	7 DAYS FOR SLOPES GREATER THAN 50' IN LENGTH
5. SLOPES 4:1 HOR:VERT OR FLATTER	14 DAYS	NONE (EXCEPT ACTIVITIES 1 & 2)

TEMPORARY SEEDING SPECIFICATIONS
SEEDING RECOMMENDATIONS FOR LATE WINTER & EARLY SPRING
SEEDING DATES- DECEMBER 1 TO APRIL 15
SEEDING MIXTURE
SPECIES RATE (LB/ACRE)
WINTER RYE (GRAIN) 120 (ANNUAL RYEGRASS SHALL NOT BE USED)
ANNUAL LESPEDEZA 50
*OMIT ANNUAL LESPEDEZA WHEN DURATION OF TEMPORARY COVER IS NOT TO EXTEND BEYOND JUNE

SOIL AMENDMENTS
FOLLOW RECOMMENDATIONS OF SOIL TESTS OR APPLY 2,000 LB/ACRE GROUND AGRICULTURAL LIMESTONE AND 750 LB/ACRE 10-10-10 FERTILIZER.

MULCH
APPLY 4,000-LB/ACRE STRAW. ANCHOR STRAW BY TACKING WITH ASPHALT, NETTING, OR A MULCH-ANCHORING TOOL. A DISK WITH BLADES SET NEARLY STRAIGHT CAN BE USED AS A MULCH-ANCHORING TOOL.

MAINTENANCE
REFERTILIZE IF GROWTH IS NOT FULLY ADEQUATE. RESEED, FERTILIZE AND MULCH IMMEDIATELY FOLLOWING EROSION OR OTHER DAMAGE.

SEEDING RECOMMENDATIONS FOR SUMMER
SEEDING DATES- APRIL 15 TO AUGUST 15
SEEDING MIXTURE
SPECIES RATE (LB/ACRE)
GERMAN MILLET 40

SOIL AMENDMENTS
FOLLOW RECOMMENDATIONS OF SOIL TESTS OR APPLY 2,000 LB/ACRE GROUND AGRICULTURAL LIMESTONE AND 750 LB/ACRE 10-10-10 FERTILIZER.

MULCH
APPLY 4,000-LB/ACRE STRAW. ANCHOR STRAW BY TACKING WITH ASPHALT, NETTING, OR A MULCH-ANCHORING TOOL. A DISK WITH BLADES SET NEARLY STRAIGHT CAN BE USED AS A MULCH-ANCHORING TOOL.

MAINTENANCE
REFERTILIZE IF GROWTH IS NOT FULLY ADEQUATE. RESEED, FERTILIZE AND MULCH IMMEDIATELY FOLLOWING EROSION OR OTHER DAMAGE.

SEEDING RECOMMENDATIONS FOR FALL
SEEDING DATES- AUGUST 15 TO DECEMBER 30
SEEDING MIXTURE
SPECIES RATE (LB/ACRE)
WINTER RYE (GRAIN) 120

SOIL AMENDMENTS
FOLLOW RECOMMENDATIONS OF SOIL TESTS OR APPLY 2,000 LB/ACRE GROUND AGRICULTURAL LIMESTONE AND 1,000 LB/ACRE 10-10-10 FERTILIZER.

MULCH
APPLY 4,000-LB/ACRE STRAW. ANCHOR STRAW BY TACKING WITH ASPHALT, NETTING, OR A MULCH-ANCHORING TOOL. A DISK WITH BLADES SET NEARLY STRAIGHT CAN BE USED AS A MULCH-ANCHORING TOOL.

MAINTENANCE
REPAIR AND REFERTILIZE DAMAGED AREAS IMMEDIATELY. TOPDRESS WITH 50 LB/ACRE OF NITROGEN IN MARCH. IF IT IS NECESSARY TO EXTEND TEMPORARY COVER BEYOND JUNE 15, OVERSEED WITH 50 LB/ACRE KOBE LESPEDEZA IN LATE FEBRUARY OR EARLY MARCH.

NOTE:
THE CONTRACTOR SHALL INDICATE TO THE ENGINEER THE SOURCE FROM WHICH FILL MATERIAL WILL BE OBTAINED FROM. THE MATERIAL SHALL BE FROM A STATE APPROVED SOURCE AND BE PROVIDED TO THE CONTRACTOR PRIOR TO COMMENCING WITH ANY ON-SITE CONSTRUCTION ACTIVITIES.

SCHEDULE CONSIDERATION
FIRST LAND-DISTURBING ACTIVITY- STABILIZE BARE AREAS IMMEDIATELY WITH GRAVEL & TEMPORARY VEGETATION AS CONSTRUCTION TAKES PLACE.

INSTALL PRINCIPAL BASINS AFTER CONSTRUCTION SITE IS ACCESSED. INSTALL ADDITIONAL TRAPS AND BARRIERS AS NEEDED DURING GRADING.

INSTALL KEY PRACTICES AFTER PRINCIPAL SEDIMENTS TRAPS AND BEFORE LAND GRADING. INSTALL ADDITIONAL RUNOFF-CONTROL CONVEYANCE MEASURES DURING GRADING.

WHERE NECESSARY, STABILIZE STREAMBANKS AS EARLY AS POSSIBLE. INSTALL PRINCIPAL RUNOFF CONVEYANCE SYSTEM WITH RUNOFF-CONTROL MEASURES. INSTALL REMAINDER OF SYSTEM AFTER GRADING.

BEGIN MAJOR CLEARING AND GRADING AFTER PRINCIPAL & KEY RUNOFF-CONTROL MEASURES ARE INSTALLED. CLEAR BORROW & DISPOSAL AREAS AS NEEDED. INSTALL ADDITIONAL CONTROL MEASURES AS GRADING PROGRESSES. MARK TREES & BUFFER AREAS FOR PRESERVATION.

APPLY TEMPORARY OR PERMANENT STABILIZATION MEASURES IMMEDIATELY ON ALL DISTURBED AREAS WHERE WORK IS DELAYED OR COMPLETE.

INSTALL NECESSARY EROSION & SEDIMENTATION CONTROL PRACTICES AS WORK TAKES PLACE.

STABILIZE ALL OPEN AREAS, INCLUDING BORROW & DISPOSAL AREAS. REMOVE & STABILIZE ALL TEMPORARY CONTROL MEASURES.

PERMANENT SEEDING
THE PURPOSE OF PERMANENT SEEDING IS TO REDUCE EROSION AND DECREASE SEDIMENT YIELD FROM DISTURBED AREAS, AND TO PERMANENTLY STABILIZE SUCH AREAS IN A MANNER THAT IS ECONOMICALLY FEASIBLE. SELECTION OF THE MOST APPROPRIATE PLANT MATERIALS, THESE AREAS MUST BE SEEDING OR PLANTED WITHIN 15 WORKING DAYS OR 90 CALENDAR DAYS AFTER FINAL GRADE IS REACHED, UNLESS TEMPORARY STABILIZATION IS APPLIED.

PERMANENT SEEDING SPECIFICATIONS
SEEDING RECOMMENDATIONS FOR SUMMER
SEEDING DATES- APRIL TO JULY
SEEDING MIXTURE
SPECIES RATE
COMMON BERMUDAGRASS 10/1,000 SF (SPRIGS)
1-2 LB/1,000 SF (SEED)

SEEDING NOTES
1. SPRIG OR SOD. MOISTURE IS ESSENTIAL DURING INITIAL ESTABLISHMENT. SOD MUST BE KEPT WATERED FOR 2-3 WEEKS, BUT CAN BE PLANTED EARLIER OR LATER THAN SPRIGS.

SOIL AMENDMENTS
APPLY LIME AND FERTILIZER ACCORDING TO SOIL TESTS OR APPLY 3,000 LB/ACRE GROUND AGRICULTURAL LIMESTONE AND 500 LB/ACRE 10-10-10 FERTILIZER, OR 50 LB/ACRE NITROGEN FROM TURF-TYPE SLOW-RELEASE FERTILIZER. ADD 25-50 LB/ACRE NITROGEN AT 2-3 WEEK INTERVALS THROUGH MIDSUMMER.

SPRIGGING
PLANT SPRIGS IN FURROWS WITH A TRACTOR-DRAWN TRANSPLANTER, OR BROADCAST BY HAND.

FURROWS SHOULD BE 4-6 INCHES DEEP AND 2 FEET APART. PLACE SPRIGS ABOUT 2 FT. APART IN A ROW WITH ONE END AT OR ABOVE GROUND LEVEL.

BROADCAST AT RATES SHOWN ABOVE, AND PRESS SPRIGS INTO THE TOP 1/2-2 INCHES OF SOIL WITH A DISK SET STRAIGHT SO THAT SPRIGS ARE NOT BROUGHT BACK TOWARD THE SURFACE.

MULCH- DO NOT MULCH.

MAINTENANCE
WATER AS NEEDED AND MOW TO 3/4 TO 1-INCH HEIGHT. TOPDRESS WITH 40 LB/ACRE NITROGEN IN APRIL, 50 LB IN MAY, 50 LB IN JUNE, 50 LB IN JULY, AND 25 LB IN AUGUST.

SODDING
THE PURPOSE OF PERMANENT SEEDING IS TO PREVENT EROSION AND DAMAGE FROM SEDIMENT AND RUNOFF BY STABILIZING THE SOIL SURFACE WITH PERMANENT VEGETATION FOR THE PURPOSE OF:
- THE PROVISION OF IMMEDIATE VEGETATIVE COVER IN CRITICAL AREAS
- TO STABILIZE DISTURBED AREAS WITH A SUITABLE PLANT MATERIAL THAT CANNOT BE ESTABLISHED BY SEED.
- TO STABILIZE DRAINAGEWAYS & CHANNELS AND OTHER AREAS OF CONCENTRATED FLOW WHERE FLOW VELOCITIES WILL NOT EXCEED THAT SPECIFIED GRASS LINING.

SODDING SPECIFICATIONS
SOD QUALITY
-SOD SHOULD BE MACHINE CUT AT A UNIFORM DEPTH OF 1 1/2-2 INCHES.
-SOD SHOULD NOT HAVE BEEN CUT IN EXCESSIVELY WET OR DRY WEATHER.
-SECTIONS OF SOD SHOULD BE STANDARD SIZE AS DETERMINED BY THE SUPPLIER. UNIFORM, AND UNIFORM.
-SECTIONS OF SOD SHOULD BE STRONG ENOUGH TO SUPPORT THEIR OWN WEIGHT, AND RETAIN THEIR SIZE AND SHAPE WHEN LIFTED BY ONE END.
-HARVEST, DELIVERY, AND INSTALLATION OF SOD SHOULD TAKE PLACE WITHIN A PERIOD OF 36 HOURS.

SOIL AMENDMENTS
APPLY LIME AND FERTILIZER ACCORDING TO SOIL TESTS OR APPLY 2 TONS/ACRE OF PULVERIZED AGRICULTURAL LIMESTONE AND 1,000 LB/ACRE 10-10-10 FERTILIZER IN THE FALL, OR 5-10-10 IN SPRING.

PRIOR TO LAYING SOD, CLEAR THE SOIL SURFACE OF TRASH, DEBRIS, ROOTS, BRANCHES, STONES, AND CLODS LARGER THAN 2 INCHES IN DIAMETER. FILL OR LEVEL LOW SPOTS IN ORDER TO AVOID STANDING WATER. RAKE OR HARROW THE SITE TO ACHIEVE A SMOOTH AND LEVEL FINAL GRADE. COMPLETE SOIL PREPARATION BY ROLLING OR CULTIPACKING TO FIRM SOIL.

MAINTENANCE
AFTER THE FIRST WEEK, WATER AS NECESSARY TO MAINTAIN ADEQUATE MOISTURE IN THE ROOT ZONE & PREVENT DORMANCY OF THE SOD.
DO NOT REMOVE MORE THAN ONE-THIRD OF THE SHOOTS IN ANY ONE MOWING. GRASS HEIGHT SHOULD BE MAINTAINED BETWEEN 2-3 INCHES UNLESS OTHERWISE SPECIFIED.

AFTER FIRST GROWING SEASON, ESTABLISHED SOD REQUIRES FERTILIZATION, AND MAY ALSO REQUIRE LIME. FOLLOW SOIL TEST RECOMMENDATIONS.



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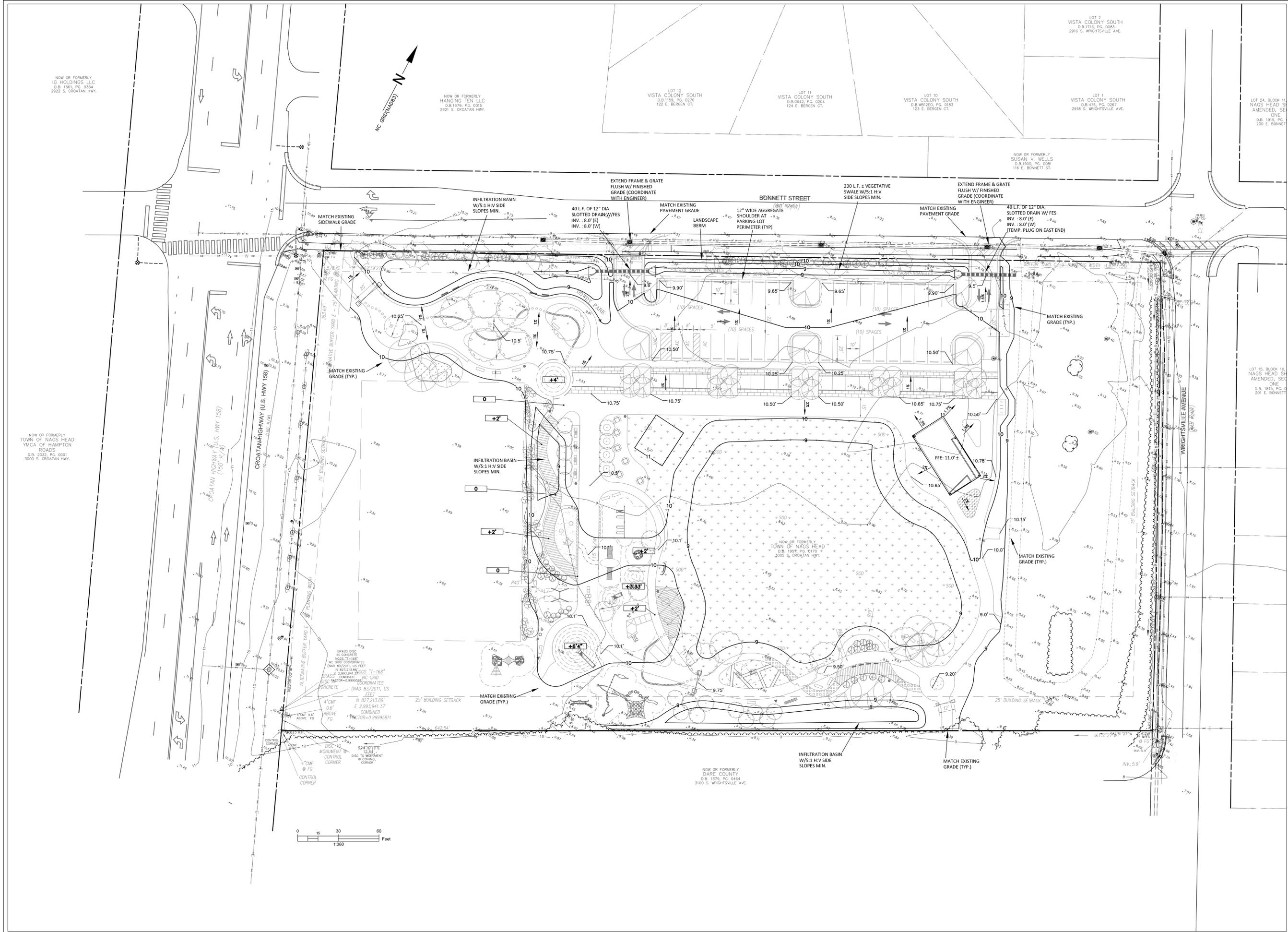
DOWDY PARK - PHASE 1
SITE DEVELOPMENT PLAN
TOWN OF NAGS HEAD, NC
3005 S. CROATAN HIGHWAY

NO.	DATE	DESCRIPTION

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DRAWN BY: HBR
DATE: APRIL-2016
PROJECT NO: 16-115
FILE:

GRADING AND
DRAINAGE PLAN

C03.01



NOW OR FORMERLY
IG HOLDINGS LLC
D.B. 1961, PG. 0384
2922 S. CROATAN HWY.

NOW OR FORMERLY
HANGING TEN LLC
D.B. 1678, PG. 0015
2921 S. CROATAN HWY.

LOT 12
VISTA COLONY SOUTH
D.B. 1159, PG. 0270
122 E. BERGEN CT.

LOT 11
VISTA COLONY SOUTH
D.B. 0642, PG. 0214
124 E. BERGEN CT.

LOT 10
VISTA COLONY SOUTH
D.B. 0812, PG. 0183
123 E. BERGEN CT.

LOT 2
VISTA COLONY SOUTH
D.B. 1713, PG. 0083
2916 S. WRIGHTSVILLE AVE.

LOT 1
VISTA COLONY SOUTH
D.B. 0476, PG. 0267
2918 S. WRIGHTSVILLE AVE.

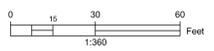
LOT 24, BLOCK 11,
NAGS HEAD SH
AMENDED, SEC
ONE
D.B. 1915, PG. 1
200 E. BONNETT ST.

NOW OR FORMERLY
SUSAN V. WELLS
D.B. 1900, PG. 0081
116 E. BONNETT ST.

LOT 15, BLOCK 10,
NAGS HEAD SH
AMENDED, SEC
ONE
D.B. 1615, PG. 1
201 E. BONNETT ST.

NOW OR FORMERLY
TOWN OF NAGS HEAD
YMCA OF HAMPTON
ROADS
D.B. 2032, PG. 0001
3000 S. CROATAN HWY.

NOW OR FORMERLY
DARE COUNTY
D.B. 1379, PG. 0464
3100 S. WRIGHTSVILLE AVE.





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	2		
	3		

DESIGNED BY: AMR/BH
DRAWN BY: HBR
DATE: APRIL-29-2016
PROJECT NO: 16-115
FILE:

LANDSCAPE PLAN

C05.01

PLANT SCHEDULE

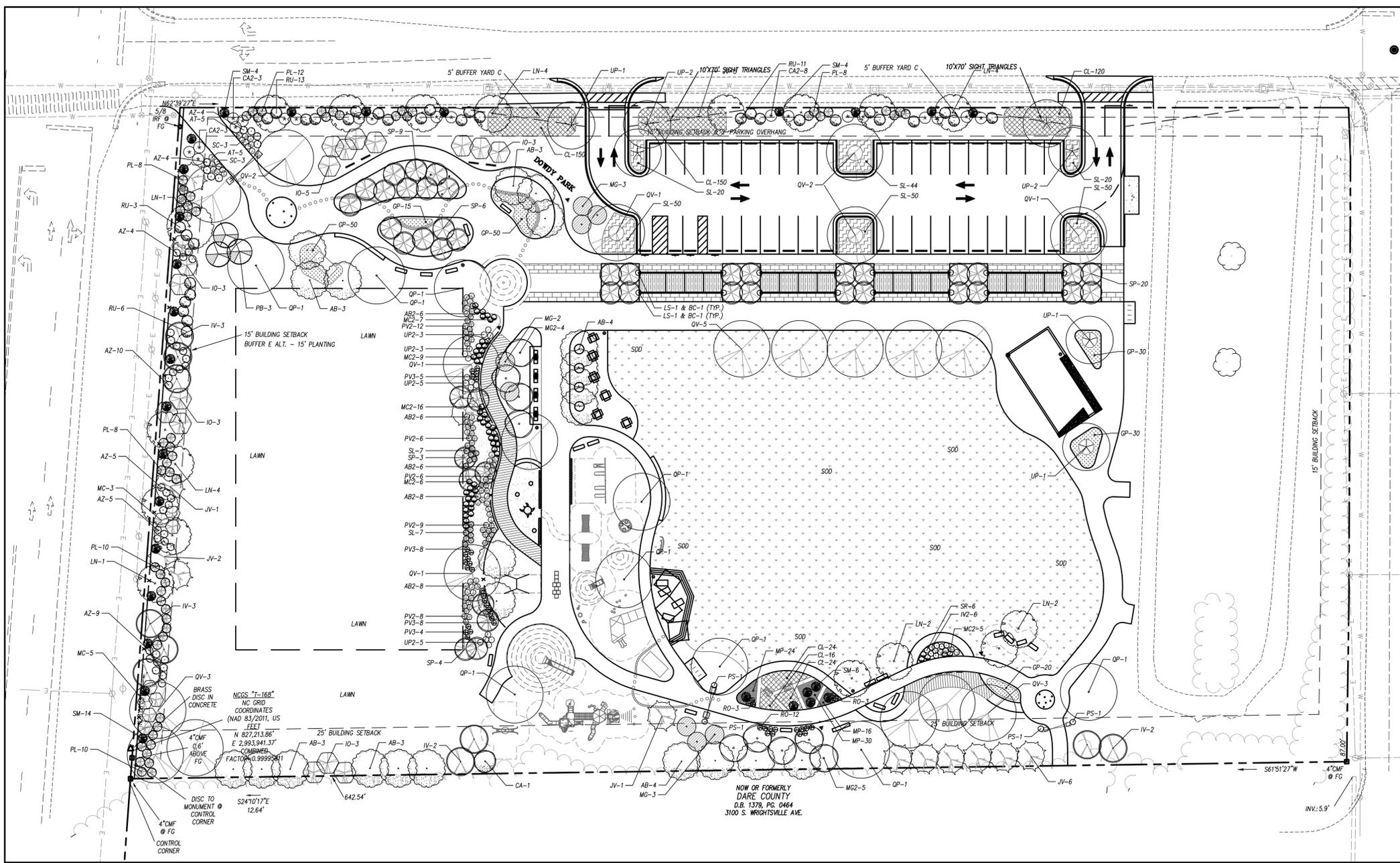
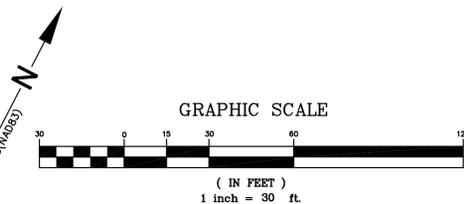
KEY	QTY	PLANT NAME	MIN. SIZE	REMARKS
TREES				
AB	TBD	TRIDENT MAPLE <i>Acer buergerianum</i>	12" HB B&B 3" Cal	Straight Trunk Full Matched Specimens
CA	TBD	BLUE CYPRESS <i>Cupressus arizonica 'Blue Sapphire'</i>	8" HB B&B 2" Cal	Full Plants
IO	TBD	AMERICAN HOLLY <i>Ilex opaca 'Tina'</i>	8" HB B&B 3" Cal	Matched Specimens
IV	TBD	YALPOUN HOLLY <i>Ilex vomitoria</i>	8" HB B&B 3" Cal	Matched Specimens
JV	TBD	EASTERN RED CEDAR <i>Juniperus virginiana var. silicola</i>	5'-6" HL 3" Trunk	Straight Trunk Full Matched Specimens
LN	TBD	CROAKE MYRTLE 'NATCHEZ' <i>Lagerstromia indica 'Natchez'</i>	8" HL 1 1/2" Cal	Matched Specimens
MG	TBD	LITTLE GEM MAGNOLIA <i>Magnolia grandiflora 'Little Gem'</i>	8" HL 1 1/2" Cal	Matched Specimens
MG2	TBD	SWEETBAY MAGNOLIA <i>Magnolia virginiana</i>	8" HL 1 1/2" Cal	Matched Specimens
PB	TBD	REDBAY <i>Persea borbonia</i>	8" HL 1 1/2" Cal	Straight Trunk Matched Specimens
QG	TBD	SAND LIVE OAK <i>Quercus geminata</i>	8" HL 1 1/2" Cal	Straight Trunk Matched Specimens
QP	TBD	WILLOW OAK <i>Quercus phellos</i>	12" HB B&B 3" Cal	Straight Trunk Full Matched Specimens
QV	TBD	LIVE OAK <i>Quercus virginiana</i>	12" HB B&B 3" Cal	Straight Trunk Full Matched Specimens
SP	TBD	SABAL PALM <i>Sabal palmetto</i>	12" HB B&B 3" Cal	Straight Trunk Full Matched Specimens
UP	TBD	ALLEE ELM <i>Ulmus parvifolia 'Allee'</i>	8" HL 1 1/2" Cal	Straight Trunk Full Matched Specimens
SHRUBS				
AZ	TBD	ENCORE AZALEA <i>Azalea x Autumn Royalty</i>	18"-24" HL 1-Gal Cont	Full Plants
CA2	TBD	AMERICAN BEAUTY BERRY <i>Callicarpa americana</i>	18"-24" HL 3-Gal Cont	Full Plants
CA3	TBD	HUMMINGBIRD CLETHRA <i>Clethra alnifolia 'Hummingbird'</i>	18"-24" HL 3-Gal Cont	Full Plants
IV2	TBD	DWARF YALPOUN HOLLY <i>Ilex vomitoria 'Nana'</i>	18"-24" HL 3-Gal Cont	Full Plants
IV3	TBD	WINTER RED WINTERBERRY HOLLY <i>Ilex verticillata 'Winter Red'</i>	18"-24" HL 3-Gal Cont	Full Plants
IV4	TBD	SOUTHERN GENTLEMAN WINTERBERRY <i>Ilex verticillata 'Southern Gentleman'</i>	18"-24" HL 3-Gal Cont	Full Plants
MC	TBD	SOUTHERN WAX MYRTLE <i>Myrica cerifera</i>	24"-36" HL 3-Gal Cont	Full Plants
OA	TBD	WILD OLIVE <i>Osmanthus americanus</i>	24"-36" HL 6-Gal Cont	Full Plants
PL	TBD	OTTO LUYKEN LAUREL <i>Prunus laurocerasus 'Otto Luyken'</i>	24"-36" HL 3-Gal Cont	Full Plants
RU	TBD	INDIAN HAWTHORN <i>Raphirolepis umbellata 'Majestic Beauty'</i>	24"-36" HL 3-Gal Cont	Full Plants
RU2	TBD	INDIAN HAWTHORN <i>Raphirolepis umbellata indica</i>	24"-36" HL 3-Gal Cont	Full Plants
RO	TBD	ROSEMARY <i>Rosemary officinalis 'Arp'</i>	18"-24" HL 3-Gal Cont	Full Plants
SM	TBD	DWARF PALMETTO <i>Sabal minor</i>	24"-36" HL 3-Gal Cont	Full Plants
RH	TBD	NEEDLE PALM <i>Rhapidophyllum hystrix</i>	24"-36" HL 3-Gal Cont	Full Plants
ORNAMENTAL GRASSES				
AB2	TBD	AMERICAN BEACHGRASS <i>Ammophila breviflora</i>	1-Gal Cont	Full Plants
MC2	TBD	PINK MUHLY GRASS <i>Muhlenbergia capillaris 'sericea'</i>	3-Gal Cont	Full Plants
PA	TBD	BITTER PANICUM <i>Panicum amarum</i>	1-Gal Cont	Full Plants
PV	TBD	NORTHWIND SWITCH GRASS <i>Panicum virgatum 'Northwind'</i>	1-Gal Cont	Full Plants
PV2	TBD	SHENANDOAH SWITCH GRASS <i>Panicum virgatum 'Shenandoah'</i>	1-Gal Cont	Full Plants
SL	TBD	SEASIDE LITTLE BLUESTEM <i>Schizachyrium littorale</i>	1-Gal Cont	Full Plants
UP2	TBD	SEA OATS <i>Uniola paniculata</i>	1-Gal Cont	Full Plants
VINES				
BC	TBD	CROSSVINE <i>Bignonia capreolata</i>	1-Gal Cont	Full Plants
LS	TBD	CORAL HONEYSUCKLE <i>Lonicera sempervirens</i>	1-Gal Cont	Full Plants
PS	TBD	PASSIFLORA <i>Passiflora incarnata</i>	1-Gal Cont	Full Plants
PERENNIALS AND GROUNDCOVERS				
AT	TBD	BUTTERFLY WEED <i>Asclepias tuberosa</i>	3-Gal Cont	Full Plants
CL	TBD	COREOPSIS <i>Coreopsis lanceolata</i>	3-Gal Cont	Full Plants
GP	TBD	BLANKET FLOWER <i>Gaillardia pulchella</i>	1-Gal Cont	Full Plants
LT	TBD	LANTANA <i>Lantana camara 'Miss Huff'</i>	1-Gal Cont	Full Plants
MP	TBD	HORSEMINT <i>Monarda punctata</i>	1-Gal Cont	Full Plants
SC	TBD	LAVENDER COTTON <i>Santolina chamaecyparissus</i>	1-Gal Cont	Full Plants
SR	TBD	GOLDENROD <i>Solidago rugosa 'Fireworks'</i>	1-Gal Cont	Full Plants
SS	TBD	SEASIDE GOLDENROD <i>Solidago sempervirens</i>	1-Gal Cont	Full Plants
SOD	TBD	YURF GRASS <i>T-419 Hybrid Bermudagrass</i>		Full Plants
SOD	TBD	SEA SHORE GRASS <i>Seastar Seashore paspalum</i>		Full Plants

GRAPHIC SYMBOLS SUPERCEDE WRITTEN QUANTITIES WHERE DISCREPANCIES OCCUR.

LANDSCAPE CALCULATIONS

PARKING AREA PLANTING REQUIREMENTS	
INTERIOR PARKING PLANTING AREA REQUIRED:	= (10%)7,700 SF = 770 SF
INTERIOR PARKING PLANTING AREA PROVIDED:	= 1,400 SF
LANDSCAPE ISLANDS MUST HAVE A PERMANENT, NON-EROSIVE GROUNDCOVER	
BUFFER YARD REQUIREMENTS	
CROATAN HIGHWAY (WEST) = 354 LF	
BUFFER YARD TYPE E REQUIRED: = 36 TREES, 142 SHRUBS, 354 GRASSES OR HERB.	
15' UNDISTURBED FROM R/W, 10' BUFFER	
2 ROWS 4' APART	
5 TREES, 20 SHRUBS, 50 GRASSES OR HERBACEOUS PER 100 LF (DOUBLE FOR 2 ROWS)	
50% EVERGREEN	
5' WHEN INSTALLED, 8' AT MATURITY	
MAY BE COMBINED WITH BERMS	
BONNETT STREET (NORTH) = 618 LF (-SIDEWALK, ENTRY DRIVES, PHASE 2) = 474 LF	
5' BUFFER YARD TYPE C REQUIRED: = 24 TREES, 95 SHRUBS, 237 GRASSES OR HERB.	
5 TREES/20 SHRUBS/50 GRASSES OR HERBACEOUS PER 100 LF	
50% EVERGREEN	
5' WHEN INSTALLED	
MAY BE COMBINED WITH BERMS	
WRIGHTSVILLE AVENUE (EAST) = 344 LF	
PHASE 2	
OPEN SPACE LANDSCAPING REQUIREMENTS	

SEE SHEET CXX.XX FOR GENERAL LANDSCAPE NOTES

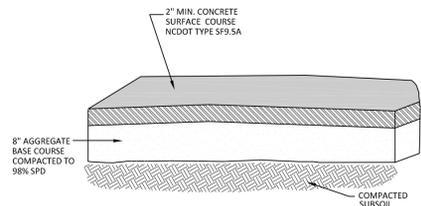


NOW OR FORMERLY
 DARE COUNTY
 D.B. 1379, PG. 0464
 3100 S. WRIGHTSVILLE AVE.

DISC TO MONUMENT @ CONTROL CORNER
 S24°10'17"E 12.64'
 642.54'
 4"CMF 0.6" ABOVE FG
 NAD 83 2011, US ELEV
 N 827,213.86'
 E 2,993,941.37'
 COORDINATES
 FACTOR 0.9999611

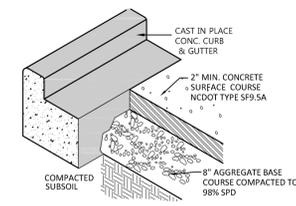
4"CMF 0.6" ABOVE FG
 CONTROL CORNER

INV: 5.9'
 4"CMF 0.6" ABOVE FG

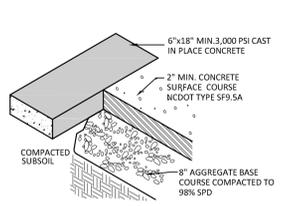


LIGHT-DUTY PAVEMENT DETAIL
NOT TO SCALE SECTION VIEW

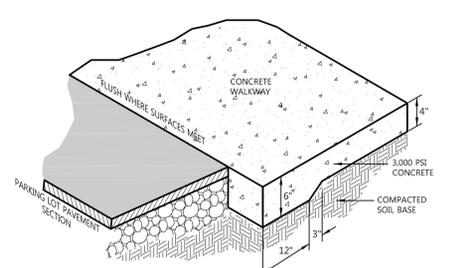
NOTE:
0.18 TO 0.45 GAL/SYD PRIME COAT ON AGGREGATE BASE COURSE
0.20 TO 0.50 GAL/SYD OF TACK COAT BETWEEN BITUMINOUS COURSES



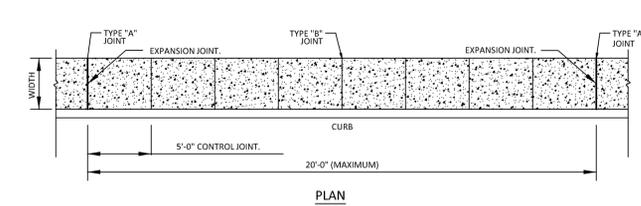
CURB & GUTTER (VERTICAL)
NOT TO SCALE ISOMETRIC VIEW



CONCRETE BORDER (FLUSH)
NOT TO SCALE ISOMETRIC VIEW



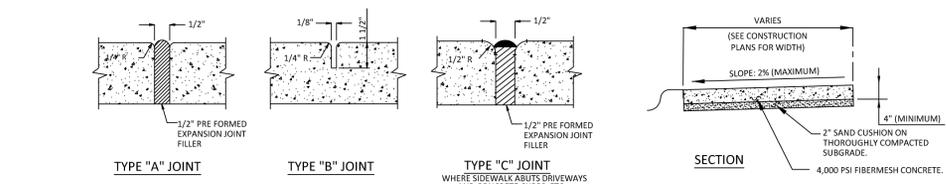
PARKING LOT/EVENT PLAZA SURFACE TRANSITION
NOT TO SCALE ISOMETRIC VIEW



CONCRETE SIDEWALK INSTALLATION DETAILS
NOT TO SCALE SECTION, ELEVATION, PLAN

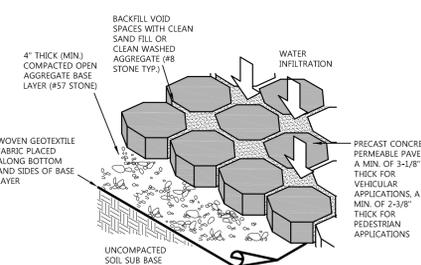
TABLE OF SIDEWALK JOINTS	
TYPE	LOCATION
"A"	20' CENTER TO CENTER ON SIDEWALKS, P.C. AND P.T. OF CURVES, JUNCTION OF EXISTING AND NEW SIDEWALKS, DRIVEWAYS, AND SIMILAR STRUCTURES.
"B"	5' CENTER TO CENTER ON SIDEWALKS.

TABLE OF CONCRETE TYPE	
TYPE	REINFORCEMENT
"D"	DUMPSTER PAD & APRON #4 BARS @ 12" OC EW
"E"	MECHANICAL EQUIPMENT PADS & APRONS #4 BARS @ 12" OC EW
"F"	SIDEWALK #4 @ 12" OC EW



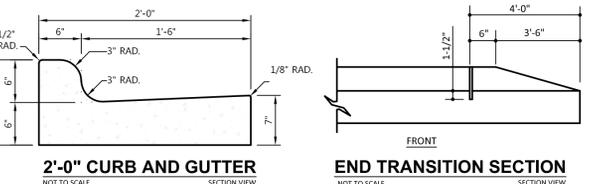
CONCRETE SIDEWALK INSTALLATION DETAILS
NOT TO SCALE SECTION, ELEVATION, PLAN

NOTES:
1. SIDEWALKS SHALL HAVE A 4" MINIMUM THICKNESS.
2. ALL SIDEWALKS WILL BE CONSTRUCTED A MINIMUM OF 5 FEET WIDE.
3. ALL CONCRETE USED FOR SIDEWALKS SHALL BE A MINIMUM OF 4,000 PSI FIBERESH DESIGN MIX.
4. SIDEWALKS SHALL FORM A CONTINUOUS PATH TO MAIN ENTRANCES OF FACILITIES.



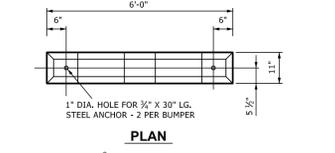
PRECAST CONCRETE PERMEABLE PAVER
NOT TO SCALE (SEE PLAN FOR LOCATION) ISOMETRIC VIEW

NOTES:
1. The paver type, shape and material may deviate from what is described herein.
2. The pavement surface course installation shall be continuous and level.
3. Aggregate fill material shall be installed flush with the finished pavement surface.
4. For paver installations that utilize clean sand fill as the media type to backfill paver void spaces, a secondary woven geotextile layer shall be installed above the aggregate base layer.

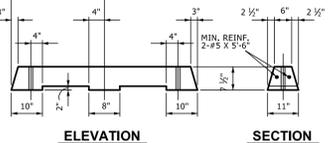


2"-0" CURB AND GUTTER DETAIL
NOT TO SCALE SECTION VIEW

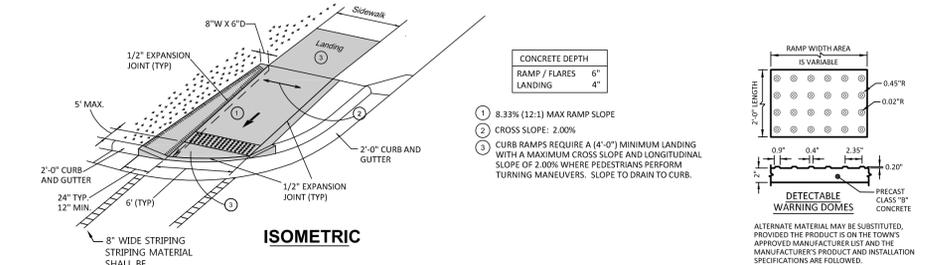
NOTES:
1. CAST IN PLACE CONCRETE COMPRESSIVE STRENGTH SHALL BE A MINIMUM OF 3,000 PSI.
2. THE EDGE RESTRAINT SHALL BE CONTINUOUS ALONG THE PAVEMENT LENGTH.
3. REFER TO PLANS FOR PAVEMENT SECTION MATERIAL TYPE AND THICKNESS.



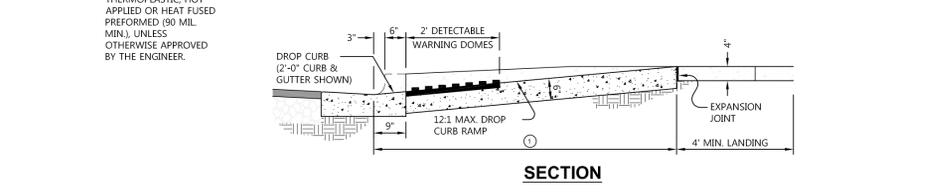
CONCRETE WHEEL STOP
NOT TO SCALE SECTION, ELEVATION, PLAN



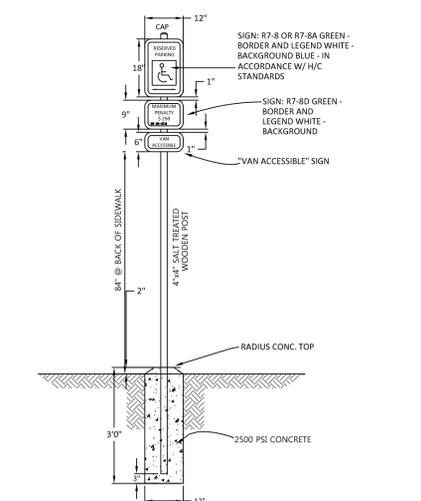
CONCRETE WHEEL STOP
NOT TO SCALE SECTION, ELEVATION, PLAN



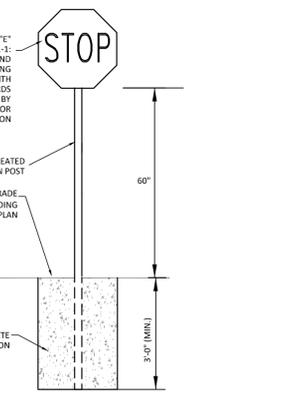
CURB RAMP RETROFIT DETAIL
NOT TO SCALE (SEE PLAN FOR LOCATION) ISOMETRIC/SECTION VIEW



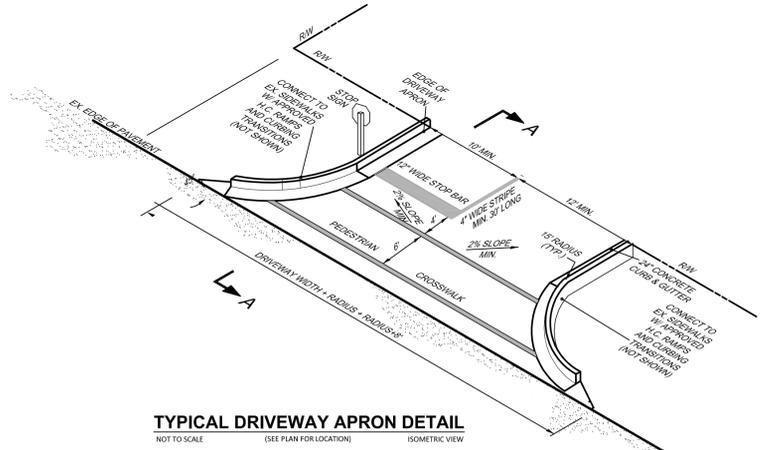
CURB RAMP RETROFIT DETAIL
NOT TO SCALE (SEE PLAN FOR LOCATION) ISOMETRIC/SECTION VIEW



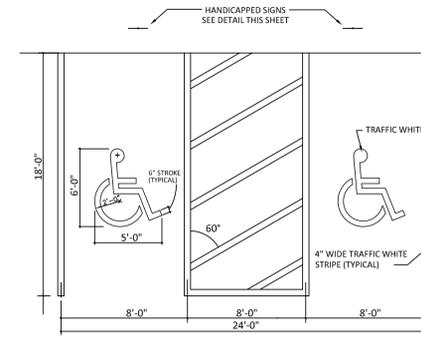
HANDICAP SIGN DETAIL
NOT TO SCALE (SEE PLAN FOR LOCATION) SECTION VIEW



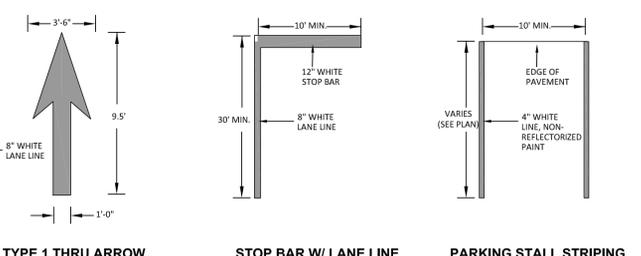
STOP SIGN DETAIL
NOT TO SCALE (SEE PLAN FOR LOCATION) SECTION VIEW



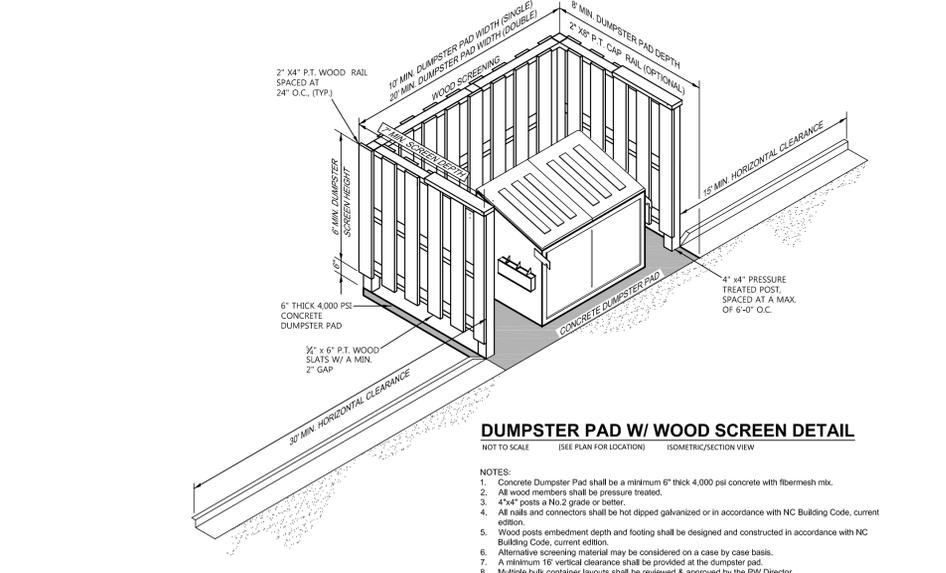
TYPICAL DRIVEWAY APRON DETAIL
NOT TO SCALE (SEE PLAN FOR LOCATION) ISOMETRIC VIEW



HANDICAP STALL DETAIL
NOT TO SCALE (SEE PLAN FOR LOCATION) PLAN VIEW



TYPICAL PAVEMENT STRIPING DETAIL
NOT TO SCALE (SEE PLAN FOR LOCATION) PLAN VIEW



DUMPSTER PAD W/ WOOD SCREEN DETAIL
NOT TO SCALE (SEE PLAN FOR LOCATION) ISOMETRIC/SECTION VIEW

NOTES:
1. Concrete Dumpster Pad shall be a minimum 6" thick 4,000 psi concrete with fiberesh mix.
2. All wood members shall be pressure treated.
3. 4"x4" posts a No 2 grade or better.
4. All nails and connectors shall be hot dipped galvanized or in accordance with NC Building Code, current edition.
5. Wood posts embedment depth and footing shall be designed and constructed in accordance with NC Building Code, current edition.
6. Alternative screening material may be considered on a case by case basis.
7. A minimum 16" vertical clearance shall be provided at the dumpster pad.
8. Multiple bulk container layouts shall be reviewed & approved by the PW Director.



TOWN OF NAGS HEAD
DEPARTMENT OF PUBLIC WORKS
P.O. BOX 99
NAGS HEAD, NC 27959
252.441.1122 • www.nagsheadnc.gov

CLH DESIGN
CLH Design, PA
400 Regecny Forest Dr.
Suite 120
Cary, NC 27518
Phone: 919.319.6716
Fax: 919.319.7516
LA: C-106 PE: C-1595

NORTH CAROLINA PROFESSIONAL SEAL 030406 ENGINEER DAVID M. RYAN
PRELIMINARY-DO NOT USE FOR CONSTRUCTION

DOWDY PARK - PHASE 1
SITE DEVELOPMENT PLAN
TOWN OF NAGS HEAD, NC
3005 S. CROATAN HIGHWAY

NO.	DATE	DESCRIPTION

DESIGNED BY: AMR/BH
DRAWN BY: HBR
DATE: APRIL-2016
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SITE DETAILS
C07.01



TOWN OF NAGS HEAD
DEPARTMENT OF PUBLIC WORKS
P.O. BOX 99
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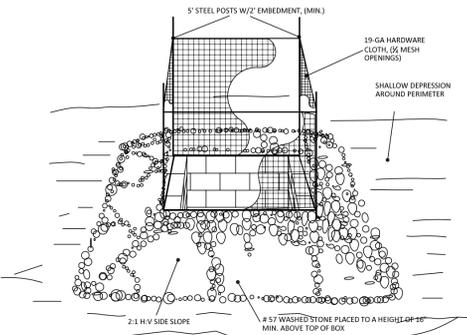


CLH DESIGN
CLH Design, PA
400 Regency Forest Dr.
Suite 120
Cary, NC 27518
Phone: 919.319.6716
Fax: 919.319.7516
LA: C-106 PE: C-1595



PRELIMINARY-DO NOT USE FOR CONSTRUCTION

PHASE 1
DOWDY PARK - PHASE 1
SITE DEVELOPMENT PLAN
TOWN OF NAGS HEAD, NC
3005 S. CROATAN HIGHWAY

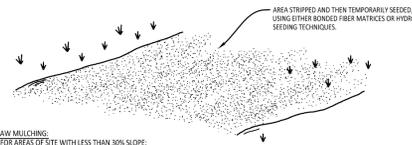


CONSTRUCTION SPECIFICATIONS

- UNIFORMLY GRADE A SHALLOW DEPRESSION AROUND INLET.
- DRIVE 5" STEEL POSTS 2-FT INTO GROUND SURROUNDING INLET. SPACE POSTS EVENLY AROUND INLET. MAX. 4" SPACING.
- SURROUND POSTS WITH WIRE MESH HARDWARE CLOTH. SECURE WIRE MESH TO THE STEEL POSTS AT TOP, MIDDLE & BOTTOM. PLACE A 2" FLAP OF WIRE UNDER GRAVEL FOR ANCHORING.
- PLACE CLEAN GRAVEL (NO COOT #6 OR #10) STONE ON A 2:1 SLOPE TO A HEIGHT OF 18" AROUND BARRIER AND SMOOTH TO EVEN GRADE.
- ONCE CONTRIBUTING DRAINAGE AREAS IS STABILIZED, REMOVE ACCUMULATED SEDIMENT & ESTABLISH FINAL GRADE.
- COMPACT THE AREA PROPERLY & STABILIZE W/GRASS/COVER.

DROP INLET BARRIER INSTALLATION

NOT TO SCALE LOCATIONS AS NOTED ON PLAN ISOMETRIC VIEW



- STREAM MULCHING:**
- FOR AREAS OF SITE WITH LESS THAN 30% SLOPE, 2-3 BAYS OF STRAW EQUALS 2-INCHES OF STRAW MULCH OVER 1,000 SQUARE FEET.
 - MULCH SHALL BE WEED FREE STRAW.

TO PROVIDE TEMPORARY SOIL STABILIZATION BY PLANTING GRASSES AND LEGUMES TO AREAS THAT WOULD REMAIN BARE FOR MORE THAN 7 CALENDAR DAYS. (SEE TEMPORARY SEEDING TABLE FOR APPLICABILITY). WHERE PERMANENT COVER IS NOT NECESSARY OR APPROPRIATE.

LAND DISTURBANCE & STABILIZATION DETAIL

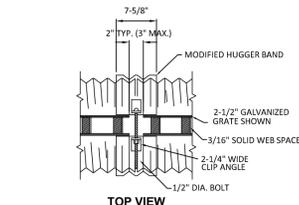
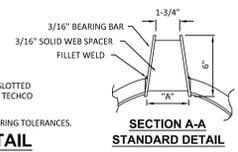
NOT TO SCALE

SLOTTED DRAIN NOTES

- GRATING DEPTH IS 6".
- VERTICAL GRATING (STRAIGHT SIDES) WITH VERTICAL SPACERS IS ALSO AVAILABLE.
- FOR 6" TRAPEZOIDAL REQUIREMENTS, THE SLOTTED DRAIN BAND MAY BE FURNISHED WITH THE 4" TECHCO BAND ANGLE.
- DIMENSIONS ARE SUBJECT TO MANUFACTURING TOLERANCES.

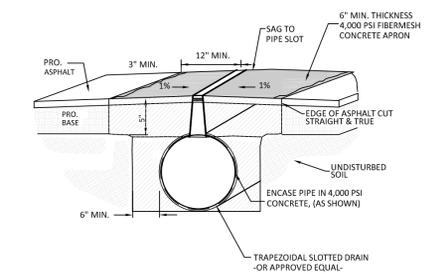
SLOTTED DRAIN DETAIL

NOT TO SCALE



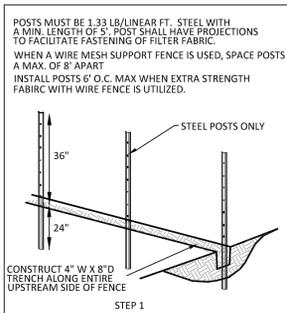
TYPICAL PIPE SECTION

NOT TO SCALE

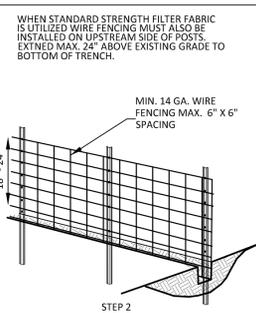


SLOTTED DRAIN INSTALLATION DETAIL

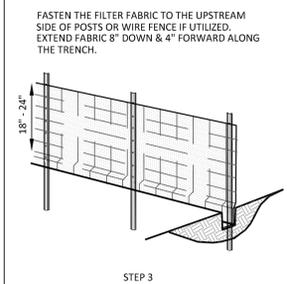
NOT TO SCALE (AS NOTED ON PLANS) ISOMETRIC VIEW



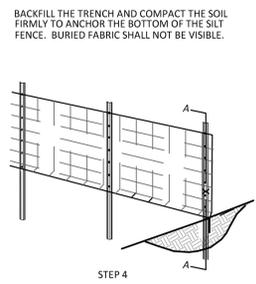
CONSTRUCT 4" W X 8" TRENCH ALONG ENTIRE UPSTREAM SIDE OF FENCE



STEP 2



STEP 3

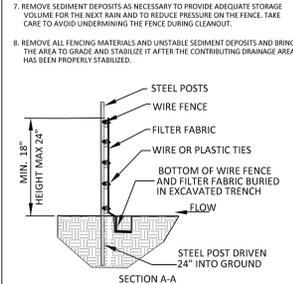


STEP 4

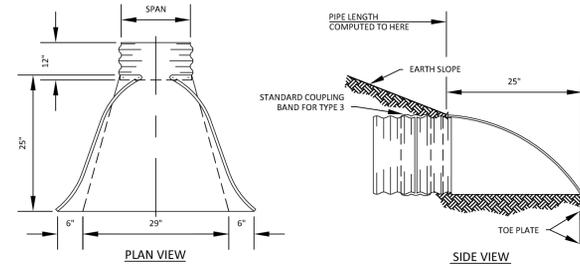
TYPICAL SILT FENCING DETAIL

NOT TO SCALE LOCATIONS AS NOTED ON PLAN

- USE SYNTHETIC FILTER FABRIC OF AT LEAST 90% BY WEIGHT OF POLYOLIFIBERS OR POLYESTER, WHICH IS CERTIFIED BY THE MANUFACTURER AS CONFORMING TO THE REQUIREMENTS IN ASTM D 6863. FILTER FABRIC SHALL CONTAIN ULTRAVIOLET RAY INHIBITORS AND STABILIZERS TO PROVIDE A MINIMUM OF 6 MONTHS OF EXPECTED USABLE CONSTRUCTION LIFE AT A TEMPERATURE RANGE OF 0 TO 120°F.
- CONSTRUCT THE SEDIMENT BARRIER OF GEOTEX 105F EXTRA STRENGTH SYNTHETIC FILTER FABRIC, OR APPROVED EQUAL, ENSURE THAT THE HEIGHT OF THE SEDIMENT FENCE DOES NOT EXCEED 24 INCHES ABOVE THE GROUND SURFACE.
- CONSTRUCT THE FILTER FABRIC FROM A CONTINUOUS ROLL CUT TO THE LENGTH OF THE BARRIER TO AVOID JOINTS. WHEN JOINTS ARE NECESSARY, SECURELY FASTEN THE FILTER CLOTH ONLY AT A SUPPORT POST WITH 4 FT MINIMUM OVERLAP TO THE NEXT POST.
- SYNTHETIC FILTER FABRIC SHALL BE FASTENED SECURELY TO EACH FENCE POST WITH MIN. 50 LB. TENSILE STRENGTH WIRE OR ZIP TIES AT TOP, MID-SECTION AND BOTTOM. FABRIC HEIGHT SHALL BE BETWEEN 18" MIN. TO 24" MAX. ABOVE GROUND LEVEL ON THE UPSLOPE SIDE OF THE POSTS. EXTRA STRENGTH FILTER FABRIC W/10" POST SPACING SHALL BE SECURELY FASTENED DIRECTLY TO POSTS.
- 12 INCHES OF FILTER FABRIC SHALL BE BURIED IN AN EXCAVATED TRENCH APPROXIMATELY 4 INCHES WIDE AND 8 INCHES DEEP ALONG THE PROPOSED LINE OF POSTS AND UPSLOPE FROM THE BARRIER. BACKFILL TRENCH WITH MECHANICALLY COMPACTED SOIL PLACED OVER THE FILTER FABRIC. DO NOT ATTACH FILTER FABRIC TO TREES.
- SILT FENCE SHALL BE INSPECTED AT LEAST ONCE A WEEK & AFTER EACH RAINFALL EVENT. MAKE ANY REPAIRS IMMEDIATELY. SHOULD THE FABRIC COLLAPSE, TEAR, DECOMPOSE OR BECOME INEFFECTIVE, REPLACE IT PROMPTLY.
- REMOVE SEDIMENT DEPOSITS AS NECESSARY TO PROVIDE ADEQUATE STORAGE VOLUME FOR THE NEXT RAIN AND TO REDUCE PRESSURE ON THE FENCE. TAKE CARE TO AVOID UNDERMINING THE FENCE DURING CLEANOUT.
- REMOVE ALL FENCING MATERIALS AND UNSTABLE SEDIMENT DEPOSITS AND BRING THE AREA TO GRADE AND STABILIZE IT AFTER THE CONTRIBUTING DRAINAGE AREA HAS BEEN PROPERLY STABILIZED.

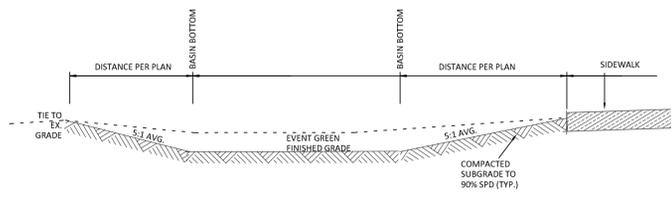


SECTION A-A



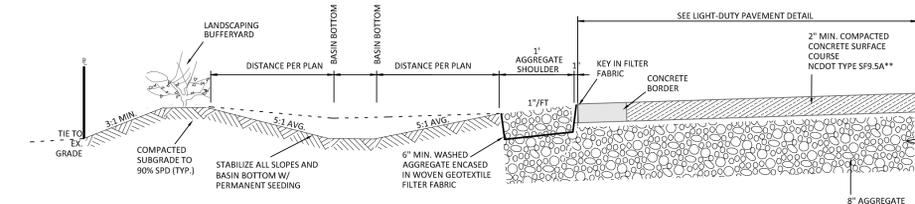
FLARED END SECTION DETAIL

NOT TO SCALE



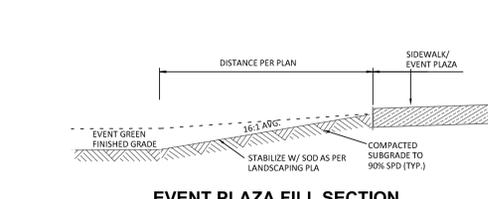
TYPICAL INFILTRATION BASIN SECTION

NOT TO SCALE SECTION VIEW



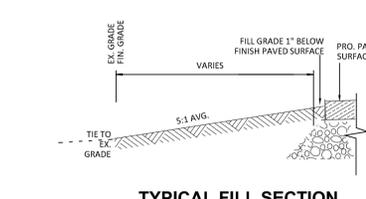
PARKING LOT SECTION A-A

NOT TO SCALE SECTION VIEW



EVENT PLAZA FILL SECTION

NOT TO SCALE SECTION VIEW



TYPICAL FILL SECTION

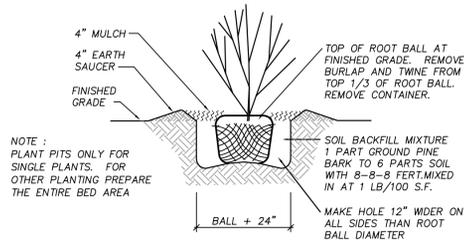
NOT TO SCALE SECTION VIEW

NO.	DATE	DESCRIPTION

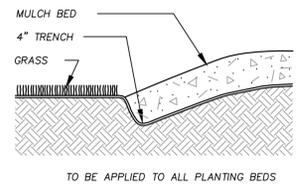
DESIGNED BY: AMR/BH
DRAWN BY: HBR
DATE: APRIL-2016
PROJECT NO: 16-115
FILE:

SITE DETAILS

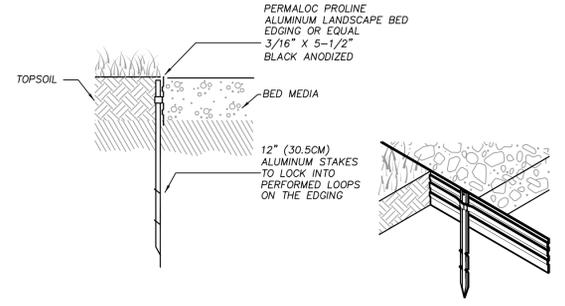
C07.02



TYPICAL SHRUB PLANTING
N.T.S.



PLANTING BED EDGE
N.T.S.



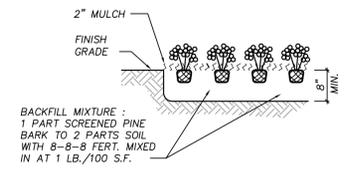
ISOMETRIC VIEW

NOTES:

- INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS
- 16'-0" (49M) SECTIONS TO INCLUDE (5) 12" (30.5CM) ALUMINUM STAKES.
- COMPACT GRADE ADJACENT TO EDGING TO AVOID SETTLING. FINISH GRADE TO BE 1/2" (1.3CM) BELOW TOP OF EDGING.
- CORNERS - CUT BASE EDGING UP HALF WAY AND FORM A CONTINUOUS CORNER.

ALUMINUM LANDSCAPE BED EDGING

N.T.S.



GROUND COVER PLANTING
N.T.S.

SEEDBED PREPARATION

- CHISEL ALL CUT GRADED OR COMPACTED AREAS TO A MINIMUM DEPTH OF 8".
- DISC ALL AREAS TO RECEIVE GRASS TO A MINIMUM OF 8 INCHES, MIX AND AMEND WITH 3 INCHES OF WELL-SCREENED TOPSOIL. ON-SITE TOPSOIL MAY BE USED IN PLACE OF IMPORTED TOPSOIL, IF WELL-SCREENED AND DRY PRIOR TO APPLICATION IN ACCORDANCE WITH SPECIFICATION SECTION 02900. TOPSOIL SPREAD ON ATHLETIC FIELDS SHALL BE COMPLETELY VOID OF DEBRIS AND STONES OVER 1/2"-IN.
- REMOVE ALL LOOSE ROCK, ROOTS, AND OTHER OBSTRUCTIONS LEAVING SURFACE REASONABLY SMOOTH AND UNIFORM.
- APPLY AGRICULTURAL LIME, FERTILIZER, AND PHOSPHATE UNIFORMLY AS PER SPECIFICATIONS AND MIX WELL WITH SOIL.
- CONTINUE TILLAGE UNTIL A WELL-PULVERIZED, FIRM, REASONABLY UNIFORM SEEDBED IS PREPARED TO A 6 INCHES DEPTH.
- SEED AT RATE SPECIFIED OR AS NEEDED TO ACHIEVE AND MAINTAIN A THICK HEALTHY GROUND COVERAGE.
- MULCH IMMEDIATELY AFTER SEEDING AND ANCHOR MULCH. BEGIN THOROUGH WATERING OF GRASSSED AREAS IMMEDIATELY UPON INSTALLATION. DO NOT ALLOW GRASSSED AREAS TO BECOME EXCESSIVELY DRY.
- INSPECT ALL SEEDED AREAS AND MAKE NECESSARY REPAIRS OR RESEEDINGS WITHIN THE PLANTING SEASON. IF POSSIBLE IF STAND SHOULD BE OVER 60% DAMAGED, REESTABLISH FOLLOWING ORIGINAL LIME, FERTILIZER AND SEEDING RATES.
- REFER TO WRITTEN SPECIFICATIONS FOR WARRANTY AND MAINTENANCE OF LAWNS PRIOR TO OWNER'S FINAL ACCEPTANCE.
- IF CONFLICTS OCCUR BETWEEN WRITTEN SPECIFICATIONS AND THE DRAWINGS, THE WRITTEN SPECIFICATIONS SHALL PREVAIL.

LIME & FERTILIZATION SCHEDULE

APPLY LIME AND FERTILIZER ACCORDING TO SOIL TESTS, OR APPLY A MINIMUM 3,000 LB/ACRE GROUND AGRICULTURAL LIMESTONE AND A MINIMUM 500 LB/ACRE 10-10-10 FERTILIZER, AS NEEDED TO ESTABLISH 95% COVERAGE (AS DETERMINED ON A PER SQUARE YARD BASIS) PRIOR TO SUBSTANTIAL COMPLETION. CONTRACTOR TO SUBMIT A COPY OF ALL SOIL REPORTS TO OWNER UPON RECEIPT.

SURFACE STABILIZATION REQUIREMENTS

- PERMANENT OR TEMPORARY GROUND COVER SHALL BE PROVIDED OVER ALL DISTURBED AREAS OF THE SITE AS SOON AS POSSIBLE, HOWEVER, NO LATER 21 DAYS AFTER CONSTRUCTION ACTIVITIES HAVE PERMANENTLY OR TEMPORARILY CEASED DURING ANY PHASE OF WORK.
- TEMPORARY OR PERMANENT GROUND COVER SHALL BE PROVIDED ON ALL SLOPES WITHIN 15 WORKING DAYS OR 21 CALENDAR DAYS AFTER CONSTRUCTION ACTIVITIES PERMANENTLY OR TEMPORARILY CEASED.
- USE EXCELSIOR MATTING OR OTHER APPROVED CHANNEL LINING MATERIAL TO COVER THE BOTTOM OF CHANNELS.
- APPLY 4000 LB/ACRE GRAIN STRAW OVER SEEDED AREAS AND ANCHOR STRAW CRIMPING, ASPHALT TACKING OR OTHER APPROVED METHOD.
- MULCH AND ANCHORING MATERIALS MUST NOT BE ALLOWED TO WASH DOWN SLOPES AND CLOG DRAINAGE DEVICES.

TEMPORARY SEEDING SCHEDULE

DATE	TYPE	PLANTING RATE
AUG 15 - APR 15	3-WAY TALL FESCUE BLEND AND WINTER RYE (GRAIN)	70 LBS/ACRE 25 LBS/ACRE
APR 15 - AUG 15	3-WAY TALL FESCUE BLEND AND GERMAN MILLET *** OR SUDANGRASS (SMALL-STEMMED VAR.) ***	120 LBS/ACRE 25 LBS/ACRE 30 LBS/ACRE

CONSULT CONSERVATION ENGINEER OR SOIL CONSERVATION SERVICE FOR ADDITIONAL INFORMATION CONCERNING OTHER ALTERNATIVES FOR VEGETATION OF DENUDED AREAS. THE ABOVE VEGETATION RATES ARE THOSE WHICH DO WELL UNDER LOCAL CONDITIONS; OTHER SEEDING RATE COMBINATIONS ARE POSSIBLE.
*** TEMPORARY - RESEED ACCORDING TO OPTIMUM SEASON FOR DESIRED PERMANENT VEGETATION. DO NOT ALLOW TEMPORARY COVER TO GROW OVER 12" IN HEIGHT BEFORE MOWING, OTHERWISE FESCUE MAY BE SHADED OUT.

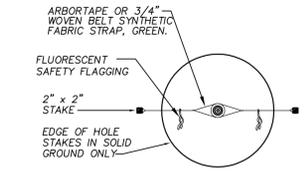
PERMANENT SEEDING SCHEDULE

DATE	TYPE	PLANTING RATE
APR 15 - JULY 15 **	HULLED COMMON BERMUDA	85 LBS/ACRE *
JULY 15 - AUG 15	COMMON BERMUDA SPRIGS	5 BUSHELS/1,000 SF
AUG 15 - APR 15	TEMPORARY SEEDING APPLIES**	

* OR AS REQUIRED TO ACHIEVE 95% COVERAGE AS DETERMINED ON A PER SQUARE YARD BASIS PRIOR TO SUBSTANTIAL COMPLETION.
** WHEN SEEDING MUST TAKE PLACE OUT-OF-SEASON FOR PERMANENT GRASS, APPROPRIATE TEMPORARY SEEDING SHALL BE DONE AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR PERMANENT SEEDING AS SPECIFIED IN SEASON AT NO ADDITIONAL COST TO OWNER.

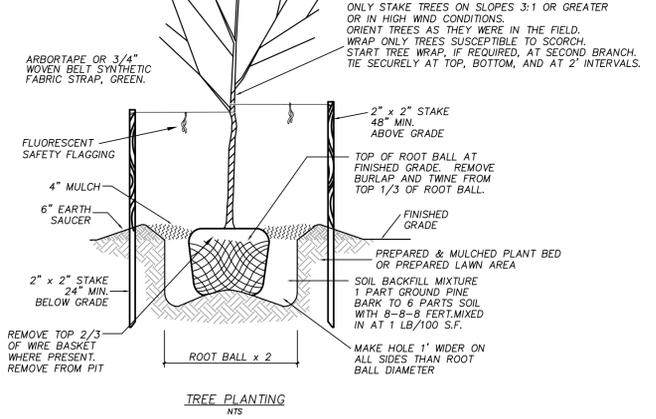
LAWN MAINTENANCE NOTES:

- CONTRACTOR SHALL BE RESPONSIBLE FOR LAWN MAINTENANCE UNTIL FINAL COMPLETION.
- LAWN MUST BE AT 95% COVERAGE AT SUBSTANTIAL COMPLETION REVIEW TO BE ACCEPTED.
- IF NOT AT 95% SUBSTANTIAL COMPLETION WILL BE DELAYED UNTIL THE FOLLOWING GROWING SEASON.



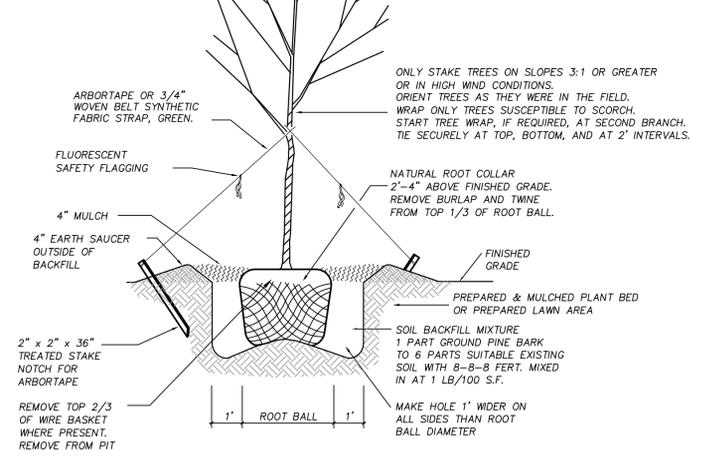
GUYING PLAN
N.T.S.

DO NOT PRUNE OR CUT LEADER. SEE SPECIFICATIONS SECTION 2900 FOR DETAILS.

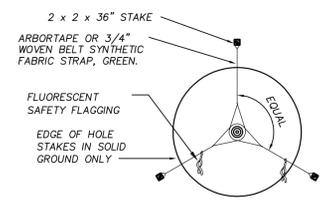


TREE PLANTING
N.T.S.

DO NOT PRUNE OR CUT LEADER. SEE SPECIFICATIONS SECTION 2900 FOR DETAILS.



TREE PLANTING
TREES LARGER THAN 2 1/2" CAL.
N.T.S.



GUYING PLAN
TREES LARGER THAN 2 1/2" CAL.
N.T.S.



TOWN OF NAGS HEAD
DEPARTMENT OF PUBLIC WORKS
P.O. BOX 99
NAGS HEAD, NC 27959
252.441.1122 - www.nagsheadnc.gov



CLH Design, PA
400 Regency Forest Dr.
Suite 120
Cary, NC 27518
Phone: 919.319.6716
Fax: 919.319.7516
LA: C-106 PE: C-1595

SCHEMATIC DESIGN
PRELIMINARY PLANS
FOR REVIEW ONLY

DOWDY PARK - PHASE 1
SITE DEVELOPMENT PLAN

TOWN OF NAGS HEAD, NC
3005 SOUTH CROATAN HIGHWAY

REVIEWS	DATE	DESCRIPTION
NO.		

DESIGNED BY: AMR/BH
DRAWN BY: HBR
DATE: APRIL-29-2016
PROJECT NO: 16-115
FILE:

SITE DETAILS



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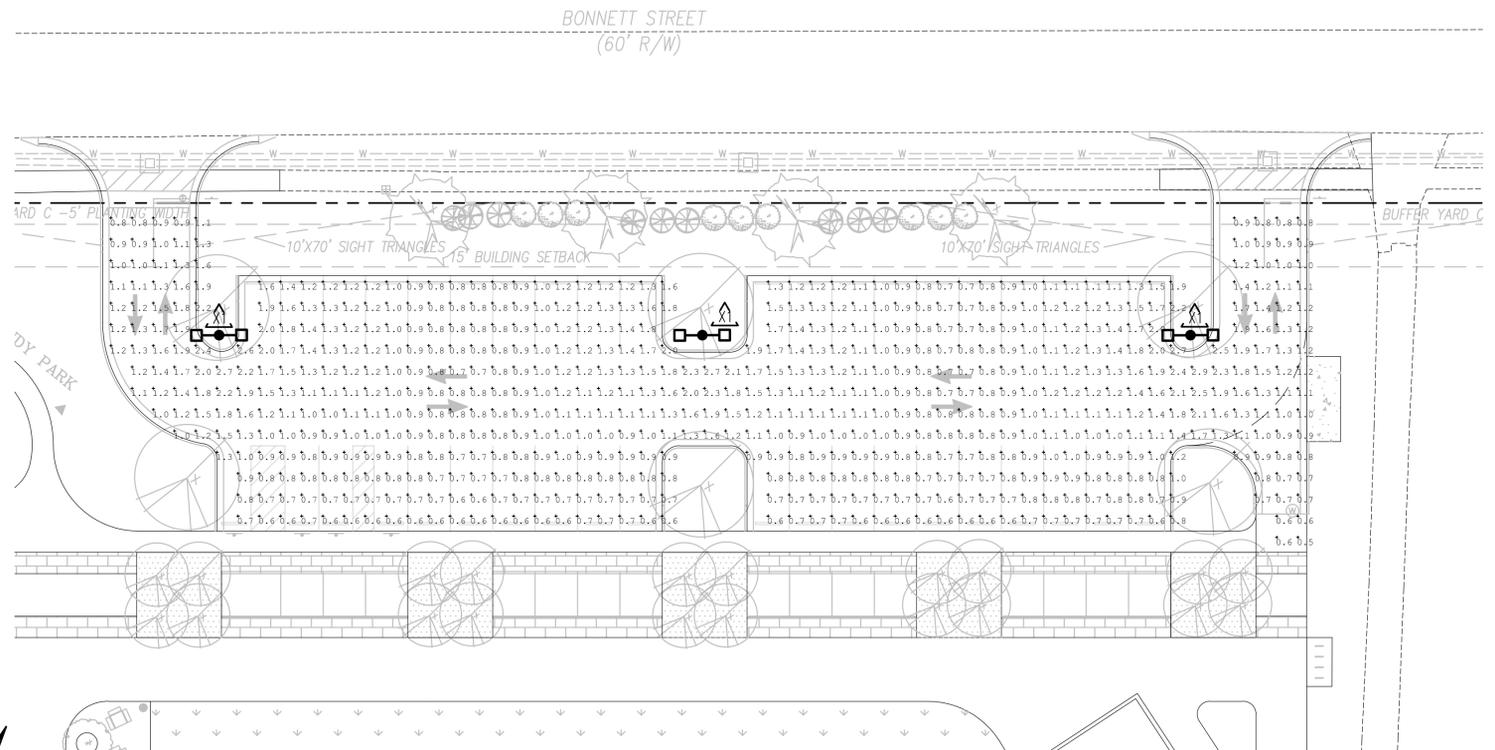


CLH DESIGN

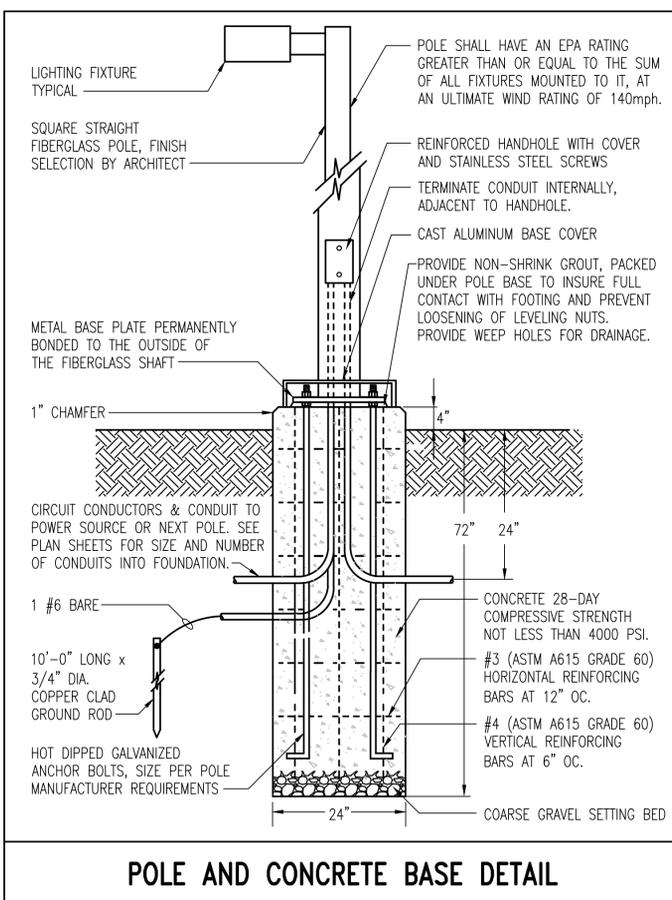
CLH Design, PA
400 Regency Forest Dr.
Suite 120
Cary, NC 27518
Phone: 919.319.6716
Fax: 919.319.7516
LA: C-106 PE: C-1593

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**DOWDY PARK - PHASE 1
SITE DEVELOPMENT PLAN**
TOWN OF NAGS HEAD, NC
3005 SOUTH CROATAN HIGHWAY



CALCULATED LIGHTING LEVEL PLAN
SCALE: 1" = 20'-0"



POLE AND CONCRETE BASE DETAIL

LUMINAIRE REQUIREMENTS

- HOUSING: SINGLE PIECE DIE-CAST ALUMINUM, FULLY GASKETED.
- DRIVER: 700mA, POWER FACTOR >90% AND THD <20%.
- LEDS: HIGH-EFFICACY, MOUNTED TO A METAL-CORE CIRCUIT BOARD AND ALUMINUM HEAT SINK, 70 CRI MINIMUM.
- OPTICS: PRECISION-MOLDED ACRYLIC LENSES. PROVIDE IES TYPE-IV DISTRIBUTION.
- FINISH: THERMOSET POWDER COATING FOR RESISTANCE TO CORROSION AND WEATHERING. FINISH SELECTION SHALL BE BY ARCHITECT.
- RATINGS: UL LISTED FOR WET LOCATIONS. ENCLOSURE CLASSIFIED IP66 PER IEC 529 AND TESTED IN ACCORDANCE WITH IESNA LM-79 AND LM-80 STANDARDS.
- PROVIDE MOUNTING HARDWARE AS REQUIRED.

DETAIL BASED ON LITHONIA LIGHTING, "KAD LED" SERIES

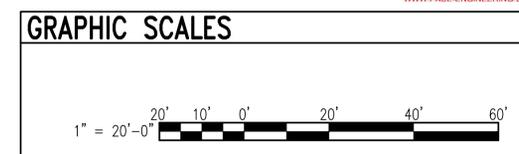
TYPE	LUMENS	LAMP TYPE	INPUT WATTS	VOLTAGE	MOUNTING
	8370	4000K LED	(2) AT 69	MULTI 120-277	POLE MOUNT, ±25'-0" AFG - SEE POLE AND CONCRETE BASE DETAIL THIS SHEET

LED AREA LUMINAIRE

CALCULATION SUMMARY					
LABEL	AVG	MAX	MIN	AVG/MIN	MAX/MIN
PARKING LOT	1.09	2.9	0.5	2.18	5.8

ELECTRICAL LEGEND

- LIGHTING FIXTURE TYPE SYMBOL, SEE DETAIL THIS SHEET
- POLE MOUNTED AREA LUMINAIRE
- CALCULATION POINT AND CALCULATED LIGHTING LEVEL (FC)



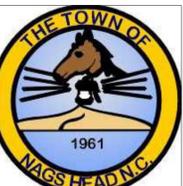
REVISIONS	NO.	DATE	DESCRIPTION
	1		

DESIGNED BY: RTW
DRAWN BY: JTS
DATE: APRIL-2016
PROJECT NO: 16-115
FILE:

CALCULATED LIGHTING LEVEL PLAN

E01.01





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400 Regency Forest Dr.
Suite 120
Cary, NC 27518
Phone: 919.319.6716
Fax: 919.319.7516
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DOWDY PARK - PHASE 1
SITE DEVELOPMENT PLAN

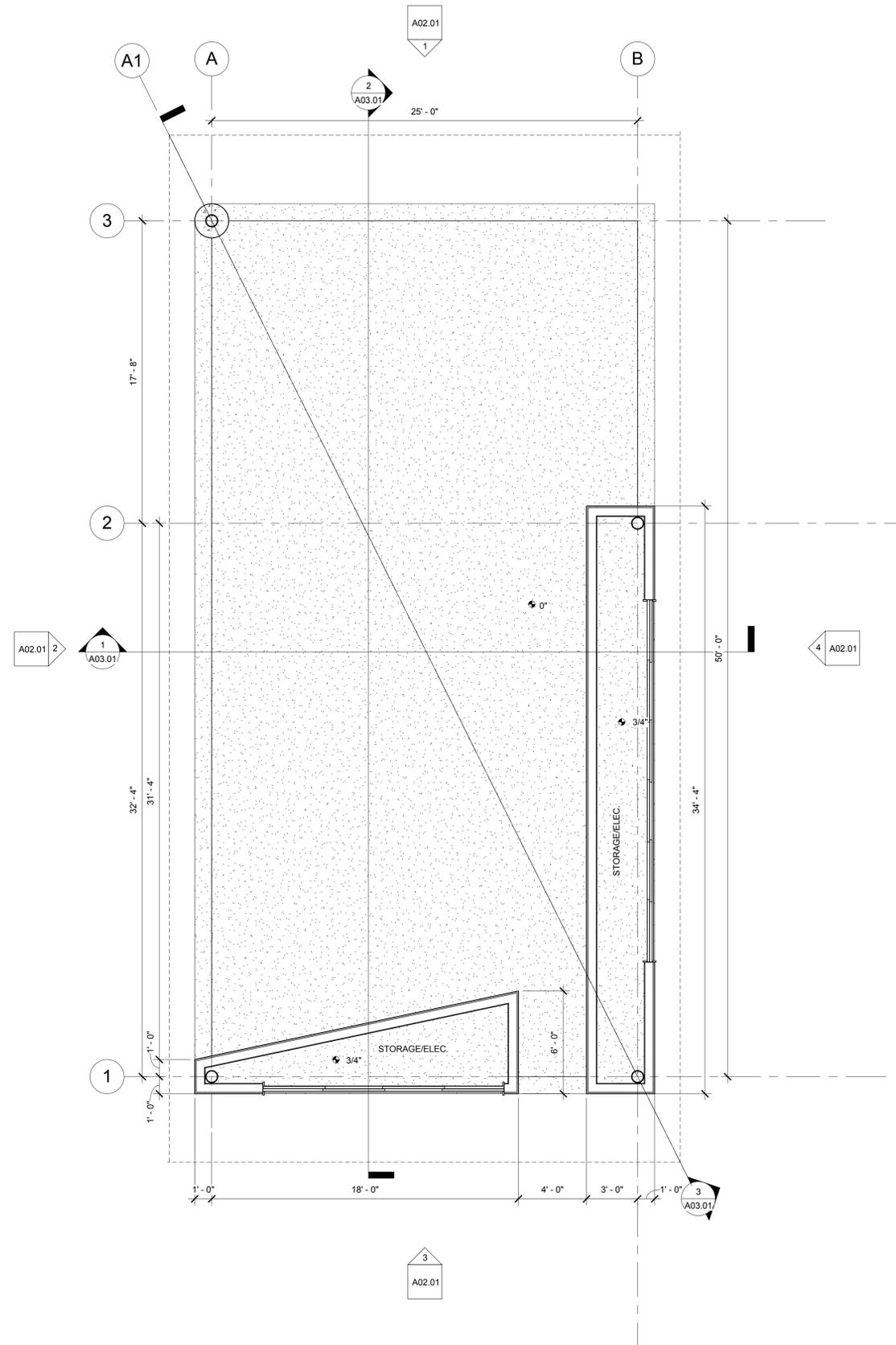
TOWN OF NAGS HEAD, NC
3005 SOUTH CROATAN HIGHWAY

No.	Description	Date

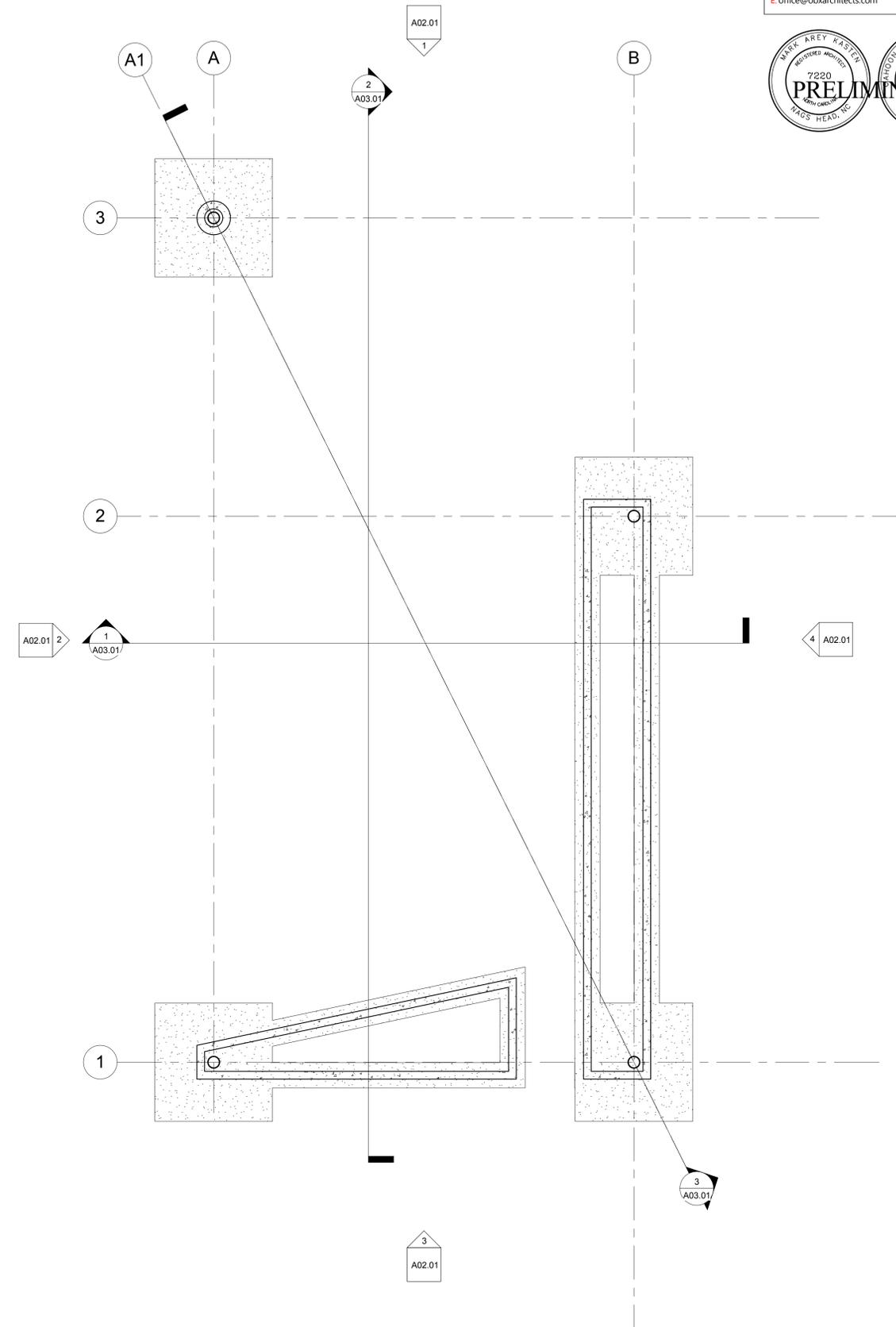
DESIGNED BY: Designer
DRAWN BY: Author
DATE: April 15, 2016
PROJECT NO: 16005RF
FILE:

Foundation & Floor Plans

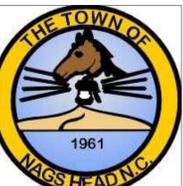
A01.01



② First Floor Plan
1/4" = 1'-0"



① Foundation Plan
1/4" = 1'-0"



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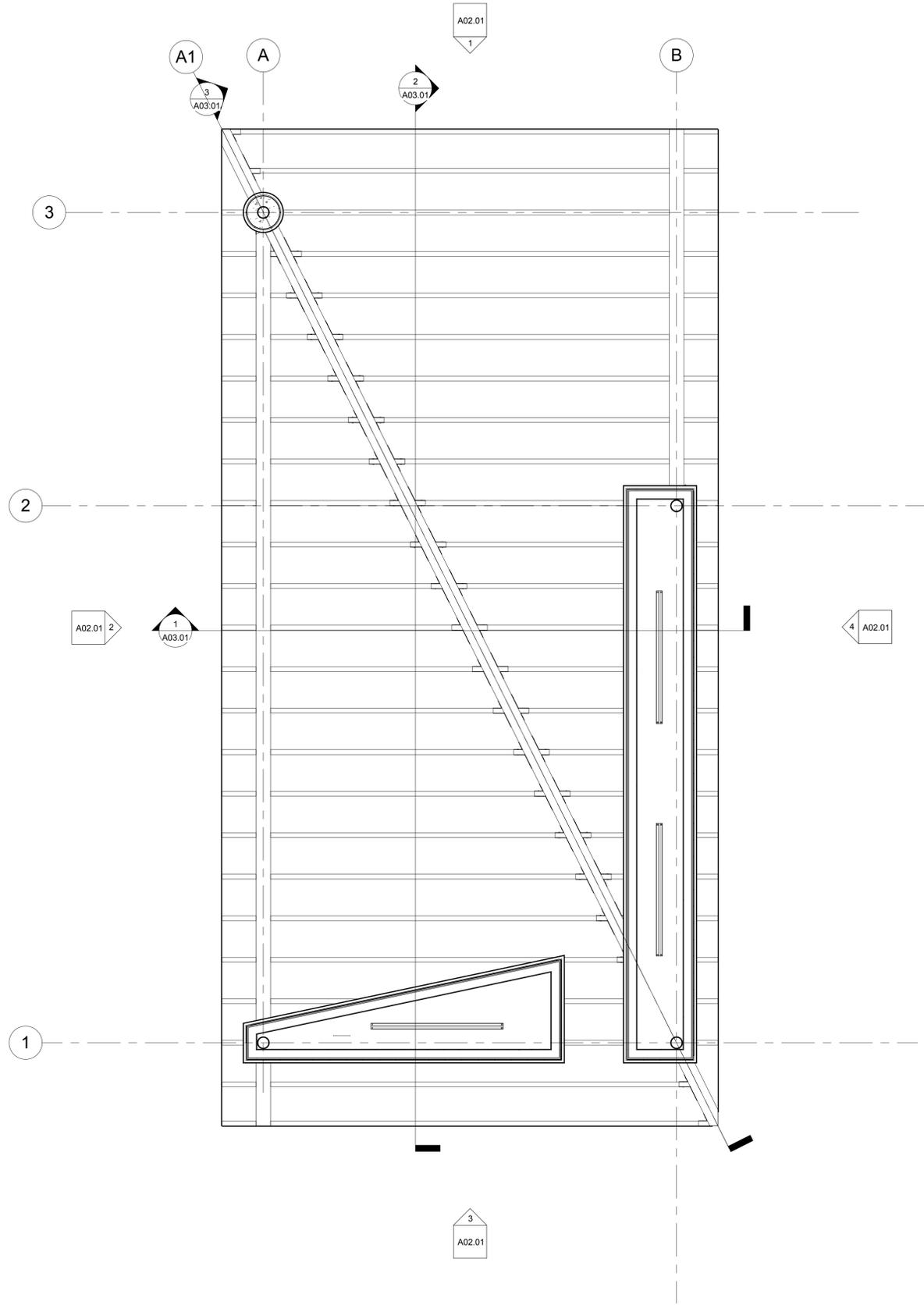
TOWN OF NAGS HEAD, NC
3005 SOUTH CROATAN HIGHWAY

No.	Description	Date

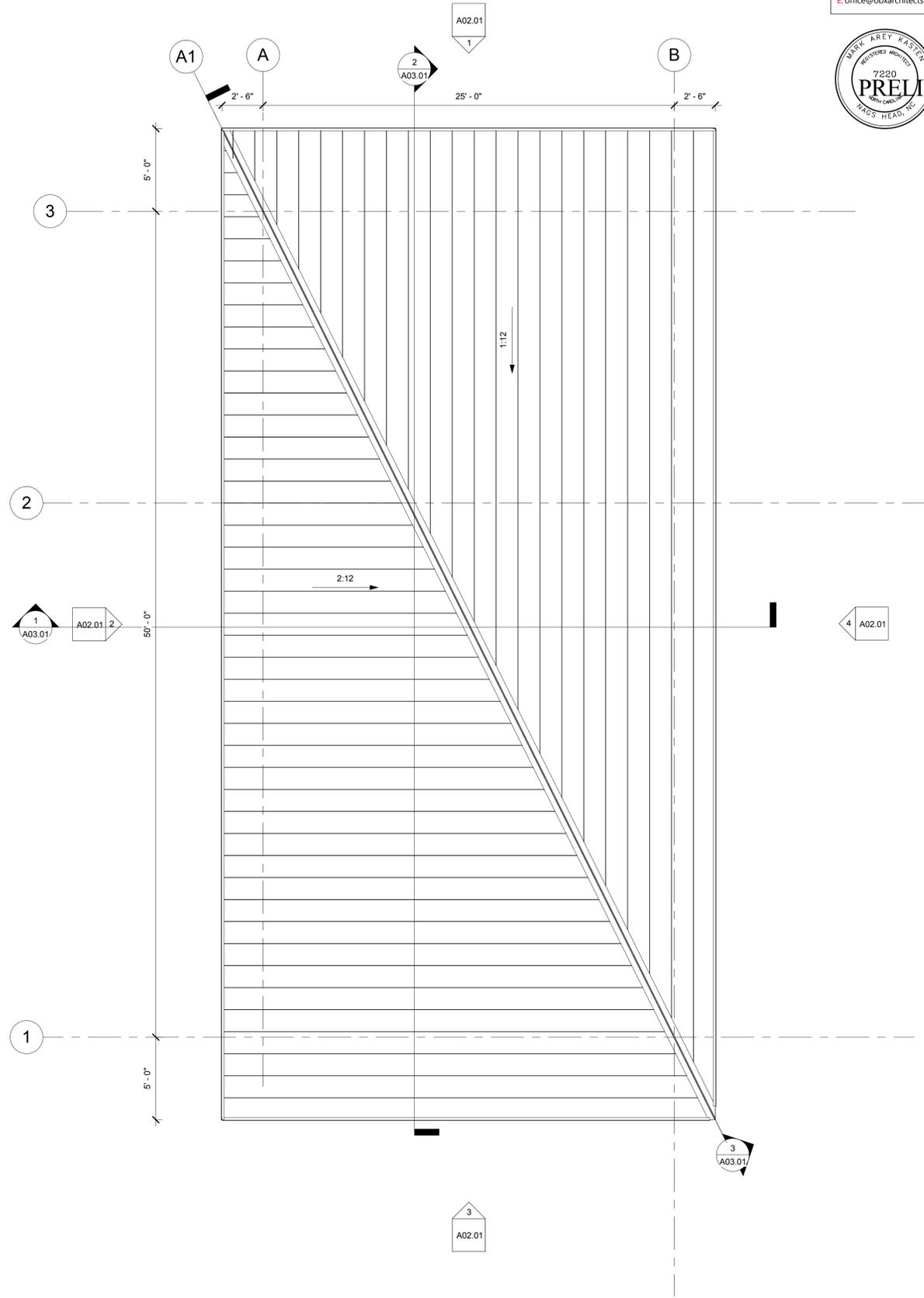
DESIGNED BY: Designer
DRAWN BY: Author
DATE: April 15, 2016
PROJECT NO: 16005RF
FILE:

Roof & Reflected Ceiling Plans

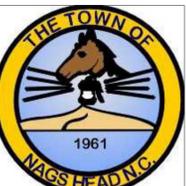
A01.02



② (1) First Floor
1/4" = 1'-0"



① Roof Plan
1/4" = 1'-0"

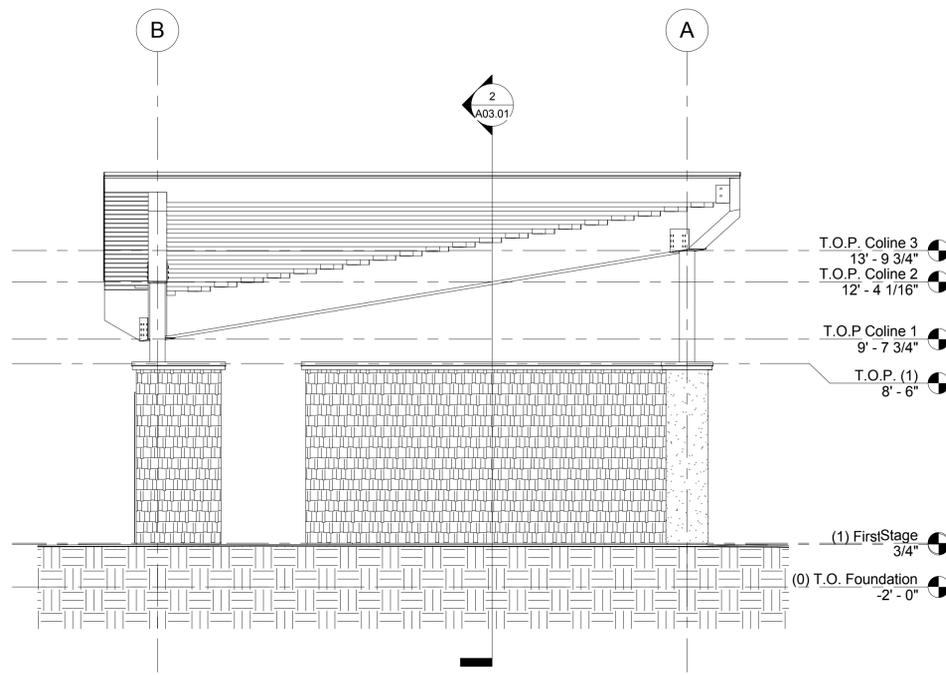


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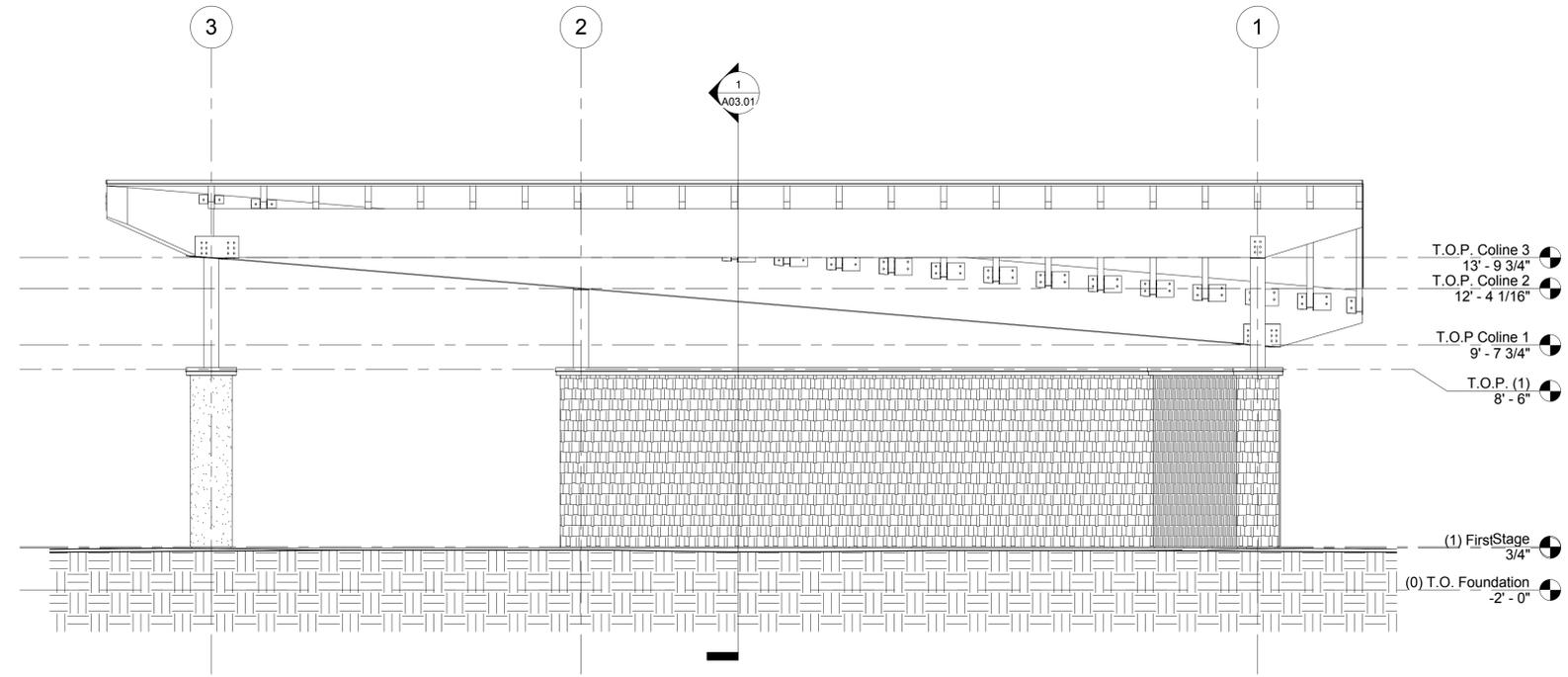


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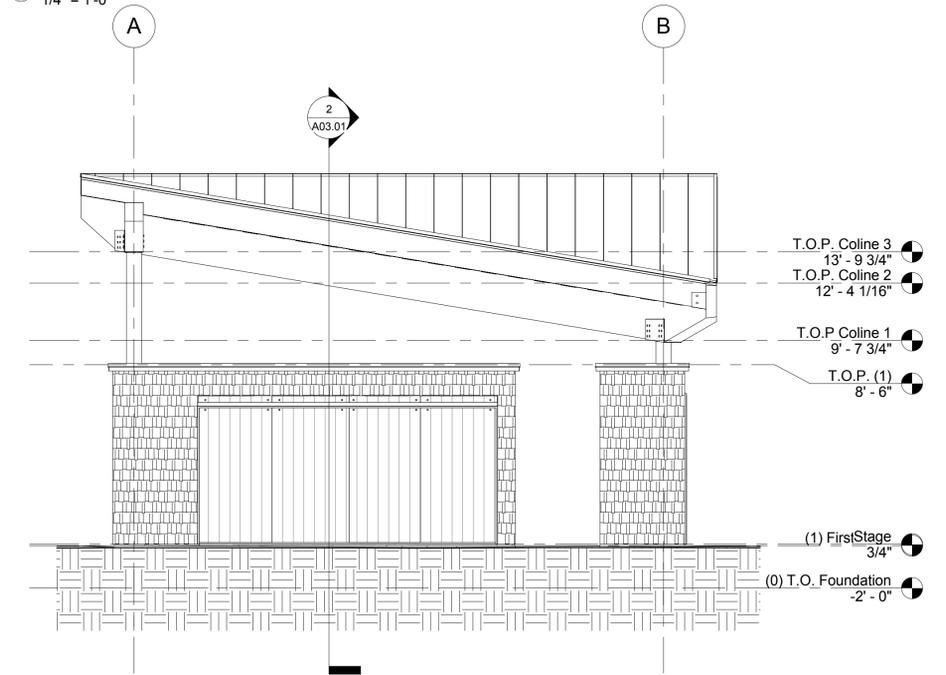
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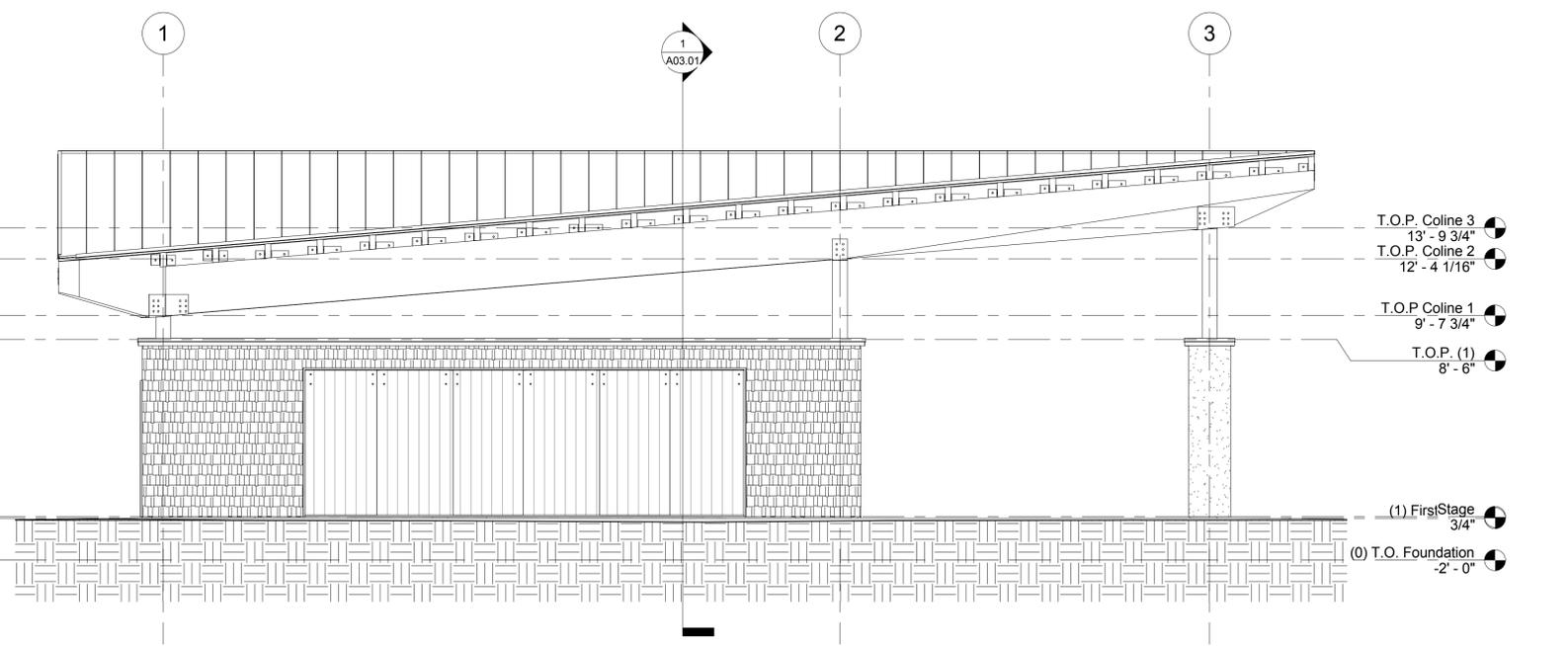
1 North Elevation
1/4" = 1'-0"



2 West Elevation
1/4" = 1'-0"



3 South Elevation
1/4" = 1'-0"



4 East Elevation
1/4" = 1'-0"

REVISIONS	No.	Description	Date

DESIGNED BY: Designer
DRAWN BY: Author
DATE: April 15, 2016
PROJECT NO: 16005RF
FILE:

Elevations



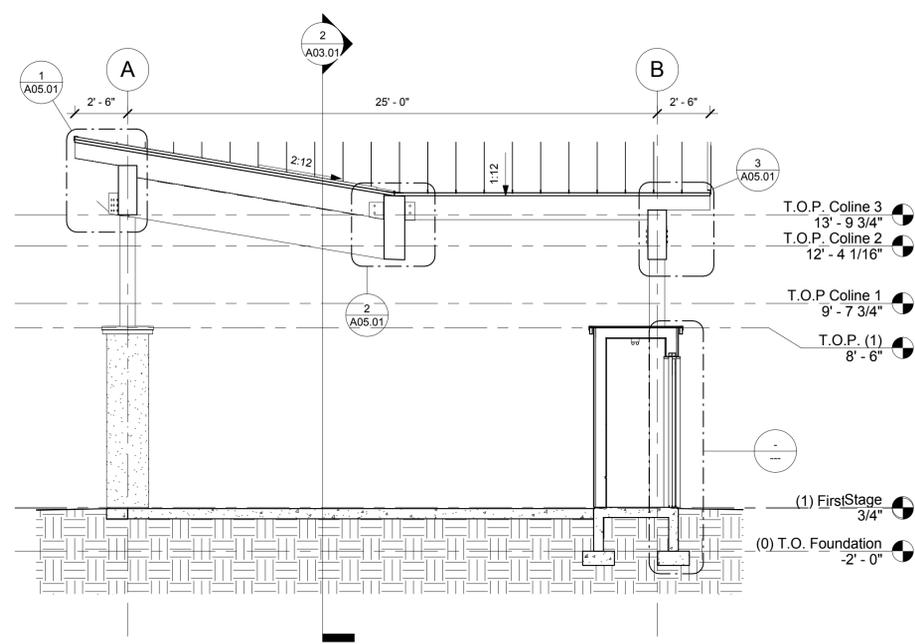
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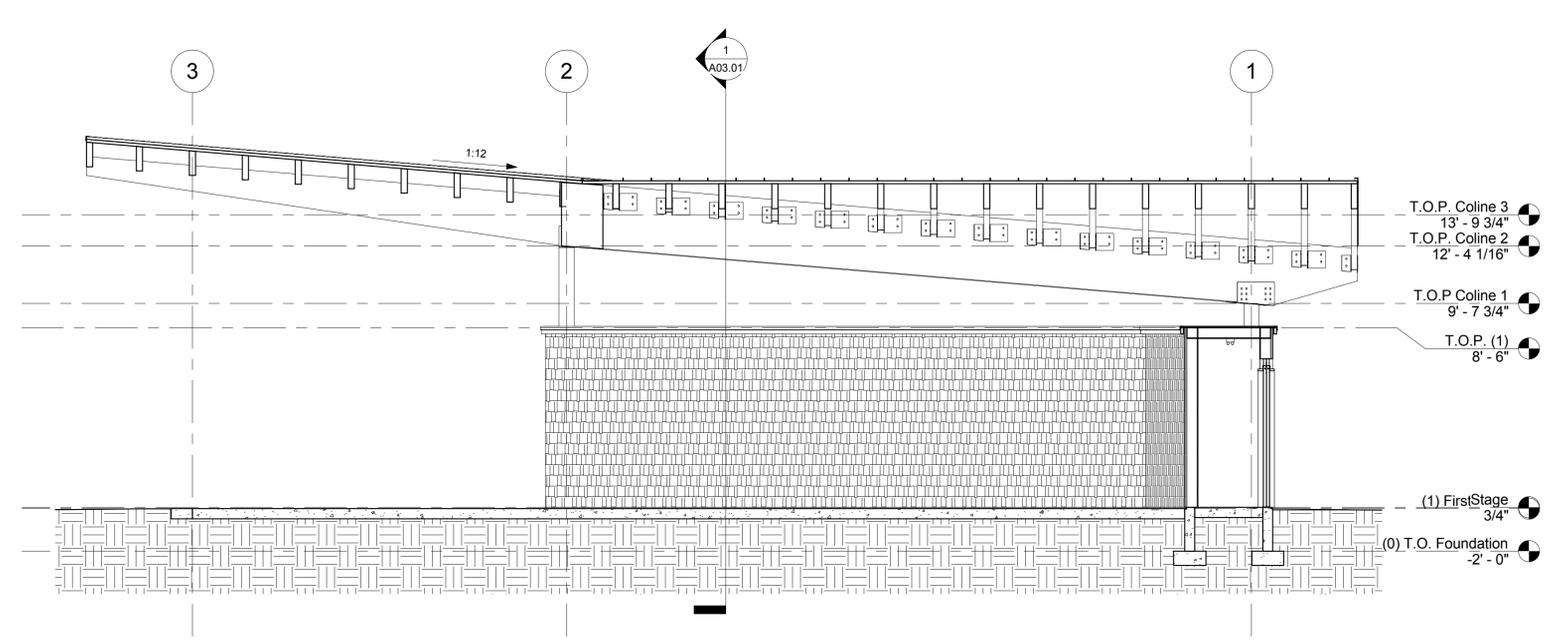
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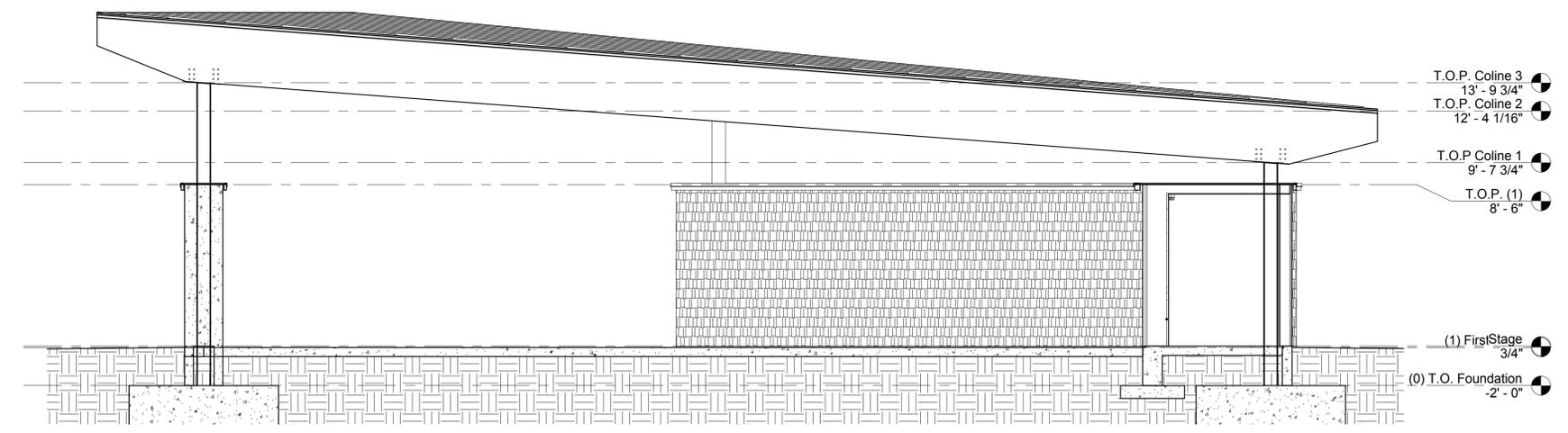
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1 Section 1
1/4" = 1'-0"



2 Section 2
1/4" = 1'-0"



3 Section 3
1/4" = 1'-0"

No.	Date	Description

DESIGNED BY: Designer
DRAWN BY: Author
DATE: April 15, 2016
PROJECT NO: 16005RF
FILE:

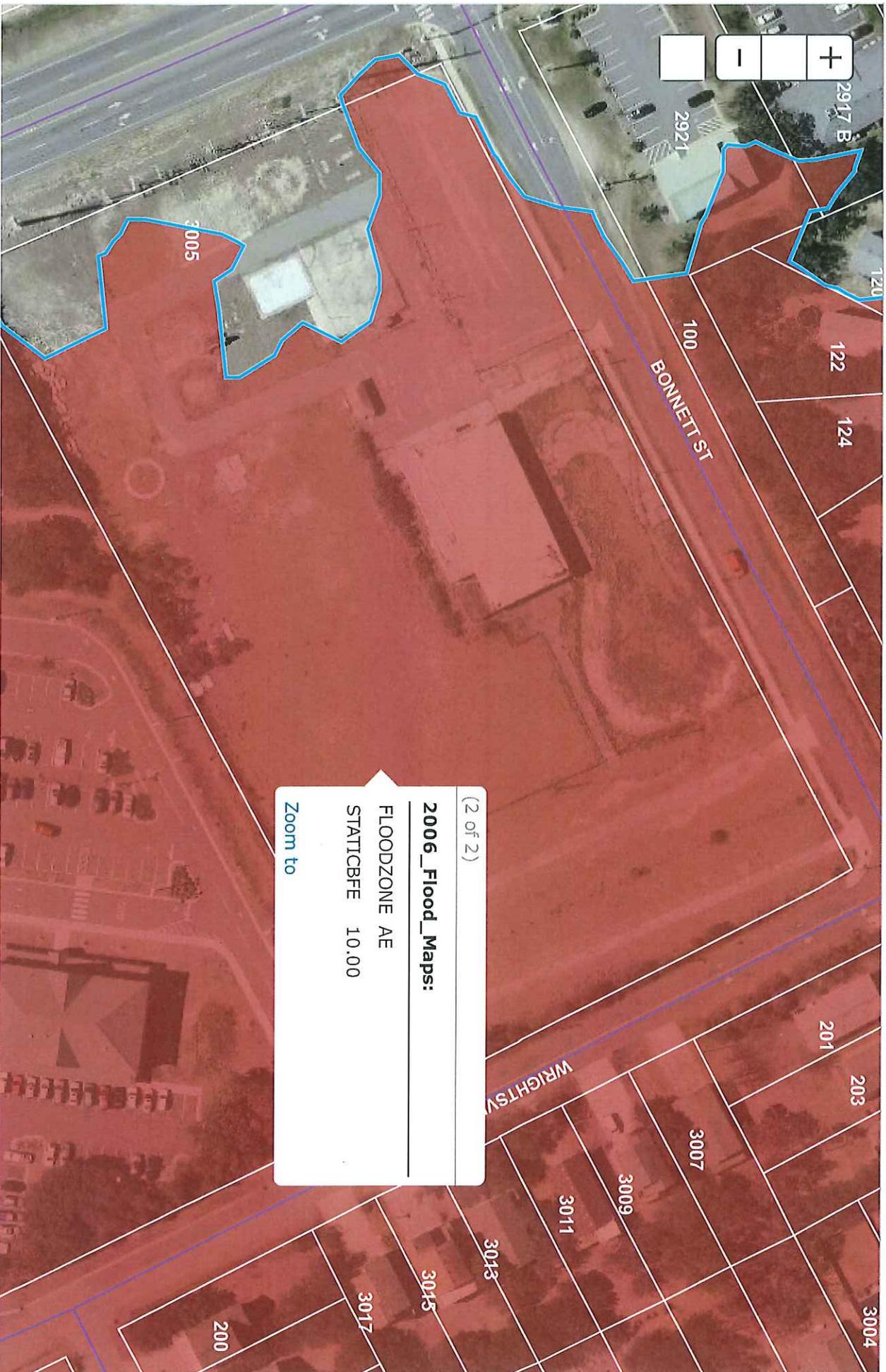
Building Sections





ArcGIS - Town of Nags Head Public GIS

Details | Basemap



(2 of 2)

2006_Flood_Maps:

FLOODZONE AE
 STATICBFE 10.00

[Zoom to](#)

STAFF REPORT

TO: Planning Board
FROM: Kelly Wyatt, Deputy Planning Director/Zoning Administrator
Andy Garman, Deputy Town Manager/ Planning Director
DATE: May 17, 2016
SUBJECT: A proposed zoning ordinance text amendment to Town Code Section 48-407(c)(9), Conditional Uses within the C-2, General Commercial Zoning District as it relates to an "Attended Car Wash" operation.

SUBJECT OR MOTION(S):

1. Motion to recommend adoption or denial of a text amendment to Town Code Sections 48-407(c)(9) to eliminate the requirement that a car wash have an attendant.

BACKGROUND:

Mr. Derek Hatchell on behalf of I.G. Holdings, LLC, has submitted the attached zoning ordinance text amendment application, which, if adopted, would eliminate the need for an attendant to be present on-site during all hours of operation of a car wash.

In the zoning text amendment application, the applicant has cited the desire to no longer require an attendant be present onsite as it is not necessary given that the car wash would be fully automated.

There is significant history with the allowance of an attended car wash as a use within the Town dating back to 1988 when the discussions first arose with the Planning Board. Minutes are included in your packet however below is a brief summary:

- September 20, 1988 – Request presented to the Planning Board to include "Car Wash" as a Permitted or Conditional Use within the C-2 Zoning District. At this meeting the Planning Board felt there was a need to regulate the operation via Conditional Use approval with such conditions as limiting the hours of operation and requiring an attendant on-site.
- October 18, 1988 – Presentation to the Planning Board on the use of a car wash as a Conditional Use with specified conditions including that the car wash be enclosed and fully automated under the direct operation of an attendant and that the hours of operation be limited to 9:00am to 9:00pm. The applicant at this time expressed concern that the requirement the car wash be enclosed would eliminate the open bay/wand operation. The Planning Board felt this type of operation would promote noise, trash and congestion and continued with the recommendation of an enclosed building. The Planning Board recommended adoption of the ordinance with development standards as presented.

- December 20, 1988 – Planning Board tabled discussion as the applicant was present to discuss the proposal.
- January 17, 1989 – Planning staff presented the request once more to the Planning Board following the applicant’s assertion that the original request, to allow a self-service type car wash operation as well as automated, was not decided upon by the Board of Commissioners. The Planning Director presented the proposed conditions including the request for self-service car washes. Planning staff recommended against this because of the increased potential that an unattended, self-regulating business may create problems related to noise and litter control. While the Planning Board felt that a car wash might likely be needed within the Town they did not feel that this was the type that was desired. The Planning Board forwarded the request to the Board of Commissioners for the final decision with their recommendation of denial.
- March 6, 1989 – The Board of Commissioners held the Public Hearing pertaining to “Car Wash” as a Conditional Use within the C-2, General Commercial Zoning District. Commissioners felt that the Planning Board’s concern of noise could be addressed by an on-site attendant however the concerns of litter and possible after hours activities could not be addressed. The Board of Commissioners voted to deny the request as presented and directed staff to return with a version of the amendment incorporating the requirement for an on-site attendant as well as additional storm water measures.
- July 3, 2016 - The Board of Commissioners began the Public Hearing, following staff’s presentation on the revised ordinance, public comment was taken. Significant revisions were proposed requiring re-advertisement of the proposed amendment. The Public Hearing was set for the Boards August meeting.
- August 7, 1989 – The Board of Commissioners adopted the text amendment which incorporated the requirement that the car wash have on on-site attendant.
- September 6, 1989 – Parking standards for car washes was discussed and later adopted.

Minutes of these meetings in totality are included in your packet materials.

STAFF RECOMMENDATION:

Based upon the history of discussion surrounding the previous Board’s desires for any car wash to have an attendant on-site during all hours of operation, Planning Staff recommends denial of the proposed text amendment as presented.

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES
OF THE TOWN OF NAGS HEAD, NORTH CAROLINA**

ARTICLE I. Purpose(s) and Authority.

WHEREAS, pursuant to N.C.G.S. § 160A-381, the Town of Nags Head (the "Town") may enact and amend ordinances regulating the zoning and development of land within its jurisdiction and specifically the location and use of buildings, structures and land. Pursuant to this authority and the additional authority granted by N.C.G.S. Chap. 160A, Art. 19 et. seq, the Town has adopted a comprehensive zoning ordinance (the "Town's Zoning Ordinance") and has codified the same as Chapter 48 of the Town's Code of Ordinances (the "Town Code"); and

WHEREAS, pursuant to N.C.G.S. § 160A-174 the Town may also enact and amend ordinances that define, prohibit, regulate, or abate acts, omissions, or conditions, detrimental to the health, safety, or welfare of its citizens and the peace and dignity of the Town; and

WHEREAS, A text amendment was initiated by an applicant to eliminate the requirement that a car wash operation have an on-site attendant during hours of operation.

WHEREAS, the 2010 Land Use Plan states that the Town shall continue to address the community appearance concerns through various Boards and shall work towards developing incentives designed to enhance, promote and protect the Town's architectural image and heritage;

WHEREAS, the Town further finds that in accordance with the findings above it is not in the interest of and contrary to the public's health, safety, morals and general welfare for the Town to amend the Town's Zoning Ordinance and Town Code of Ordinances as stated below.

ARTICLE II. Construction.

For purposes of this ordinance amendment, underlined words (underline) shall be considered as additions to existing Town Code language and strikethrough words (~~strikethrough~~) shall be considered deletions to existing language. Any portions of the adopted Town Code which are not repeated herein, but are instead replaced by an ellipses ("...") shall remain as they currently exist within the Town Code.

ARTICLE III. Amendment of Zoning Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Town of Nags Head, North Carolina, that the Town Code shall be amended as follows:

PART I. That Section **48-407(c)(9), Conditional Uses within the C-2, General Commercial District**, be amended as follows:

(9) An ~~attended~~ car wash (automated and enclosed only), subject to other requirements of this chapter and provided that the following conditions are met:

~~a. The attendant shall be present on-site during all hours of operation;~~

~~a.~~b. No principal or accessory building shall be located within 50 feet of an existing residential use or district.

- b.e. A car wash shall be constructed so as to allow vehicles to pass through the structure in order to create an orderly traffic flow. Furthermore, stacking spaces shall be provided for vehicles entering and exiting the site to minimize traffic congestion on public roads.
- c.d. The boundaries of the entire site shall be buffered from all adjacent properties and rights-of-way in accordance with subsection [48-482\(1\)](#), buffer yard A.
- d.e. The site shall be designed to contain all stormwater from impervious surfaces on-site from a ten-year, two-hour storm event, the equivalent being 4.24 inches of rainfall in a two-hour period.
- e.f. The car wash shall utilize a recyclable water type system.

PART II. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed. This ordinance shall be in full force and effect from and after the ___ day of ____ 2016.

 Robert C. Edwards, Mayor
 Town of Nags Head

ATTEST:

 Carolyn F. Morris, Town Clerk

APPROVED AS TO FORM:

 Town Attorney
 Date adopted: _____
 Motion to adopt by Commissioner _____
 Motion seconded by Commissioner _____
 Vote: _____ AYES _____ NAYS

ZONING AMENDMENT APPLICATION
TOWN OF NAGS HEAD, NORTH CAROLINA

Applicant J. G. Holdings

Mailing address P.O. Box 120, Kitty Hawk, NC 27948

Explanation of request

Zoning Ordinance - Section(s) 48-407(c)
Attach amendment in ordinance form.

Zoning Map
Attach copy of current Zoning Map with affected property outlined in red.
Attach names and mailing addresses of the property owners of all parcels of land abutting the parcel in question.

Nature of request

Because is automated car wash will not be
a person their 24 hours to attend it.
Being car wash is total automated it is not
necessary to have an attend on site but
will have a contact number available 24 hours.
Will have service techs working car wash
after during the day.

Reason for request

Because we do not feel it's necessary
to have an attend on site all the time
when it is fully automated.

Leszale Iblasa, owner

Applicant

4/19/2016

Date

Planning Board Meeting
September 20, 1988

instance, two (2) real estate signs shall be allowed meeting the above requirements; one (1) sign for the realty company representing the sale of the tract, parcel, lot or premises and one (1) sign for a different realty company representing the rent (or lease) of the tract, parcel, lot or premises.

David Perrot, President of the Dare County Board of Realtors, addressed the Board and stated there should be no distinction between one realty company and two realty companies; that two signs were needed in both instances. Mr. Perrot contended that two signs were necessary when only one company was involved as the sale and rental were usually handled by two different divisions of a realty company. He maintained that the rental sign was especially useful in helping visitors locate the cottage they had rented and felt that it would be more aesthetically pleasing to place the rental sign on the cottage. This should also deter vandalism and reduce maintenance of the signs. Mr. Perrot also stated that not placing signs so as to be visible from the ocean beach was not a problem.

The Board discussed Mr. Perrot's recommendations feeling there was merit in placing the rental signs on the cottages, except in instances where the cottage was located away from the road. Ms. Lublow pointed out that the use of street addresses should preclude the rental sign as a locator sign. Mr. Royston inquired about an individual, rather than a realty company, locating a temporary real estate sign. Mr. Bortz was asked to research this further and revise the amendment to include placing signs on structures. Mr. Oaksmith moved to recommend advertising for a public hearing, the motion was seconded by Ms. Lublow and carried unanimously.

AYES: (6) McManus, Rollins, Royston, Oaksmith, Taylor, Lublow

NAYES: (0) None

Dan Hardy presented a Request to Amend the Zoning Ordinance to include Car Wash as a Permitted or Conditional Use in the C-2 Zoning District. He explained that Tim Creef and Beach Realty and Construction had petitioned the Town for this change. The first aspect for the Board's consideration was whether or not a car wash was a use that should be allowed in the Town, and secondly, will the use, if allowed, create a nuisance for surrounding properties. The third consideration was, if allowed, what type of development standards would be required for this use. Mr. Hardy was presenting three draft amendments: (1) Car wash as a permitted use; (2) Car wash as a conditional use; and (3) Car wash as a conditional use with the conditions specified.

Planning Board Meeting
September 20, 1988

The Board discussed the problems associated with car wash operations, i.e., noise, traffic congestion, dirt and debris emanating from the site. Several members felt there was a need and discussed possibilities for regulating the operation, i.e., limiting hours, an attendant on duty. The Board and Mr. Ferguson also discussed the affect on the environment from the disposal of the runoff and various state agency requirements regarding this. Staff was instructed to research this further for discussion at the October meeting.

There being no further business to discuss, the meeting adjourned at 10:10 p.m.

Respectfully submitted,



Carole Lewallen

TOWN OF NAGS HEAD

PLANNING BOARD

January 17, 1989

The Planning Board of the Town of Nags Head met in regular session Tuesday, January 18, 1989, in the Council Chambers of the Nags Head Municipal Complex.

MEMBERS PRESENT: Jerry McManus, Paul Royston, David Oaksmith, Bo Taylor, Carole Lublow and Chairman Al Rollins

MEMBERS ABSENT: (One vacancy)

OTHERS PRESENT: Andy Ammons, Matt Rossi, Nancy Thompson, Ken Malvis, Marcus Felton, Bruce Bortz, Dan Hardy, Gary Ferguson and Carole Lewallen

Chairman Rollins called the meeting to order at 7:30 p.m. as a quorum was present.

Paul Royston moved to approve the Minutes of the Meeting of December 20, 1989, as submitted. Bo Taylor seconded the motion and it was carried unanimously.

AYES: (6) McManus, Rollins, Royston, Oaksmith, Taylor, Lublow

NAYES: (0) None

There were no Final Subdivision Plats for review.

Gary Ferguson announced that the first item of discussion was a Request from Tim Creef to Amend the Zoning Ordinance to allow Car Washes in the C-2 Zoning District. He explained that Mr. Creef could not be present due to a death in the family and had asked Mr. Ferguson to present his request. The Planning Board discussed this and felt it acceptable for Mr. Ferguson to present the proposed amendment.

Planning Board Meeting
January 17, 1989

Mr. Ferguson noted that Mr. Creef was requesting that the Planning Board recommend approval of his application to amend the C-2 Zoning District regulations to allow car washes as a conditional use. He pointed out that the Planning Board acted on this same issue several months ago. Because the applicant's request never reached the Board of Commissioners in its original form; that is, to allow self-service-type car washes as well as the automated type, Mr. Creef felt his original request never had a chance of being decided upon by the Board of Commissioners. In light of this, the Board of Commissioners remanded Mr. Creef's application to the Planning Board for consideration once again.

Staff reviewed the application and note the following:

1. Item (10) (b) mandates a 200 foot separation between a car wash site and any residential zoning district. Generally, the width of the land area between the highways south of Soundside Road is about 450 feet while north of this location the width reaches a maximum of about 1400 feet. Because a large portion of the C-2 district is located along the Bypass and is about 250 feet in width, a car wash could be located in most portions of this district if only a 200 foot separation is required. In comparing distance requirements for uses similar to a car wash in the C-2 district, gas stations require a 50 foot separation from any residential uses or districts while automobile dealerships require only buffering from residential districts. Although Staff originally proposed a 400 foot separation between a car wash site and any residential district, 200 feet would likely provide sufficient protection to residential districts.
2. Item (10) (d) would allow self-service car washes. Staff recommends against allowing self-service-type car washes because of the increased potential for an unattended, self regulating business which may create problems related to noise and litter control. Although the applicant's amendment requires an attendant on duty during all hours of operation, the question of enforcement, especially as it applies to a principal use, appears difficult to answer. Prohibiting the operation of a self service car wash could create other problems with frustrated customers wanting to use this advertised service when the business is closed.
3. The applicant has not stipulated the hours of operation for this use, therefore, a car wash could be operated 24 hours a day. Staff feels this is too permissive based on potential noise problems.
4. The applicant has not addressed approval for waste water treatment. Since these systems are permitted by the Division of Environmental Management, a reference should be made to their approval prior to the issuance of a building permit.

Planning Board Meeting
January 17, 1989

5. Item (10) (f) should reference the containment of all stormwater from impervious surfaces as opposed to the entire site.

Staff was recommending that the application as presented be denied for the reasons set out in items (2), (3), and (4).

Chairman Rollins commented on water usage noting that the Town Attorney had indicated that the applicant would be required to connect to the Town water system. Mr. Ferguson, on behalf of Mr. Creef, explained that although he would be required to utilize the Town water system he could also use wells for the car wash operation. Whether or not the applicant would use water from the Town system for the car wash was discussed and the Board felt that utilizing potable water for this use would be extreme. Ms. Lublow noted that in the event Town water would be used for the car washing operation, the site plan would be required to go through the water allocation process.

Andy Ammons commented on similar operations in other parts of the State and stated that often a closed water system, filtering and recycling the water, was used. Mr. Ferguson noted that there were several types of systems, some being recyclable and some not.

The Board discussed the proposal feeling that a car wash operation might be needed in the Town but that this type was not necessarily what was desired. Bo Taylor moved to refer the proposal to the Board of Commissioners for a final decision, but to recommend that the proposed amendment be denied as proposed. The motion was seconded by Ms. Lublow and was unanimously carried.

AYES: (6) McManus, Rollins, Royston, Oaksmith, Taylor, Lublow

NAYES: (0) None

The next item of discussion was a Preliminary Plat for Linkside Subdivision located in The Village at Nags Head. Gary Ferguson explained that although the original submittal of the preliminary plat was in accordance with the Zoning Ordinance, the revised plat had not been received in time to be placed in the agenda packet. He asked if the Board would consider review at this time. Several members were opposed to reviewing the plat without prior study of the plat. Matt Rossi inquired if the Board members would consider review at a special meeting or a scheduled workshop on January 24, 1989.

Following discussion, the general consensus was to review the preliminary plat at the following meeting in March 1989.

.L:84

.XT:6

.X:12

TOWN OF NAGS HEAD
BOARD OF COMMISSIONERS
REGULAR MEETING AND PUBLIC HEARING

March 6, 1989

The Town of Nags Head Board of Commissioners met in regular session on Monday, March 6, 1989 with all commissioners present.

COMRS. PRESENT: Mayor Donald W. Bryan; Mayor Pro Tem Ronald E. Scott; Comr. C. P. "Buster" Nunemaker; Comr. Jeanne E. Acree; and Comr. Robert W. Muller came in at 9:25 a.m.

COMRS. ABSENT: None

OTHERS PRESENT: Town Mgr. Webb Fuller; Town Atty. Thomas White Jr.; Deputy Mgr. Anna McGinnis; Planning Director Gary Ferguson; Planner Bruce Bortz; Zoning Officer Dan Hardy; Planning Board Chairman A. F. Rollins; Citizens Advisory Committee Chairman David Grana; Ivan Fowler; Reporter Nancy McWilliams; Joel Case; Gary Oliver; Warren Jones; D. M. Tatum; Tim Creef; Jerry Turner; Don Bibey; Bill Mankedick; James Marcus; W. B. Hoffman; Grace Supplee; Thomas Vaughan; Eddie Valdencoso; Cassy & Tom Nixon; Matt Rossi; Warren Kuehl; Pat Preston; J. D. Edwards; Dave Gourley; and Town Clerk Constance Hardee.

The meeting was called to order by Mayor Bryan at 9:00 a.m. who announced that Comr. Muller had called and advised he would be late. The Lord's Prayer was then repeated in unison.

PUBLIC HEARING TO CONSIDER A PROPOSED AMENDMENT TO SECTION 7.06 OF THE ZONING ORDINANCE PERTAINING TO C-2 ZONING DISTRICT REGULATIONS TO ALLOW CAR

WASHES AS A CONDITIONAL USE - Tabled following public hearing (T-1A & 1B)

Mayor Bryan announced this was the time and place set for a public hearing to consider a proposed Ordinance Amending Section 7.06 of the Nags Head Zoning Ordinance pertaining to the C-2 Zoning District regulations to allow car washes as a conditional use. Notice of the public hearing was published in The Coastland Times as required by law.

Planning Director Gary Ferguson summarized his February 28, 1989 memo which read, in part, as follows:

"Mr. Tim Creef has requested to amend the C-2 Zoning District regulations to allow car washes as a conditional use. You may recall, the Planning Board acted on this same issue several months ago. Because the applicant's request never reached the Board of Commissioners in its original form, (that is, to allow self-service-type car washes as well as the automated type_ Mr. Creef feels his original request never had a chance of being decided upon by the Board of Commissioners. In light of this, the Board of Commissioners remanded Mr. Creef's application back to the Planning Board for their consideration once again.

'At Mr. Creef's request, Staff presented his proposed amendment to the Planning Board at their regular meeting on January 17, 1989. The Planning Board agreed with Staff and recommended that this application be denied for the following reasons:

1. Item (1) (d) would allow self-service car washes. Staff recommends against allowing self-service-type car washes because of the increased potential for an unattended self regulating business which may create problems related to noise and litter control. Although the applicant's amendment requires an attendant on duty during all hours of operation, the question of enforcement, especially as it applies to a principal use, appears difficult to answer. Prohibiting the operation of a self-service car wash could create other problems with frustrated customers wanting to use this advertised service when the business is closed.
2. The applicant has not stipulated the hours of operation for this use, therefore, a car wash could be operated 24 hours a day. Staff feels this is too permissive based on potential noise problems.
3. The applicant has not addressed approval for wastewater treatment. Since these systems are permitted by the Division of Environment Management, a reference should be made to their approval prior to the issuance of a building permit.
4. In addition, the applicant has not specified whether a recyclable or non-recyclable system can be used. Staff recommends that only recyclable systems be allowed."

Mayor Bryan asked if anyone present wished to speak regarding the proposed amendment. Tim Creef was recognized and spoke in favor of his proposed amendment. He stated he did specify an attendant on duty would be required would eliminate any problem with noise or litter; that he has no problem with establishing a recyclable water system; and the hours would be comparable to other types of businesses in Nags Head. He stated the only problem he saw with the proposed amendment was that it does not directly address hours or the recyclability of water, but that he has no problem with those two items being incorporated into the proposed amendment. He pointed out that using a car wash uses less water than washing your car or boat in your driveway. He continued that the State has strict controls on car washes and a permit could not be obtained from the State for a car wash unless it met all the State guidelines. He added that due to the increase in the Town, both seasonal and permanent, this type facility is needed. He proposed operation hours from between 7:00 and 9:00 a.m. until between 9:00 and 10:00 p.m.

There being no one else present who wished to speak, Mayor Bryan declared the public hearing closed at 9:33 a.m. and opened the floor for comments, discussion, and/or action by the Board.

Comr. Nunemaker asked if the Planning Director had any concern about the litter, noise, and after hours activities that might be associated with a car wash, indicating he felt the noise could be controlled with an attendant on duty, but that the litter would be a 24-hour per day situation. Planning Director Ferguson responded that the Planning Board was concerned about possible after hours activities, and that enough safeguards could not be attached to a self-service type car wash to eliminate possible problems, and that the only type system would work in Nags Head would be an automated system. Tim Creef was recognized again and stated he did not see any problem safeguards because most people realize that when the lights are off, the business is closed and no one is present to turn on the water and they would not be able to use the car wash.

Comr. Acree asked if the vacuum cleaner would be free or coin operated. Mr. Creed replied they would be coin operated, just as the ones located at convenience stores in Nags Head, but that this could be controlled by not making them coin operated and having an attendant on-site during the operating hours and not using a coin operated vacuum cleaner.

Comr. Muller asked why the Board should dictate a recyclable water system versus a non-recyclable water system. Planning Director Ferguson replied that if a car wash existed with a bathroom facility, the bathroom facility would be connected to Dare County's Water System as a requirement of the Town's ordinance, and that if a car wash was required to be connected to the County's Water System, the most efficient and best use of that water would be to require a recyclable system.

The Town Attorney advised that the ordinance requiring connection to the Town water system does not exempt this particular use and therefore the Board would need to determine if it wants a car wash to use that much water, or if it wants to put a car wash in the category of using non-potable water. He further advised that if the Board wants to include a car wash in the category of using non-potable water, it might require amending another of the Town's ordinances. He questioned how one would distinguish between use of water by a car wash and other similar (i.e. washing cars as a part of a "filling station". He suggested changing it to an "attended car wash" as the use that is permitted as a conditional use.

Mayor Bryan commented that the proposed Amendment was not ready for adoption in its present form and suggested it be tabled for further consideration in an amended form.

***** Comr. Muller then moved to table the proposed amendment. Comr. Nunemaker seconded the motion which carried by unanimous vote 5-0.

DIRECTION TO STAFF REGARDING PROPOSED AMENDMENT TO ZONING ORDINANCE TO ALLOW
CAR WASHES AS A CONDITIONAL USE - (T-3A & beginning of 3B))

***** Later in the meeting Comr. Muller made a motion that the Board of Commissioners modify the proposed ordinance in the following fashion: (1) that the word "attended" be added; (2) that section "C" be inserted in the

appropriate place in Section 6.04 C; and (3) that "F" be modified so that storm water from impermeable surfaces be retained on site; and further that the Board deny this request for an ordinance change. Comr. Acree seconded the motion which carried by unanimous vote 5-0.

The Board then instructed Staff to bring a revised proposed amendment for its consideration incorporating discussion at this meeting, including addressing what the water impact will be, if there will be a water impact.

.L:84

.XT:6

.X:12

TOWN OF NAGS HEAD
BOARD OF COMMISSIONERS
REGULAR MEETING & PUBLIC HEARINGS

July 3, 1989

The Town of Nags Head Board of Commissioners met in regular session in the Council Chambers of the Municipal Complex on Monday, July 3, 1989 beginning at 9:00 a.m. with all commissioners present.

COMRS PRESENT: Mayor Donald W. Bryan; Mayor Pro Tem Ronald E. Scott; Comr. C.P. "Buster" Nunemaker; Comr. Jeanne E. Acree; and Comr. Robert W. Muller.

COMRS. ABSENT: None

OTHERS PRESENT: Town Mgr. Webb Fuller; Town Atty. Thomas White Jr.; Bruce Bortz; Gary Ferguson; Doug Remaley; Anna McGinnis; News Reporter Nancy McWilliams; Alva Rollins; David Grana; Artie Ange; C.P. "Scooter" Lewis; Ray Midgett; David Oaksmith; Neil Carignan; Pamela Merritt; J. W. Jones; Paul Rollins; Shirley Rollins; Vivian Hawkins; Evelyn Munden; John Roney; Jerry Murray; Laird Sager; Ray Moore; Gordon Munden; Dan Merrell; Joe Smith; Don Bibey; and Town Clerk Constance Hardee.

The meeting was called to order by Mayor Bryan at 9:00 a.m. followed by repeating the Lord's Prayer in unison.

PUBLIC HEARING ON AMENDMENTS TO SECTION 7.06 C AND SECTION 6.01 C (3) OF ZONING ORDINANCE TO ALLOW CAR WASHES AS A CONDITIONAL USE IN THE C-2 ZONE AND TO ESTABLISH MINIMUM PARKING REQUIREMENTS FOR CAR WASHES - Following Public Hearing Staff directed to redraft and advertise for another public hearing - (T-1A & 1B)

At 9:30 a.m. Mayor Bryan declared the meeting a public hearing to consider amendments to Section 7.06 C and Section 6.01 C (3) of the zoning ordinance to allow car washes as a conditional use in the C-2 (general commercial) zoning district and to establish minimum parking requirements for care washes. Notice of the public hearing was published in The Coastland Times on June 15 and June 22, 1989 as required by law.

Planning Director Gary Ferguson summarized the June 26, 1989 memo which read, in part, as follows:

"At the Board of Commissioners meeting of May 1, 1989, Staff presented a proposed amendment to the Zoning Ordinance to allow for a car wash operation in the C-2 General Commercial Zoning District. this proposal stemmed from an original request from Mr. Tim Creef to amend the ordinance to allow this use. The Board of Commissioners denied Mr. Creef's original proposal at thier March 6, 1989 meeting, and instructed Staff to make modifications and bring the proposal back for their review.

'Staff presented the modified proposal at the May 1st Board of Commissioners meeting at which time the Board agreed to refer the proposed amendment to the Planning Board for its review and recommendation.

'The Planning Board at their meeting on May 16, 1989, reviewed the proposal and recommended approval of the attached amendments. On June 5, 1989, the Board of Commissioners voted to advertise for a public khearing to amend Section 7.06 and Section 6.01."

Mayor Bryan then asked if anyone present wished to speak for or against the proposed amendments.

C. P. "Scooter" Lewis, surveyor, was recognized and stated he felt the proposed amendment was reasonable with the exception of the 200 foot buffer from a residential district and that research showed that it would be close to impossible to build a car wash or service station because when you take out the 200 foot buffer all you have left between the highways are little "skinny" strips, and that access would also be a problem.

Regarding the requirement that the site shall be designed to contain all stormwater from impervious serfaces on-site from a ten-year, two-hour storm, the equivalent being 4.24 inches of rainfall in a two-hour period, Mr. Lewis stated that more reasonably would be in line with the State requirement of one inch retention due to the amount of land required.

There being no one else who wished to speak, Mayor Bryan declared the public hearing closed at 9:44 a.m. and opened the floor for comments, questions, and/or action by the Board.

Mayor Bryan stated he felt storm water run-off has to be a consideration. He pointed out it will not be too long before storm water run-off is going to be processed just like sewage and landfills and people will not be able to funnel all the run-off into the storm sewers and let it run to the sounds, rivers, etc.

Comr. Muller commented that he thought the 200-foot buffer from any residential district really excessively limits the location of car washes and service stations and that the existing 50-foot buffer standard is probably a better standards based on the Town's experience so far. He noted this might be a significant change from what was advertised and might merit another public hearing.

***** Comr. Muller moved to direct staff to change PART I (10) (b) of the proposed amendment to Section 7.06 C to the language that is currently in the service station ordinance which is 50 feet from any residential use, and that a public hearing be held at the Board's first meeting in August. Comr. Nunemaker seconded the motion.

Planning Director Gary Ferguson pointed out that with the proposed language a service station can automatically become non-conforming not as a result of the service station's activity, but as a result of a house being built adjacent to it.

Mayor Bryan commented that what is being "set up" is the same thing that happens at airports when airports are constructed way out in the country and then someone subdivides a piece of land right off the end of the runway and then begin to complain about the noise from the jets flying over them as they take off.

Comr. Muller motion carried 3 to 2 by the following vote: Ayes 3 (Comrs. Scott, Nunemaker, and Muller). Nays 2 (Comrs. Acree and Mayor Bryan).

A copy of the two ordinance drafts as presented at this public hearing is attached to and made a part of these minutes as shown in Addendum "B".

.L:84

.XT:6

.X:12

TOWN OF NAGS HEAD
BOARD OF COMMISSIONERS
REGULAR MEETING & PUBLIC HEARINGS

August 7, 1989

The Town of Nags Head Board of Commissioners met in regular session in the Council Chambers of the Municipal Complex on Monday, August 7, 1989 beginning at 9:00 a.m. with all commissioners present.

COMRS PRESENT: Mayor Donald W. Bryan; Mayor Pro Tem Ronald E. Scott; Comr. C.P. "Buster" Nunemaker; Comr. Jeanne E. Acree; and Comr. Robert W. Muller.

COMRS. ABSENT: None

OTHERS PRESENT: Town Mgr. Webb Fuller; Town Atty. Thomas White Jr.; Bruce Bortz; Gary Ferguson; Anna McGinnis; News Reporters Nancy McWilliams, Lane Thomasson, and Daryl Law; Alva Rollins; David Grana; Artie Ange; Jack Hohmann; Mary Lou Mankedick; David Oaksmith; Harry Lange; Dan Hardee; Edward Oneal; Bill Weatherly; Nancy Archibald; Bill Owen; and Town Clerk Constance Hardee.

The meeting was called to order by Mayor Bryan at 9:00 a.m. followed by repeating the Lord's Prayer in unison.

PUBLIC HEARING ON AMENDMENTS TO SECTION 7.06 C AND SECTION 6.01 C (3) OF ZONING ORDINANCE PERTAINING TO CAR WASHES - Following public hearing the amendment to Section 7.06 C was adopted, but the amendment to Section 6.01 C (3) was tabled (T-1A & 1B)

The time being 9:10 a.m., Mayor Bryan announced this was the time and place set for a public hearing to consider proposed amendments to Sections 7.06 C and Section 6.01 C (3) of the Zoning Ordinance to allow car washes as a conditional use in the C-2 (General Commercial) zoning district and to establish minimum parking requirement for car washes.

Notice of the public hearing was published in The Coastland Times on Thursday, July 30 and Thursday, July 27, 1989 as required by law.

Planning Director Gary Ferguson summarized the July 25, 1989 memo from the Planning Board and Planning and Development Staff which read, in part, as follows:

"At the Board of Commissioners meeting of May 1, 1989, Staff presented a proposed amendment to the Zoning Ordinance to allow for a car wash operation in the C-2 General Commercial Zoning District. This proposal stemmed from an original request from Mr. Tim Creef to amend the ordinance to allow this use. The Board of Commissioners denied Mr. Creef's original proposal at their March 6, 1989 meeting, and instructed Staff to make modifications and bring the proposal back for their review.

'Staff presented the modified proposal at the May 1st Board of Commissioners meeting at which time the Board agreed to refer the proposed amendment to the Planning Board for its review and recommendation.

'The Planning Board at their meeting on May 16, 1989, reviewed the proposal and recommended approval. On June 5, 1989, the Board of Commissioners voted to advertise for a public hearing to amend Section 7.06 and Section 6.01. A public hearing was held on July 3, 1989, at which time the Board of Commissioners directed STaff to change Part I (10) (b) to reflect the existng distance standard for service stations."

Planning Director Ferguson advised that the proposed amendments to be considered at this public hearing reflect those changes.

Comr. Muller asked how item 6-A (Amendment to SEction 7.06 C of the Zoning ORdinance to require that a service station site be located at least 200 feet from any residential zoning district) on the agenda ties into the proposed amendment under discussion. Planning Director Ferguson responded the Staff opinion and the Town Attorney's opinion in applying the 200-foot requirement to both car washes and service stations is that they have similar impacts. It was pointed out that the standard being proposed for car washes is the same standard that currently exists for service stations.

Mayor Bryan asked if anyone present wished to speak for or against the proposed amendments. There being no one present who wished to speak for or against this proposed amendment, he called for comments, discussion and/or action by the Board.
declared the public hearing closed at 9:16 a.m. and opened the floor for comments, discussion, and/or action by the Board.

***** Comr. Muller moved to adopt the Amendment to Section 7.06 C of the Zoning Ordinance to allow car washes as a conditional use in the C-2 (General Commercial) Zoning District as presented. Comr. Nunemaker seconded the motion and discussion ensued.

During discussion, Mayor Bryan suggested changing the word "drive" in PART I (10) (c) to "pass". and adding the word "water in PART I (10)(f) following the word "recyclable".

Comr. Acree reminded the Board that she was in favor of a 200-foot separation from an existing building, and confirmed that she is still in favor of a 200-foot separation.

Comr. Muller stated he felt the current standards adequately protect and buffer the adjoining property owners.

Mayor Bryan stated he was not necessarily disagreeing with Comr. Muller, but that he felt the important thing is to shape the town in the way it should

grow.

***** Comr. Muller moved to amend his motion to include changing the word "drive" to "pass" in PART I (10) (c); and adding the word "water" following the word "recyclable" in PART I (10) (f). Comr. Nunemaker seconded the motion which carried 4 to 1 by the following vote:

AYES - 4 (Comrs. Scott, Nunemaker, Muller, and Mayor Bryan)
NAYS - 1 (Comr. Acree)

A copy of the Ordinance Amending Section 7.06 C of the zoning ordinance, as adopted, is attached to and made a part of these minutes as shown in addendum "A".

PROPOSED AMENDMENT TO SECTION 6.01 C (3):

The proposed amendment to Section 6.01 C (3) to establish minimum parking requirements for car washes was then explained by the Planning Director and discussed by the Board.

There being no one present who wished to speak regarding this proposed amendment, Mayor Bryan opened the floor for comments, discussion and/or action by the Board.

***** Comr. Muller moved to adopt the proposed ordinance amending Section 6.01 C (3) as presented. Comr. Nunemaker seconded the motion and discussion ensued.

Mayor Bryan asked what the proposed amendment really means. Planning Director Gary Ferguson responded that many times when there is a car wash there are a number of areas that are public areas for things like waxing vehicles; that the shaded areas or areas that have covers over top of them will be counted as areas requiring parking; and Staff felt they should be included as part of the parking areas. Mayor Bryan stated he did not think the proposed amendment was clear enough because it could be interpreted to mean that for every 400 feet under cover, a lined parking space would be required, and asked if vacuuming and drying stations would be the required parking spaces or if the required parking spaces would be for people waiting to use the car wash. The Planning Director replied there would be holding lanes for people waiting to use the car wash. Comr. Muller commented that he envisioned this required parking as being for people who are going to be doing other things to their car on site, i.e. vacuuming or buffing.

***** Following discussion, Comr. Muller withdrew his motion to adopt the proposed ordinance amending Section 6.01 C (3) and moved to table until it can be clarified by Staff (number of parking spaces needed, where they need to be located and whether they include the vacuum and drying stations, or if they are excess spaces for people who are not getting their car washed. Comr. Nunemaker withdrew his second and seconded the motion to table which carried by unanimous vote 5-0.

A copy of the proposed Ordinance Amending Section 6.01 C (3) of the Zoning Ordinance is attached to and made a part of these minutes as shown in Addendum "B".

TOWN OF NAGS HEAD
BOARD OF COMMISSIONERS
REGULAR MEETING & PUBLIC HEARING

September 6, 1989

The Town of Nags Head Board of Commissioners met in regular session in the Council Chambers of the Municipal Complex on Wednesday, September 6, 1989 beginning at 9:00 a.m. with all commissioners present.

COMRS. PRESENT: Mayor Donald W. Bryan; Mayor Pro Tem Ronald E. Scott; Comr. C.P. "Buster" Nunemaker; Comr. Jeanne E. Acree; and Comr. Robert W. Muller.

COMRS. ABSENT: None

OTHERS PRESENT: Town Mgr. Webb Fuller; Town Atty. Thomas White Jr.; Bruce Bortz; Gary Ferguson; Anna McGinnis; News Reporter Nancy McWilliams; H. M. "Skip" Lange; Ronnie Ballance; Gervis "Bo" Taylor; Susan Shank, Andy Ammons; Town Clerk Constance Hardee; and several citizens.

The meeting was called to order by Mayor Bryan at 9:00 a.m. followed by repeating the Lord's Prayer in unison.

INTRODUCTION OF NEW EMPLOYEES (T-1A)

The following new employees were introduced to the Board and welcomed to Town employment: Ernest "Rusty" Rawls, Police Officer in the Police Department; Robert Coates, Street Equipment Operator, and Albert Kirkwood, Equipment Mechanic in the Public Works Department.

PUBLIC HEARING ON AMENDMENTS TO SECTION 4.02 OF ZONING ORDINANCE PERTAINING TO DEFINITION OF BUILDING SETBACK LINE AND YARD, SIDE - (T-1A & 1B)

The time being 9:05 a.m., Mayor Bryan declared the meeting a public hearing to consider proposed amendments to Section 4.02 of the Nags Head Zoning Ordinance pertaining to the definition of Building Setback Line and Yard, Side. Notice of the public hearing was published in The Coastland Times on Thursday, August 17, and Thursday, August 24, 1989 as required by law.

Building Inspector Ronnie Ballance summarized his August 28, 1989 memo to the Board which read, in part, as follows:

"I am requesting these proposed changes to Section 4.02 "BUILDING SETBACK LINE" and "YARD, SIDE" to omit the construction of uncovered porches and steps due to problems these exceptions create. One problem is with developers trying to use the 3-foot exception for stairways. On elevated structures stairways must have a minimum width of 3 feet with handrails. You cannot get a 3-foot set of steps with handrails in a 3-foot area. The post-supporting landings and steps are minimum 4 inches wide creating a 4-inch encroachment. Another problem is the exception of 3 feet of uncovered porches. Developers will use this exception when constructing a building. The owner will have a tendency to try to cover and enclose these portions of their structures after completion causing an encroachment situation.

'The Inspection Department reviews all plans thoroughly to try to prevent these situations, but some people try to fudge and some don't bother to apply for and receive permits for such additions. The Inspection Department must then require the removal of these violations.s

'By omitting these exceptions from the ordinance, the problems created by the exception will at least be stopped in new construction; limiting the use of open decks and the practice of trying to squeeze stairways in the 3-foot exception on front and side yards.

'The Planning Board unanimously recommended approving this amendment at their July 18, 1989 meeting."

Mayor Bryan asked if anyone present wished to speak for or against the proposed amendment. Carl Worsley, representing Outer Banks Homeowners Association, was recognized and stated that he would like to see the ordinance as it currently is and if a change is adopted he would like to see a compromise between the present ordinance and the proposed amendment so a judgement could be made on a case by case basis that would not have to go through the Board of Adjustment process.

There being no one else who wished to speak, Mayor Bryan declared the public hearing closed at 9:10 a. m. and opened the floor for comments, discussion and/or action by the Board of Commissioners.

Comr. Nunemaker stated he did not feel the proposed amendment does not carry as much weight as the Building Inspector would like. He pointed out the law requires ingress and egress to houses and the exemptions sometimes presents a remedy to problems of placing steps, porches and stairways to enable people to egress houses in case of emergencies. Comr. Nunemaker stated that if the four inch encroachment is a problem the person issuing the building permit should advise the applicant he must be within the side yard setback, and then check to see that the house conforms to the side yard setback before issuing a Certificate of Occupancy. He continued that he does not believe allowing the three-foot encroachment into the side yard does not create a real problem. He stated he agreed with the front and rear yard setbacks and that no encroachment should be allowed in them.

Comr. Acree pointed out that allowing encroachment into the side yard eliminates a lot of the open space.

Comr. Muller commented that the proposed amendment is to eliminate violation problems and not to provide open space, and asked how many of the four-inch encroachments the Building Inspector had encountered. Building Inspector Ballance responded they are mostly in the older subdivisions with 40-foot wide lots; that he had no record of the number of encroachments, but that he has from five to seven each year. He continued that the proposed amendment would make the developer to reduce the size of the house to fit without encroaching on the side yards. He added that it will not stop the existing encroachments, but it would stop the encroachments in future development and he is seeing more and more exceptions being used.

Comr. Scott stated he had no problem with allowing the stairways, but he did see a problem with allowing decks to encroach in the side yard. Comr. Acree stated she was more concerned with the decks/porches than with steps.

Building Inspector Ballance stated that deleting "porches and similar fixtures) and leaving in "uncovered steps" would solve the main problems he has encountered with the current ordinance.

********* Comr. Muller moved to adopt the Ordinance Amending Section 4.02 of the Zoning Ordinance leaving in the words "uncovered steps" and deleting the words "porches and similar fixtures" in both definitions and adding the word "and" in the appropriate place. Comr. Scott seconded the motion which carried by the following vote: AYES - 4 (Comrs. Scott, Acree, Muller, and Mayor Bryan), NAYS - 1 (Comr. Nunemaker).

A copy of the Ordinance, as adopted, is attached to and made a part of these minutes as shown in Addendum "A".

MINUTES {T-1B}

The minutes of the August 7, 1989 regular meeting and public hearing were presented for approval. The following addition to the minutes was requested by Comr. Nunemaker:

Page 31, delete "Following more discussion" prior to Comr. Muller's motion to grant the request for rezoning lot 16, block I, Vista Colony Place. Add the following paragraphs in front of Comr. Muller's motion:

"Planning Director Gary Ferguson responded that the traffic problem is when you add 11,000 square feet to a commercial land area, you increase the potential for higher intensity land use. With a larger land area added to the existing commercial zoned area you increase the traffic generation on that site.

'Comr. Nunemaker pointed out that even with lot 16 the traffic flow would be east of the residential area.

'Planning Director Ferguson advised the issue that came to him was what reasonable use does Mrs. Ange have of lot 16, and if she were to sell it to someone could they remove the parking on lot 16 and develop it as residential. He pointed out it is a question of trade-offs for non-conformity - how many non-conformities does she currently have as it relates to lot 16 and how many non-conformities would be created if she were to eliminate that parking on lot 16. He stated he felt the Town would be better served if the parking lot were removed and the lot developed as single family. He noted the parking currently on lot 16 has approximately five non-conformities associated with it.

'Comr. Muller stated he felt that the land is in commercial use and has been in commercial use for over ten years, and if there were going to be a problem, there would have already been a problem. He continued that the Town asked the Anges' to provide the parking and that he felt approving the rezoning request was the fair thing to do and he did not see it causing any major impact

on the Town formalizing lot 16 as a commercial lot versus its current use as a commercial lot."

********* Comr. Scott moved to approve the minutes as amended. Comr. Nunemaker seconded the motion which carried by unanimous vote 5-0.

REPORT REGARDING SPEED LIMIT AT THE MELVIN R. DANIELS (LITTLE) BRIDGE ON THE CAUSEWAY - (T-1B)

Public Works Director Harry Lange reported that at the last Board of Commissioners meeting the Board discussed the speed limit at the Melvin R. Daniels (Little Bridge) Bridge on the Causeway, and that he wrote a letter to Don Conner of the North Carolina Department of Transportation requesting DOT review the need for lowering the speed limit at the "Little" bridge. He reported further that Mr. Conner has advised DOT will review the situation and report back to the Town on their findings.

REPORT ON SURPLUS PROPERTY BID OPENING (T-1B)

The Board was advised that the Board of Commissioners, at its July 3, 1989 meeting, declared three Town vehicles surplus (1984 Animal Control truck, 1982 Planning & Development Jeep, and a 1982 Fire Department Jeep), and ordered they be disposed of by the formal, sealed bid process. The vehicles were advertised for sale on July 11 and 13, 1989 with bid opening set for July 27, 1989. Three bids were received for the Animal Control truck and the high bid of \$1,201.00 was accepted. However, no bids were received for the Fire Department Jeep or the Planning and Development Jeep. These two Jeeps were readvertised for sale on August 3, 1989 with bid opening set for August 15, 1989. Three bids were received, opened and read aloud as follows: Fire Department 1982 Jeep \$200.00 and \$211.76; Planning and Development 1982 Jeep \$111.76. The bid for the Planning and Development Jeep in the amount of \$111.76 was accepted. Based on the \$1500.00 recommended value of the Fire Department Jeep and the recommendation of the Town's Senior Mechanic, the Town Manager agreed the bids were too low and should be rejected. The Commissioners were contacted by phone and authorization was granted for the bids to be rejected.

Public Works Director Harry Lange recommended that the Fire Department Jeep be sold through the informal negotiated bid process.

********* Comr. Nunemaker moved to dispose of the Fire Department Jeep through the informal negotiated bid process. Comr. Acree seconded the motion which carried by unanimous vote 5-0.

REVIEW OF OPEN SPACE AT THE VILLAGE AT NAGS HEAD - (T-1B)

Planning Director Gary Ferguson reviewed the open space at The Village at Nags Head. He reported the Zoning Ordinance requires that not less than 20% of the total acreage of an SPD-C district be designated as common open space. Common open space shall not include any land covered by streets or parking areas or residential or commercial buildings but may include unimproved lands, required buffers or setbacks and common facilities, such as swimming pools and tennis courts. In addition, a golf course proposed to be constructed, maintained and operated in private ownership may be included as a component of the required 20% of common open space provided that the land to be devoted to golf course use shall be described in an easement to be granted to and accepted by the Town.

Mr. Ferguson further reported the total tract acreage for The Village is 405.35 acres. 20% of this area is 81.07 acres, and that as of this date there is a total of 71.52 acres of dedicated golf course open space in which the Town is named as a third party to this dedication. It was further reported the amount of land developed and/or subdivided within The Village as of August 23, 1989, is 257.12 acres; and that at this point in the development the percentage of dedicated open space is 27.8%.

Mr. Ferguson continued that these acreages are based only on golf course open space and does not include other private open space controlled by either The Village at Nags Head Property Owners Association or neighborhood association.

PRELIMINARY SUBDIVISION PLAT FOR DUNERIDGE ESTATES (PARCEL N), THE VILLAGE AT NAGS HEAD (Conditionally approved) - (T-1B & 2A)

A preliminary subdivision plat for Duneridge Estates (Parcel N), The Village at Nags Head located in the SF #5 (Single family) zoning district on the oceanfront, directly north of the Sea Pointe duplex development was presented for the Board's consideration.

Planning Director Gary Ferguson summarized his August 28, 1989 memo which read, in part, as follows:

"Ammons Dare Corporation is proposing a 12-lot subdivision on a 9.37-acre oceanfront parcel. The allowed density for this parcel is 3 units per acre or 28 units. The average lot size is 34,046 square feet with the smallest lot being 33,478 square feet. These lots may be used for detached single family homes or attached single family homes (duplex). If all lots were developed as duplex the proposed plan would only represent an achievable density of 86% of the maximum density allowed.

'No covenants and restrictions are being proposed. The applicant has stated that Duneridge Estates will be part of The Village at Nags Head Master Homeowners Association only.

'The Planning Board, at their meeting of Tuesday, August 15, 1989, reviewed the preliminary plat and voted to recommend approval subject to three conditions of which the following have not been met:

1. Efforts should be made to minimize stormwater runoff. Stormwater drainage shall be approved by the Town Engineer prior to final plat recordation.
2. Detailed water line plans shall be submitted to and approved by the Public Works Director prior to construction of the water line.

STAFF RECOMMENDATION: Staff recommends that the preliminary plat be approved subject to the above conditions."

Mr. Ferguson reported an additional concern was raised at the Planning Board meeting that this is the first subdivision where Ammons Dare Corporation is selling just lots and not lots with houses already constructed on them. He added that the SF-5 Standards require minimum lot size of 2400 square feet and a maximum density of three dwelling units per acre. He noted that the regulations do not specify a minimum frontage which on the oceanfront becomes an issue because of the ability to future recombination or resubdivision of land. Mr. Ferguson advised that the Planning Board discussed this but did not feel this was an issue of major concern. He added that Staff and Ammons Dare share the feeling of what could happen in the future with the resubdivision of land and agreed to say that the minimum lot width is 35 feet. He continued that Ammons Dare would like to see the lots sold for single family houses, but would also like for someone to be able to purchase a lot and have the ability to build a duplex and then sell fee simple the land underneath the duplex to a property owner which would, in fact, be subdividing these lots one more time which could create 24 lots instead of 12 lots.

Mayor Bryan compared this type situation with the Town's R-2 zoning district standards which requires a minimum lot width of 70 feet for duplexes, and stated he saw no distinction between what Ammons Dare wanted and the R-2 district where duplexes are allowed on lots of sufficient size. He noted these lots meet the R-2 standards.

Town Attorney White advised that zoning deals with density setbacks, lot size, etc., but does not deal with method of ownership of property. He pointed out Ammons Dare could deal with how the ownership of the property is held through restrictive covenants. These restrictive covenants would be enforceable by the other lot owners in the Home Owners Association, but would not be enforceable by the Town.

Mayor Bryan expressed concern that someone would buy two of the lots at 150 feet, resubdivide it into four 35-foot lots and then build single family houses on 35-foot lots. He stated this is something the Town has to guard against.

It was pointed out there are front and rear yard setback requirements but there are no side yard requirements. The Town Attorney commented the Board could amend the zoning ordinance to cover these type lots.

Mayor Bryan commented the intention of the SPD-C zoning was to allow some variations and to accommodate those variations by a "trade-off". He pointed out there are no variations in this plat, that it is essentially the same as an R-2 subdivision, and that once the lots are sold, Ammons Dare will not be able to control what happens on them. Comr. Muller stated he would like to see some kind of covenants on this preliminary sub-division stating a single family or duplex structure can be build on it, and prohibiting the resubdivision of the lots.

Comr. Muller stated he did not think the Board could do anything but approve the preliminary subdivision plat because it complies with the current ordinance. He added he did believe there needs to be an adjustment in the specific zoning to cover the future of this, and suggested that Staff be directed to draft a proposal to address the problem regarding lot width.

Mayor Bryan suggested not approving Note 10 on the preliminary plat which reads "Minimum lot width is 35 feet". The Planning Director pointed out that if Ammons Dare wanted to subdivide the property into twenty-four 75-foot lots,

there is currently nothing in the ordinance that would prohibit them from doing that. Mayor Bryan noted there is no lot-width specified in the SF-5 zoning district therefore the lot width outside the SPD-C would be used.

Comr. Nunemaker asked if covenants as suggested by Comr. Muller would prohibit someone from resubdividing the property. The Town Attorney advised covenants would have to be enforced by the Home Owners Association because the Town has no authority to enforce private covenants.

Comr. Acree stated that she felt standards need to be adopted.

The Town Attorney expressed concern regarding whether or not any standards have been adopted to cover the SF-5 zoning district. He advised the Text and Development Standards for The Village at Nags Head needed to be adopted into the Town's Zoning Ordinance.

********* Comr. Muller moved to approve the preliminary subdivision plat for Duneridge Estates deleting Note 10 on the plat. Comr. Nunemaker seconded the motion which carried by unanimous vote 5-0.

Staff was directed by the Board to meet with the developer to develop some standards to address the concerns noted by the Board regarding minimum lot width and what applies when there is no standard specified in a particular zoning district; and to adapt the development standards in the Text and Development Standards for The Village at Nags Head into a form to be adopted into the zoning ordinance. The Planning Director indicated he would meet with the Town Attorney to work out his concerns regarding the documents.

PRELIMINARY PLAT FOR NAGS HEAD POND - Conditionally approved (T-2B)

A preliminary plat for Nags Head Pond, located west of the Water Slide and north of Nags Head Acres in C-2 and R-2 zoning districts, was presented for the Board's consideration.

Zoning Officer Dan Hardy summarized the August 29, 1989 memo from the Planning Board and the Planning and Development Staff which read, in part, as follows:

"The applicant, Evelyn Munden, is proposing to subdivide a 15.09-acre parcel into 20 lots. The main focus of this subdivision is a proposed pond located between the previously platted Oak Knoll Estates and the Nags Head Pond subdivision now being reviewed. The easternmost lot in this parcel is in the C-2 General Commercial Zoning District and has an existing Water Slide on it. LAs proposed this lot will be 121,695 square feet. The remainder of the parcel, approximately 12.2 acres, is in the R-2 Medium Density Residential Zoning District and will contain 19 lots and a portion of the proposed pond. The smallest lot shown in the R-2 district is 20,000 square feet (the required minimum) and the largest shown in the R-2 district is 37,352 square feet. Lots 4 through 12 incorporate the proposed pond into the individual lot size areas.

'The applicant owns the previously subdivided parcel to the adjacent north known as Oak Knoll Estates and intends to develop both parcels at the same time. Access to Nags Head Pond will be provided through this subdivision by eliminating one lot in Oak Knoll Estates and establishing the required right-of-way and road system. Access will also be provided through Nags Head Acres by extending Pilot Lane.

'The Planning Board, at their meeting of August 15, 1989, reviewed the preliminary plat and voted to recommend approval subject to four conditions of which the following have not been met:

1. The Town shall be made a party to the easement to ensure that the 10-foot vegetative buffer between Waterside Lane and Nags Head Acres will remain as open space.
2. Detailed street and water line plans shall be submitted to and approved by the Public Works Director prior to construction.

'**STAFF RECOMMENDATION:** The Planning and Development Staff recommend that the preliminary plat be approved subject to the above conditions."

Comr. Acree asked if the Board can put restrictions on the pond for safety. Zoning Officer Hardy responded that the Code states if the pond comes in as part of the development, then it is not required to meet all of the standards for ponds.

********* Comr. Muller moved to approve the preliminary plat with the following conditions:

1. The Town shall be made a party to the easement to ensure that the 10-foot vegetative buffer Waterside Land and Nags Head Acres will remain as open space.

2. Detailed street and water line plans shall be submitted to and approved by the Public Works Director prior to construction.

3. and with the exception of the paving of the connection to Pilot Lane in Nags Head Acres, and that land shall be conveyed to the Town in some form of easement or title as right-of-way.

Comr. Nunemaker seconded the motion which carried by unanimous vote 5-0.

SITE PLAN FOR SANDS RESTAURANT ADDITION AND ALTERATIONS - Conditionally approved (T-2B & 3A)

A final site plan for the Sands Restaurant Alterations and Additions, located at 2114 South Croatan Highway in a C-2 Zoning District, was presented to the Board for consideration.

Zoning Officer Dan Hardee summarized the August 29, 1989 memo from the Planning Board and the Planning and Development Staff which read, in part, as follows:

"The applicant, Warren Judge, proposes to increase the seating capacity of the existing restaurant from 60 to 218 seats. The increase will be accommodated by enlarging the structure by 2,432 square feet. Additional land has been purchased that will provide the additional septic area needed for this expansion. The Board of Commissioners on July 3, 1989, voted to tentatively allocate 14 WCUs to the project based on a conceptual site plan for water allocation only that was awarded 17 development points.

'The Dare County Health Department has authorized the current Sands Restaurant for 50 seats. Their existing septic system is not adequate for even this capacity. The Town has issued a privilege license for 60 seats. An inspection on July 28, 1989, revealed that there were 92 seats in the restaurant, a 32-seat violation. The Town desires to work with the applicant in the most expeditious manner possible to bring the restaurant into compliance. (The applicant has been informed by letter of the violation and is working with the Town to remedy the situation.)

'The Planning Board, at their meeting of August 15, 1989, voted to recommend approval of the final site plan subject to three conditions of which the following have not been met.

1. An approved Soil Erosion and Sedimentation Control Plan is required prior to any earth disturbing activity.
2. A stormwater drainage plan approved by the Town Engineer is required prior to the issuance of a building permit.

'STAFF RECOMMENDATION: The Planning and Development Staff recommend that the final site plan be approved subject to the above conditions."

Mayor Bryan brought up Note #6 on the site plan and questioned "(Existing permitted restaurant seats-60)". Mr. Hardy explained the Town issued privilege license for 60 seats. Mayor Bryan pointed out that the Town issued a privilege license for 60 seats which was greater than the number of seats the Health Department approved according to the information provided in the agenda packet.

********* Comr. Muller moved to approve the final site plan for the Sands Restaurant Addition and Alterations with the following conditions:

1. An approved Soil Erosion and Sedimentation Control Plan is required prior to any earth disturbing activity.
2. A stormwater drainage plan approved by the Town Engineer is required prior to the issuance of a building permit.
3. That "(Existing permitted restaurant seats-60)" in Note 6 on the Site Plan be deleted.

Comr. Nunemaker seconded the motion which carried by unanimous vote 5-0.

REQUEST FOR PUBLIC HEARING TO CONSIDER AMENDMENT OF THE ZONING ORDINANCE ESTABLISHING HELIPORT STANDARDS - Denied - (T-3A)

A request for a public hearing to consider a proposed Amendment to Article VI of the Zoning Ordinance to add Section 6.16 establishing Heliport Standards was presented for the Board's consideration.

Planner Bruce Bortz reported the Town Manager instructed Staff to prepare standards for heliports. He then explained the proposed ordinance establishing Heliport Standards.

Comr. Muller questioned why the heliport standards were proposed for Section 6.16 of the Zoning Ordinance rather than in with permitted uses in the zones

where it they would be allowed, i.e. SPD-20, SED-80, R-3, C-2. Planner Bortz responded that if it were placed in the respective chapters in the zoning ordinance it would have to be repeated several times.

Comr. Nunemaker stated he would like to see heliports not allowed in any residential zones. Mayor Bryan agreed with Comr. Nunemaker.

Comr. Muller stated there is already one heliport in town and that he did not think any more should be allowed.

The Town Attorney pointed out that if the Board is considering eliminating heliports from residential districts, it should consider looking at those districts where hospitals, nursing home, and medical clinics are allowed as a conditional use and specifically excluding them because their use is now becoming an accessory use to any hospital.

The Board agreed, without exception, to direct Staff to draft a Police Power ordinance that would ban the landing of helicopters except in emergency situations listed in the proposed ordinance and at designated helicopter landing areas, and a resolution that makes the existing heliport a designated landing area. Staff was further directed to address the issue of heliports as accessory uses.

***** Comr. Scott moved to deny authorizing the requested public hearing. Comr. Nunemaker seconded the motion which carried by unanimous vote 5-0.

LUNCH

The time being 12:00 Noon, Mayor Bryan announced the Board would recess for lunch until 1:30 p.m.

Mayor Bryan called the meeting back to order at 1:30 p.m.

PUBLIC HEARING TO CONSIDER AMENDMENT TO SECTION 6.01 OF THE ZONING ORDINANCE ESTABLISHING PARKING FOR CAR WASHES AUTHORIZED (T- 3A)

A request for a public hearing to consider a proposed amendment to Section 6.01 C (3) of the Zoning Ordinance establishing minimum parking requirements for car washes was presented for the Board's consideration.

Zoning Officer Dan Hardee summarized the August 28, 1989 memo from the Planning and Development Staff which read, in part, as follows:

"Following a public hearing on August 7, 1989, to allow car washes as conditional uses, the Board voted to table an amendment to Section 6.01 C (3) of the Zoning Ordinance to establish minimum parking requirements for a car wash. The concerns were the number of spaces, their location and other aspects such as vacuuming and drying stations.

'In attempting to establish minimum parking requirements for car wash operations, Staff first had to determine what types of operations the Town would likely see based on the ordinance. Basically, there are two types of operations that can be expected from a provision that allows for an attended car wash (automated and enclosed only).

'The first would be similar to the car wash located at Makin' Tracks in Kill Devil Hills. In this operation the customer drives his vehicle into the facility of service area and the car remains in a stationary position while brushes and rollers rotate around the vehicle through the various cycles of the cleaning process. The second type is what Staff refers to as the "full service" type car wash. Both operations, but usually just the full service type, may contain what is commonly referred to as a "detail shop" in which a much more thorough cleaning job is done. Because of the extensive time involved in doing detailed jobs, they are almost always done by appointment only.

'Staff has spoken with or reviewed the ordinances of not less than 20 municipalities from around this area and around the country. From this review it has become evident that a wide range of standards exist. They may range from no parking standards (Chesapeake VA and Goldsboro NC) to one space per service area (Greenville NC) to 20 spaces per service area (Rochester MN). A majority of the ordinances reviewed did not set a standard for off-street parking other than required employee parking and holding lanes for vehicles awaiting entrance to the car wash. The standard most widely used requires holding lanes to accommodate five times the maximum capacity of the car wash. Capacity is based on or measured by dividing the length of the enclosed vehicle line(s) by 30. For example, a 90-foot enclosed car wash vehicle line would require 15 holding spaces for vehicles awaiting entrance. This is derived by dividing the length 90 feet by 30 and multiplying by five (90 divided by 30 equals 3; 3 times 5 equals 15). Other standards required holding spaces from 5 to 15 for vehicles waiting entrance to the car wash. None of the ordinances

reviewed made any reference to spaces for vacuum cleaners, drying areas or waxing areas.

'The Town currently has no holding lane standards for bank drive-through lanes, drive-through beverage stores or service stations. Parking calculations are based on office or retail gross floor area and the number of employees. For a car wash the number of employees and holding lanes would certainly be a factor as well as retail space, if any existed. Other than that, customers generally would not spend time on-site once their vehicle had been cleaned.

'Staff has addressed the following concerns in developing an adequate parking standard for a car wash:

'1. Staff would like to develop a standard that will eliminate or reduce to the maximum extent feasible any traffic flow problems which may occur on-site or cause to occur on adjoining public roads. This concern is addressed in the recently adopted ordinance which allows for car washes as conditional uses, specifically Section 7.06 C (10) (c) which states, "A car wash shall be constructed so as to allow vehicles to pass through the structure in order to create an orderly traffic flow. Furthermore, holding lanes shall be provided for vehicles entering and exiting the site to minimize traffic congestion on public roads."

'2. While Staff is aware of the problems associated with inadequate parking, the problem of stormwater runoff is of equal concern. Parking requirements that are unrealistically high cause (1) large amounts of impervious surfaces which generate excessive stormwater runoff; (2) unsightly pavement areas that could be left as landscaped area; and (3) the potential for random traffic flow thereby increasing the likelihood of accidents. Car washes are typically high traffic generators. As a principal use they can have a trip generation equal to or up to twice that of a gas station. The Makin' Tracks car wash in Kill Devil Dills averages 60 car washes per day with the peak usage times being on the weekends. A holding lane requirement based on the size of the operation in conjunction with employees' parking appears to be more appropriate than requiring a predetermined number of spaces per service area.

'3. The location of vacuum cleaners is another concern. Staff feels that the ordinance is clear in that required off-street parking spaces shall not be used for any other above ground use [Section 6.01 A (5)] and further that the Town Engineer is responsible for approving the internal circulation of parking lots [Section 6.01 B (8)]. Vacuum cleaners would have to be located in an area that would not conflicting with the overall traffic plan for the car wash.

'4. Some of the car wash operations reviewed were not a principal use, but were in conjunction with other retail uses. If an operation such as this were proposed, the existing retail parking standards would be applied in addition to parking requirements for car washes.

'5. As mentioned earlier, a car wash may also contain a detail shop for which an appointment is usually required. If this is the case there are likely to be two or three vehicles on-site that have been cleaned or are waiting to be serviced; for this reason Staff feels that they should be addressed in the parking requirement. The proposed ordinance requires two (2) parking spaces per detail service area.

'The Town Engineer has reviewed these recommended standards and finds them acceptable.

'Because significant changes have occurred to the proposed parking standard, Staff is recommending that the Board authorize another public hearing and Staff will advertise as required."

***** Comr. Muller moved to authorize the public hearing be held at the Board's October meeting with the addition of some specific dimensional standards for stacking areas. j Comr. Nunemaker seconded the motion which carried by unanimous vote 5-0.

REQUEST FOR PUBLIC MEETING TO RECEIVE COMMENTS REGARDING THE TOWN'S COMPREHENSIVE OCEAN AND ESTUARINE ACCESS AND RECREATION PLAN - Denied (T-T-3A & 3B)

A request to hold a public meeting to receive comments regarding the Town's Comprehensive Ocean and Estuarine Access and Recreation Plan was presented for the Board's consideration.

Planner Bruce Bortz reported that about a year ago the Town received a grant to develop a recreation plan. Mr. T. Dale Holland has completed a draft Plan. He requested authorization for a public meeting to be held on Wednesday, September 20 to receive comments on the proposed Plan.

It was the consensus of the Board not to hold the public meeting until it can have an opportunity to review the proposed Plan.

WORKSHOP WITH PLANNING BOARD SCHEDULED - (T-3B)

Planner Bruce Bortz reported that on June 21, 1989, the Board of Commissioners requested that Staff and the Planning Board proceed with development of draft standards for multi-family development.

He continued that at the July meeting of the Planning Board the contents of a questionnaire surveying members of various Town boards regarding their feelings on important multi-family issues were discussed and given to each member to complete. This questionnaire was then distributed on July 25 to members of the Board of Adjustment and Citizens Advisory Committee. The Planning Board discussed the results of that survey at a workshop on August 7. Mr. Bortz further reported that other topics that were generally discussed at the workshop involved height, density and architectural roofs, and on August 15 the Planning Board reviewed multi-family standards prepared by Staff for the C-2, CR and R-3 zoning districts. He continued that the Planning Board also discussed the feasibility of offering incentives for multi-family development in the C-2 and R-3 districts, and perhaps stricter standards in the CR district.

Mr. Bortz reported that the Chairman of the Planning Board suggested a joint workshop held with the Board of Commissioners would be helpful and productive in developing standards for multi-family districts.

The Board agreed, without exception, to hold the joint workshop on September 12, at 7:00 p.m.

REPORT ON PROPOSED MARITIME FOREST AREAS OF ENVIRONMENTAL CONCERN AND USE STANDARDS - (T-3B)

The Board was advised that earlier this year, staff from the Division of Coastal Management began preliminary evaluations of all maritime forests in North Carolina for the purpose of determining whether sites qualify as AECs, and that the Department of Coastal Management Staff is also working on use standards for maritime forests.

The Board was further advised the Coastal Resources Commission will consider optimal management strategies to protect each forested area, especially those areas which are not now protected by public ownership or local zoning ordinances. It was noted that the standards in the Town's zoning ordinance is much more restrictive than the proposed CRC standards.

The Board was advised that tonight (September 6, 1989) a public meeting will be held at the North Carolina Aquarium by DCM to solicit further comments and suggestions.

It was agreed that someone from Nags Head should attend the meeting to monitor what is said at the meeting.

DISCUSSION OF PARKING STANDARDS FOR MARINAS - (T-3B)

The next item on the agenda was the discussion of parking standards for marinas. Zoning Officer Dan Hardy the August 28, 1989 memo from the Planning and Development Staff which read, in part, as follows:

"Following a public hearing on August 7, 1989, during which the Board of Commissioners voted unanimously to adopt an amendment to the Zoning Ordinance allowing for tour boats, charter boats and guide boats as permitted uses, Staff was directed to review the section of the Zoning Ordinance pertaining to marinas as it relates to parking and make recommendations.

'The Zoning Ordinance does not define a marina. Based on CAMAs definition which follows, there are currently no marinas in Nags Head. "Marinas are defined as any publicly or privately owned dock, basin or wet boat storage facility constructed to accommodate more than 10 boats and providing any of the following services: permanent or transient docking spaces, dry storage, fueling facilities, haulout facilities and repair services."

'Although the Town currently has no marinas based on the above definition, it is possible that there could be some in the future. Staff has reviewed the parking standards from other municipalities, including Clearwater, FL and Baltimore, MD, each of which require one-half parking space per slip, and the standard recommended by the Institute of Transportation Engineers, which is .26 parking space per slip. From each boat slip or rental unit, and one (1) parking space for each employee is a proper and adequate standard, especially when taken into account the recently adopted standard for tour boats, charter boats and guide boats (one parking space for each two rental seats on each boat plus one parking space for each employee).

'Attached for your information is a list of parking standards used by other municipalities in this area and throughout the country. Based on these parking requirements it is Staff's recommendation to leave the current standard as is.'

NOTE: The attachment to the above memo reads as follows:

1. Dare County - No standards.
2. Manteo - No standards.
3. ITE Manual - .26 spaces per berth.
4. Clearwater, FL; Baltimore MD - One-half space per slip.
5. St. Louis County, MO - .7 space per each berth or mooring, plus two spaces per each employee on largest shift, and one space per company vehicle.
6. Wilmington, NC - No standard.
7. Concord, NH - Two spaces per slip.
8. Wrightsville Beach, NC - One parking space for each slip in the marina, plus one parking spaces for each four stacked or single dry storage spaces.
9. Waterford, CT - One and one-half space for each boat slip or rental boat with additional and separate areas provided for the parking of boat trailers.
10. Jupiter, FL - One space for each two boats in wet storage and one space for each five boats in dry storage, plus five spaces per 1,000 square feet of accessory uses, such as yacht clubs and the like.
11. Boynton Beach, FL - Marinas: One parking space per boat slip, plus required parking spaces for any other principal uses, including hotels and motels, restaurants, retail floor area, charter boats, sightseeing boats, drift fishing boats, and outdoor lots occupied by boats for sale or for rent.
Boynton Beach, FL - Charter, drift fishing and sightseeing boats: One parking space per three seats one each boat, but no fewer than two parking spaces per boat.

Comr. Muller suggested adding language to our ordinance similar to the Boynton Beach, FL which identifies separate uses from marinas.

It was the consensus of the Board for Staff to work toward developing parking requirements similar to those of Boynton Beach, FL which is "Charter, drift fishing and sightseeing boats: One parking space per three seats on each boat, but no fewer than two parking spaces per boat."

BUDGET ADJUSTMENT #1 - Adopted (T-3B)

An Ordinance Amending the Fiscal Year 1989-90 Budget Ordinance (Budget Adjustment #1) was presented for the Board's consideration.

********* Comr. Muller moved to adopt Budget Adjust #1 as presented by the Deputy Town Manager for Administration. Comr. Scott seconded the motion which carried by unanimous vote 5-0.

A copy of Budget Adjustment #1, as adopted, is attached to and made a part of these minutes as shown in Addendum "B".

DISCUSSION REGARDING BEACH NOURISHMENT - (T-3B & 4A)

Mayor Bryan reported on the Beach Nourishment meeting which was held recently. At the conclusion of the meeting Dare County asked that each unit of government consider adopting a resolution that join the units of government together on Beach Nourishment, and that as a result the County Planning Director drafted a sample/proposed resolution establishing a Advisory Committee on Shoreline Restoration to identify a set of alternative recommendations directed at the issue of shoreline migration and restoration. He further reported that he read in the newspaper that the Dare County Board of Commissioners adopted such a resolution on Tuesday, September 5, 1989.

Comr. Acree asked if the committee would be a County appointed committee. Mayor Bryan responded that would have to be decided.

Comr. Muller stated he thought this was a matter worthy of investigation, that we need to find out if there is enough sand, whether it can be done, whether it is feasible, what it is going to cost, how we might pay for it, who it will benefit.

Comr. Acree agreed with Comr. Muller's comments and added she would like the committee to look at other means that might be available for preserving the beach other than dredging sand.

Mayor Bryan stated there has been a Task Force including scientists, elected people, citizens looking at beach renourishment for two years and they came to conclusions which eliminated all the ways of doing anything except beach nourishment, and that there is a sand source about three miles off-shore. He added that he felt a committee should be established to look at the question of erosion and its mitigation.

Comr. Muller stated he thought the committee should be composed of managers, one elected official, one staff person. He continued that the "key" is what is the charge to that committee and that the resolution should have a clear charge to that committee.

Comr. Muller suggested a steering group with one member from each municipality and in addition a general committee composed of the steering group plus three additional persons from each town (1 elected official, 1 staff person, and 2 citizens) which would make a total of 4 persons from each town and 4 from the County). Comr. Acree agreed with Comr. Muller's suggestion.

Comrs. Nunemaker and Scott agreed the ad hoc committee should be made up of elected officials with no citizens and no staff involved.

Mayor Bryan expressed agreement with Comr. Muller's suggestion to involve citizens and staff as well as elected officials.

********* Comr. Scott made a motion to adopt an appropriately worded resolution to establish an ad hoc committee to identify an alternative set of recommendations directed at the issue of shoreline migration and beach restoration. Comr. Nunemaker seconded the motion which carried by unanimous vote 5-0.

PROPOSED 1ST ANNUAL ST. PATRICK'S DAY PARADE ENDORSED (T-4A & 4B)

The Board heard a request from Mike Kelly for a proposed First Annual St. Patrick's Day Parade on March 17, 1990. Mr. Kelly was advised that Sec. 14.2 of the Nags Head Town Code authorizes the Chief of Police to issue parade permits, and therefore no action was required by the Board.

The Board, agreed without exception, to endorse the idea of the St. Patrick's Day parade in March, 1990.

PETITION REGARDING ACCEPTING STREETS IN KITTY DUNES ESTATES INTO THE TOWN'S STREET SYSTEM (VILLA DUNES ROAD, ETC.) - (T-4B)

Ralph Holder presented a petition requesting the Town to take the streets in Kitty Dunes Estates into the its street system for maintenance was presented for the Board's consideration (a copy of the petition is attached to and made a part of these minutes as shown in Addendum "C").

Mr. Holder stated they felt they have met what is required in NCGS 160A concerning the percentage of property owners needed.

The Board was advised of the Special Assessment Process for Street Improvements (copy of memo from the Town Clerk outlining the process is attached to and made a part of these minutes as shown in Addendum "D".)

Bob Oakes of the Villas Association was present with minutes of one of the meeting of the Villas Association giving proxy votes of the owners of the Villas agreeing to the petition.

The petitions were presented to the Town Clerk to be examined to determine that the signatures on the petition do, in fact, represent a majority in number whose property represents a majority of the frontage abutting upon the street or portion of the streets to be improved.

Mayor Bryan asked what is the relationship of the owners of the units in the Villas to the petition. The Town Attorney commented that this might come into play when the method of assessment is determined. Mr. Holder stated that is the way the petition requests it be assessed by the "benefitting user".

Town Manager Fuller pointed out that the petition includes Villa Dunes Drive and the associated cul-de-sacs, and that the process is one that the road will be brought up to standard material-wise, but there is always going to be the problem about grade and radius which has been discussed in the past.

Mayor Bryan added that this method of improving the roads means the Town will front the money for the improvements and then assess the property owners for the costs.

********* Comr. Nunemaker moved to direct Staff to examine the petition to determine that the signatures do, in fact, represent a majority in number whose property represents a majority of the frontage abutting upon the street or portion of the streets to be improved. Comr. Acree seconded the motion which carried by unanimous vote 5-0.

TOWN MANAGER AUTHORIZED TO ENTER INTO NEGOTIATIONS FOR ACQUISITION OF PROPERTY IN SOUTH NAGS HEAD WITH CONDITIONS - (T-4B)

A request from John P. Davis and John L. Wetlaufer, Sr. to transfer lot titles for their two lots in South Nags Head was presented for the Board's consideration.

Town Manager advised that this is an area with a high concentration of houses with a private pedestrian easement between the two lots. He reported he has discussed this matter with the Public Works Director and Planning Director and believes the Town would benefit by acquiring these lots.

He added that the maximum amount of requested payment for these lots is "forgiveness" for the 1989 taxes. This represents \$551.83 for Mr. Davis and \$573.08 for Mr. Wetlaufer.

********* Comr. Muller moved to authorize the Town Manager to enter into negotiations for the acquisition of the two lots subject to the property being in a condition for acceptance. Comr. Nunemaker seconded the motion which carried by unanimous vote 5-0.

The Town Attorney advised that as a property owner in that subdivision, if the Town accepts the property, the Town would be subject to the restrictive covenants in that subdivision and in order to use the property for something not permitted in the covenants the Town would have to condemn the covenant on that piece of property.

PROCLAMATION DESIGNATING THE WEEK OF SEPTEMBER 17-23 AS "EMERGENCY MEDICAL SERVICES WEEK" - (T-4B)

Mayor Bryan announced he will be signing a proclamation designating the week of September 17-23, 1989 as "Emergency Medical Services Week: in Nags Head.

RESOLUTION ASKING THE NATIONAL LEAGUE OF CITIES TO SUPPORT THE 1972 BAN ON ALL OCEAN DUMPING OF NUCLEAR WASTES - (T-4B)

Mayor Bryan presented a Resolution to support the National League of Cities supporting the 1972 ban on all ocean dumping of nuclear wastes until it can be demonstrated that the safety and efficiency of ocean disposal offers less harm to human health and the environment than other practical alternative methods of disposal.

Comr. Nunemaker moved to adopt the resolution. Comr. Acree seconded the motion which carried by unanimous vote 5-0.

A copy of the resolution, as adopted, is attached to and made a part of these minutes as shown in Addendum "E".

REPORT FROM TOWN ATTORNEY ON AUTO COLLISION CASE - (T-4B)

The Town Attorney reported that the Auto Collision Case alleging the removal of a stop sign has been settled.

REPORT ON FLOOD INSURANCE PROBLEMS WITH FEMA - (T-4B & 5A)

Town Manager Fuller reported on flood insurance problems with FEMA as it relates to the oceanfront houses in south Nags Head. Every person has taken some initiative to do something. The next step is to turn over to the Town Attorney the people who have not taken any action to mitigate the nuisance category they were put in.

The Town Manager further reported he talked with Dan Ashe, the key staff person with the Merchant Marine Fisheries Committee that drafted the legislation for the Upton-Jones Bill, who asked him to provide more information on the situation as it related to FEMA.

REPORT ON CABLE TV FRANCHISE - T-5A)

Town Manager Fuller reported the Cable TV Franchise is up for renewal in February, 1992, and that he has met with Craig Swinter of Outer Banks Cablevision and also with Cable Ad. Cable Ad wants to get involved with a public access program for a government access channel. Mr. Fuller noted there are a lot of issues involved. He advised he will be attending a workshop on Cable TV during the National League of Cities Convention in Atlanta the last of September. He further reported the Town of Kill Devil Hills is creating a committee to look at the Cable TV franchise and that he will be working with them.

STAFF DIRECTED TO REQUEST DOT TO ATTEND THE OCTOBER BOC MEETING - (T-5A)

The Board agreed, without exception, to direct the Town Manager to request representatives from the North Carolina Department of Transportation to attend its October meeting regarding the possibility of resurfacing NC 12 (Beach Road) from Whalebone to Eighth Street during the next year.

REPORT ON WIDENING OF THE CAUSEWAY - (T-5A)

Town Manager Fuller reported that widening of the Causeway may be moved up since the passing of the Highway Bill which could include widening of the Melvin R. Daniels ("Little Bridge") bridge to five lanes with catwalks on both sides. He further reported this could include the acquisition of the Ship's Wheel property by the State; and that it would be good for the Town to work with the Department of Transportation to see if the Town can acquire that property for an access area where the Town could provide parking, a small boat ramp and access to those catwalks.

The Board agreed, without exception, for the Mayor to sign a letter to DOT asking them if the Ship's Wheel property or any property in that area becomes available to let the Town cooperate with them in providing access.

TOWN MANAGER'S REPORT ON MEETING WITH FIRE DEPARTMENT - (T-5A)

Town Manager Fuller reported on a recent meeting he and the Deputy Town Manager for Administration had with Fire Department leadership as follows:

1. Within the Fire Department there is a first responder program. Money was appropriated to repair Rescue 16. With the addition of a new paid person, the Fire Department was using Truck 1603 for all first responding; and that he directed the Fire Department to start discriminating the use of vehicles and use REscue 16 where appropriate and 1603 where appropriate.

2. About 50% of runs are to helicopter responses. Fire Department has been directed to look at other communities and see what they do. They found that in most places responding to helicopters has been eliminated, therefore, the Fire Department was directed to eliminate responses to helicopters except under adverse weather conditions where response is needed.

3. Town Manager advised he requested the Fire Department to totally update and revise its SOP Manual by November 1, 1989, including how first responder will be handled, priority setting of responses, i.e. what paid firemen respond to and what the volunteers respond to, day to day operational procedures, etc.

4. Regarding the first responder responding out of Nags Head he directed the Fire Department that Nags Head's first responder is not the first response to any incident outside of Town, but is to serve Nags Head, and this message has been relayed to Dare County EMS.

5. He reported he is in discussions with EMS about the possibility of locating an ambulance service in the Fire Station. This is moving along to the extent of finding out costs involved.

6. The location of Highway Patrol in the Fire Station during a hurricane has been discussed with the Highway Patrol. They will bring in large communication system and approximately 20 people for a very short term. They would be in the south wing of the Station for probably two nights and then as soon as possible move them into motels.

7. He asked the Fire Chief to make sure he doesn't forget to look at hose size as it relates to next year's budget.

8. Relationship with Kill Devil Hills regarding automatic response. There is no need for automatic response, but there is a strong need for strong mutual aid and one town respond at the request of the other town.

9. Regarding Ocean Rescue operations, Fire Chief has been directed to develop a complete Standard Operating Procedure (SOP) for ocean rescue that covers all of Nags Head and also operating procedures as they relate to other towns. This is to be completed by November 1, 1989 for the Town Manager's review.

REPORT ON DISCUSSION REGARDING DEVELOPMENT OF THE CHARLES EVANS "OLD HOTEL SITE" PROPERTY - (T-5A)

Town Manager Fuller reported he received a phone call from Attorney John Gaw requesting to meet with him and Charles Evans to discuss the development of the "Old Hotel Site" (the property behind the Nags Head Post Office). He noted this was unusual because this was something that should go through the Planning Department.

The Town Manager continued that he met with Mr. Gaw, some representatives of a potential buyer, engineers, and Paul Mille, representing heirs of the Evans property. Mr. Gaw showed a plat he said was platted in 1910 and the question arose of whether they have a legal right to develop under that plat.

The Town Manager further reported that he gave the plat to the Town Attorney who has advised that was not the plat that was recorded in 1910, but was a resubdivision. He continued that his answer to John Gaw is going to be that he cannot develop under that plat.

RESOLUTION AUTHORIZING THE LEASE PURCHASE OF A PLANNING AND DEVELOPMENT VEHICLE AND A WATER OPERATIONS TRUCK - Adopted - BID FOR GARBAGE TRUCK ACCEPTED ALSO - (T-5A)

A Resolution authorizing the lease purchase of a Planning and Development Department vehicle and a Water Operations Truck was presented for the Board's consideration.

The Board was advised that bids were advertised for the lease purchase of a new garbage truck. Three bids were received, two were "No bid" and the third was from Bill Bruce Ford in the Amount of \$77,439.58.

***** Comr. Muller moved to adopt the Resolution authorizing the lease purchase of the two vehicles and that the bid for the garbage truck be accepted. Comr. Nunemaker seconded the motion which carried by unanimous vote 5-0.

A copy of the Resolution, as adopted, is attached to and made a part of these minutes as shown in Addendum "F".

REQUEST FROM NAGS HEAD SURF FISHING CLUB TO HOLD IT 39TH ANNUAL NAGS HEAD SURF FISHING TOURNAMENT - Approved (T-5A)

Mayor Bryan reported he has received a request from the Nags Head Surf Fishing Club to hold its 39th Annual Nags Head Surf Fishing Tournament October 5, 6, and 7, 1989.

It was the consensus of the Board to approve the request from the Nags Head Surf Fishing Club to hold its 39th Annual Nags Head Surf Fishing Tournament October 5, 6, and 7, 1989.

THANK YOU LETTER FOR TOWN'S CONTRIBUTION TO DARE COUNTY WAR MEMORIAL - (T-5A)

Mayor Bryan read a letter from Carlton P. Smith, Chairman of the Dare County War Memorial thanking the Town for its contribution of \$1,000.00 toward the Dare County War Memorial.

THANK YOU LETTER FROM OUTER BANKS CHAMBER OF COMMERCE - (T-5A)

Mayor Bryan read a letter from John Bone of the Outer Banks Chamber of Commerce thanking the Town for its contribution and its continued support of the Chamber.

THANK YOU LETTER FOR CONTRIBUTION TO DARE COUNTY LIBRARY - (T-5A)

Mayor Bryan read a letter from the Trustees of the Dare County Library acknowledging receipt of and thanking the Town for its contribution of \$3,000.00 for books for the Kill Devil Hills Branch Library.

FORMS FOR ANNUAL SURVEY OF STREET FINANCES RECEIVED - (T-5A)

Mayor Bryan presented the forms for the Annual Survey of Street Finances to the Town Clerk for completion by the Finance Department.

REPORT FROM NATIONAL LEAGUE OF CITIES REGARDING INCREASE IN DUES - (T-5A)

Mayor Bryan read a letter from the National League of Cities stating its Board of Directors approved an increase in membership dues this year. The increase will be 4% for this year. The rate for Nags Head will be \$665.00.

RO PLANT DEDICATION TO BE HELD - (T-5A)

Mayor Bryan reported the Reverse Osmosis Water Plat dedication is set for September 18 at 11:30 a.m. at the RO Plant. There will be a walk-through of the plant, lunch at J.K.'s and then the ribbon cutting at 1:30 p.m.

REPORT ON POWELL BILL FUNDS - (T-5A)

Mayor Bryan reported on the increase of Powell Bill Funds. The 14-year total under the new Highway Bill will increase the State's Powell Bill Funding by 593.42 million dollars.

VACANCY ON CRC DISCUSSED - (T-5A)

Mayor Bryan reported he received a letter from Governor Martin regarding a vacancy on the CRC created by the resignation of Paige Ayers who was serving in a seat reserved for someone actively connected with or having experience in marine ecology and asking for nominations. Mayor Bryan noted the nominees cannot be from any of the counties presently serving on the Coastal Resources Commission.

The Board agreed it knew of no one who fits that description at this time to nominate.

GOVERNOR'S COUNCIL ON ALCOHOL AND DRUG ABUSE TO HOLD CONFERENCE - (T-5A & 5B)

Mayor Bryan reported he received a letter from Governor Martin announcing the Governor's Council on Alcohol and Drug Abuse is sponsoring a statewide conference at the McKimmons Center in Raleigh. The theme for the Conference is A Challenge for the '90's. The letter asked the Town to work closely with the Chairman of the County Commissioners on this matter. Mayor Bryan asked if anyone had any suggestions for people who would be interested, knowledgeable, and able to attend this conference to let him know.

CONSTITUTION WEEK BEGINS SEPTEMBER 17, 1989 - (T-5B)

Mayor Bryan reminded the Board that Constitution Week begins on September 17, 1989.

STATUS REPORT ON PROPOSED AMENDMENTS TO SIGN ORDINANCE - (T-5A)

Comr. Muller called for a status report on proposed amendment to the sign ordinance. The Planning Director responded they plan to have this before the Planning Board at its September meeting and request the Board to set a public hearing at its October meeting.

The Planning Staff was asked to make sure that all realtors are notified the Town is considering an amendment to the sign ordinance that would affect their signs and ask them to keep that in mind before they order any signs for next year.

REPORT REGARDING INCREASE IN TOTAL NUMBER OF INCIDENTS SHOWN IN THE POLICE DEPARTMENT MONTHLY REPORT REQUESTED - (T-5B)

Comr. Muller noted that in reviewing the Police Department monthly report he observed an increase in the total number of incidents reported last year and that this year there is a big decrease. He requested a written or oral report from the Police Chief at the Board's October meeting regarding these numbers.

NAME OF MR. ?SCHULTZ TO BE ADDED TO LIST OF POSSIBLE APPOINTEES TO BOARDS AND COMMITTEES - (T-5B)

Comr. Nunemaker asked that the name of Mr. ? Schultz be added to the list for possible appointments to the Town's various boards and committees. Comr. Nunemaker is to furnish Mr. Schultz's complete name to the Town Clerk for inclusion on the list.

SENIOR CONNECTION DEDICATION - (T-5B)

Comr. Acree reported she visited the Senior Connection dedication last week. She gave information regarding this service to the Town Clerk to be distributed to employees answering the phones at Town Hall.

WATER QUALITY MEETING REPORT - (T-5B)

Comr. Acree reported she attended a Water Quality Meeting of the Albemarle Commission. She reported she felt this committee may be going further than just making sure that local governments know what is going on. Comr. Acree expressed concern that there may be another group proposing policy.

WHEN TAX BILLS TO BE MAILED - (T-5B)

Comr. Acree asked when the tax bills will be mailed out. Dpty. Mgr. McGinnis responded the decision was made to let Dare County print the tax bills, that according to them it would take six weeks and it has been over six week. Mrs. McGinnis advised she will be following up on this.

TRAFFIC AT POST OFFICE DISCUSSED - (T-5B)

Comr. Acree brought up the traffic at the Post Office and stated there is enough width there for three lanes and asked if that area could be striped or arrows painted to help in the flow of traffic. Staff will look into this request.

ADJOURNMENT

There being no further business to come before the Board, Comr. Nunemaker moved the meeting be adjourned. Comr. Scott seconded the motion which carried by unanimous vote. The time was 4:50 p.m.

Constance Hardee, Town Clerk

Approved _____

Mayor _____

STAFF REPORT

TO: Planning Board

FROM: Andy Garman, Deputy Town Manager
Kelly Wyatt, Deputy Planning Director

DATE: May 12, 2016

SUBJECT: Consideration of an ordinance to exclude municipally owned boardwalks, walkways, sidewalks, and multi-use paths from lot coverage and minimum yard requirements.

As the Planning Board is aware, the Town is considering the development of a public boardwalk along the soundfront in the Commercial Outdoor Recreation Overlay district. Since the boardwalk would be constructed within easements on private property, the Town's Soundside Boardwalk Committee as well as the Town Board of Commissioners has requested that the Planning Board consider ordinance amendments that would exempt the boardwalk from ordinance requirements that would impact private development rights. Since the boardwalk would count against individual minimum lot coverage limits and could not cross property lines due to prescribed setback requirements, the attached ordinance has been drafted to exclude the boardwalk from these requirements. Additionally, this ordinance has been applied to any other municipal sidewalks, walkways, or multi-use pathways. This would be particularly useful if the Town were to ever construct a sidewalk or multi-use path on private property for public use.

Attachments:

- Draft ordinance excluding municipally owned boardwalks, walkways, sidewalks, and multi-use pathways from lot coverage and minimum yard requirements.

Sec. 48-90. - Exclusion from lot coverage calculation.

- (a) When access easements are provided in accordance with section 38-10 and section 38-65, a maximum of 20 feet for two-way and 14 feet for one-way improved access surface areas shall be excluded from individual lot coverage calculations. This exemption shall also apply to existing legal lots of record meeting the lot frontage requirements of section 38-10 and further provided that the requirements of section 38-65 are met and where such access has been approved by the planning and development director and recorded on a subdivision plat in accordance with this chapter. This exception shall be applicable only for single-family and duplex uses for access only and shall not be used for the parking of vehicles and shall be noted in the covenants and deed restrictions required by section 38-65.
- (b) Portions of built-in railing benches constructed in accordance with Chapter 48, Appendix A, Town of Nags Head Residential Design Manual extending beyond a building footprint shall be excluded from individual lot coverage calculations.
- (c) When an existing or proposed commercial parking lot is designed and or modified to allow two-way vehicular traffic and pedestrian flow between adjoining commercial properties in commercial zoning districts the following exclusions of lot coverage shall apply provided the lot coverage exclusions of this section shall not apply to lot coverage within cross-easements located within an estuarine AEC:
 - (1) Up to 220 square feet of the lot coverage within the shared vehicular travel area included within a recorded cross-easement may be excluded from the lot coverage calculation of each lot for the purpose of constructing the shared vehicular travel access.
 - (2) Up to 75 square feet of lot coverage for handicap accessible, pedestrian sidewalk area within a shared cross-easement may be excluded from the lot coverage calculation of each lot for the purpose of constructing the shared pedestrian sidewalk.
- (d) Up to a maximum of 200 square feet of lot coverage if one or more bicycle racks are located on improved surfaces in compliance with the requirements of subsection 48-165(e).
- (e) Municipally owned walkways, boardwalks, multi-use paths and sidewalks are exempt from the lot coverage requirements of this chapter.

Sec. 48-78. - Yard requirements.

Unless otherwise provided in this chapter, no principal structure or principal use shall be located within the front, side or rear yards (setback areas). Other accessory structures, including pools and pool surrounds, may be located only in rear or side yards and may be located no closer than five feet to any property line, except as provided for walls and fences in section 48-80 and replacement of residential HVAC stands as provided in section 48-7, definition of "yard, side". Municipally owned walkways, boardwalks, multi-use paths and sidewalks are exempt from the minimum yard requirements of this chapter.

STAFF REPORT

TO: Planning Board
FROM: Andy Garman, Deputy Town Manager
Kelly Wyatt, Deputy Planning Director
DATE: May 12, 2016
SUBJECT: Discussion of Cottage Courts as permissible uses within the Town.

Last year the Planning Board and Board of Commissioners reviewed regulations pertaining to cottage courts. For the past 30 years, cottage courts have been considered a nonconforming use by the town's ordinance. Therefore, no expansions to these properties have been allowed except for general maintenance and repairs. Modifications to the ordinance last year now allow staff and the Board of Commissioners to approve repairs, additions and expansions to existing cottage court properties. However, cottage courts were not removed as a nonconforming use. Consequently, it is still not possible to develop a new cottage court within the town except as allowed in the residential group development ordinance which was approved in late 2014. In these cases, only existing nonconforming lots of record may be recombined to create a cluster housing development and this is allowed under very specific circumstances.

During the course of working on revisions to the town's land use plan and zoning ordinance (Focus Nags Head), there has been much discussion about diversity of accommodations. One main goal expressed is to improve the variety of accommodations within the town, including transient uses such as hotels and cottage courts, to provide more opportunities for short-stay visitors. While the town has made a number of changes to the ordinance over the years to promote hotel development, it has been noted by the Focus Advisory Committee that cottage courts may represent a more viable alternative to hotels from a development and from a land use compatibility standpoint. As the town continues to experience the loss of older hotels and motels, there is a renewed sense of urgency to consider the expansion of the cottage court as a viable use of property.

Last month the Planning Board agreed to initiate a text amendment to add cottage courts as a use within the town's zoning ordinance and to develop appropriate standards for regulating these uses. Staff has now begun collecting information to assist the Planning Board through the ordinance drafting process. As the Planning Board may recall, staff previously developed a list of cottage courts within the town along with information on the number of units and photographs of buildings in each cottage court. Staff has now developed a map depicting the location of these cottage courts for the Planning Board's reference. The map also shows the number of units and the acreage of each property. A primary consideration for these regulations will be to determine where the cottage court uses are most appropriately located. Based on this map information, most existing cottage courts are located on parcels fronting NC 12 or SR 1243 (South Old Oregon Inlet Road) or on parcels east of these roadways where there is easy access to the ocean. These properties are in the R-2, C-2, and CR zoning districts. Generally no cottage courts are located in the R-1 (historic district) or SPD-C (Village at Nags Head) zoning districts. Areas of town further west along Memorial or Wrightsville Avenues, in private or public streets west of SR 1243, and areas west of US 158 consist of primarily single-

family homes with fewer transient uses such as cottage courts or hotels. One option to consider would be to allow cottage courts in the R-2, C-2, and CR zoning districts as a conditional use with criteria that requires frontage on NC 12 or 1243 or east of these roadways. Staff would ask the Planning Board to review the map and discuss where these uses would be most appropriate.

Other standards the Planning Board will want to consider will include the number of units on each site, the density of units per acre, the square footage of each unit, building height, separation between buildings, property line setbacks, lot coverage by zoning district, whether cottage courts will be restricted to transient users similar to hotels, and building design requirements. Staff anticipates collecting details on existing cottage courts pertaining to the above information to assist the Planning Board. Staff would ask the Planning Board to visit existing cottage courts and determine which properties provide a model for the board to examine as we move forward. These would be properties that provide the look and feel that we may want to emulate with these new regulations. Staff has attached three reference materials that may be helpful in exploring the types of requirements we will need to consider moving forward. The first item is a guide to drafting a cottage housing ordinance developed by a non-profit organization in the Seattle, Washington area. Staff would note that not all the information in this document will translate well to the town. However, it does provide relevant background information that may help the Planning Board frame its discussion on cottage courts. The second item is a cottage housing ordinance developed by a community in Washington State. Lastly, included is the Town's existing ordinance on residential group developments which was adopted in 2014. Although this was written to specifically apply to properties where multiple non-conforming lots of record are being combined, it could be redrafted and expanded to a larger area of town with the addition of other appropriate standards.

Attachments:

- Cottage Court Map.
- Cottage Court Photos.
- Cottage Housing in Your Community: A Guide to Drafting a Cottage Housing Ordinance, June, 2001, The Housing Partnership, Seattle, Washington.
- Cottage Housing Ordinance – Lakewood, Washington.
- Town of Nags Head – Residential Group Development Ordinance.

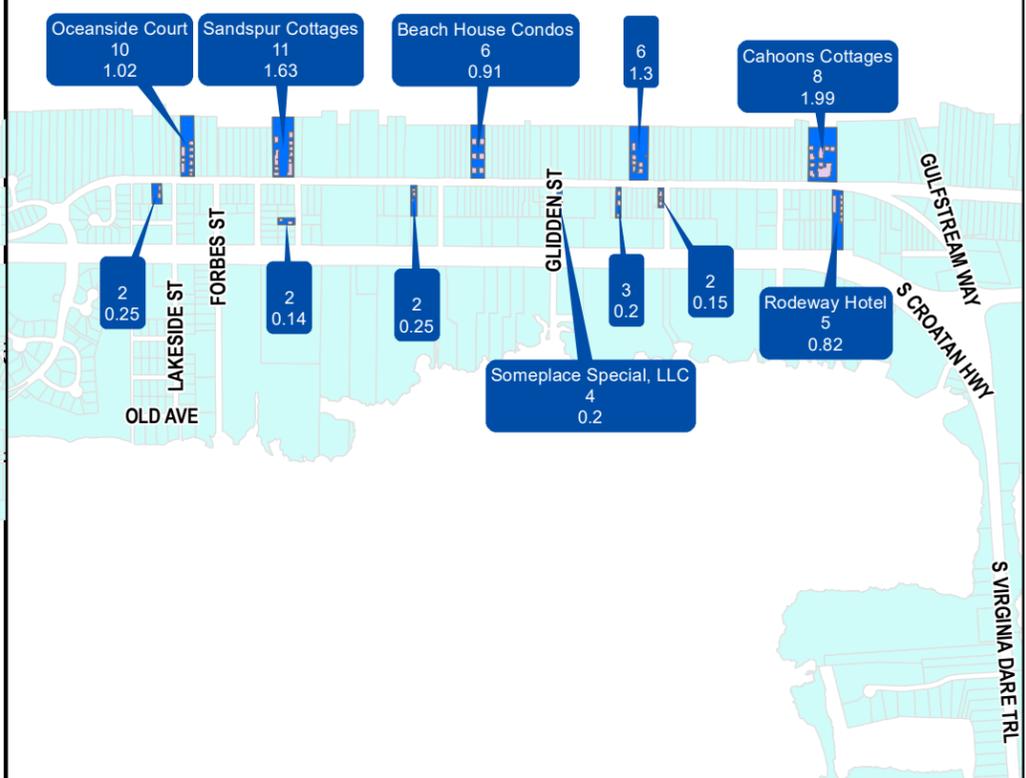
Bonnett Street Area



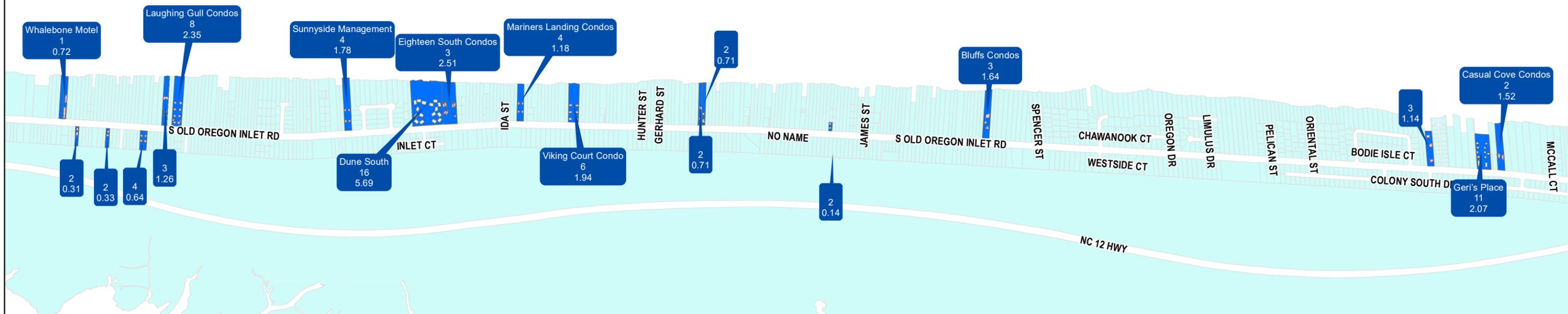
Danube Street Area



Whalebone Junction Area



South Nags Head



Town of Nags Head, NC
Cottage Courts

Last Updated December 30, 2015

Name
Units
Acreage

Geri's Place



Cahoon Cottages



Sea Spray Cottages



The Beach House



Oceanside Court



Sandspur



Cottage Housing in Your Community

A guide to drafting a cottage housing ordinance

June, 2001

The Housing Partnership
1301 Fifth Avenue Suite 2400
Seattle, Washington 98101-2603
425-453-5123
425-462-0776 fax
mluis@seanet.com

The Housing Partnership is a non-profit organization (officially known as the King County Housing Alliance) dedicated to increasing the supply of affordable housing in King County. This is achieved, in part, through policies of local government that foster increased housing development while preserving affordability and neighborhood character. The Partnership pursues these goals by: (a) building public awareness of housing affordability issues; (b) promoting design and regulatory solutions; and (c) acting as a convener of public, private and community leaders concerned about housing. The Partnership's officers for 2000 are: **Rich Bennion**, HomeStreet Bank, Chair; **Paige Miller**, Port of Seattle, Vice Chair; **Gary Ackerman**, Foster Pepper & Shefelman, Secretary; **Tom Witte**, Bank of America, Chair, Finance Committee; **J. Tayloe Washburn**, Foster Pepper & Shefelman, Chair, Land Use Committee.

Cottage Housing in Your Community

A Guide to Drafting a Cottage Housing Ordinance

Introduction

Cottage housing is receiving increased attention as a way to meet the needs of a significant and growing share of the housing market. A number of successful examples in the region provide useful lessons.

With the high price of multi-family zoned land, cottage development is really only practical in single family zones. Several jurisdictions in the Puget Sound area have adopted, or are considering adoption of ordinances to allow construction of cottage housing in those zones.

It should be emphasized that cottage housing does not represent a completely new type of zoning, but rather an alternative use of land with an existing underlying zoning. In some respects cottage housing is similar to single family housing and some respects it is more like multi-family housing.

Approaches to allowing cottage housing will vary by jurisdiction, existing land uses and market conditions. What works well in one area will not necessarily be appropriate in another. This report provides guidance to those looking for an approach that will both encourage cottage construction and ensure that the developments fit well into existing neighborhoods.

General considerations

When drafting a cottage housing ordinance the following should be kept in mind:

Entitlement. Most cottage projects will be built on infill sites in established single family neighborhoods, so jurisdictions will need some process to determine if a proposed cottage development is appropriate. This process should not be so cumbersome and uncertain that it scares away potential cottage developers and results in conventional single family development on parcels of land that would work well for cottages. An administrative conditional use permit seems to strike a good balance between developer certainty and community input.

Making cottage development pay. Because of the high price of land in multi-family zones, infill cottage development is, for the most part, only practical in single family zones. But for builders to want to undertake cottage development, as opposed to building single family houses as the zoning would allow, cottage development has to be at least an equal, if not a better business proposition than single family. A cottage ordinance and its accompanying processes must not be so restrictive that they tend to make single family construction a better option.

Cottage housing does not represent a completely new type of zoning, but rather an alternative use of land with an existing underlying zoning.

For builders to want to undertake cottage development, as opposed to building single family houses as the zoning would allow, cottage development has to be at least an equal, if not a better business proposition than single family

Most jurisdictions measure allowable densities by units-per-acre or by minimum lot sizes. But all units are not created equal, and such measures foster a misperception of cottage housing

Cottages allow empty-nesters, seniors, the newly-single to get the equity out of their large house but still have a detached home in a comfortable setting near friends and family

Re-defining density. Most jurisdictions measure allowable densities by units-per-acre or by minimum lot sizes. But all units are not created equal, and such measures foster a misperception of cottage housing. For cottages it is more helpful to think of:

Floor area ratio (FAR). By measuring the total floor area of a cottage development against the parcel size, cottages will likely have a smaller impact than the single family homes that would be allowed in the zone.

Population. A cottage development will likely have the same, or fewer people than the single family homes that could be built on the site.

Cars and traffic. A cottage development that attracts a mix of singles and couples will have no more cars than a group of houses, especially those with teenagers.

Another way to think about cottage housing is to measure *intensity of use* rather than counting the number of structures.

What is the market? Cottage developments built to-date have attracted large numbers of buyers who are single. Some developments have attracted young or empty-nester couples. Children are rarely seen in cottage housing built thus far. A somewhat larger cottage could work for families with children, but parking may become an issue as those children get to driving age.

Planning decisions can affect the ability of builders to target certain market segments. Holding cottages to too small a size limit may eliminate couples or small families (single parent with one child, for example) from the market. Zoning that makes a single floor possible will make cottages attractive to seniors who want to avoid stairs. Parking requirements (either minimums or maximums) will strongly influence marketability.

Meeting a neighborhood need. Cottage housing provides a way for people to give up their large house but stay in their neighborhood. The reason that many people hold onto large single family houses long after they need all the bedrooms and the big yard is simply that they want to stay in an area they are familiar with. Cottages allow empty-nesters, seniors, the newly-single to get the equity out of their large house but still have a detached home in a comfortable setting near friends and family.

Affordability. Although cottages are small, they are not necessarily inexpensive to build. A cottage includes all of the most expensive rooms of a house (kitchen, bathrooms) as well as heating, ventilation and other systems. Moreover, it can be expensive to do construction work in the tight spaces of a cottage cluster.

Nevertheless, cottages and small lot houses have been built to sell at modest prices and have introduced some affordability into desirable neighborhoods. Some requirements, however, will affect costs and the ability of a developer to build an affordable cottage cluster. For instance, full two-story framing is less expensive than story-and-a-half framing, so, ironically, height restrictions can drive up construction costs. Excessive setbacks, separations and parking requirements can use land that could otherwise accommodate



Rather than codifying all parameters of cottage development, jurisdictions should consider a more informal approach of design guidelines and design review

A two-for-one cottage ordinance can work where land is relatively inexpensive. In high demand areas . . . an increase in the number of cottages allowed may tip the economic scales in favor of a cottage housing development

more cottages or common buildings. If impact fees, permit fees and utility hook-up fees are based on single family housing, they may be unreasonably high.

Utilities. The treatment of public utilities is not a land use issue, but it needs attention. Because most cottages are sold in condominium ownership, the water utility can provide a single water meter and leave it up to the owners association to install sub-meters and collect water and sewer fees from residents. Where sewer rates are tied to water use, offset meters should be allowed to account for water used in site irrigation. The stormwater run-off from cottages will be about the same as the equivalent single family development and should be treated the same.

Design guidelines and review. Rather than codifying all parameters of cottage development, jurisdictions should consider a more informal approach of design guidelines and design review. These processes, which should be handled administratively, allow a developer and city to work together to craft a development that meets community needs and works well with the site and the target market.

Parameters for Cottage Housing

Following are descriptions of the key parameters that make up a cottage housing ordinance, as well as some possible approaches. For illustration, the application of each parameter within three cottage developments is shown. (descriptions of these projects are at the back of the report). Comments address both market and neighborhood factors.

Cottage Units Allowed

One way to determine the number of cottages that can be built on a site is to work through the underlying zoning. Cottage ordinances adopted thus far in the region allow up to two cottages in place of each single family house that would otherwise be built on the site. Where the zoning is more dense and/or the cottages are larger, this might be reduced to something like 1.75 cottages per house.

Ravenna	Greenwood Avenue	Poulsbo Place
3 for 1, not counting carriage units; 4.5 to 1 counting carriage units.	2 for 1	Part of a planned unit development. Cottages are 12 units/acre on land zoned up to 22 units/acre.

Comments: A two-for-one cottage ordinance can work where land is relatively inexpensive. In high demand areas a developer could easily find that building one large house is easier and more profitable than building two cottages. In that case, an increase in the number of cottages allowed may tip the economic scales in favor of a cottage housing development.



Creating a sense of community requires at least four cottages around a common open space. If a cottage cluster gets too big it begins to lose the sense of intimacy

Cluster Size

The clustering of cottages is an important design feature. Creating a sense of community requires at least four cottages around a common open space. If a cottage cluster gets too big -- more than a dozen units -- it begins to lose the sense of intimacy. A masterplanned community may have as many units as space will allow and the market will absorb. These units should, however, be arranged in their own smaller clusters.

Ravenna	Greenwood Avenue	Poulsbo Place
Six cottages and three carriage units in one cluster	Eight cottages and one common building in one cluster	Six clusters with between five and ten cottages per cluster

Comments: The cluster and its central open space is meant to provide a quasi-public space for residents, with a presumption of a certain amount of sociability. Planning and design guidelines, however, should not try to force this too much. Experience and site-specific considerations will be the best guide to what configurations and features will work best.

Total Floor Area per Cottage

To be defined as a "cottage," some upper limit may be placed on total floor area. The examples top out at 1265 square feet, but it is suggested that a cottage could be larger.

Ravenna	Greenwood Avenue	Poulsbo Place
850 sf	768 to 998 sf	870 to 1265 sf

Comments: The size of a cottage will play a large part in determining what market segments find it appealing. Smaller cottages -- under 1000 square feet or so -- will attract mostly single buyers with some couples, whereas larger cottages work well for couples or even small families. A cottage cluster could have several different sized cottages, giving buyers a variety of choices and encouraging some diversity of household sizes and make-ups.

The option of a larger cottage will be attractive to developers since the additional space, such as an extra bedroom, is less expensive to build, but may increase the value of the building significantly. If larger cottages are part of a development, however, provision must be made for some additional parking that would be needed for teenagers with cars.

Main and Second Level Floor Areas

Regulating the main floor area controls the footprint and scale of each cottage. Some jurisdictions have then imposed a maximum for the second floor as a percentage of the first floor area, in order to minimize mass and bulk. These parameters can vary within the cluster.

The size of a cottage will play a large part in determining what market segments find it appealing. . . . A cottage cluster could have several different sized cottages, giving buyers a variety of choices and encouraging some diversity of household sizes and make-ups.



Another consideration comes from viewing cottages as senior housing. Many seniors will look for a one-story home so they do not have to worry about stairs as they become older.

Ravenna	Greenwood Avenue	Poulsbo Place
425 sf main floor, 425 sf upper floor	648 to 798 sf main floor. 118 to 203 sf upper floor	805 sf main floor, 460 sf upper floor in two-story cottage. 870 sf main floor in rambler.

Comment: Instituting complex formulas for floor areas can give neighbors some assurance that the cottage development will not overwhelm its surroundings. At the same time, rigid formulas will complicate the design process and may foreclose options that would work well on a given site (for example, a daylight basement on a steep site).

Another consideration comes from viewing cottages as senior housing. Many seniors will look for a one-story home so they do not have to worry about stairs as they become older.

Height Limit

A number of factors determine appropriate height limits for cottage development. The underlying zoning will have a height maximum. Additional height can be granted for steeply pitched roofs (greater than 6:12, for example).

Ravenna	Greenwood Avenue	Poulsbo Place
28 feet max	22 feet max	20 feet max.

Comments: The architectural styles favored in cottage developments built thus far tend to include lower plate heights on the second floor, placing part of the living space in the roof. This building style is common in most neighborhoods, so cottages built this way will fit in. But because this style uses dormers and results in complicated interior and exterior angles, it is a more expensive style of construction, as compared to a full two-story building with an attic. Going to a full two stories must be approached with great care, however, due to concerns about "skinny houses."

Another architectural feature that will affect height is the desire to raise cottages off the ground. When cottages are clustered close together, a few steps up to a porch allows for a visual separation between community space and private space.

Common Open Space

Cottage developments generally cluster around some common open space. The size of this space will be determined by the overall density of the project, the footprints of the cottages as well as the setbacks and separations.

Another architectural feature that will affect height is the desire to raise cottages off the ground. When cottages are clustered close together, a few steps up to a porch allows for a visual separation between community space and private space.

Ravenna	Greenwood Avenue	Poulsbo Place
200 square feet per unit	575 square feet per unit	Common space in clusters ranges from 259 sf to 780 sf per unit. 370 sf average.



Comments: More dense projects on expensive land will, naturally, have less open space, so it is important to maximize the common space by minimizing space in setbacks and separations.

Building codes specify a minimum of six feet between structures for fire safety, and this may be sufficient in many developments.

Distance between Structures

The buyer of a cottage home is presumed to be more concerned with ownership of four walls and the simple fact of detachment, than with the distance from the neighbors. Building codes specify a minimum of six feet between structures for fire safety, and this may be sufficient in many developments.

Ravenna	Greenwood Avenue	Poulsbo Place
Six feet	10 feet minimum	Six feet

Comments: For projects with high land cost, the site plan will need to emphasize the maximum footprint of the cottages for economic reasons, and put as much of the remaining space as possible into the common areas. Such a site plan will need to have minimal separations. Careful design can preserve privacy.

Setbacks

Front, side and rear yard setbacks will likely begin with those in the underlying zoning. An averaging of setbacks around the side and rear yards can provide design flexibility while not overwhelming the neighbors.

Ravenna	Greenwood Avenue	Poulsbo Place
10 feet front, five feet side, two feet along alley	Average of 10 feet side and rear. Front setback N/A	Three feet side and rear, 10 feet front.

Setbacks from the street and from adjacent property represent land that cannot be used very productively in a cottage cluster. Because the emphasis of a cottage development is on common central open space, peripheral areas should not be expected to have much utility.

Comments: Setbacks from the street and from adjacent property represent land that cannot be used very productively in a cottage cluster. Because the emphasis of a cottage development is on common central open space, peripheral areas should not be expected to have much utility. Therefore, setbacks should be minimized so the central common space can be maximized. If setback averaging is used, the cottages closest to the property line may be those with the least bulk.

Parking

Parking is perhaps the most significant factor in the economics of cottage housing. The space needed to maneuver and park a car is nearly the same as the footprint of a small cottage. Moreover, clustering does not generally allow parking immediately adjacent to each cottage. Cottage projects must have enough land to provide a separate parking area, preferably out of view of the street. The presence of an alley can eliminate the need for a driveway and turn-around space.

The number of spaces required per unit will be determined primarily by the market segment the development is targeting. Smaller cottages (under 1000 square feet) will typically be owned by single adults, who will probably own just one car. Larger cottages are suitable for couples who may own two cars



and even a third if they have teenagers. If there is no on-street parking for guests, additional spaces will be needed on-site. Parking requirements may be lowered if good transit service is nearby.

One way to recoup the cost of providing parking is to build carriage houses over the parking area. Although it is possible to build one carriage unit over two parking spaces, a more likely configuration would be one unit over three or four spaces.

One way to recoup the cost of providing parking is to build carriage houses over the parking area. . . . A likely configuration would be one unit over three or four spaces

Ravenna	Greenwood Avenue	Poulsbo Place
One enclosed space per unit. Three carriage units on top of nine-car parking structure. On-street parking available	One enclosed space per unit and seven uncovered spaces. No on-street parking.	One enclosed space per unit. Some attached to unit. On-street parking available.

An evolutionary process

Although the region has seen several successful cottage developments, both new and old, the concept is still evolving. Developers continue to learn what designs and configurations work best for various market segments. Communities continue to learn how to make cottages fit well into existing neighborhoods.

Cottage ordinances should recognize the continuing evolution of cottage housing and be written with enough flexibility so that builders and communities can work together to create great projects. Jurisdictions should anticipate fine-tuning their approach to cottage housing after some projects are on the ground.

Cottage ordinances should recognize the continuing evolution of cottage housing and be written with enough flexibility so that builders and communities can work together to create great projects.



SECTION 0.00.000 COTTAGE HOUSING

- A. Cottage Housing is permitted in all residential zones by administrative Conditional Use Permit or Site Plan Approval.
- B. General development standards are listed in Table 0.00.000(A) and in this chapter.

TABLE 0.00.000(A)

Existing Single Family Zone - DU/Acre or SF/DU

	R-4 or R-10,000	R-6 or R-7,200	R-8 or R-5,000
Total Floor Area per Cottage	1,000 to 1,400 SF	975 to 1,200 SF	950 to 1,100 SF
Main Level Max Floor Area:			
Min. Percentage of Cottages	700 to 800 SF	675 to 750 SF	650 to 700 SF
All others	800 to 900 SF	800 to 850 SF	700 to 800 SF
Cottage Units Allowed in Place of Each SFR Allowed by Zone:			
Main floor < 701 to 751 SF	2.00	2.00	2.00
Main Floor > 750 SF	2.00	1.75	1.75
Cluster Size – Min and Max	4 and 12	4 and 12	4 and 12
Height Limit – Average	18 feet	18 feet	20 feet
Additional Height if >6:12 pitch	25 to 28 feet	25 to 28 feet	25 to 28 feet
Min. Common Open Space/Cottage	400 to 500 SF	250 to 350 SF	200 to 300 SF
Min. Distance between Structures	10 to 15 feet	6 to 10 feet	6 feet
Parking space per Cottage* (See also 0.00.000(C))			
Main Floor < 701 SF	1.5 to 2.0	1.0 to 1.5	1.0 to 1.5
Main Floor > 700 SF	2.0	1.0 to 2.0	1.0 to 2.0
Interior Setbacks from Adjacent Property:			
Average	15 to 20 feet	7 to 10 feet	7 feet
Not less than	15 to 20 feet	5 to 7 feet	5 feet
Setback from Public Street			
Average	15 to 20 feet	10 to 15 feet	7 to 12 feet
Not Less than	10 feet	7 to 10 feet	5 to 10 feet

C. Additional parking requirements and methods of modification.

1. 50 % of adjacent street parking spaces may count towards meeting minimum parking space requirements; however, at least 1.0 space per cottage must be provided on site.
2. Parking may be reduced by 25% if there is bus service within 500 feet walking distance; however, there must still be at least 1.0 parking space per cottage on site.
3. Parking spaces that are provided on site shall be clustered to the side or rear of the development unless the site is accessed directly from an alley and the parking is screened from the public streets and adjacent properties.

D. Cottage orientation and application of current lot size requirements.

1. Cottages shall be oriented around the common open space.
2. Cottages may be developed as multiple cottages per parcel. Minimum lot sizes per unit do not apply. *(Note: An exception for cottage housing should be noted in the code where minimum lot sizes for residential zones are prescribed).*

E. Additional restrictions.

(Additional possible restrictions include covered porches; pitched roofs; private yards; some parking with direct back-out into the street.)

NOTES ON FORM OF MODEL ORDINANCE

This model ordinance is not intended for adoption as is. The ordinance must be tailored to the needs of each individual jurisdiction. Also, the current code must be reviewed to ensure that the new cottage housing ordinance is consistent with all other code provisions. If amendments to other code language is necessary this can not be done by mere reference in this ordinance but requires a specific amendment. Each jurisdiction will have their own preferred form of adoption which will include such as things as a valid enacting clause, an effective date, a severability clause, and signatures of the appropriate officials.

Cottage Housing Examples

Ravenna Cottages

The Ravenna Cottages is a nine-unit project in Seattle's Ravenna/Greenlake neighborhood. Threshold Housing developed the project and all units have been sold to individual buyers at market prices. The project consists of six cottages facing each other across a central courtyard, and three carriage units that sit above a nine-car above-ground parking structure accessed from the alley. The Ravenna Cottages were built under the Seattle design demonstration program, which allows projects to be built that would not otherwise conform with existing zoning.

Parcel Size	10,500 sf. 0.25 acres
Number of Units	Nine
Density	37 units/acre net (no on-site right of way)
Type/Size of Units	Six detached cottages 850 sf. Three carriage units 830 sf
Building Height	Lowest point on site to highest point of a structure is 40 feet. Tallest structure is 30 feet.
Set-backs	Fifteen feet front yard, Five feet side yard. Zero along alley.
Site Coverage	Structures cover 55 percent of lot.
Open Space	Courtyard of approx. 1800 sf.
Parking	Nine covered stalls
Year built	2000/2001
Ownership	Condominium
Sales price.	Cottages \$288,000 to 308,000. Carriage units \$258,000 to 268,000
Buyer profile	Single professionals, retirees

Cottages at Poulsbo Place

Poulsbo Place is a planned unit development (PUD) just north of downtown Poulsbo, in Kitsap County. It is being developed by Security Properties. The 17.3 acre development was the former site of military housing. Four types of homes are being built, ranging from 870 square feet to 2250 square feet. The project includes a 3.7 acre section with 45 cottages arranged in clusters around common yards. Some front on the street while others front on walkways. Some have attached garages.

Parcel Size	Overall development is 17.3 acres. Cottage portion covers 3.7 acres.
Number of Units	45 cottages in six clusters within the larger development
Density	12.2 units/acre, gross (including private roads)
Type/Size of Units	Cottages. 870 to 1265 sf.
Building Height	Up to 20 feet
Set-backs	3 feet side and rear, 10 feet front
Site Coverage	33.3 percent
Open Space	Courtyards within each cluster vary in size.
Parking	One covered space per unit. Some detached, some attached.
Year built	1999-2001
Ownership	Fee simple
Sales price	\$149,000 to 180,000
Buyer profile	Empty nester, retirees



Greenwood Avenue Cottage Homes

This cluster of eight cottages is being built in Shoreline, under its cottage zoning ordinance which permits cottages as a conditional use. The 35,000 square foot parcel sits behind two single family homes fronting on the street. The cottages in the rear are accessed by a driveway between the houses. The cluster employs six different designs, with two models repeated. They surround a lawn and pea patch garden and share a common building and storage shed.

Parcel Size	34,755 sf. 0.8 acres
Number of Units	Eight
Density	10 units/acre gross (includes drive and parking area)
Type/Size of Units	Cottages. Between 968 sf. and 998 sf.
Building Height	18-22 sf
Set-backs	Average of 10 feet on side and rear. Parking structure is five feet on front. Closest cottage 30 feet on front.
Open Space	575 sf per cottage
Parking	Eight covered spaces, seven uncovered.
Year built	2001
Ownership	Condominium
Sales price	\$220,000 to 250,000
Buyer profile	Single professionals, women, empty nesters



SUBSTITUTE ORDINANCE NO. 620

AN ORDINANCE of the City Council of the City of Lakewood,
Washington, amending Title 18A relative to Cottage Housing.

WHEREAS, the Community Development Director has received suggestions to provide for increased density and housing options within the City's single family residential zoning districts; and

WHEREAS, the Planning Commission held a duly-noticed public hearing(s) on June 17, 2015, to receive and consider public testimony on said proposed code changes; and,

WHEREAS, the Planning Commission has found that the proposed changes to the Land Use and Development Code are consistent with the adopted Lakewood Comprehensive Plan and will not adversely affect the public health , safety and general welfare of the citizens of the city; and,

WHEREAS, the Planning Commission has found affirmatively that the proposed amendments satisfy the applicable findings of LMC 18A.02.415;

WHEREAS the Planning Commission for the City of Lakewood has recommended to the Lakewood City Council that amendments to Chapter 18A of the Lakewood Municipal Code pertaining to cottage housing be adopted:

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD,
WASHINGTON, DO ORDAIN as follows:

Section 1: Section 18A.02.502 LMC entitled "Process Types -- Permits" is amended to read as follows:

Permit Process Types. Permit applications for review pursuant to this section shall be classified as a Process I, Process II, Process III, or Process IV action. Process V actions are legislative in nature. Permit applications and decisions are categorized by process type as set forth in Table 3. The differences between the processes are generally associated with the different nature of the decisions and the decision-making body as described below.

TABLE 3: APPLICATION PROCESSING PROCEDURES

	Process I Administrative Action	Process II Administrative Action	Process III Hearing Action	Process IV Hearing Action	Process V Legislative Action
Permits	Zoning certification; Building permit; Design Review; Sign permit; Temporary Sign permit; Accessory Living Quarters; Limited Home Occupation; Temporary Use; Manufactured or Mobile Home permit; Boundary Line Adjustments; Minor modification of Process II and III permits; Final Site Certification; Certificate of Occupancy; ***Sexually Oriented Business extensions	Administrative Uses; Short Plat; SEPA; Home Occupation; Administrative Variance; Binding Site Plans, Minor Plat Amendment, Major modification of Process II permits; Shoreline Conditional Use; Shoreline Variance; Shoreline Substantial Development Permits; Cottage Housing Development (may be considered together with residential binding site plan)	Conditional Use; Major Variance; Preliminary Plat; Major Plat Amendment; Major modification of Process III permits: Shoreline Conditional Use; Shoreline Variance; Shoreline Substantial Development Permit when referred by the Shoreline Administrator; Public Facilities Master Plan; Cottage Housing Development (may be considered together with residential binding site plan)	Zoning Map Amendments; Site-specific Comprehensive Plan map amendments; Specific Comprehensive Plan text amendments; Shoreline Redesignation, **Final Plat**; **Development Agreement** **No hearing required or recommendation made by Planning Commission**	Generalized or comprehensive ordinance text amendments; Area-wide map amendments; Annexation; Adoption of new planning-related ordinances;

Impacts	Minimal or no effect on others, so issuance of permit is not dependent on others	Application of the standards may require some knowledge of impacts and effect upon others	Potential significant effect on some persons or broad impact on a number of persons	Potential significant effect on some persons or broad impact on a number of persons	Potential significant effect on some persons or broad impact on a number of persons
Notice & Comment	Participation of applicant only	Nearby property owners invited to comment on an application	In addition to applicant, others affected invited to present initial information	In addition to applicant, others affected invited to present initial information	Anyone invited to present information
Recommendation	NA	NA	Community Development Department Staff	Planning Commission, except for Final Plat and Development Agreement as noted ** above	Planning Commission
Decision-Making Body	Community Development Director	Community Development Director	Hearing Examiner	City Council	City Council
Appeal	Hearing Examiner Community Development Director's decision on permits noted *** above is appealable to Superior Court.	Hearing Examiner	Superior Court	Superior Court	Superior Court

Section 2: Section 18A.20.300 LMC entitled, "Residential Use Category – Land Use Types and Levels," is amended to read as follows:

The Residential use category includes permanent living accommodations for individuals or families of varying economic means, including those having special needs. The Residential use category has been separated into the following types based upon distinguishing features such as the type and scale of the structure, ownership pattern; number, age and special needs of individuals who reside in the structure; and any applicable state and/or local licensing requirements.

A. Single-Family Residential. A residential dwelling unit that provides living accommodations for a single individual or family. This category includes development with up to two (2) dwelling units per individual lot, except cottage housing development where multiple detached single-family dwellings are required, does not including accessory dwelling units permitted under LMC 18A.70.310.

Level 1: Detached single-family: conventionally built, manufactured, or modular homes permanently constructed on-site to meet applicable uniform codes, and placed on a permanent foundation as specified by the manufacturer, where each unit is detached from any other unit and located on its own separate legal lot of record. Manufactured and modular homes are subject to the provisions of LMC 18A.50.180, Manufactured Homes on Individual Lots.

Level 2: Two Family Residential: A legal lot of record containing two units, whether attached or detached from each other (including instances where individual units are held in condominium ownership on a commonly owned parcel), but not including units attached to multiple units on other lots, which are instead classified as Single Family - Level 3 (Attached Single Family-multiple). Two Family Residential also includes attached single-family conventionally built or modular homes permanently constructed on-site to meet applicable uniform codes, and placed on a permanent foundation, where each unit is structurally attached to one, and only one, other unit on a separate parcel, so that the units are attached in pairs.

Level 3: Attached Single Family-multiple: Attached single-family conventionally built or modular homes permanently constructed on-site to meet applicable uniform codes, and placed on a permanent foundation, where each unit is structurally attached to at least one other unit, usually on a separate parcel. A maximum of two units may be located on any individual parcel. This term includes “townhouses” and “rowhouses.”

Level 4: Manufactured home parks, subject to the provisions of LMC 18A.70.400, Manufactured Home Parks.

Level 5: Cottage Housing, subject to the provisions of LMC 18A.70.700, Cottage Housing.

Section 3: Section 18A.30.150 LMC entitled, “Administrative Uses – Single-Family Residential Zoning Districts” is amended to read as follows:

The following uses are permitted within the Residential zoning districts, subject to approval of a administrative use permit and all applicable development permits:

A. R1, R2, R3, and R4 Zoning Districts

1. ~~Detached~~ Single Family Residential (Level 5)

21. Community and Cultural Services (Level 2)

32. Education (Level 1)

43. Outdoor Recreation (Level 3)

54. Public Maintenance Facilities (Level 2)

65. Public Safety Services (Level 1)

- 76. Religious Assembly (Level 2)
- 87. Electrical Facilities (Level 2)
- 98. Pipelines
- 109. Storm water Facilities (Level 2/3)
- 1140. Waste Transfer Facilities (Level 1)
- 1244. Water Supply Facilities (Level 2/3)

B. R1 and R2 Zoning Districts

1. Expansion of private and commercial equestrian facilities already legally existing within the zone at the time of adoption of this title.

Section 4: A new Section 18A.70.700 LMC which is title-only, encaptioned “Cottage Housing,” is created.

Section 5: Section 18A.70.710 LMC entitled “Purpose and Intent – Cottage Housing” is created to read as follows:

Purpose: The purpose of this chapter is to provide for a specific residential development type (“cottage housing”) featuring modestly sized single family detached residences with commonly held community amenities, and oriented around commonly held open-space areas. Specific design standards must be met. An increase in allowable density over the maximum density allowed in the underlying zoning district is provided as an incentive to encourage development of this type of housing, and in recognition of the reduced impacts expected from this type of housing versus typical single-family residential development. This housing type is intended to:

- A. Promote a variety of housing choices to meet the needs of a population diverse in age, income, household composition, and individual needs.
- B. Provide opportunities for more affordable housing choices within single-family neighborhoods.
- C. Encourage creation of functional usable open space in residential communities.
- D. Promote neighborhood interaction and safety through design.
- E. Ensure compatibility with neighboring land uses.
- F. Provide opportunities for infill development that support the growth management goal of more efficient use of urban residential land.

Section 6: Section 18A.70.720 LMC entitled “Applicability – Cottage Housing” is created to read as follows:

Cottage housing is permitted in the R1, R2, R3 and R4 zoning districts. The provisions of individual zoning districts shall be applicable to cottage housing developments; provided, that where a conflict exists, the provisions of this section shall have control.

Section 7: Section 18A.70.730 LMC entitled “General Provisions – Cottage Housing” is created to read as follows:

- A. Cottage housing projects are permitted with the approval of a Cottage Housing Development Plan. Discrete ownerships may only be created through the residential binding site plan and/or condominium declaration process pursuant to RCW 64.34 as applicable. Cottage housing development plans shall be subject to review and approval as an administrative use permit subject to Process II permit procedures. Adherence to all applicable development standards shall be determined by the City’s Community Development Director as a component of the review process.
- B. Individual cottage units shall contain at least eight hundred (800) and no more than one thousand five hundred (1,500) square feet of gross floor area. A covenant restricting any increases in unit size after initial construction shall be recorded against the property. Vaulted space shall not be converted into habitable space.
- C. A community building of up to 2,500 square feet in size may be provided for the residents of the cottage housing development. Roof pitch, architectural themes, materials and colors shall be consistent with that of the dwelling units within the cottage housing development.
- D. Accessory dwelling units shall not be permitted in cottage housing developments.

Section 8: Section 18A.70.740 LMC entitled “Development Standards – Cottage Housing” is created to read as follows:

Cottage housing development shall be subject to the following development standards.

A. Density.

- 1. In the R1 and R2 zoning districts, cottage housing development shall be allowed a density not to exceed three (3) times the base density allowed in the underlying zone.
- 2. In R3 and R4 zoning districts, cottage housing developments shall be allowed a density not to exceed two (2) times the base density allowed in the underlying zone.
- 3. On a site to be used for a cottage housing development, existing detached single-family residential structures, which may be nonconforming with respect to the standards of this section, may be permitted to remain at the discretion of the community development director, but the extent of the nonconformity shall not be increased. The number of any such nonconforming dwelling unit(s) shall be multiplied by the factors

noted in sections 1 or 2 above, and included in calculating the density of the cottage housing development.

4. An applicant for a cottage housing development shall be required to show, through a conceptual site plan, the number of traditional units that could be constructed on the site under conventional development standards and addressing any environmental constraints affecting the property. This number of units shall be used to calculate the maximum number of cottage units that may be constructed on the property.

B. Locational Criteria.

1. The minimum area for a cottage housing project is 0.75 acre, which may include more than one contiguous lot.

2. Cottage housing development shall be separated from another cottage housing development by a minimum of 400 feet measured between the closest points of the subject properties.

C. Site Design.

1. Cottage housing development shall be clustered and shall consist of a minimum of four (4) dwelling units and a maximum of twelve (12) dwelling units.

2. At least seventy-five (75) percent of dwelling units shall abut the common open space.

3. Common open spaces shall have dwelling units abutting at least two (2) sides.

4. Creation of individual lots shall only be permitted through the residential binding site plan process provided in LMC 17.34 and Chapter 64.34. RCW.

5. Siting of dwelling units or common open space in areas with slopes exceeding fifteen (15) percent is discouraged. Dwelling units shall not be placed in such areas if extensive use of retaining walls is necessary to create building pads or open space areas.

6. Fencing and Screening. The intent of internal decorative fencing and screening is to delineate private yards, screen parking areas and structures, community assets, refuse and recycling areas, and unit walls. A cottage housing development is intended to be an internally open community sharing common areas. The intent of external fencing and screening is to conceal the higher density development from adjacent lower density land uses. Chain link and solid fences shall not be allowed internally. Solid fencing is allowed on the perimeter boundary, except where bordering an external street where streetscape landscaping is required.

D. Setbacks and building separation.

1. Dwelling units shall have at least a twenty (20) foot front setback, eight (8) foot side yard setback and a ten (10) foot rear setback.
2. Dwelling units shall be separated from one another by a minimum of ten (10) feet, not including projections.
3. Dwelling units shall maintain a ten (10) foot separation between buildings.
4. Dwelling units not abutting or oriented toward a right of way shall have a front yard oriented towards the common open space.
5. The approval authority may use appropriate discretion, consistent with the intent of this chapter, in determining orientation of yards.

E. Minimum Lot Size.

Beyond the density restrictions listed in this chapter, there is no required minimum lot size for lots created through the subdivision process.

F. Lot Coverage (all impervious surfaces).

Impervious Surfaces shall not exceed fifty (50) percent. Lot coverage shall be calculated for the overall cottage housing development, not for individual lots. Paved components of common open space areas and walkways shall not be counted in lot coverage calculations.

G. Refuse and Recycling.

Refuse and recycling containers shall be screened from view by landscaping or architectural screening, and shall not be located in the front yard setback area, or in locations where smells may be offensive to adjacent properties.

H. Pedestrian Network.

Within the confines of the cottage housing development a network of pedestrian pathways shall be provided. Connections to the wider neighborhood shall be made where appropriate and allowed. All such pathways shall be accessible by the general public, except that walkways into and through the cottage housing development may be limited to residents and their guests.

Section 9: Section 18A.70.750 LMC entitled "Open Space – Cottage Housing" is created to read as follows:

1. A minimum of five hundred (500) square feet of common open space shall be provided per dwelling unit.
2. Common open space shall be a minimum of three thousand (3,000) square feet in size, regardless of number of dwelling units.

3. No dimension of a common open space area used to satisfy the minimum square footage requirement shall be less than ten (10) feet, unless part of a pathway or trail.
4. In subdivisions and short subdivisions, common open space shall be located in a separate tract or tracts.
5. Required common open space shall be divided into no more than two (2) separate areas per cluster of dwelling units.
6. Common open space shall be improved for passive or active recreational use. Examples may include but are not limited to courtyards, orchards, landscaped picnic areas or gardens. Common open space shall include amenities such as but not limited to seating, landscaping, trails, gazebos, barbecue facilities, covered shelters or water features.
7. Surface water management facilities may be commonly held, but shall not counted toward meeting the common open space requirement.
8. Parking areas, required setbacks, private open space, and driveways do not qualify as common open space area.
9. Landscaping located in common open space areas shall be designed to allow for easy access and use of the space by all residents, and to facilitate maintenance needs. Where feasible, existing mature trees should be retained.

Section 10: Section 18A.70.760 LMC entitled “Building Design Standards – Cottage Housing” is created to read as follows:

A cottage housing development is expected to reflect a coherent and high quality design concept and include architectural elements that ensure compatibility with existing neighborhood development and character. The following design elements are intended to provide compatibility with existing residential environments. Alternative designs may be submitted to the community development director for review and approval, but the community development director must find that any such concepts meet or exceed the design quality of the prescriptive standards, and fulfill the stated purpose and intent of this chapter.

A. Building Height.

1. The maximum building height for dwelling units shall be twenty-five (25) feet.
2. The maximum building height for garages, community buildings, and accessory structures shall be eighteen (18) feet.

B. Roofs.

1. Dwelling units shall have a minimum 6:12 roof pitch. Up to thirty-five (35) percent of roof area may have a slope not less than 4:12. Portions of a roof with a pitch of less than 6:12 shall be limited to architectural features such as dormers, porch roofs and shed roofs.
2. Garages and carports shall have a minimum 6:12 roof pitch.
3. Cottages shall be a maximum of two (2) stories. Any upper floor shall be located within the roof structure, not below it, in order to reduce building massing as much as possible.

C. Entries and Porches.

1. Each dwelling unit abutting a public right of way (excluding alleys) shall have a primary entry and covered porch a minimum of eighty (80) square feet in size, oriented toward the public right of way. If abutting more than one public right of way, the developer and City shall collaborate with the project proponent to determine which right of way the entrance and covered porch shall be oriented toward.
2. Each dwelling unit shall have an entry and covered porch oriented toward the common open space. If the dwelling unit abuts a public right of way, this may be a secondary entrance, and the minimum porch size shall be fifty (50) square feet. If not abutting a public right of way, this shall be the primary entrance, and the minimum porch size shall be eighty (80) square feet.
4. Covered porches shall be a minimum of six (6) feet deep.

D. Dwelling units shall not include attached garages

- E. Detached garages. Each dwelling unit shall have no more than one detached garage. The size of the garage shall not exceed two hundred and fifty (250) gross square feet in size. Garages can be combined into one garage structure; however, no garage structure may exceed one thousand (1,000) square feet in size for a total not to exceed four garage spaces.

F. Community Development Director Review. The community development director shall consider all aspects of the project, and shall ensure that the project is well designed and compatible with existing and planned development in the vicinity. Possible topics for review by the include community development director (but are not necessarily limited to): building materials and finishes, articulation and modulation, massing, trim details, colors, exterior lighting, special building heights, paving materials, mechanical equipment screening, fencing, tree retention and landscaping.

Section 11: Section 18A.70.770 LMC entitled "Parking – Cottage Housing" is created to read as follows:

- A. A minimum of 2.0 parking spaces per cottage shall be provided for the entire development. An additional fifteen (15) percent of total required spaces shall be designated for guests.

B. All or a portion of new on-street parking provided as a component of the development may be counted towards minimum parking requirements if the approval authority finds that such parking configuration will result in adequate parking, and is compatible with the character and context of the surrounding area.

C. Carports are prohibited in cottage housing development.

D. Shared detached garages and surface parking design. Parking areas should be located so their visual presence is minimized and associated noise or other impacts do not intrude into public spaces. These areas should also maintain the single-family character along public streets.

1. Shared detached garage structures may not exceed four (4) garage doors per building, and a total of one-thousand (1,000) square feet.
2. For shared detached garages, the design of the structure must be similar and compatible to that of the dwelling units within the development.
3. Shared detached garage structures and surface parking areas must be screened from public streets and adjacent residential uses by landscaping, consistent with LMC 18A.50.430, or architectural screening.
4. Shared detached garage structures shall be reserved for the parking of vehicles owned by the residents of the development. Storage of items which preclude the use of the parking spaces for vehicles is prohibited.
5. Surface parking areas may not be located in clusters of more than four (4) spaces. Clusters must be separated by a distance of at least 20 feet.
6. The design of garages must include roof lines similar and compatible to that of the dwelling units within the development.
7. Parking lots shall be set back at least twenty (20) feet from front property lines and ten (10) feet from external side and rear property lines.
8. Garage doors shall not be oriented toward a public right of way with the exception of an alley.
9. Garages and carports shall not be located between the common open space and the dwelling units.

Section 12: Section 18A.70.780 LMC entitled “Common Area Maintenance – Cottage Housing” is created to read as follows:

Cottage housing development shall be required to implement a mechanism, acceptable to the approval authority, to ensure the continued care and maintenance of all common areas including common open space, parking, surface water management facilities (if applicable) and any other common area or shared facilities. Such a mechanism shall include creation of either a homeowners' or condominium association with authority and funding necessary to maintain the common areas.

Section 13: Section 18A.70.790 LMC entitled "Cottage Housing – Low Impact Development Standards" created to read as follows:

A. The proposed site design shall incorporate the use of low impact development (LID) strategies to meet storm water management standards. LID is a set of techniques that mimic natural watershed hydrology by slowing, evaporating/transpiring, and filtering water, which allows water to soak into the ground closer to its source. The design should seek to meet the following objectives:

1. Preservation of natural hydrology.
2. Reduced impervious surfaces.
3. Treatment of storm water in numerous small, decentralized structures.
4. Use of natural topography for drainage ways and storage areas.
5. Preservation of portions of the site in undisturbed, natural conditions.
6. Reduction of the use of piped systems. Whenever possible, site design should use multifunctional open drainage systems such as vegetated swales or filter strips which also help to fulfill landscaping and open space requirements.

Section 14: Section 18A.70.795 LMC entitled "Modifications – Cottage Housing" is created to read as follows:

Applicants may request modifications to the open space, site design, design standards, setbacks and parking provisions of this chapter. The approval authority may modify the above referenced provisions of this chapter if both of the following apply:

- A. The site is constrained due to unusual shape, topography, easements or critical areas; and
- B. The modification will not result in a project that is less compatible with neighboring land uses than would have occurred under strict adherence to the provisions of this chapter.
- C. The approval authority may permit modifications to the building design standards if it finds the alternative design concept provides a high level of design quality and compatibility with the character of the surrounding neighborhood.

residents of such development.

COMMUNITY DEVELOPMENT DIRECTOR. The Director of the Community Development Department of the City of Lakewood or his/her designee.

COMPREHENSIVE PLAN. The document, including maps, adopted by the City Council which outlines the City's goals and policies relating to management of growth and prepared in accordance with Ch. 36.70A RCW. The term also includes any adopted subarea plans prepared in accordance with Ch. 36.70A RCW.

CONCURRENCY. Ensuring that adequate public improvements or strategies are in place at the time of development, and the ability and financial commitment of the service provider to expand capacity or maintain the level-of-service for new development through capital improvements within a six year period as noted in the Transportation Capital Improvement Plan.

CONDITIONAL USE. A use conditionally permitted in a zoning district as defined by this code but which, because of characteristics particular to each such use, size, technological processes, equipment or, because of the exact location with respect to surroundings, streets, existing improvements, or demands upon public facilities, requires a special degree of control to determine if uses can be made compatible with the comprehensive plan, adjacent uses, and the character of the vicinity.

CONDOMINIUM. Real property, portions of which are designated for separate ownership and the remainder of which is designated for common ownership solely by the owners of those portions. Real property is not a condominium unless the undivided interest in the common elements are vested in the unit owners, and unless a declaration and a survey map and plans have been recorded. Condominiums must meet all provisions of Chapter 64.34 RCW.

CONSTRUCTED WETLANDS. Wetlands that are intentionally created on sites that are not wetlands for the primary purpose of wastewater or stormwater treatment. Constructed wetlands are normally considered as part of the stormwater/wastewater collection and treatment system and must be maintained, but are not the same as wetlands created for mitigation purposes, which are typically viewed in the same manner as natural, regulated wetlands.

CONTIGUOUS. Bordering upon, to touch upon, or in physical contact with.

CORRECTIONAL FACILITIES. Facilities for holding persons in custody or in detention, including county jails, state prisons, juvenile detention facilities, pre-release facilities, work release facilities, and other facilities to which a person may be incarcerated upon arrest or pursuant to sentencing by court.

COTTAGE. A Single Family Detached Dwelling containing at least eight hundred (800) and no more than one thousand five hundred (1,500) square feet of gross floor area, constructed as part of a cottage housing development project and subject to the general requirements of LMC section 18A.10.800

COTTAGE HOUSING DEVELOPMENT. An alternative type of development comprised of small, Single Family Detached Dwellings ("cottages") clustered around common open space, usually with detached garages and parking area.

COURTYARD, INTERIOR COURT. A space, open and unobstructed to the sky, located at or above grade level on a lot and bounded on three (3) or more sides by walls of a building.

COURTYARD. A courtyard is an open space usually landscaped, which is enclosed on at least three (3) sides by a structure or structures.

CROP AND TREE FARMING. The use of land for horticultural purposes.

CURB CUT. A curb cut is a depression in the curb for a driveway to provide vehicular access between private property and the street.

Sec. 48-404. - R-3 high-density residential district.

- (a) *Intent.* The R-3 high-density residential district is established as an area in which the principal use of the land is for high-density single-family and duplex residential development. The R-3 district also provides for the development of less intensive residential uses as well as compatible supporting uses.
- (c) *Conditional uses.* The following uses shall be permitted subject to the requirements of the R-3 district and additional regulations and requirements as imposed by the board of commissioners as provided in article XIV of this chapter:
 - (10) Residential group development subject to other requirements of this chapter and the following additional requirements which must be shown on a site plan submitted with the conditional use application:
 - a. Residential group development shall only be allowed on a single conforming lot that has been created by the recombination of multiple pre-existing nonconforming lots which each had an area less than the minimum lot size of 15,000 square feet.
 - b. The dwelling units of the residential development shall meet the zoning district's dimensional yard requirements for single family residential structures as measured from the perimeter of the lot on which the development occurs.
 - c. No dwelling unit or accessory structure within a residential group development may be located within ten feet of another structure.
 - d. The number of dwelling units and total bedrooms allowed per residential group are shown below. Each dwelling unit must have a minimum of three and may have no more than five bedrooms.

No. of Dwelling Units	Max. No. of Bedrooms Allowed	Area of Upland Required
1	5	7,500 sq. ft.
2	10	15,000 sq. ft.
3	15	22,500 sq. ft.
4	20	30,000 sq. ft.

- e. Each dwelling unit shall have access to a public street directly or via a driveway to a shared accessway. The shared accessway must be a minimum of 20 feet in width and meet the reasonable requirements of the fire marshall for access by firefighting apparatus. An accessway width less than 20 feet may be reviewed and approved by the fire marshall in conjunction with an approved alternative life safety plan.
- f. If the dwelling units in a residential group development are submitted to a condominium form of ownership, the developer shall ensure that a condominium association is created to manage and maintain the common elements shared by the dwelling units as defined by the condominium documents and by the North Carolina Condominium Act, including, but not limited to any: streets, driveways, pools, stormwater management systems, sewage

systems, water systems and any other amenities and infrastructure. Upon such a submission, the town shall be provided with copies of all condominium documents and plats as well as future amendments thereof, which evidence that the condominium association has the authority and ability to manage and maintain the common elements.

- g. Any streets or accessways, other than private driveways must be dedicated to public use. However, the continuing maintenance of said streets and accessways remains the responsibility of the property owner, condominium owners and any condominium association unless and until they are affirmatively accepted for maintenance by the town's board of commissioners or otherwise accepted into the state highway system.
- h. Off-street parking and loading facilities for each dwelling unit shall be provided so as not to interfere with the shared accessway or with the access of emergency or service vehicles to the entire property. Shared parking areas may be utilized to accommodate the total parking requirements for the development.
- i. All dwelling units within a residential group development, regardless of number of bedrooms, shall provide a minimum of 75 architectural design points as prescribed by Town Code subsection 48-370(d), residential design standards.