



AGENDA

**Town of Nags Head Planning Board
Nags Head Municipal Complex Board Room
Tuesday, November 19th, 2024; 9:00 a.m.**

- A. Call To Order
- B. Approval Of Agenda
- C. Public Comment/Audience Response
- D. Approval Of Minutes
October 15th, 2024 Planning Board Meeting

Documents:

[OCTOBER 15 2024 DRAFT MINUTES.PDF](#)

- E. Action Items

- 1. Consideration Of A Special Use/Site Plan Amendment
for the Soundside Event Site. The request includes:

- Including four additional properties as part of the approved site plan for the Event Site.
 - Approval of the sound side boardwalk, gazebos, platforms, and docking facilities.
 - Approval of the addition of ten (10) Pickle-ball courts located on the former Pamlico Jacks building site.

The property is zoned C-2, General Commercial and is located within the Commercial Outdoor Recreation Overlay District and is located at 6800 S. Croatan Highway.

Documents:

[SOUNDSIDE EVENT SITE SUP FOR PB REVIEW.PDF](#)

- 2. Consideration Of A Site Plan Review
for construction of a 8,305 square foot Dare County EMS Station and associated improvements. The property is zoned SPD-C Village Commercial-1 and is located at 105 W. Seachase Drive.

Documents:

[DC EMS STATION SITE PLAN REVIEW FOR PB.PDF](#)

F. Report On Board Of Commissioners Actions
November 6th, 2024

Documents:

[NOV 6 2024 BOC ACTIONS KW HIGHLIGHT.PDF](#)

G. Town Updates - As Requested

H. Discussion Items

1. Continued Discussion
of Hotel Overlay District.

Documents:

[HOTEL OVERLAY DISCUSSION MEMO FOR PB.PDF](#)

2. Continued Discussion
related to Accessory Dwelling Units (ADU's).

Documents:

[ADU DISCUSSION MEMO FOR PB.PDF](#)

3. Planning & Development Directors Report
November 6th, 2024

Documents:

[PND NOVEMBER DIRECTORS REPORT.PDF](#)

I. Planning Board Members' Agenda

J. Planning Board Chairman's Agenda

K. Adjournment

**Town of Nags Head
Planning Board
October 15th, 2024
- DRAFT -**

The Planning Board of the Town of Nags Head met on Tuesday, October 15th, 2024, in the Board Room at the Nags Head Municipal Complex.

Chair Vaughan called the meeting to order at 9:00 a.m. as a quorum was present.

Members Present

Megan Vaughan, Meade Gwinn, Molly Harrison, David Thompson, Gary Ferguson, Kristi Wright, David Elder

Members Absent

None

Others Present

Kelly Wyatt, Joe Costello, Lily Nieberding

Approval of Agenda

David Elder moved to approve the agenda as presented. Meade Gwinn seconded, and the motion passed by unanimous vote.

Public Comment/Audience Response

None

Approval of Minutes

Chair Vaughan asked for a motion to approve the minutes of the September 17th meeting and September 18th Public Input Session. Meade Gwinn moved to approve the minutes as presented; David Elder seconded, and the motion passed unanimously.

Action Items

Consideration of a Sketch Plan Review for construction of a 6,760 square foot Dare County EMS Station located at 105 W. Seachase Drive.

Planning Director Kelly Wyatt presented a Sketch Plan Review application submitted by Oakley Collier Architects on behalf of Dare County for the construction of a 6,760 square foot Emergency Management Services (EMS) Station. This property is zoned SPD-C, Village at Nags Head C-1.

Ms. Wyatt reminded the Board that the Nags Head Board of Commissioners will hold a Public Hearing at their November 6, 2024 meeting to review a text amendment which, if adopted, would allow the use of "County EMS Station" as a permitted use within the SPD-C, Village Commercial-1 zoning designation.

As noted in Section 10.84.1 of the Unified Development Ordinance, "The purpose of the sketch plan is to review projects at a conceptual level for consistency with the requirements of the commercial design standards and the UDO in general. This review should be done at the early stages of project development in order to allow for meaningful input and substantive changes to the design, if necessary. The applicant is encouraged to incorporate the recommendations of the UDO Administrator and/or the Planning Board) into the development plan before submittal of the formal site plan.

Ms. Wyatt noted that at this time the Planning Department, Town Engineer, Public Services, Fire Department and Police Department have provided comments on the sketch plan package. She then proceeded to review a list of the relevant comments received thus far:

Zoning

- Staff has proposed several text amendments to facilitate the construction of the EMS Station within the SPD-C, Village Commercial-1 Zoning Designation. These include:
 - Amend Section 9.36, Table of Uses and Activities to list "County EMS Station" as a permitted use within the Village Commercial-1 District.
 - Amend Section 9.21.8.2, Table of Development Standards, to reduce the front yard setback requirement from 75 feet to 45 feet.
 - Amend Section 10.16, Required Parking by Use, to establish a parking standard for the new use category of "County EMS Station".

The Public Hearing for these amendments will be held at the Board of Commissioners November 6, 2024 meeting.

- The SPD-C, Village Commercial-1 District allows wall signage only, there is no allowance for a freestanding sign.
- Section 9.21.7.14 requires a 5-foot wide planted landscape buffer along the west and south sides of the property, this vegetation shall reach a minimum height of 10 feet within 5 years.

Site Design Standards

- Development must comply with all provisions of the Flood Damage Prevention Ordinance including elevation in compliance with the Town of Nags Head's local ordinance with Regulatory Flood Protection Elevation (RFPE) of 9 ft. msl. It is likely that the existing grade exceeds 9 ft. msl.
- Overall lot coverage and built-upon area have not been provided at this time but will need to be shown on a complete survey prior to Technical Review.
- The proposed parking standard for EMS Facilities is one parking space per employee on duty and one parking space per 200 square feet of training facility and customer service areas. A floor plan depicting the area dedicated to training facility and customer service area, along with information on the number of employees on duty will need to be provided to determine that the proposed 21 parking spaces are adequate.
- Compliance with Section 10.92.14.4 of the Unified Development Ordinance, requiring 20% of the surface area of parking area and drive aisles be constructed of permeable materials.
- Following items shall be addressed on Landscape Plan prior to TRC:
 - o Compliance with Section 10.93.3.1, Parking Lot Buffers.
 - o Compliance with Section 10.93.3.5. Buildings Adjacent to Street Frontage. Building walls adjacent to a street frontage shall include foundation landscaping directly adjacent to the building to screen any crawl space, stem wall, lattice work, or open parking areas.
 - o Compliance with Section 10.93.3.7 as it relates to Interior Parking Lot Landscaping.
 - o Compliance with Section 10.93.3.8, Vegetation Preservation/Planting Requirements.
- Account for the location of mechanical equipment in the site plan.
- Provide authorization from Carolina Water with regard to the existing wastewater treatment facility capacity.

- A lighting plan consistent with Section 10.37.1 of the UDO will be required prior to issuance of building permits for the proposed use. Architectural lighting will need to be reviewed as well.

Building Design Standards

Section 10.83 of the UDO, Design Standards, states that buildings and structures are subject to the Commercial Design Standard contained within Article 10, Part VI of the Unified Development Ordinance. Projects shall be reviewed according to the building design standards outlined in Division II of the Commercial Design Standards. Alternatively, projects adding a total habitable building area of less than 10,000 square feet may elect to comply with the building design requirements by achieving 150 points based on the criteria outlined in the Town of Nags Head Residential Design Guidelines.

The conceptual elevations provided in the packet are preliminary and represent the initial design. Prior to the Technical Review Committee Meeting and formal Planning Board Site Plan Review submittal, compliance with Article 10, Part VI, Commercial Design Standards must be demonstrated. This project must also be reviewed and approved by the Village at Nags Head Architectural Review Committee (Village ACC).

Town Engineer

- The applicant may want to consider contacting NCDOT to get preliminary feedback on the deceleration lane configuration.
- The site lends itself to maintaining the existing drainage patterns via swales along the property frontage and the north and south property lines.
- The applicant should contact the Village Homeowners Association regarding the modification of the Seachase Drive landscape island which is currently maintained by the HOA. There may be consideration for removing the western end of the landscape island, if permitted by maintaining the minimum required open space.
- The use of permeable pavers for the parking stalls is recommended to meet the requirements of Section 10.92.14.3 of the Unified Development Ordinance.

Public Works/Water

- A location for front load sanitation truck will need to be proposed, ensure that the front load sanitation truck can easily turn into and back out of the entry for dumpster pick up. Pathing exhibit required to ensure turn radius can be met.
- Additional information is needed on water service.

Building Inspections

- Review is limited until receipt of site plan and full of set of plans, including 2018 Appendix B with Plumbing, Mechanical and Electrical.

Fire

- Review is limited until receipt of site plan and full set of plans. Questions regarding water mains for the fire protection system and a discussion of where the fire department connection would be located.
- Will the RPZ be located interior or exterior in a hot box?

Police

- General concern with the proposed cut on W. Seachase Drive; could cause traffic issues and the existing vegetation is large and may create sight distance issues.

Ms. Wyatt noted that she as well as the applicants, Bobby Outten from Dare County, representatives from Oakley Collier and Engineer Mike Robinson, were available to answer any questions for the Board.

Engineer Mike Robinson addressed the Board. David Elder asked about the possibility of having interconnectivity between the parking areas. Mr. Elder expressed concern about the possibility of drivers getting confused trying to get to the EMS station and come in through the south side instead of the north side where the parking lot is. If someone goes into the wrong place, they will have to go back out onto the bypass to get to the other place. Mr. Elder also noted that currently if an EMS unit was returning to the station, they would have to get into the turning lane to either make a right or a left from that lane depending which direction they are coming from. Instead, Mr. Elder suggested adding connectivity on the west side as well as maybe the east side.

Mr. Robinson agreed with Mr. Elder's assessment noting that he had some concerns about the lack of interconnectivity between the two areas. The applicant was unsure about connectivity on the east side but liked the idea of connecting the two on the west side.

The Board also discussed the timing of the traffic lights with Ms. Harrison noting that the Seachase intersection is already a big mess.

Mr. Gwinn and Chair Vaughan were in favor of eliminating the rest of the island on Seachase Drive but acknowledged that this will need to be agreed to by the Village at Nags Head.

The applicants thanked the Board and Staff for their consideration.

Consideration Of Text Amendment related to the minimum parking standard for hotel use.

Ms. Wyatt explained that at their last meeting, the Planning Board continued deliberations on amending the town's minimum required parking standards for hotels. Noting that some hotel rooms/units include multiple beds, which may result in guests arriving in more than one vehicle, the Planning Board suggested that any revised parking standard should consider both the number of units and additional bedrooms.

The Planning Board members reached a consensus that the parking standard used by the Town in the late 1980s and through the 1990s was likely the most appropriate: 1.2 parking spaces per rentable unit, or one (1) parking space per bedroom—whichever is greater—plus one (1) parking space for every two (2) employees on the largest shift. This standard would accommodate the extra-parking needs for hotels offering multi-bedroom options, such as family suites, executive suites, and extended-stay rooms.

As an example, Ms. Wyatt stated that had this standard been applied to the recently approved 87-unit hotel, Inn at Whalebone, the required parking would have been 108 spaces.

Ms. Wyatt noted that based on the Planning Board's comments and consensus Staff had drafted up an ordinance amendment for their review and consideration.

Ms. Wyatt reviewed the policy considerations noting that LU-23, Requires sufficient parking for commercial businesses with parking area design regulations that limit impacts on neighbors and surrounding land uses.

Ms. Wyatt briefly reviewed the proposed ordinance for the Board and noted that based on their review, Planning staff finds the proposed text amendment to be consistent with the 2022 Comprehensive Land Use Plan and would recommend adoption of the amendment as presented.

After some discussion on staffing numbers, David Elder moved to recommend approval of the proposed amendment. Meade Gwinn seconded, and the motion passed unanimously.

Report on Board of Commissioners Actions

Ms. Wyatt gave an update on the Board of Commissioner Actions, of note: The Board approved the Consent Agenda which had two requests for Public Hearings: one for Special Use/Site Plan Review for construction of a 2-story, 8-BR dormitory and one for various amendments to the UDO within SPD-C, Village for new use EMS station. A Public Hearing was held to consider a zoning map amendment request submitted by Chris Greening of Coastal Bluewater Capital to rezone the property located at 0 W. Satterfield Landing Rd. Mayor Pro Tem Siers was recused from this item as he had a conflict of interest, and the Board adopted the ordinance as presented. Town Manager Garman explained that the Board conducted a public hearing on the draft multi-family ordinance at its Sep 4th meeting. Based on extensive public comments received at the public hearing, the Board of Commissioners scheduled a workshop which was held on Sep 18th after which the Board unanimously adopted the multi-family ordinance as presented. The Board passed motions to adopt the resolution authorizing Town Manager Garman to execute the contract with NC-DEQ for the Estuarine Shoreline Management Project grant as presented, authorize the Town Manager to enter into a contract with McAdams for ESMP areas 1 and 2 at the Nags Head Woods Preserve & Villa Dunes Drive and W. Soundside Road, as presented and approve the associated budget amendment for the \$40,000 local portion of the grant as presented. The Board passed motions to adopt the resolution authorizing application to NC-DEQ for the Septic Health Project grant as presented and approve the extension of the loan payment time to up to five (5) years as provided for in the updated Septic Health Loan Policy.

Town Updates

None

Discussion Items

Discussion Of Hotel Overlay District

Deputy Planning Director Joe Costello explained that in November 2023, during their retreat, the Board of Commissioners directed planning staff to identify and correct areas of land use incompatibility within the town and correct inconsistencies between the Comprehensive Plan and the Unified Development Ordinance. One item noted for consideration at that time was revisiting the appropriateness of the Hotel Overlay District. This is Action Item 2.2 under the Development Goals of the adopted 2024 Town of Nags Head Strategic Plan.

At this time, staff would like to initiate a discussion with the Planning Board on whether the Hotel Overlay District remains in line with the Town's vision and development goals.

Mr. Costello did some research and found a staff memo to the Planning Board dated October 10, 2001 where staff stated that the Board of Commissioners had been discussing the issues surrounding the demolition of hotels and the replacement of these hotels with large single-family houses. The Board was concerned with the loss of diversity of seasonal housing accommodations of visitors. Staff were asked to present ideas concerning incentives for the development of new hotels/motels. Over the next few years staff considered a variety of factors that would help incentive new hotels,

including reductions in lot coverage and setback requirements and an increase in height allowance as well as potentially creating a hotel overlay district. The Hotel Overlay District was later established at the Board of Commissioners' Meeting on March 3, 2004, to encourage new and larger hotel developments.

The stated intent of the hotel overlay district found within the final adopted ordinance was to allow for the location of larger-scale hotels in commercial areas where the increase in height does not significantly affect the viewshed from Jockey's Ridge and does not diminish the low-density character of the historic district and the neighborhoods within the R-2 Medium Density Residential zoning district.

Twenty years have passed since the Hotel Overlay District was established and the ordinance was adopted. Recently, the Inn at Whalebone received Site Plan Approval and development permits have been issued. This would be the only hotel to (potentially) be developed within the Hotel Overlay district since the creation of the Hotel Overlay District.

Mr. Costello then presented a table depicting a comparison of hotel requirements in the current ordinance with the development differences between C2, General Commercial and the Hotel Overlay highlighted in yellow (this table was included in the Meeting packet).

Mr. Costello explained that the largest differences in hotel development within the C2 General Commercial District, and the Hotel Overlay District are the requirement of proximity to ocean and sound access, the overall allowable height, maximum lot coverage and reduced side yard setbacks.

Mr. Costello noted that almost all the area within the Hotel Overlay District is zoned C2, General Commercial except at the very northern portion of the overlay district where there is some R3, High Density Residential and one parcel that is zoned SPD-C, Village Hotel District, which is the site of the proposed Inn at Whalebone.

Mr. Costello then reviewed the policy considerations:

LU-2, Develop separate zoning districts and regulations that recognize the appropriate scale and pattern of development for the US 158 and NC 12 corridors.

LU-5, Promote contiguous and cohesive nodes of commercial development of appropriate size and massing for the surrounding area

LU-9, Encourage land uses that serve the needs of both year-round and seasonal residents in support of the town's overall vision for the community.

NR-4, Preserve important estuarine waterfront viewsheds along the Causeway and in the Whalebone area that contribute to the overall quality of life and sense of place.

Mr. Costello asked the Board if they believe the justifications for creating that hotel overlay district still remain? Why or Why Not? And do they think the C2 allowance for hotels would be appropriate and the hotel overlay district is unnecessary at this time?

Mr. Costello confirmed for Ms. Harrison that direct water access is a requirement of the C2 District but not the Hotel Overlay.

Chair Vaughan pointed out that in 20 years they only had one application so clearly the intent/goal did not work. Chair Vaughan also noted that the availability of accommodations had changed with the introduction of Airbnb's. People have figured out a way to come down for shorter stays without building more hotels in town.

Mr. Gwinn asked what the harm would be in leaving it, so that if at some point in the future someone wanted to build a hotel, they would know where it's allowed to be built.

Mr. Thompson stated that from his point of view there is no harm in keeping the Overlay District but the fact that there is no water access could be the reason they've only had one application in 20 years.

Mr. Elder noted that it's hard to predict the future and short-term rentals might decrease over time leaving a need for hotels.

Chair Vaughan questioned how many hotel rooms are available in the Town. Mr. Costello did not know but said he could research and bring back at the next meeting. At the time the Overlay District was created there were seven or eight hotels that had been eliminated.

Mr. Costello reminded the Board that all the areas depicted in green in the aerial map are C-2 and hotels would still be able to be developed, it would just be under a different standard.

Ms. Harrison believes that the Overlay District should be eliminated as the C-2 has stricter requirements.

Ms. Wyatt reminded the Board that a hotel in the C-2 District is a Special Use permit whereas in the Hotel Overlay it is permitted by right.

The Board was in agreement that the possible removal of the Overlay District needed more discussion and requested that Staff come back with some numbers and some more information on how many hotel units have actually been lost, before they vote to initiate an amendment.

Continued Discussion related to Accessory Dwelling Units (ADUs).

Ms. Wyatt led the Board through a continued discussion on ADUs reminded them that Staff presented the Board of Commissioners with an overview on July 3, 2024, highlighting the similarities and interconnections between ADUs, partial-home short-term rentals, and duplexes. This same presentation was also shared with the Planning Board on July 16, 2024.

Ms. Wyatt emphasized that there is quite a bit of overlap as many of the existing partial-home short-term rentals within the town share similar characteristics and functions with accessory dwelling units. Both provide additional living spaces that can be rented as separate, independent units, with comparable operational features. Additionally, many of these existing partial-home short-term rentals, along with attached ADUs if permitted, would resemble duplexes in terms of structure and use.

At their August 20, 2024 meeting, the Planning Board emphasized the importance of community awareness and engagement on this issue. As a result, two public input sessions were scheduled: Tuesday, September 17th, during their regularly scheduled morning meeting and a second session on Wednesday, September 18th, from 6:00 PM to 7:30 PM, to accommodate those unable to attend the morning meeting.

Staff began each session with a brief informational presentation, followed by a demonstration of a survey with live results, and lastly an open forum was held to hear feedback from attendees.

Ms. Wyatt and Mr. Costello then went over the results from the surveys and reviewed the discussion points that were garnered from that feedback.

Mr. Elder pointed out that it seemed people's opinions about ADUs shifted as the meeting progressed. Mr. Elder also noted that it seemed inequitable that ADUs are allowed for short-term rentals but not for long-term rentals especially as it relates to workforce housing.

Mr. Costello noted that the term ADU means different things to different people, so it seems like a language semantics is an issue.

The Board agreed that based on the feedback received more people were in favor of attached ADUs rather than detached ones. The Board noted that it was important to note that based on lot size there wouldn't be too many lots that would accommodate another "house" on the same property. Ms. Wyatt agreed noting that it's dependent on many factors such as lot coverage, septic capacity, stormwater management, etc.

The Board also discussed deed restrictions, the importance of tightening up the definitions and maybe getting some different options to review. Mr. Elder suggested maybe seeing what other areas are allowing and also getting some feedback from the Board of Commissioners. The Board agreed that it might be beneficial to separate the issue between attached and detached ADUs. The Board also agreed that it was important to keep the community engaged as they move forward through the discussion.

September 26th, 2024, Director's Report

Ms. Wyatt briefly discussed her Director's Report with the Board which included an update on the Septic Health Advisory Committee which is scheduled to meet on October 21st. The Planning Department is hosting an intern through the Outer Banks Field Site at CSI, over the next few weeks who will be working alongside Environmental Planner, Conner Twiddy and Deputy Planning Director, Joe Costello to geolocate existing conventional septic systems and drain fields and uploading data to create an interactive map of the towns septic infrastructure. Staff are preparing for the upcoming Sand Relocation season which will begin on November 15th, 2024. An educational presentation and Q&A session will be provided on Tuesday, October 15th for all equipment operators, property owners, and other interested parties. Staff is working diligently on the upcoming Holiday Markets at Dowdy Park.

Planning Board Members' Agenda

Mr. Elder discussed a possible issue at the Dare County Soccer fields on Satterfield Landing.

Planning Board Chairman's Agenda

None

Adjournment

A motion to adjourn was made by David Elder. The time was 10:45 AM.

Respectfully submitted,
Lily Campos Nieberding



STAFF REPORT

Town of Nags Head

Planning & Development Department

To: Planning Board

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

Date: November 14, 2024

Subject: Special Use Permit/Site Plan Amendment for Soundside Event Site, located at 6800 S. Croatan Highway.

GENERAL INFORMATION

Applicant: Albemarle & Associates Ltd on behalf of the Dare County Tourism Board

Application Type: Special Use Permit/Site Plan Amendment

Purpose/Request: There are three requested approvals for this project, they include:

1. Inclusion of five additional properties as part of the approved site plan for the Designated Public Event Site.
 - 6716 S. Croatan Highway (former Dairy Queen Restaurant)
 - 6714 S. Croatan Highway (Aerial Adventure Park)
 - 6708 S. Croatan Highway (former Pamlico Jacks Restaurant)
 - 6807 S. Croatan Highway & 6806 S. Virginia Dare Trail (former South Beach Grill Restaurant)
2. Approval of soundside boardwalk, gazebos, platforms, and docking facilities.
3. Approval of the construction of ten (10) pickleball courts located on the former Pamlico Jacks Restaurant building site.

Property Location: 6800 S. Croatan Highway, Nags Head

Existing Land Use: Designated Public Events Site

Zoning Classification of Property: C-2, General Commercial Zoning District and within the Commercial Outdoor Recreation Overlay District.

Zoning Classification of Surrounding Properties: Properties to the north and south of this site are zoned C-2, General Commercial and also located within the Commercial-Outdoor Recreation Overlay District. Properties to the east, immediately across S. Croatan Highway, are zoned C-2, General Commercial, however the Outdoor Recreation District does not extend across the highway. The sound is located to the west.

Flood Hazard Zone of Property: Properties associated with this request are located in the AE5, AE4 and Shaded X Flood Zones. Per the Town of Nags Head local Flood Damage Prevention Ordinance, the property is subject to an RFPE/LES of 9 ft. msl. There are no buildings proposed as part of this SUP/Site Plan Amendment request.

Land Use Plan Map/Policies: The 2022 Comprehensive Plan Future Land Use Map classifies these properties as Recreation, Waterfront Commercial Recreation, and General Commercial. These properties are also within the Waterfront Recreation Activity Node. This proposal is consistent with this land use classification and stated Land Use Policies.

SPECIFIC INFORMATION

Applicable Zoning Regulations:

- Use Regulations: Section 6.6, Table of Uses and Activities lists “Designated Public Events Site” as a Special Use within the Commercial Outdoor Recreation Overlay District, with supplemental regulations set forth in Section 7.58. This section is attached and references the event management requirements.

Pursuant to Section A.4, Definitions, a *Designated public events site means a parcel or contiguous group of parcels of acreage greater than five, owned by the public and designated by the board of commissioners for the purpose of creating a variety of opportunities for recreation, leisure, social or cultural experiences and special events in accordance with the regulations of this Code. Public event sites may include temporary and fixed structures, as approved by the building inspector, and can host multiple uses with an events site and management plan and permit approved by the Town Manager.*

Section 8.5.2.5, General Requirements Applicable to All Commercial-Outdoor Recreational Uses, sets forth various conditions for all recreational uses and is included for your review.

Staff finds the requested approvals to be consistent and compliant with the use standards of Section 7.58 and Section 8.5.2.5 and the definition of “Designated Public Events Site”.

- Lot Coverage: Total allowable lot coverage for this site is 55%. The proposed lot coverage associated with construction of the pickleball courts on the Pamlico Jacks Restaurant building site alone is 26.2%, therefore lot coverage compliant.
- Height: The maximum allowable building height within the Town is 35 feet; however, pursuant to Section 8.2.1, Dimensional requirements, total height may be increased to 42 feet with the use of an 8:12 roof pitch or greater. There are no buildings proposed as part of this SUP/Site Plan Amendment request.
- Architecture Design Standards: Section 10.82 of the UDO, Applicability, states that Commercial Design Standards shall apply to all building construction or remodeling projects requiring a special use permit or site plan review. There are no buildings proposed as part of this SUP/Site Plan Amendment request.
- Parking: Pursuant to Article 10, Table 10-2, Required Parking by Use, for “Designated Public Events Site” parking is to be determined based on the requirements for the uses located on the site. The parking standard for tennis court is 1.5 parking spaces for each tennis court or sport court. The ten proposed pickleball courts would require 15 parking spaces, 91 parking spaces have been provided, therefore parking is compliant.
- Buffering/Landscaping: Section 8.5.2.7 sets for the Buffering Requirements for Commercial-Outdoor Recreational Uses. Adjoining properties to the north and south are also zoned C-2, General Commercial, located within the Commercial Outdoor Recreation Overlay District, and developed commercially, therefore no additional buffering or landscaping is required at this time.

- Lighting: A lighting plan compliant with the requirements of Article 10, Part IV of the Unified Development Ordinance will be required prior to the issuance of any development permits. In addition, a light audit will be required prior to issuance of occupancy permits.
- Signage: No additional signage is being proposed at this time.

Water and Sewage Disposal: The Dare County Health Department has reviewed and approved the proposal as presented. Note that patrons of the pickleball courts and boardwalk will have access, via connected sidewalks, to the restrooms inside the former Dairy Queen restaurant, as well as the restroom facilities located on the site of the aerial adventure park.

Traffic Circulation: Traffic circulation has been reviewed and approved by the Town Engineer as presented.

Stormwater Management: Stormwater management has been reviewed and approved by the Town Engineer as presented.

Fire: The 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: The Public Works Director has reviewed and approved the proposed site plan as presented.

CAMA: CAMA Major Permit 61-24 for the Soundside Event Site has been issued (amended by CRC Variance) and is attached.

ANALYSIS

Staff finds that the proposal is consistent with the applicable use and development standards, as well as relevant land use policies.

STAFF RECOMMENDATION

Staff recommends approval of the Special Use/Site Plan Amendment request as presented.

Attachments: *Site Plan Application & Checklist, Site Plan, DCHD Stamped Approval, Supplemental data, Various UDO Excerpts, CAMA Major Permit*



October 15, 2024

Kelly Wyatt, Planning Director
Town of Nags Head
P.O. Box 99
Nags Head, NC 27959

RE: Soundside Event Site - SUP Amendment

Dear Ms. Wyatt:

Enclosed are two sets of the development plan, application, supporting data and a review fee of \$500. This is for the amendment of the Soundside Event site SUP. We are requesting the following amendments.

Four additional properties are being added to the site. These include the old Dairy Queen site, the climbing tower site, and the former Pamlico Jacks site which are located north of the existing event site and on the west side of S Croatan Highway. This request also includes the former South Beach Grill site which is located on the east side of the highway. All of these properties are illustrated on the overall Site Plan drawing that is included in the attached drawings.

The second request is for approval of the soundside boardwalk, gazebos, platforms and docking facilities. These are illustrated in the plans, and we currently have a CAMA Major permit for these facilities. I have included the CAMA permit for your files.

The third request is for the addition of ten pickleball courts to be located in the area formerly occupied by the Pamlico Jacks building and portions of the existing parking lot. These courts will be constructed as illustrated. A portion of the existing parking lot that was south of the former building is also scheduled to be removed to accommodate these new courts.

No other site changes are proposed at this time. I have forwarded the PDF drawings for your use in the TRC. If I can provide any additional information, please do not hesitate to contact me or Mike Morway.

Sincerely,

John M. DeLucia PE
Principal

Dustin Peele
Lee Nettles



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

SPECIAL USE ☐ (\$500.00)

(Optional) VESTED RIGHT ☐ (no fee)

= TOTAL FEE DUE _____

TOWN OF NAGS HEAD

DATE RECEIVED _____

SITE PLAN REVIEW APPLICATION & CHECKLIST FOR SPECIAL USES

1. LOCATION AND ZONING INFORMATION

- A. PROJECT TITLE The Soundside Event Site
- B. STREET ADDRESS 6800 South Croatan Highway
- C. SUBDIVISION Forbes Commercial Lots, Outdoor Creations, Whalebone Beaches Revised
LOT(S) various BLOCK various SECTION various
- D. PRESENT ZONING C-2 / Commercial Outdoor Recreational Overlay
- E. PRESENT USE Outdoor Event Site / Recreational / Parking
- F. EXISTING NONCONFORMITIES n/a
- G. ABUTTING PROPERTY ZONING C-2
- H. ABUTTING PROPERTY USE Outdoor recreation, Park, Commercial, Residential

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 Dare County
ADDRESS PO Box 1000
962 Marshall C. Collins Rd
TELEPHONE 252-475-5891
- C. CONTACT PERSON: NAME Dustin Peele
ADDRESS PO Box 1000
962 Marshall C. Collins Rd
TELEPHONE 252-475-5891

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

- NAME/ADDRESS (N) Joe LLC, 280 Airport Rd, Manteo, 27954
- NAME/ADDRESS (S) The Town of Nags Head, PO Bx 99, Nags Head NC, 27959
- NAME/ADDRESS (E) Lawrence Holdings, LLC, 4462 Orchard Knob Lane, High Point, NC,
- NAME/ADDRESS (W) n/a

(If additional space is needed, please attach separate sheets.)

(attached)

4. SITE PLAN AND SITE PLAN ATTACHMENT DATA

A. Site plan preparer John DeLucia, PE Phone# 252-441-2113
NC Registered ☒ Engineer ☐ Architect ☐ Surveyor. License# 16759

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.
☐ 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 _____
☐ Attached final permit dated _____
☐ State ☒ County

D. Project involves condominium ownership.

- ☒ NO ☐ YES, Three copies of condominium documents attached.

E. Amount of land-disturbing activity proposed +/-43,000 sf square feet.

A Soil Erosion and Sedimentation Control Plan has been prepared.

- ☐ NO ☒ YES; (1) Copy attached,
(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. 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 comers, 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 comers 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. 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. 6. The location of any marsh areas or estuarine waters or US Army Corps of Engineers 404 wetlands within or abutting the lot. 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. 8. Percentage of site to be included in calculation for undisturbed vegetation preservation compliance in Article 10, Part I of the Unified Development Ordinance.		
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. 2. Proposed building elevations of all sides of building labeled in accordance with proposed architectural design criteria of Article 10, Part VI of the UDO. 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 Appendix A of the Unified Development Ordinance. 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. 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. 9. Location and height of proposed free-standing signs. See requirements of Article 10, Part III of the Unified Development Ordinance. 10. Location of all sidewalks, curbs, drives, and parking within the site and proposed finished elevations. 11. Handicapped parking spaces, walks, ramps, and entrances in accordance with the NC State Building Code. Handicapped parking spaces to be 13 feet wide, marked with a free-standing handicapped sign. 12. The Vegetative Buffer Yard areas have been identified and the proper buffer yard provision(s) have been identified as outlined in the Unified Development Ordinance. 13. Layout of numbered stalls/loading zones in accordance with Article 10, Part II of the Unified Development Ordinance.		

Commercial ☒ Residential ☐	Parking Spaces Required	Parking Spaces Shown	Loading Spaces
_____ STORIES BUILDING SQUARE FOOTAGE: PRINCIPAL _____ ACCESSORY _____ TOTAL _____	1.5 spaces per court $(1.5) \times (10) = 15 \text{ spaces}$	91 spaces	n/a
# EMPLOYEES _____	n/a		
#DWELLING/LODGING UNITS _____	n/a		

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-section 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 UDO 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 Article 10, Part IV of the Unified Development Ordinance.
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
Michael J Morway, PE	252-441-2113	plan development & stormwater
Patrick Frasure	513-666-4242	lighting plan

Site Specific Development Plan Option - Vested Right for Site Plans

Please be advised that as the owner, or agent for the owner, you have the opportunity to apply for and receive a Site-Specific Development Plan that will establish a Vested Right for this project for a period of time not to exceed two (2) years from the date the Board of Commissioners approves the plan. You must secure a building permit for this project within two (2) years of the approval date, or your Site-Specific Development Plan will expire. If you elect not to apply for a Site-Specific Development Plan, you must secure a building permit within six (6) months or else your site plan will expire.

If you choose the Site-Specific Development Plan option, please keep in mind the following concerns:

1. Although your project may be classified as a permitted use, by requesting a Site-Specific Development Plan your project will be processed as a Special Use for which a public hearing will be held, and an additional fee of \$200.00 will be charged to process your application.
2. Once your Site-Specific Development Plan has been approved with vested rights status no modifications can be made to the plan.

If you wish to take advantage of the Vested Right process, please check off the Vested Right box on page one. If you do not, then leave the box blank.

The Soundside Event Site
CUP Application Attachment – Adjacent Property Owners

(E/N) John Boyd, PO Box 985, Nags Head, NC, 27959

(E/S) O.J. Thrall Inc., 65 Thrall Rd., Windsor, CT, 06093

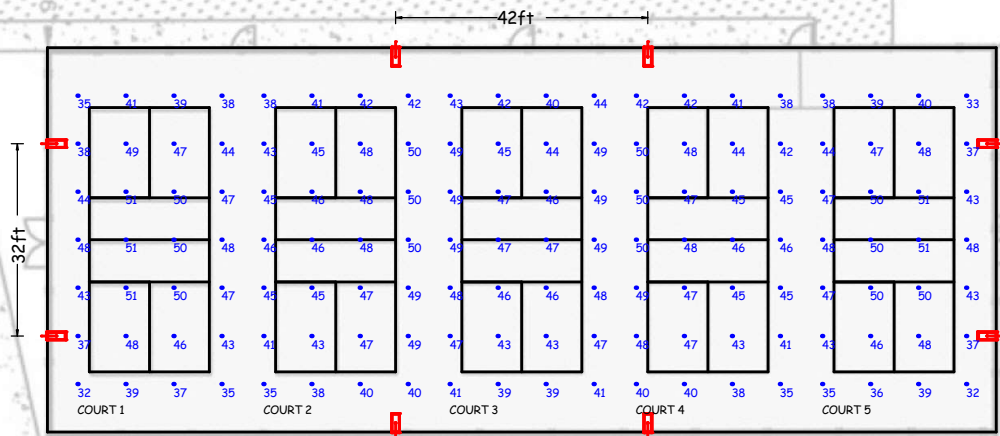
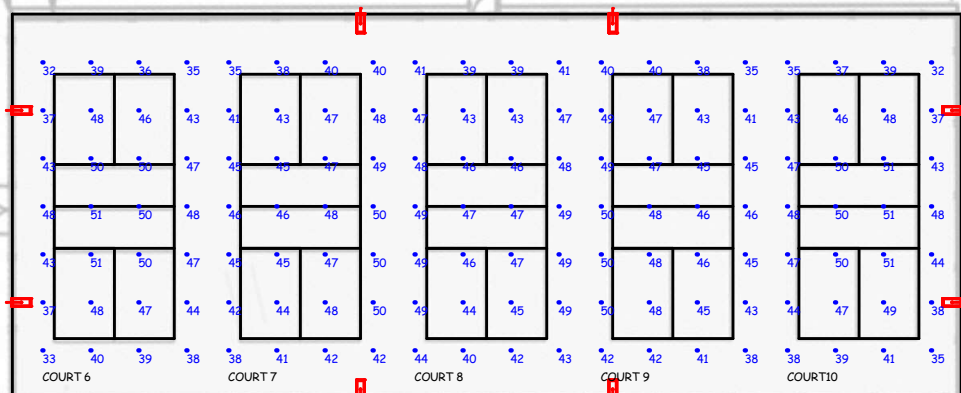
(E) Sunsations Realty LLC, 353 Village Rd., Virginia Beach, VA, 23454

(N) Double L Corporation, PO Box 2606, Elizabeth City, NC, 27906

(S) Twain Properties LLC, 530 Elizabeth Pl Unit 1, Portsmouth, VA, 23704

(E) Double L Corporation, PO Box 2606, Elizabeth City, NC, 27906

(E) Mariner Obx LLC, 6910 Midlothian Turnpike, Richmond, VA, 23225



Luminaire Schedule								
Project: SOUNDSIDE PICKLEBALL								
Symbol	Qty	Label	Arrangement	Description	LLF	Luminaire Lumens	Luminaire Watts	Total Watts
	16	A	Single	ZNL-78L-CT-40 (ZONE LARGE) @ 24' MT6. HT.	0.940	77598	648	10368

Calculation Summary					
Project: SOUNDSIDE PICKLEBALL					
Label	Calc Type	Avg	Max	Min	Max/Min
COURT 1	Illuminance	43.86	51	32	1.59
COURT 2	Illuminance	44.54	50	35	1.43
COURT 3	Illuminance	45.25	49	39	1.26
COURT 4	Illuminance	44.36	50	35	1.43
COURT 5	Illuminance	43.57	51	32	1.59
COURT 6	Illuminance	43.57	51	32	1.59
COURT 7	Illuminance	44.36	50	35	1.43
COURT 8	Illuminance	45.25	49	39	1.26
COURT 9	Illuminance	44.54	50	35	1.43
COURT10	Illuminance	43.86	51	32	1.59

The light levels shown are maintained using a .94 light loss factor (LLF). Light loss factors are used to adjust the light output of a luminaire operating in a controlled laboratory environment to the output obtained under actual field conditions. The LLF used in these calculations includes both recoverable and non-recoverable factors. Recoverable factors include luminaire dirt depreciation (LDD). Non-recoverable factors include optical system variations, and depreciation in initial luminaire lumen output. The use of the light loss factor shown requires making certain assumptions about the lighting system, the specific application, and the maintenance of the system over time. Therefore, actual light levels measured in the field may vary from the calculated values, especially in regards to individual location measurements.

Calculations use a LED Maintained Lamp Lumen factor based upon 50,000 hours of life, derived from IES TM21-11, and based upon an In-situ case temperature of 55°C.

Based on the information provided, all dimensions and luminaire Locations shown represent recommended positions. The engineer and / or architect must determine applicability of the layout to existing or future field conditions.

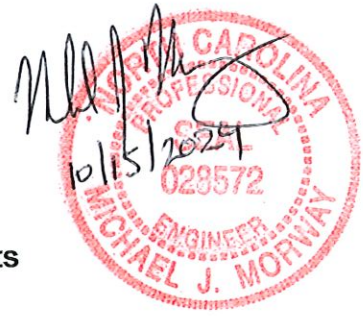
Filename: SOUNDSIDE1.AGI
Date:10/4/2024



Project: Soundside Pickleball
Location: Kill Devil Hills, NC

Frasure Reps
3343 Lookout Drive
Cincinnati, OH 45208
Phone: 513-666-4242
Email: patrick@frasurereps.com





Soundside Event Site – Pickleball Courts Stormwater Management Narrative

October 15, 2024

Existing Conditions: The Dare County Tourism Board has been redeveloping property to create the Soundside Event Site in Nags Head. The project originally consisted of 3 parcels along the Roanoke Sound, one of which has shared ownership with the Town of Nags Head. Those parcels were redeveloped as an outdoor venue hosting a variety of outdoor gatherings and events. The property includes parking, sidewalks, reinforced turf, and drainage features. The Dare County Tourism Board has since acquired 5 additional parcels as follows:

- 6716 South Croatan Highway was developed as “Dairy Queen”. The parcel maintains the structure and parking which is utilized as needed by the Tourism Board.
- 6714 South Croatan Highway was developed as a miniature golf course with parking and also includes a rope climbing course. The golf course was removed but the rope course and parking remain in operation.
- 6708 South Croatan Highway was developed as a restaurant (formerly “Pamlico Jacks”) with parking. In January of 2024 the building was razed and the parking and other site features remain.
- 6807 South Croatan Highway and 6806 South Virginia Dare Trail was developed as a restaurant with parking lot. The structure was demolished and the parking lot remains.

Proposed Development: The Dare County Tourism Board intends to add the five additional parcels to the Soundside Event Site boundary. They also intend to construct the boardwalk system which includes a 1,962 SF gazebo over water, viewing platforms, 7 boat docks and a sound access as well as the extension of several sidewalks.

The Tourism Board has also given Dare County permission to construct 10 pickleball courts at the former Pamlico Jacks site. In addition to the demolition of the Pamlico Jacks structure, the redevelopment of this site will include the removal of portions of the parking lot to accommodate 10 pickleball courts as well as sidewalks and area for small bleachers and utility and lighting improvements.

Stormwater Management: The Pamlico Jacks site included approximately 60,474 sf of built upon area (as defined by the Town ordinance). Runoff from the building and parking areas was primarily directed via sheet flow towards the perimeter and either infiltrated or was released via diffuse flow into adjacent wetlands. The proposed redevelop results in an increase in built upon area to 65,626 sf. This results in an

increase in the calculated runoff from the site (utilizing the "Simple Method") from a 4.3" rainfall of 1,662 cf. To address this, an infiltration basin will calculated stormwater management capacity of 1,736 cf will be placed at the northwest corner of the uplands portion of the site. A stormwater collection system utilizing small diameter drain basins will collect runoff from the central walkways and bleacher pads and convey the runoff to the basin. In addition, runoff from the northern pickleball courts that does not infiltrate directly into the soils will be conveyed to re basin via shallow grading.

Volumetric Runoff Calculations Simple Method

Project Name : Soundfront Event Site

Soundfront Event Site

Basin Information					
Drainage Area	139,314	SF			
Existing Impervious Area	41,111	SF			
Proposed Impervious Area	24,515	SF			
% Impervious Area (total)	47.1%				
Impervious Surface Area			<i>existing</i>	<i>existing (to remain)</i>	<i>proposed (additional)</i>
On-site Buildings or Lot BUA	88	SF	11,144	88	0
On-site Streets	0	SF	0	0	0
On-site Parking	40,656	SF	48,821	40,656	0
On-site Sidewalks	4,291	SF	44	0	4,291
Other on-site	20,591	SF	465	367	20,224
Future	0	SF	0	0	0
Off-site	0	SF	0	0	0
Total:	65,626	SF	60,474	41,111	24,515

Runoff Calculations (Simple Method)

		Nags Head (pre)	Nags Head (post)
Design Runoff (in)		4.3	4.3
Total Area (sf)	139,314	139,314	139,314
Coverage	47.1%	43.4%	47.1%
R(v)	0.474	0.441	0.474
Rainfall Volume	0	21,999	23,660

15.28 (cfs)

16.43 (cfs)

Runoff Increase **1,662** cf
(Postdeveloped - Predeveloped)

STORMWATER MANAGEMENT CALCULATIONS - INFILTRATION BASIN DESIGN

Project	Soundfront Event Site	By : 10/8/24
Drainage Area	Site	Date : mjm
Infiltration Basin	1	

Infiltration Basin Information

	elevation	area
	(msl)	(sf)
Storage Elevation:	2.9	1,167
Bottom of basin:	1.7	625
ESHWT Elev.:	0.5	(msl)
Permeability:	10.0	(in/hr)
Void Space:	20.0%	%
Available Storage Volume:	1,075	(cf)

Stormwater Management Capacity

Basin Volume:	1,075	(cf)
Interstitial (beneath basin):	345	(cf)
Perimeter:	160	(ft)
Perimeter Width	2	(ft)
Interstitial (perimeter):	154	(cf)
Total Volume Managed:	1,736	(cf)
Required Volume:	1,662	(cf)
	104%	

Soundside Event Site - Pickleball Courts

Soil Boring Log

Soil Boring			
Depth	B-1	B-2	B-3
0" to 6"	Lt. brown fine sand w/ organics	Lt. brown fine sand w/ organics	black sand w/ heavy organics
6" to 12"	Lt. brown fine sand w/ organics	Lt. brown fine sand w/ organics	black sand w/ heavy organics
12" to 18"	grey sand	black sand w/ heavy organics	coarse grey sand with shell, mixed organics
18" to 24"	grey sand	black sand w/ heavy organics	coarse grey sand with shell, mixed organics
24" to 30"	brown sand w/ root mat (sat)	black sand w/ heavy organics (sat)	grey sand (saturated)
30" to 36"			grey sand (saturated)
Date of Boring	8/23/24	8/23/24	8/3/24
Soil Type	Duckston fine sand / fill	Duckston fine sand / fill	Duckston fine sand / fill
Ex. Ground Elevation (ft. above MSL)	2.3	2.2	1.8
Depth to ESHWT (in)	12	12	12
ESHWT Elevation	1.3	1.2	0.8
Depth to Water table (in)	24	26	20
Estimated Water table Elevation (ft)	0.3	0.0	0.1

Custom Soil Resource Report Soil Map



Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
DtA	Duckston fine sand, 0 to 2 percent slopes, occasionally flooded	1.0	100.0%
Totals for Area of Interest		1.0	100.0%

Map Unit Descriptions

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions, along with the maps, can be used to determine the composition and properties of a unit.

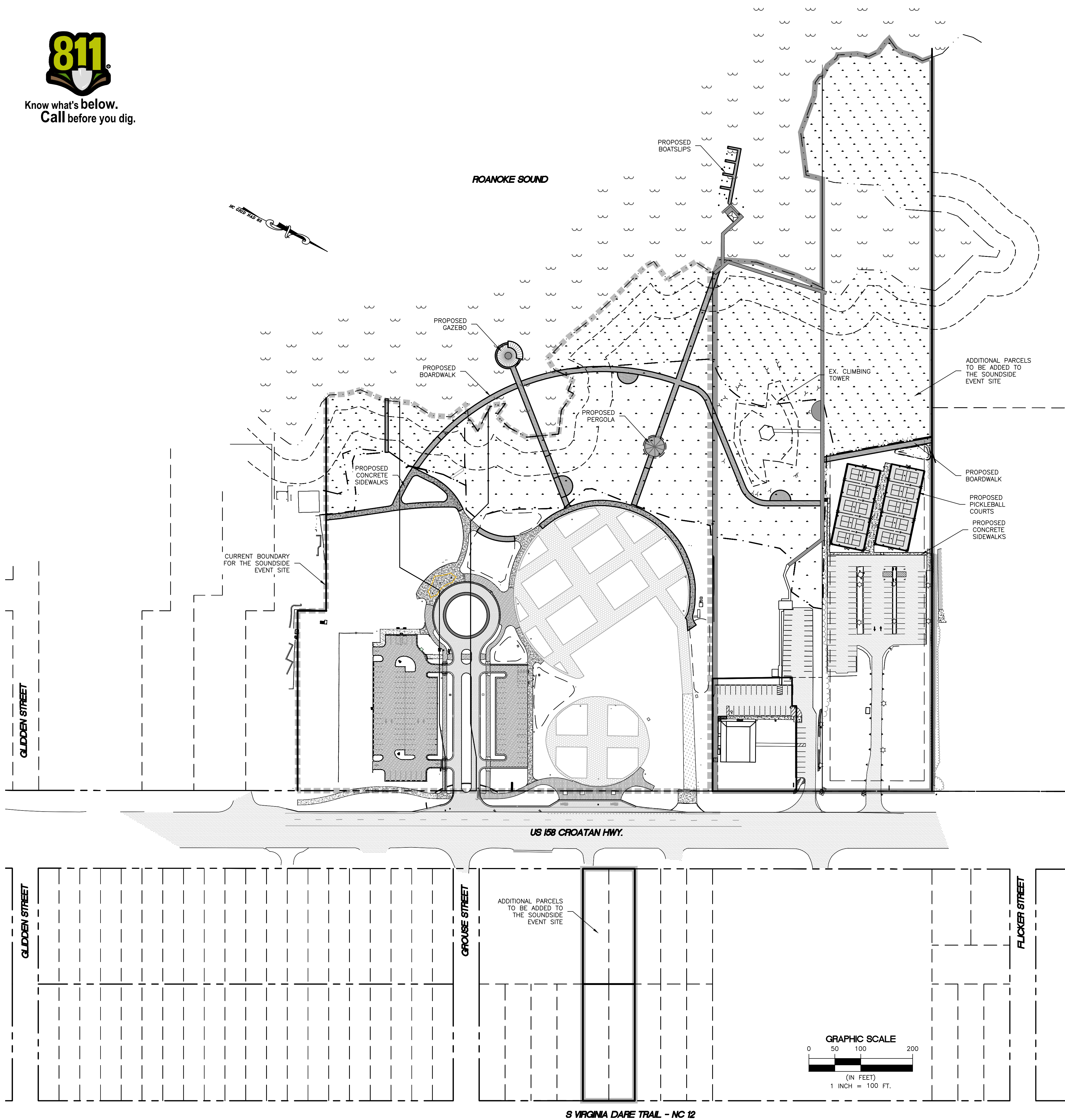
A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named and some minor components that belong to taxonomic classes other than those of the major soils.

Most minor soils have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Other minor components, however, have properties and behavioral characteristics divergent enough to affect use or to require different management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, however,



Know what's below.
Call before you dig.



OVERALL SITE PLAN
SCALE: 1" = 100'

NOTES:

1. CONTACT INFORMATION:

APPLICANT:
DARE COUNTY
954 MARSHALL C. COLLINS DRIVE
MANTEO, NC 27954

DEVELOPER:
DARE COUNTY TOURISM BOARD
1 VISITOR'S CENTER CIRCLE
MANTEO, NC 27954

DARE COUNTY
954 MARSHALL C. COLLINS DRIVE
MANTEO, NC 27954

CURRENT PROPERTY OWNER:
DARE COUNTY TOURISM BOARD
C/O DARE COUNTY VISITORS BUREAU
1 VISITOR'S CENTER CIRCLE
MANTEO, NC 27954

TOWN OF NAGS HEAD
PO BOX 99
NAGS HEAD, NC 27959

2. PARCEL DATA: (SEE VICINITY MAP FOR PARCEL REFERENCE)

A LOT 1, FORBES COMMERCIAL LOTS,
PARCEL ID 012422000, P.C. D, SL. 192
6906 S. CROATAN HIGHWAY, NAGS HEAD

B LOT 2, FORBES COMMERCIAL LOTS,
PARCEL ID 012422001, P.C. D, SL. 192
6900 S. CROATAN HIGHWAY, NAGS HEAD

C LOT 3, FORBES COMMERCIAL LOTS,
PARCEL ID 008854000, P.C. G, SL. 380
6800 S. CROATAN HIGHWAY, NAGS HEAD

D PARCEL 1, OUTDOOR CREATIONS
PARCEL ID 030879000, P.C. C, SL. 152A
6716 S. CROATAN HIGHWAY, NAGS HEAD

E PARCEL 2, OUTDOOR CREATIONS
PARCEL ID 030880000, P.C. C, SL. 152A
6714 S. CROATAN HIGHWAY, NAGS HEAD

F "PAMILCO JACKS" RESTAURANT
PARCEL ID 008795000, P.C. B, SL. 269
6708 S. CROATAN HIGHWAY, NAGS HEAD

G LOTS 14 & 15, BLOCK 2, WHALEBONE BEACHES REVISED
PARCEL ID 008837000, M.B. 2, PG. 203
6807 S CROATAN HIGHWAY, NAGS HEAD

H LOTS 4 & 5, BLOCK 2, WHALEBONE BEACHES COMP. MAP
PARCEL ID 012420000, M.B. 1, PG. 154
6806 S VIRGINIA DARE TRAIL, NAGS HEAD

EASEMENT TO DARE COUNTY D.B. 2644, PG. 925

THE PROPERTIES ARE ZONED C-2 / COMMERCIAL OUTDOOR RECREATIONAL OVERLAY DISTRICT.

3. PROJECT DESCRIPTION:

THE SOUNDSIDE EVENT SITE IS COMPRISED OF 3 PARCELS AND IS UTILIZED TO HOST OUTDOOR EVENTS. THE SITE WAS REDEVELOPED TO IT'S CURRENT CONFIGURATION IN 2015. THE DARE COUNTY TOURISM BOARD HAS SINCE ACQUIRED 5 ADDITIONAL PARCELS. THIS SITE PLAN ILLUSTRATES THE FOLLOWING MODIFICATIONS TO THE SITE PLAN:

- EVENT SITE EXPANSION: TO INCORPORATE THE 5 ADDITIONAL PARCELS INTO THE SOUNDSIDE EVENT SITE LIMITS. (PARCELS D, E, F, G, & H AS DEPICTED ON THE VICINITY MAP).

- BOARDWALK PLAN: TO INCLUDE THE PROPOSED BOARDWALK SYSTEM, INCLUDING ADDITIONAL SIDEWALKS, GAZEBO, VIEWING PLATFORMS, SOUND ACCESS AND BOAT SLIPS.

- PICKLEBALL COURTS: TO INCLUDE THE REMOVAL OF PAMILCO JACKS RESTAURANT (PERFORMED IN JANUARY 2024), REMOVAL OF PORTIONS OF THE PARKING LOT AND INSTALLATION OF 10 PICKLEBALL COURTS ALONG WITH FENCING, WALKWAYS, LIGHTING AND OTHER RELATED ITEMS.

4. FLOODPLAIN INFORMATION:

THE PROPERTY IS LOCATED IN FIRM ZONES X, SHADED X AND AE-4' PER FIRM MAP NUMBER 3730080000K, EFFECTIVE DATE JUNE 19, 2020 (SUBJECT TO CHANGE BY FEMA).

3. PROJECT AREA AND WETLANDS:

TOTAL PROPERTY AREA: 1,097,296 SF (25.19 ACRES)

*WESTERN PARCELS AREA: 1,052,561 SF (24.16 ACRES)

UPLAND AREA: 675,877 SF (15.52 ACRES)

WETLANDS AREA: 376,684 SF (8.65 ACRES)

**EASTERN PARCELS AREA: 44,735 SF (1.03 ACRES)

* PER 404 WETLANDS AND PARTIAL BOUNDARY SURVEY PLAT FOR DARE COUNTY TOURISM BOARD & TOWN OF NAGS HEAD, ISSUED SEPTEMBER 15, 2021 BY SEABOARD SURVEYING & PLANNING, INC. (PARTIALS A-F)

** CALCULATED FROM RECORDED PLATS (PARTIALS G & H)

JURISDICTIONAL WETLAND DETERMINATION ACTION ID SAW-2022-00283, DATE OF JD: AUGUST 16, 2022, SIGNED BY BILLY W. STANDRIDGE.

4. MINIMUM SETBACKS FOR COMMERCIAL OUTDOOR RECREATION USES:

LAND DEPENDENT USES:
FRONT 20'
REAR 25'
SIDES 15'

PRINCIPAL BUILDING
FRONT 15'
SIDE 15' COMBINED / 5' MINIMUM EACH SIDE
REAR 25'

ACCESSORY STRUCTURE
FRONT 15'
SIDE 15' COMBINED / 5' MINIMUM EACH SIDE
REAR 25'

LEGEND

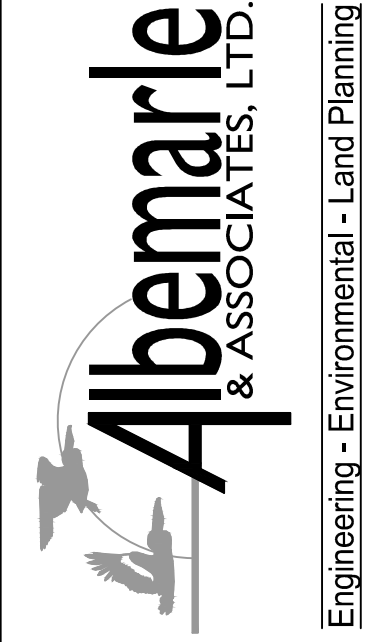
- SOUNDSIDE EVENT SITE PARCEL PL
- ADJACENT PARCEL PL
- RIGHT OF WAY
- SHORELINE
- WETLANDS
- COASTAL WETLANDS
- AREA OF ENVIRONMENTAL CONCERN

- EX. ASPHALT
- EX. PERVIOUS CONCRETE
- EX. REINFORCED TURF GEOWEB
- EX. GRAVEL



VICINITY MAP
NTS

**PRELIMINARY ONLY
NOT FOR
CONSTRUCTION**



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Phone: (252) 441-2113
www.albemarleassociates.com
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REVISIONS	
NO.	DESCRIPTION

OVERALL SITE PLAN	
DARE COUNTY	
THE SOUNDSIDE EVENT SITE	
NACS HEAD	NACS HEAD TOWNSHIP
DARE COUNTY	DARE COUNTY
NORTH CAROLINA	NORTH CAROLINA

DATE:	10/16/2024
SURVEYED:	SEE NOTES
DESIGNED:	JMD
DRAWN:	KCA
CHECKED:	JMD
FILE:	01411T

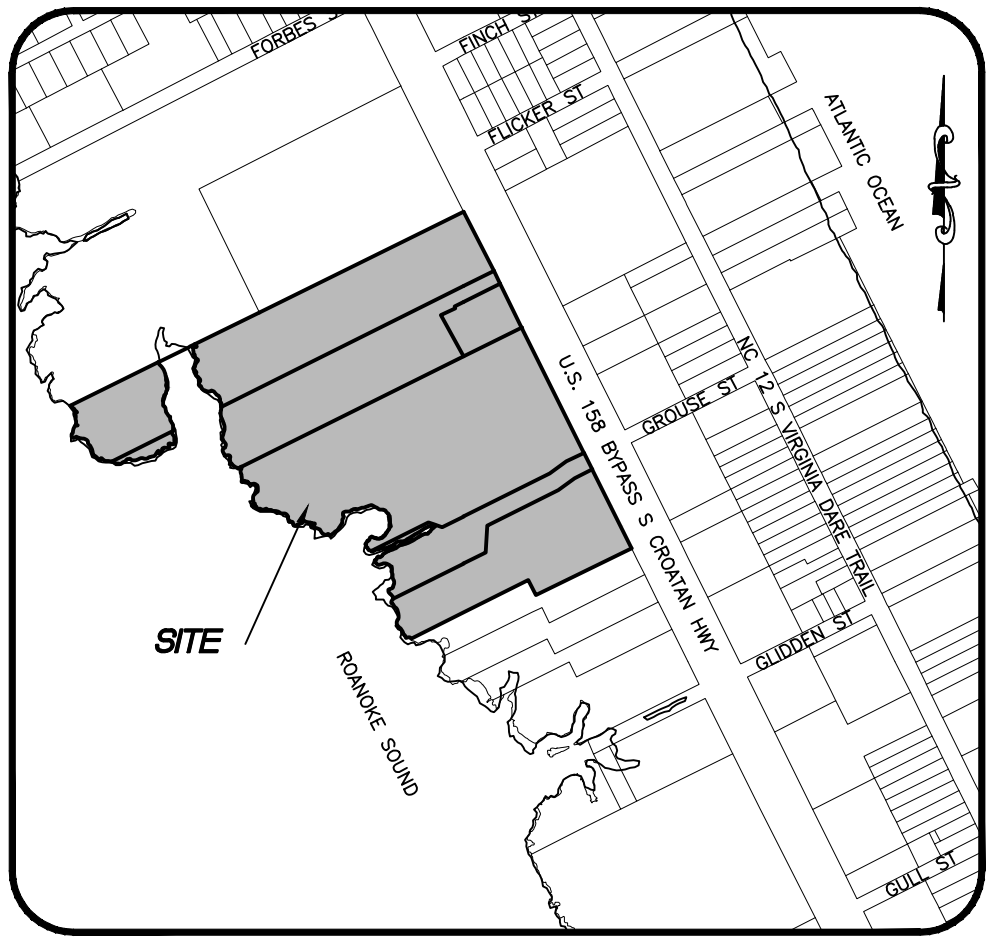
SCALE:
1" = 100'

C100

PROJ. NO. 01411T

SHEET INDEX	
SHEET #	DESCRIPTION
C100	OVERALL SITE PLAN
C201	BOARDWALK PLAN
C202	PICKLEBALL SITE PLAN
C203	PICKLEBALL SITE DETAILS
C204	PICKLEBALL COURT DETAILS
C205	PICKLEBALL DEMOLITION AND E&S PLAN
C301	PICKLEBALL GRADING AND STORMWATER PLAN
C401	PICKLEBALL UTILITY PLAN

PRELIMINARY ONLY
FOR PERMITTING



NOTES

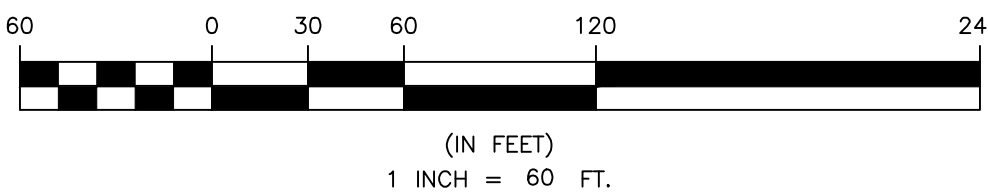
- OWNERS: TOWN OF NAGS HEAD, DARE COUNTY TOURISM BOARD, PO BOX 99, NAGS HEAD, NC 27959
- PROPERTY IS:
LOT 1, FORBES COMMERCIAL LOTS, PARCEL ID 012422000, P.C. D, SL 192, 6806 S. CROATAN HIGHWAY, NAGS HEAD
LOT 2, FORBES COMMERCIAL LOTS, PARCEL ID 012422001, P.C. D, SL 192, 6900 S. CROATAN HIGHWAY, NAGS HEAD
LOT 3, FORBES COMMERCIAL LOTS, PARCEL ID 008854000, P.C. G, SL 380, 6800 S. CROATAN HIGHWAY, NAGS HEAD
PARCEL 1, OUTDOOR CREATIONS, PARCEL ID 030879000, P.C. C, SL 152A, 6716 S. CROATAN HIGHWAY, NAGS HEAD
PARCEL 2, OUTDOOR CREATIONS, PARCEL ID 030880000, P.C. C, SL 152A, 6714 S. CROATAN HIGHWAY, NAGS HEAD
"PAMLICO JACKS" RESTAURANT, PARCEL ID 008795000, P.C. B, SL 269, 6708 S. CROATAN HIGHWAY, NAGS HEAD
EASEMENT TO DARE COUNTY D.B. 2644, PG 925
3. PROPERTY IS LOCATED IN FIRM ZONES X, SHADED X, AE-4*, FIRM MAP NO. 373080000K, EFFECTIVE DATE: JUNE 19, 2020. (SUBJECT TO CHANGE BY FEMA)
4. BOARDWALK TO BE 9'-0" TOTAL WIDTH, 8'-0" DECK AND 12" OF HANDRAILS.

LEGEND

- CALCULATED POINT
- IRON PIPE FOUND
- IRON PIPE SET
- IRON ROD FOUND
- IRON ROD SET
- PK NAIL FOUND
- PK NAIL SET
- RIGHT OF WAY
- PROJECT BOUNDARY LINE
- INTERIOR OR ADJACENT PROPERTY LINE
- EXISTING POWER POLE
- EXISTING GUY WIRE
- OVERHEAD ELECTRIC
- EXISTING TELEPHONE PEDESTAL
- EXISTING CABLE TV PEDESTAL
- EXISTING LIGHT POLE
- HANDICAP PARKING
- SIGNAGE
- EXISTING FIRE HYDRANT
- EXISTING WATER METER
- EXISTING WATER VALVE
- EXISTING SPOT ELEVATIONS
- PROPOSED SPOT ELEVATIONS
- EXISTING FENCE

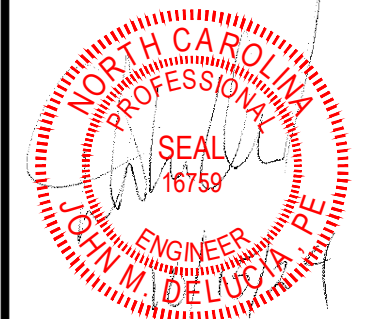
- EXISTING WETLANDS
- AREA OF ENVIRONMENTAL CONCERN
- EXISTING CONCRETE
- EXISTING PAVEMENT
- PROPOSED CONCRETE
- PROPOSED BOARDWALK

GRAPHIC SCALE



Albemarle & Associates, Ltd.
Engineering - Environmental - Land Planning

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NO.	DATE	DESCRIPTION
1	04/05/2023	PRELIMINARY PLAN
2	04/05/2023	REVISIONS
3	04/05/2023	REVISIONS
4	04/05/2023	REVISIONS
5	04/05/2023	REVISIONS
6	04/05/2023	REVISIONS
7	04/05/2023	REVISIONS
8	04/05/2023	REVISIONS
9	04/05/2023	REVISIONS
10	04/05/2023	REVISIONS
11	04/05/2023	REVISIONS
12	04/05/2023	REVISIONS
13	04/05/2023	REVISIONS
14	04/05/2023	REVISIONS
15	04/05/2023	REVISIONS
16	04/05/2023	REVISIONS
17	04/05/2023	REVISIONS
18	04/05/2023	REVISIONS
19	04/05/2023	REVISIONS
20	04/05/2023	REVISIONS

BOARDWALK PLAN
THE SOUNDSIDE EVENT SITE
6800 S CROATAN HIGHWAY
NORTH CAROLINA
DARE COUNTY
NAGS HEAD TOWNSHIP
NAGS HEAD

DATE	04/05/2023
SURVEYED:	SEE NOTES
DESIGNED:	JMD
DRAWN:	KCA
CHECKED:	JMD
FILE:	01411R

SCALE:
1" = 60'
C201
PROJ. NO. 01411R

SITE PLAN NOTES:

1. CONTACT INFORMATION:

DEVELOPER:
DARE COUNTY TOURISM BOARD
1 VISITOR'S CENTER CIRCLE
MANTEO, NC, 27954

CURRENT PROPERTY OWNER:
DARE COUNTY TOURISM BOARD
1 VISITOR'S CENTER CIRCLE
MANTEO, NC, 27954

2. PARCEL DATA:

THE PROPERTY IS PARCEL 1, A DIVISION OF THE LANDS OF FRANK TURNER, ET UX. RECORDED IN PC B, SL 269, PARCEL ID 008795000, 6708 SOUTH CROATAN HIGHWAY, NAGS HEAD

THE PROPERTY IS ZONED C-2 / COMMERCIAL OUTDOOR RECREATIONAL OVERLAY DISTRICT.

3. PROJECT DESCRIPTION:

THE DARE COUNTY TOURISM BOARD INTENDS TO CONSTRUCT 10 PICKLEBALL COURTS ON THE FORMER SITE OF PAMLUJO JACKS. THE PROJECT INCLUDES THE REMOVAL OF THE STRUCTURE (PERFORMED IN JANUARY 2024) AS WELL AS REMOVAL OF PORTIONS OF THE PARKING LOT AND INSTALLATION OF 10 PICKLEBALL COURTS ALONG WITH FENCING, WALKWAYS, LIGHTING AND OTHER RELATED ITEMS. THE SITE IS BEING INCLUDED WITH THE OVERALL BOUNDARY OF THE SOUNDSIDE EVENT SITE.

4. FLOODPLAIN INFORMATION:

THE PROPERTY IS LOCATED IN FIRM ZONES X, SHADED X AND AE-4' PER FIRM MAP NUMBER 373008000K, EFFECTIVE DATE JUNE 19, 2020 (SUBJECT TO CHANGE BY FEMA).

5. SURVEY INFORMATION:

INITIAL SURVEY OF THE "PAMLUJO JACKS" SITE WAS PERFORMED BY ALBEMARLE & ASSOCIATES, LTD. JULY 2009 AND UPDATED DECEMBER 2012. WETLAND AND BOUNDARY SURVEY INFORMATION WAS OBTAINED BY SEABOARD SURVEYING & PLANNING, INC. SEPTEMBER 2021 AND ADDITIONAL FEATURES AND TOPOGRAPHIC INFORMATION WITHIN THE PROJECT AREA OBTAINED AUGUST 2024.

ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE SPECIFIED.

ELEVATIONS SHOWN ARE HEREON PER NAVD88.

AREAS SHOWN ARE BY COORDINATE METHOD.

6. MINIMUM SETBACKS FOR COMMERCIAL OUTDOOR RECREATION USES:

LAND DEPENDENT USES:

FRONT 20'
REAR 25'
SIDES 15'

7. PROPERTY AREA AND WETLANDS:

TOTAL PROPERTY AREA: 1,097,296 SF (25.19 ACRES)

*WESTERN PARCELS AREA: 1,052,561 SF (24.16 ACRES)

UPLAND AREA: 675,877 SF (15.52 ACRES)

WETLANDS AREA: 376,684 SF (8.65 ACRES)

**EASTERN PARCELS AREA: 44,735 SF (1.03 ACRES)

* PER 404 WETLANDS AND PARTIAL BOUNDARY SURVEY PLAT FOR DARE COUNTY TOURISM BOARD & TOWN OF NAGS HEAD, ISSUED SEPTEMBER 15, 2021 BY SEABOARD SURVEYING & PLANNING, INC. (PARTIALS A-F)

** CALCULATED FROM RECORDED PLATS (PARTIALS G & H)

JURISDICTIONAL DETERMINATION ACTION ID SAW-2022-00283

DATE OF JD: AUGUST 16, 2022, SIGNED BY BILLY W. STANDRIDGE.

8. LOT COVERAGE:

"PAMLUJO JACKS"

PROJECT AREA: 264,701.9 SF

UPLANDS: 139,314.3 SF

WETLANDS: 125,387.6 SF

LOT COVERAGE BEFORE DEMO - 65,637 SF

(SEE SHEET C205 FOR PREVIOUS CONDITIONS)

PREVIOUSLY DEMO'D

RESTAURANT 9,022.1 SF

DECKS/RAMPS/STEPS 3,308.1 SF

OUTDOOR "BOAT" BAR 2034.5 SF

HVAC STAND 136.5 SF

CONCRETE 98.1 SF

TO BE DEMO'D

ASPHALT 8,164.6 SF

CONCRETE SIDEWALK 44.2 SF

WOOD STEPS 54.8 SF

TO REMAIN

ASPHALT 40,656.3 SF

DUMPSTER PAD 329.8 SF

TRANSFORMER PAD 36.5 SF

ACCESSORY STRUCTURE 88.2 SF

WOOD BOARDWALK/STEPS 1,662.9 SF

NEW COVERAGE

PICKLEBALL COURTS 20,224.0 SF

SIDEWALKS 4,304.9 SF

BOARDWALK 2,114.4 SF

PROPOSED LOT COVERAGE: 69,417.0 SF (26.22% TOTAL SITE)

(49.83% UPLAND AREA)

9. PARKING REQUIREMENTS:

TENNIS OR SPORT COURT (1.5 SPACES/COURT)

REQUIRED: (10 COURTS) X (1.5 SPACES/COURT) = 15 SPACES

PROVIDED: 91 SPACES (4 HANDICAPPED SPACES)

10. STORMWATER MANAGEMENT:

AS PREVIOUSLY DEVELOPED, THE PARCEL CONTAINED 65,637 SF OF COVERAGE. RUNOFF FROM THE RESTAURANT AND PARKING AREAS WAS SHED VIA SHEETFLOW TO WETLANDS ALONG THE NORTH, SOUTH AND WEST SIDE OF THE PROPERTY. A SMALL STORMWATER BASIN WAS ALSO INSTALLED ON THE EAST END OF THE PARKING LOT. WITH THE REMOVAL OF THE BUILDING AND PARKING AREAS AND INSTALLATION OF NEW COURTS AND SIDEWALKS, THE PROPOSED COVERAGE FOR THE PROPOSED COVERAGE FOR THE SITE IS 67,303 SF (EXCLUDING THE WOODEN WALKWAY). EXISTING DRAINAGE PATTERNS WILL BE MAINTAINED IN THE PARKING LOT. THE NEW COURTS ARE GRADED TO SHED RUNOFF VIA SHEET FLOW THROUGH GRASSED AREAS THAT WILL FILTER RUNOFF FOR INFILTRATION AND DISPERSAL INTO ADJACENT WETLANDS. A DRAINAGE SYSTEM IS BEING INSTALLED WITHIN THE CENTRAL WALKWAY/BLEACHER AREA BETWEEN THE PICKLEBALL COURTS. THIS RUNOFF IS BEING COLLECTED AND CONVEYED TO A NEW INFILTRATION BASIN AT THE NORTHWEST CORNER OF THE SITE. THE BASIN IS SIZED TO ACCOMMODATE THE VOLUME OF RUNOFF RESULTING FROM 4.3" OF RAINFALL FOR THE INCREASE OF BUILT-UPON AREA.

11. EROSION AND SEDIMENTATION CONTROL:

AREA TO BE DISTURBED: 43,455 SF (0.998 ACRES)

PRIOR TO DEMOLITION, SILT FENCE SHALL BE INSTALLED AS SHOWN ON SHEET C205.

12. BUFFERING:

THE NORTH SIDE OF THE PARCEL IS ADJACENT TO COMMERCIAL ACTIVITY AND NO BUFFER IS REQUIRED. THE SOUTH SIDE OF THE PARCEL IS ADJACENT TO ADDITIONAL PARCELS WITHIN THE OUTER BANKS EVENT SITE AND A BUFFER IS NOT REQUIRED.

THE PARKING LOT INCLUDES 16,380 SF OF PARKING SPACE AREA (91-10'X18' SPACES). EXISTING LANDSCAPE ISLANDS WITHIN THE PARKING AREA WILL BE MAINTAINED AND ACCOUNT FOR 2,190.5 SF (13.4% OF THE PARKING SPACE AREA)

13. SITE LIGHTING:

LIGHTING FOR THIS PICKLEBALL COURTS WILL CONSIST OF 16 - ZNL-78L-CT-40 (ZONE LARGE) MOUNTED ON 24' POLES.

14. UTILITIES:

ALL NEW UTILITIES ARE TO BE PLACED UNDERGROUND.

15. SOLID WASTE:

THERE IS A 33.5' X 10' DUMPSTER PAD ON THE SITE THAT WILL BE MAINTAINED. THE SITE IS NOT EXPECTED TO GENERATE SIGNIFICANT WASTE.

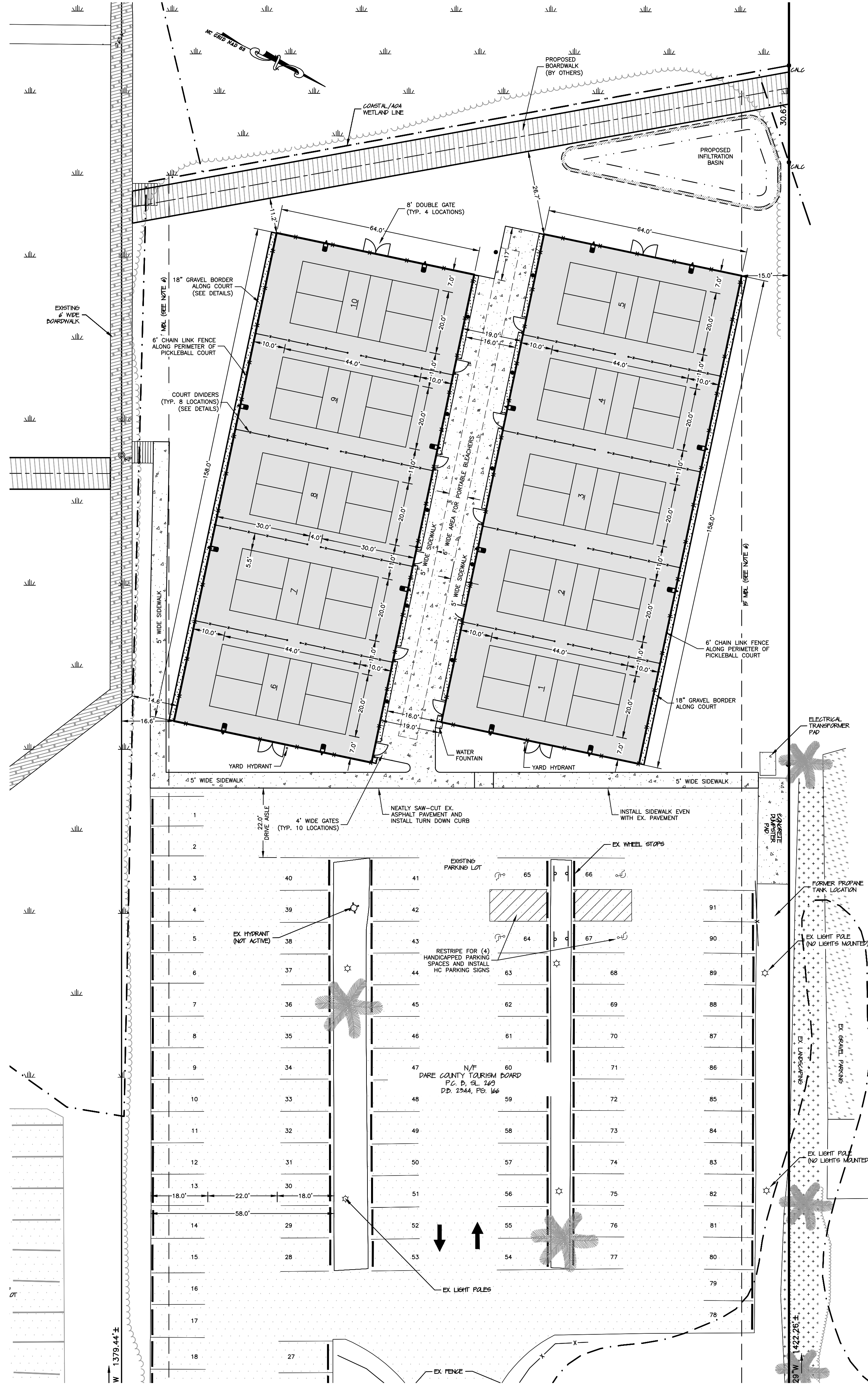
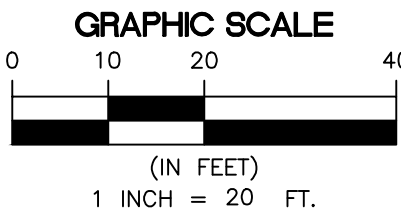
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Know what's below.
Call before you dig.

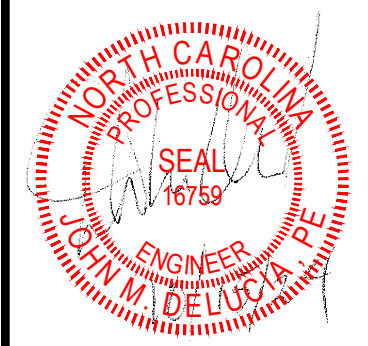
LEGEND

● CALC	CALCULATED POINT
□ CON	CONCRETE MONUMENT FOUND
● IRP	IRON PIPE FOUND
● IPS	IRON PIPE SET
● IRR	IRON ROD FOUND
---	PROPERTY BOUNDARY
---	ADJACENT PROPERTY LINES
---	RIGHT OF WAY
---	SHORELINE
---	WETLANDS
---	COASTAL WETLANDS
---	EXISTING POWER POLE
---	EXISTING GUY WIRE
---	OVERHEAD ELECTRIC
---	EXISTING CABLE TV PEDESTAL
---	EXISTING LIGHT POLE
---	PROPOSED LIGHT POLES
---	PROPOSED DRAIN BASIN
---	PROPOSED DRAINAGE PIPE
---	EXISTING DITCH/SWALE
---	PROPOSED BASIN
---	EXISTING FIRE HYDRANT
---	EXISTING WATER METER
---	EXISTING WATER VALVE
---	EXISTING WATERLINE
---	PROPOSED WATERLINE
---	HANDICAP PARKING
---	SIGNAGE
---	WHEELSTOPS
---	EXISTING CONTOURS
---	PROPOSED CONTOURS
---	EXISTING SPOT ELEVATIONS
---	PROPOSED SPOT ELEVATIONS
---	EXISTING TREELINE
---	PROPOSED TREELINE
---	EXISTING FENCE
---	PROPOSED FENCE
---	EXISTING CONCRETE
---	EXISTING PAVEMENT
---	PROPOSED CONCRETE
---	PROPOSED PICKLEBALL COURTS



Albemarle
& ASSOCIATES, LTD.

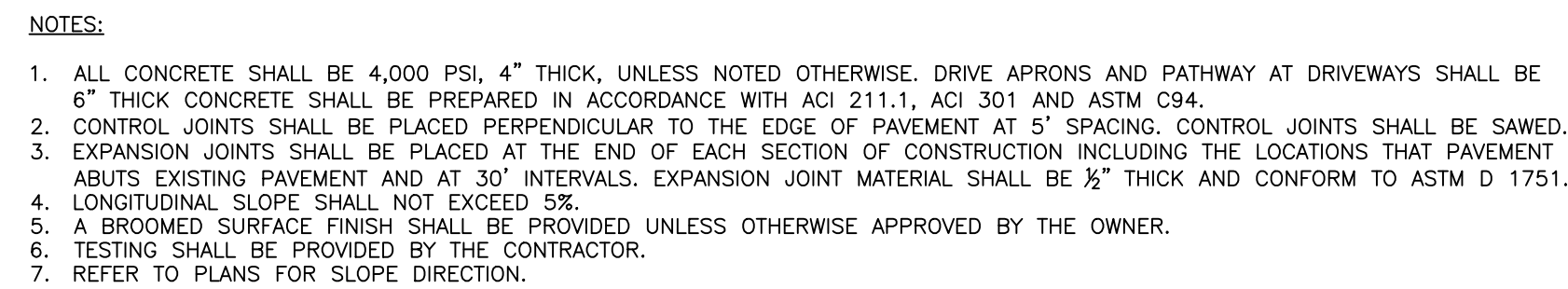
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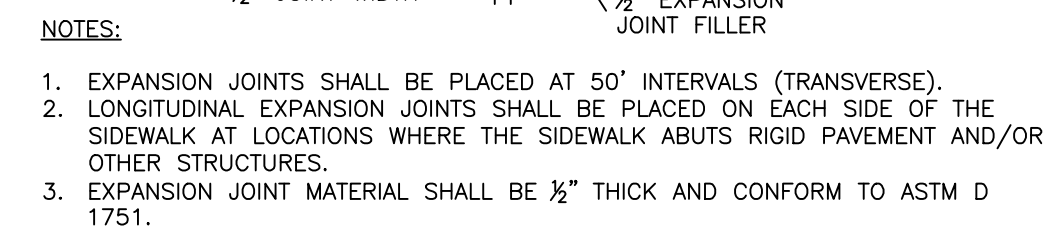
REVISIONS		
NO.	DATE	DESCRIPTION

PICKLEBALL SITE PLAN
DARE COUNTY
6708 S CROATAN HIGHWAY
NORTH CAROLINA
DARE COUNTY
NAGS HEAD TOWNSHIP
NAGS HEAD

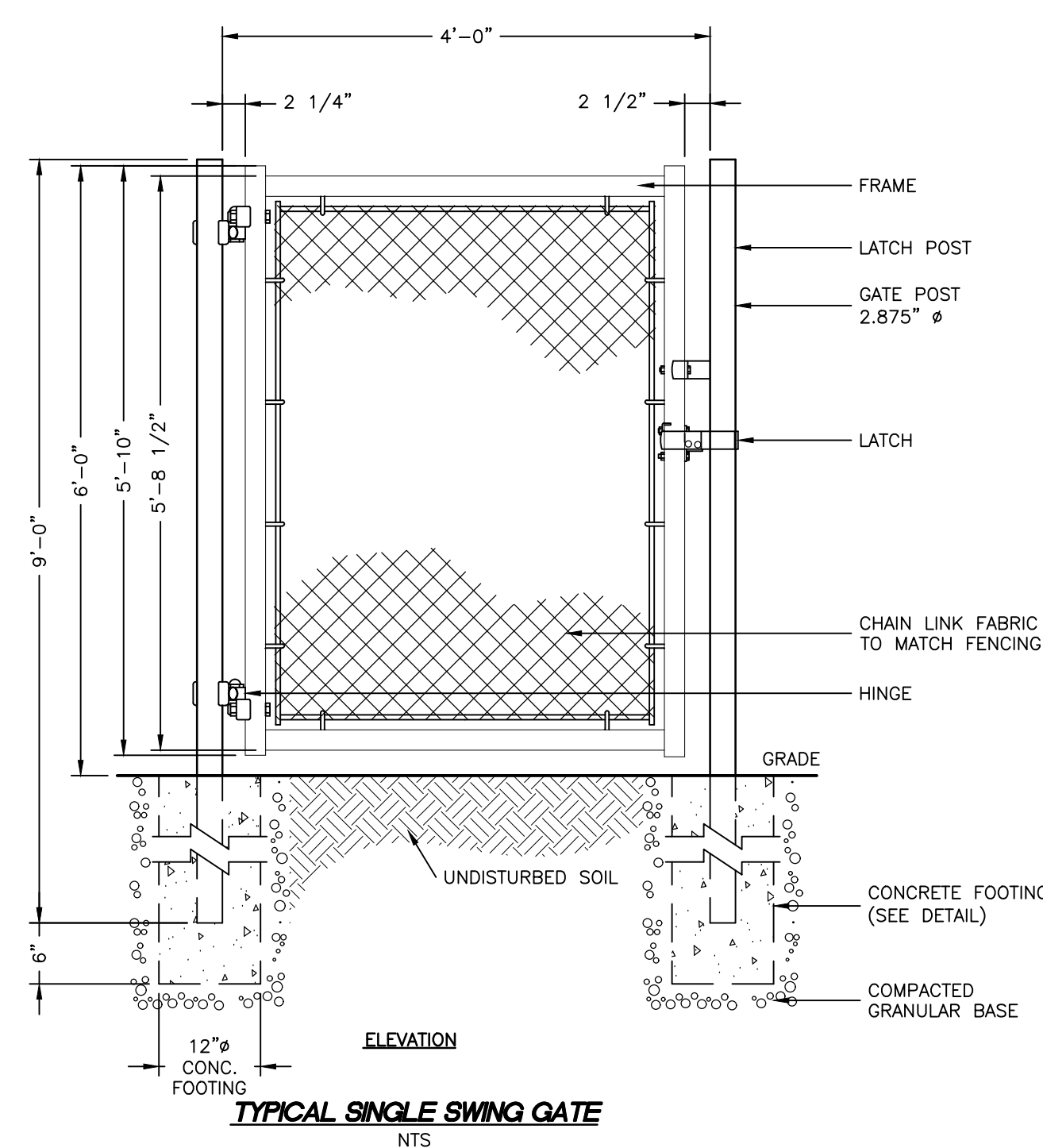
DATE:	10/16/2024
SURVEYED:	SEE NOTES
DESIGNED:	JMD
DRAWN:	KCA
CHECKED:	JMD
FILE:	01411T
SCALE: 1" = 20'	
C202	
PROJ. NO. 01411T	



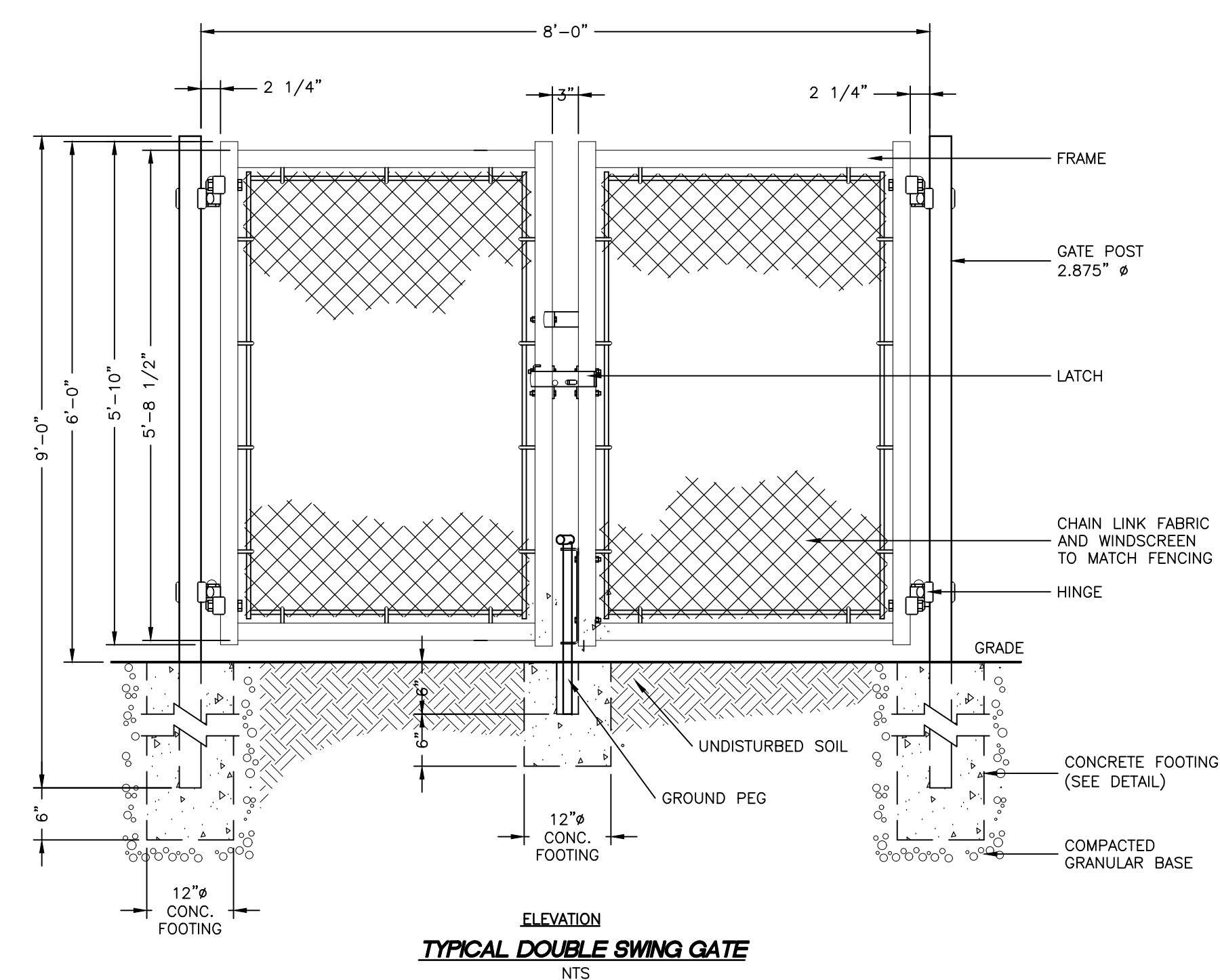
CONCRETE SIDEWALK DETAIL
NTS



EXPANSION JOINT DETAIL
NTS

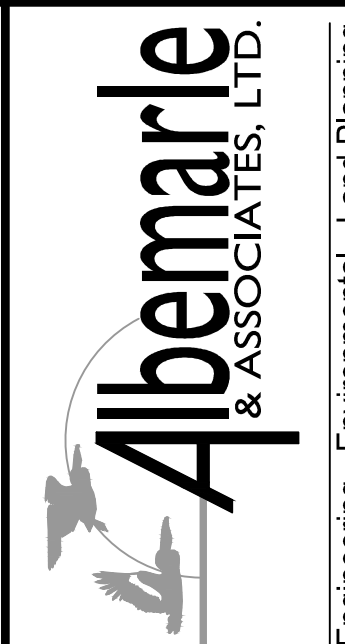


TYPICAL SINGLE SWING GATE



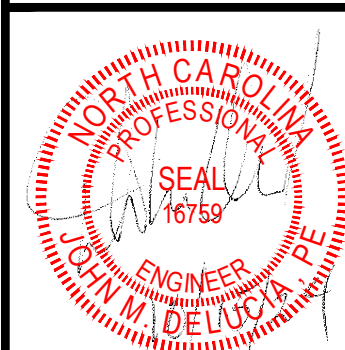
TYPICAL DOUBLE SWING GATE
NTS

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PICKLEBALL SITE DETAILS

DARE COUNTY
6708 S. CROATAN HIGHWAY

NORTH CAROLINA

WABE
WABE COUNTY

NAGS HEAD TOWNSHIP

MAGS HEAD

DATE:	10/16/2024
SURVEYED:	SEE NOTES
DESIGNED:	JMD
DRAWN:	KCA
CHECKED:	JMD

SCALE:
1" = 20'

C203

PROJ. NO. 01411T

I. NARRATIVE:

THE DARE COUNTY TOURISM BOARD INTENDS TO REDEVELOP THE LOT WITHIN THE OUTER BANKS EXIST'G SITE THAT WAS FORMERLY PANICO JACKS. THE FORMER RESTAURANT WAS RAZED IN A CONTROLLED BURN IN JANUARY OF 2024. THE DARE COUNTY TOURISM BOARD WILL NOW REMOVE PORTIONS OF THE PARKING LOT AND CONSTRUCT 10 PICKLEBALL COURTS. APPROXIMATELY 0.998 ACRES OF THE SITE ARE TO BE DISTURBED. CONSTRUCTION IS SCHEDULED TO BEGIN IN EARLY 2025.

THE SITE IS FAIRLY LEVEL, WITH DUCKSTON FINE SAND (DIA) SOILS. HAND AUGERS ON THE SITE INDICATE FILL OF VARYING NATURE, WAS LIKELY PREVIOUSLY PLACED. VEGETATION ON THE SITE CONSISTS PRIMARILY OF RECENTLY PLACED SOD. ALL VEGETATION IN LOCATIONS OF PROPOSED FILL (AS SHOWN ON THE GRADING PLAN) WILL BE REMOVED PRIOR TO THE PLACEMENT OF FILL.

DISTURBED AREAS ARE TO BE STABILIZED WITH TEMPORARY/PERMANENT VEGETATION ACCORDING TO THE SEQUENCE OF CONSTRUCTION.

II. SOILS DESCRIPTION:

SOIL TYPES AS MAPPED IN THE SOIL SURVEY OF DARE COUNTY:

DUCKSTON FINE SAND (DIA)

III. CONSTRUCTION SEQUENCE:

- OBTAIN SITE PLAN APPROVAL
- OBTAIN ALL NECESSARY ENVIRONMENTAL PERMITS
- FLAG OR STAKE WORK LIMITS
- HOLD PRE-CONSTRUCTION MEETING

PHASE ONE:

- INSTALL SILT FENCING
- CLEAR LOT OF EXISTING VEGETATION AS SHOWN
- PLACE FILL MATERIALS
- COMMENCE CONSTRUCTION OF NEW CONSTRUCT NEW PICKLEBALL COURTS, SIDEWALKS, LIGHTING AND UTILITIES.
- SEED (OR SOD), FERTILIZE AND WATER DISTURBED AREA TO STABILIZE

IV. SEDIMENTATION AND EROSION CONTROL NOTES:

- PRECONSTRUCTION CONFERENCE:
PRIOR TO ANY LAND DISTURBING ACTIVITIES, THE CONTRACTOR SHALL WALK THE SITE WITH THE OWNER'S REPRESENTATIVE AND A REPRESENTATIVE OF THE MUNICIPALITY (IF REQUIRED) IN ORDER TO IDENTIFY AND MARK SPECIFIC ELEMENTS WHICH ARE TO BE PROTECTED. TREES SHALL BE PROTECTED IN ACCORDANCE WITH THE NORTH CAROLINA EROSION AND SEDIMENTATION CONTROL HANDBOOK.
- INSTALLATION OF EROSION CONTROL MEASURES:
PRIOR TO COMMENCEMENT OF ANY LAND DISTURBING ACTIVITIES, ALL EROSION AND SEDIMENTATION CONTROL MEASURES IDENTIFIED ON THIS PLAN SHALL BE INSTALLED IN ACCORDANCE WITH THE PROJECT PLANS AND SPECIFICATIONS AND ALL PERMIT CONDITIONS.
- UTILITIES:
PRIOR TO THE COMMENCEMENT OF ANY EXCAVATION, THE CONTRACTOR SHALL HAVE THE APPROPRIATE UNDERGROUND UTILITIES LOCATED. CONTACT NCB11 AT 811 OR 800-632-4949. UTILITIES SHOWN ARE TAKEN FROM EXISTING RECORDS, FIELD OBSERVATIONS AND/OR UTILITY LOCATING SERVICE AND ARE NOT GUARANTEED TO BE ACCURATE OR COMPLETE.
- ACCESS TO SITE:
ALL CONSTRUCTION TRAFFIC SHALL UTILIZE THE CONSTRUCTION ENTRANCE AS DESIGNATED ON THIS PLAN.
- LIMITS OF DISTURBANCE:
THE CONTRACTOR SHALL ENSURE THAT AREAS OUTSIDE OF THE LIMITS OF LAND DISTURBING AS WELL AS EXISTING IMPROVEMENTS SPECIFICALLY NOTED TO REMAIN ARE NOT ADVERSELY IMPACTED BY ANY CLEARING ACTIVITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR AND/OR REPLACEMENT OF ITEMS DAMAGED OUTSIDE THE LIMITS OF DISTURBANCE OR OTHERWISE NOTED TO REMAIN.
- STABILIZATION:
EXPOSED SWALES, DITCHES, DIKES OR OTHER SLOPES STEEPER THAN 3(H):1(V) SHALL BE STABILIZED WITH A TEMPORARY OR PERMANENT GROUND COVER WITHIN 7 CALENDAR DAYS. ALL OTHER EXPOSED EARTHEN AREAS SHALL BE STABILIZED WITH A TEMPORARY OR PERMANENT GROUND COVER WITHIN 14 CALENDAR DAYS OF THE COMPLETION OF ANY PHASE OF GRADING.
- INSPECTIONS REQUIRED:
SOIL EROSION AND SEDIMENTATION CONTROLS SHALL BE INSPECTED, MAINTAINED AND REPAIRED AS NECESSARY BY THE CONTRACTOR. THE CONTRACTOR SHALL MAINTAIN COMPLETED SELF-INSPECTION / MONITORING FORMS (COMPLETED WEEKLY WITH DAILY RAINFALL TOTALS) THROUGHOUT THE PROJECT. THE SITE SHALL ALSO BE INSPECTED AFTER ANY RAINFALL EVENT EQUAL OR GREATER THAN 0.5 INCHES OVER A 24 HOUR PERIOD.
- CORRECTIVE MEASURES:
ALL EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION UNTIL WORK IS COMPLETE AND ALL DISTURBED AREAS ARE PERMANENTLY STABILIZED. IF EXCESSIVE WIND EROSION OR STORM WATER RUNOFF DEVELOPS DURING TIME OF CONSTRUCTION IN ANY LOCATION ON THE PROJECT SITE, ADDITIONAL SAND OR SILT FENCE SHALL BE INSTALLED AS DIRECTED BY ENGINEER, SEE SAND OR SILT FENCE DETAIL.
- DEBRIS REMOVAL:
ALL CLEARING DEBRIS SHALL BE REMOVED FROM THE SITE BY THE CONTRACTOR AND DISPOSED OF IN A LAWFUL MANNER. NO BURNING OF DEBRIS ON SITE IS PERMITTED. NO ON-SITE BURNING IS PERMITTED UNLESS OTHERWISE APPROVED BY THE LOCAL FIRE MARSHALL, MUNICIPAL AGENCY OF JURISDICTION AND THE OWNER.
- EXCAVATION AND EMBANKMENT:
ANY OFF-SITE MATERIAL BROUGHT ONTO TO THE SITE TO BE USED FOR GRADING FILL SHALL BE OBTAINED FROM A PERMITTED BORROW PIT. FILL SHALL CONFORM TO PROJECT SPECIFICATIONS AND GEOTECHNICAL REPORT. NO BORROW IS PERMITTED FROM THE SITE.
- EXISTING INFORMATION:
THE EXISTING SURVEY AND SITE IMPROVEMENTS SHOWN IS BASED UPON SURVEY INFORMATION OBTAINED BY ALBEMARLE & ASSOCIATES, LTD. SURVEYS PERFORMED JUNE AND JULY, 2009, JUNE 2011, AND DECEMBER 2012. TOPOGRAPHIC INFORMATION WITHIN THE PLANNED REDEVELOPED AREA WAS OBTAINED BY SEABOARD SURVEYING & PLANNING, AUGUST 2024.

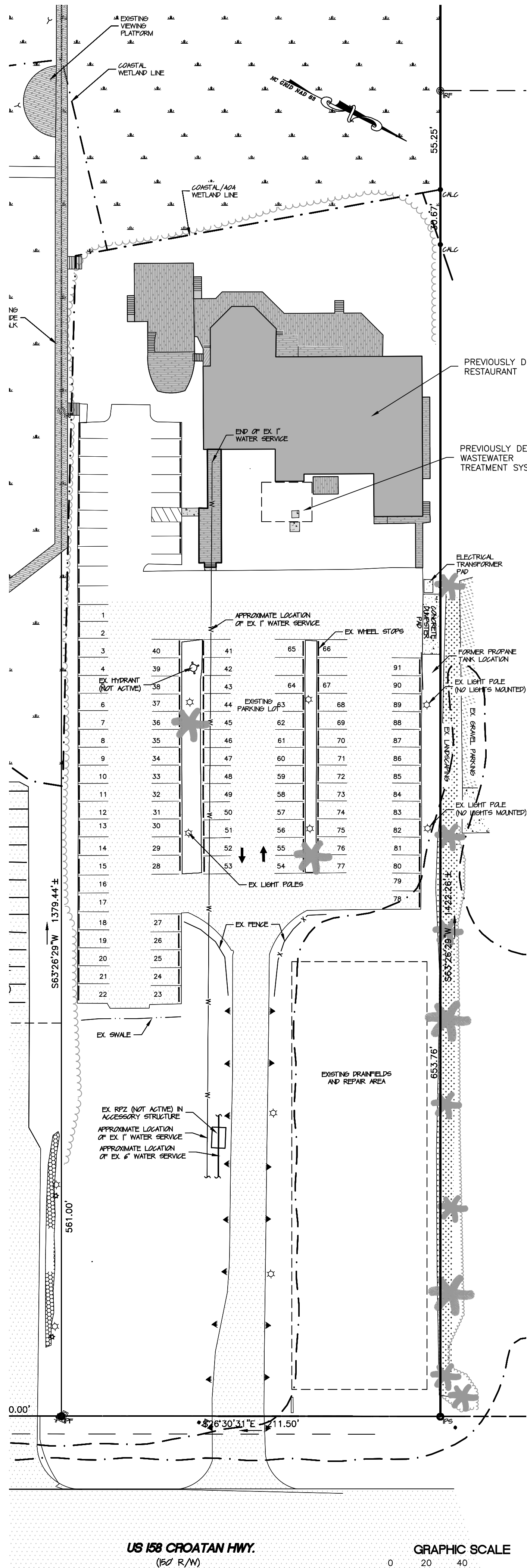
V. DEMOLITION NOTES

ALL EXISTING IMPROVEMENTS SHOWN WITHIN THE LIMITS OF DISTURBANCE SHALL BE REMOVED UNLESS SPECIFICALLY NOTED TO REMAIN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROPER DISPOSAL TO AN OFFSITE LOCATION PROVIDED BY THE CONTRACTOR.

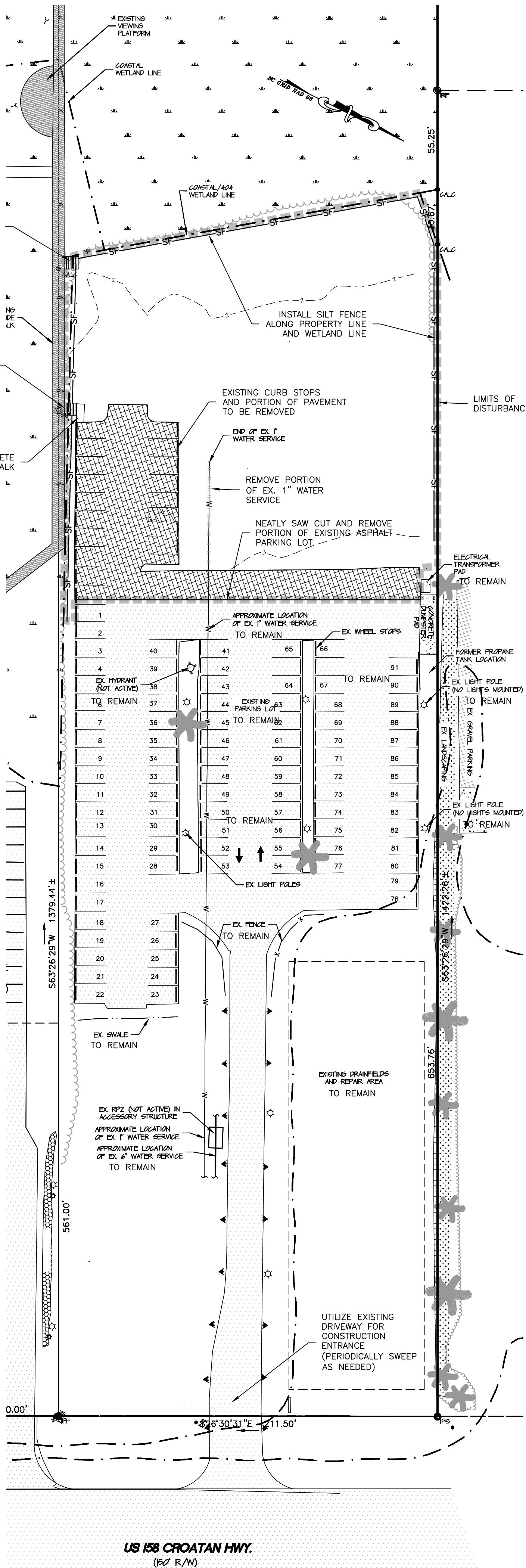
CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO CAREFULLY REMOVE ALL ITEMS SHOWN TO BE RELOCATED. PRIOR TO REMOVAL, ANY CONDITIONS THAT PREVENT SUCH REMOVAL OR EXISTING DAMAGE TO THE ITEMS SHALL BE REPORTED TO THE OWNER IMMEDIATELY. CONTRACTOR WILL BE RESPONSIBLE FOR ITEMS DAMAGED DURING THE PROJECT.

WARNING:

LOCATION OF EXISTING UNDERGROUND UTILITIES SHOWN HAS BEEN TAKEN FROM RECORD DRAWINGS. EXACT LOCATION OF THESE UTILITIES IS UNKNOWN. LOCATION OF OTHER UNDERGROUND UTILITIES IS UNKNOWN AND HAS NOT BEEN SHOWN ON THESE DRAWINGS. ALL UNDERGROUND UTILITIES ENCOUNTERED SHALL IMMEDIATELY BE REPORTED TO THE OWNER.



OVERALL PICKLEBALL SITE - PREVIOUS CONDITIONS
SCALE: 1" = 40'

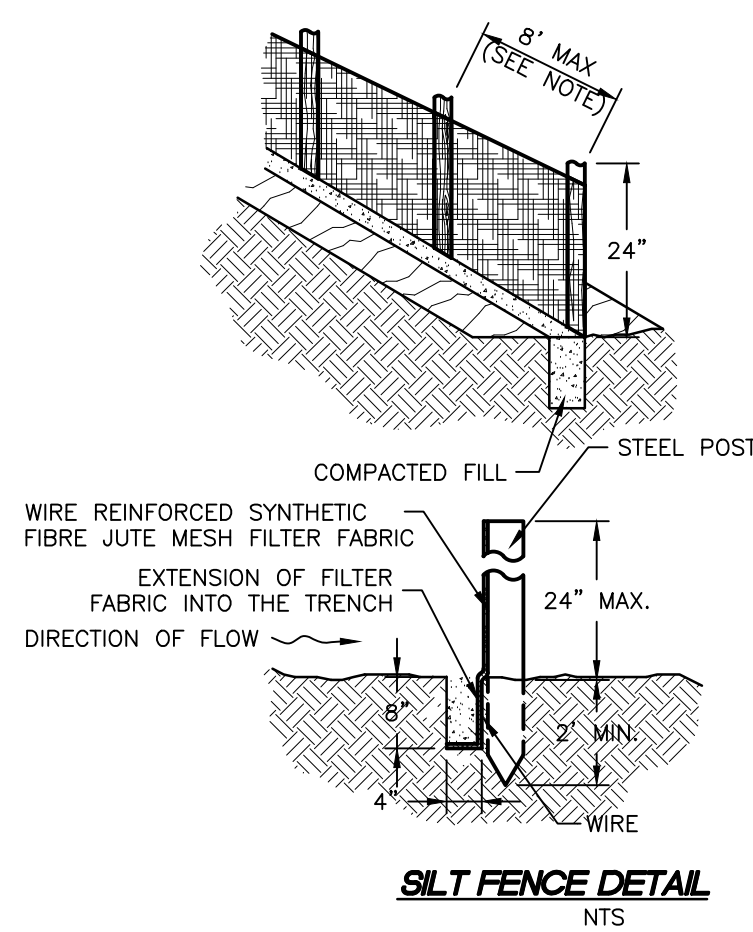


DEMOLITION AND EROSION CONTROL PLAN
SCALE: 1" = 40'



Know what's below.
Call before you dig.

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- NOTES:
- 6" POST SPACING FOR NON-WIRE REINFORCED FENCE. 8" POST SPACING PERMITTED IF FENCE CONTAINS REINFORCING WIRE.
 - 4' MINIMUM OVERLAP REQUIRED (ATTACHED AT POSTS) WHEN JOINING SECTIONS OF SILT FENCE.
 - SILT FENCE SHALL BE ATTACHED TO STEEL POSTS USING A MINIMUM OF 3 WIRE OR PLASTIC TIES.

SEEDING SCHEDULE

APRIL 1 - MAY 15 PERMANENT SEEDING

SPECIES	RATE
K-31 FESCUE	3 LB/1000 SF
COMMON BERMUDAGRASS	1 LB/1000 SF
WINTER RYE GRAIN	3 LB/1000 SF

NOTE: DELETE RYE GRAIN IF OVERSEEDING ESTABLISHED RYE OR FESCUE. DELETE FESCUE IF OVERSEEDING ESTABLISHED FESCUE.

MAY 15 - JULY 15 PERMANENT SEEDING

SPECIES	RATE
K-31 FESCUE	3 LB/1000 SF
COMMON BERMUDAGRASS	1 LB/1000 SF
GERMAN MILLET	3 LB/1000 SF

NOTE: DELETE MILLET IF OVERSEEDING ESTABLISHED MILLET OR FESCUE. DELETE FESCUE IF OVERSEEDING ESTABLISHED FESCUE.

AUGUST 15 - APRIL 1 TEMPORARY SEEDING

SPECIES	RATE
K-31 FESCUE	3 LB/1000 SF
WINTER RYE GRAIN	5 LB/1000 SF

SOL AMENDMENTS

APPLY LIME AND FERTILIZER ACCORDING TO SOIL TESTS, OR APPLY 500 LB PER ACRE OF 10-10-10 FERTILIZER.

MULCH

USE JUTE, EXCELSIOR MATTING OR OTHER EFFECTIVE CHANNEL LINING MATERIAL TO COVER BOTTOM AND SIDES OF SWALES. ANCHOR MATTING PER MANUFACTURERS RECOMMENDATIONS. HYDROSEEDING IS ALSO AN ACCEPTABLE METHOD OF TEMPORARY STABILIZATION.

MAINTENANCE

A MINIMUM OF 3 WEEKS IS REQUIRED TO FOR ESTABLISHMENT. INSPECT AND REPAIR MULCH FREQUENTLY. FERTILIZE THE FOLLOWING SPRING WITH 50 LB/ACRE NITROGEN.

SITE STABILIZATION REQUIREMENTS

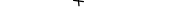
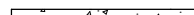
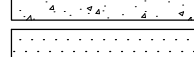
SITE AREA DESCRIPTION	STABILIZATION TIME FRAME	STABILIZATION TIME FRAME EXCEPTIONS
PERIMETER DIKES, SWALES, DITCHES AND SLOPES	7 DAYS	NONE
HIGH QUALITY WATER (HOW) ZONES	7 DAYS	NONE
SLOPES STEEPER THAN 3:1	7 DAYS	IF SLOPES ARE 10' OR LESS IN LENGTH AND ARE NOT STEEPER THAN 2:1, 14 DAYS ARE ALLOWED
SLOPES 3:1 OR FLATTER	14 DAYS	7-DAYS FOR SLOPES GREATER THAN 50 FEET IN LENGTH
ALL OTHER AREAS WITH SLOPES FLATTER THAN 4:1	14 DAYS	NONE (EXCEPT FOR PERIMETER AND HOW ZONES)

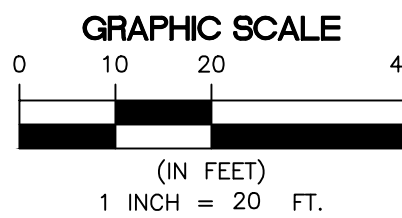
1. ALL CONSTRUCTION TRAFFIC SHALL UTILIZE THE CONSTRUCTION ENTRANCE AS DESIGNATED.
2. PRIOR TO COMMENCEMENT OF ANY LAND DISTURBING ACTIVITIES, ALL EROSION AND SEDIMENTATION CONTROL MEASURES IDENTIFIED ON THIS PLAN SHALL BE INSTALLED IN ACCORDANCE WITH THE EROSION CONTROL PLAN.
3. THE CONTRACTOR SHALL ENSURE THAT AREAS OUTSIDE OF THE LIMITS OF LAND DISTURBANCE AS WELL AS TREES SPECIFICALLY NOTED FOR PROTECTION ARE NOT ADVERSELY IMPACTED BY ANY CLEARING ACTIVITIES.
4. PRIOR TO FILLING THE SITE, THE CONTRACTOR SHALL STRIP AND STOCKPILE TOPSOIL IN ACCORDANCE WITH GEOTECHNICAL REPORTS AT THE LOCATION INDICATED. AREAS WHICH ARE TO BE FILL SHALL BE RAILED SHALL BE COMPLETED IN SEQUENTIAL LIFTS NOT TO EXCEED 8 INCHES IN DEPTH. FILL MATERIAL SHALL BE CLEAN, WELL GRADED SAND, FILL LOCATED BENEATH PAVEMENT SHALL BE COMPACTED PER GEOTECHNICAL REPORT. TOPSOIL STOCKPILES CAN BE USED FOR REUSE OR RESPRAD UPON COMPLETION OF FILL AND USE WITHIN STORMWATER TREATMENT AREA.
5. LIMITS OF SLOPES AND GRADING SHALL BE IN ACCORDANCE WITH THE LIMITS SHOWN HEREON.

1. UPON ACCEPTANCE BY THE OWNER, IT IS THE OWNER'S RESPONSIBILITY TO PROVIDE NECESSARY MAINTENANCE SO THAT THE STORMWATER SYSTEM WILL FUNCTION AS INTENDED.
2. AFTER EVERY RUNOFF PRODUCING RAINFALL EVENT AND AT LEAST MONTHLY, INSPECT THE STORMWATER MANAGEMENT POND FOR EROSION, TRASH ACCUMULATION, VEGETATIVE COVER, AND DESIGN INDICATORS OF SEDIMENTATION. REMOVE TRASH, RIP-RAP, AND LOGS FROM THE POND AND BASIN FOR OBSTRUCTION OR DETERIORATION. REMOVE ANY BLOCKAGE AND REPAIR THE STRUCTURE TO APPROVED DESIGN SPECIFICATIONS
3. REPAIR ERODED AREAS IMMEDIATELY, RE-SEED AS NECESSARY TO MAINTAIN ADEQUATE VEGETATIVE COVER, REMOVE TRASH AS NEEDED.
4. CHECK FOR SEDIMENTATION WITHIN THE BASIN ANNUALLY. IF DEPOSITION OF MATERIAL IS OBSERVED WITHIN THE SYSTEM, REESTABLISH DESIGN GRADES AS INDICATED ON APPROVED SITE PLAN, INSPECT BASIN WALLS AND STRUCTURES TO ENSURE THAT THEY ARE MAINTAINED AT THEIR DESIGN ELEVATION. IF EROSION OCCURS, REESTABLISH DESIGN ELEVATIONS AS INDICATED ON APPROVED SITE PLAN.



LEGEND

	PROPERTY BOUNDARY
	SHORELINE
	WETLANDS
	COASTAL WETLANDS
	STORMWATER FLOW ARROW
	PROPOSED DRAIN BASIN
	PROPOSED DRAINAGE PIPE
	EXISTING DITCH/SWALE
	PROPOSED BASIN
	EXISTING CONTOURS
	PROPOSED CONTOURS
	EXISTING SPOT ELEVATIONS
	PROPOSED SPOT ELEVATIONS
	EXISTING VEGETATION LINE
	PROPOSED FENCE
	EXISTING CONCRETE
	EXISTING PAVEMENT
	PROPOSED CONCRETE
	PROPOSED PICKLEBALL COURTS

[illegible]

DARE COUNTY
6708 S CROATAN HIGHWAY

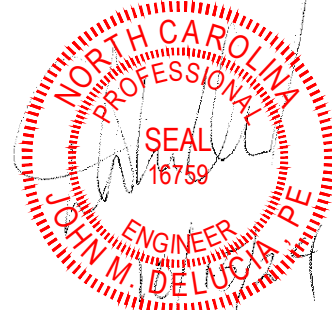
NAGS HEAD
NAGS HEAD TOWNSHIP
DARE COUNTY
NORTH CAROLINA

DATE:	10/16/2024
SURVEYED:	SEE NOTES
DESIGNED:	JMD
DRAWN:	KCA
CHECKED:	JMD
FILE:	01411T

SCALE:
1" = 20'

C301

PROJ. NO. 01411T



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1. CONTACT INFORMATION

- A LOT 1, FORBES COMMERCIAL LOTS,
PARCEL ID 012422000, P.C. D. SL. 192
6906 S. CROATAN HIGHWAY, NAGS HEAD
- B LOT 2, FORBES COMMERCIAL LOTS,
PARCEL ID 012422001, P.C. D. SL. 192
6900 S. CROATAN HIGHWAY, NAGS HEAD
- C LOT 3, FORBES COMMERCIAL LOTS,
PARCEL ID 008685000, P.C. C, G. 380
6800 S. CROATAN HIGHWAY, NAGS HEAD
- D PARCEL 1, OUTDOOR CREATIONS
PARCEL ID 030879000, P.C. C, SL 152A
6716 S. CROATAN HIGHWAY, NAGS HEAD
- E PARCEL 2, OUTDOOR CREATIONS
PARCEL ID 03088000, P.C. C, SL 152A
6714 S. CROATAN HIGHWAY, NAGS HEAD
- F "PAMILCO JACKS" RESTAURANT
PARCEL ID 008795000, P.C. B, SL. 269
6708 S. CROATAN HIGHWAY, NAGS HEAD
- G LOTS 14 & 15, BLOCK 2, WHALEBONE BEACHES REVISID
PARCEL ID 008837000, M.B. 2, PG. 203
6807 S. CROATAN HIGHWAY, NAGS HEAD
- H LOTS 4 & 5, BLOCK 2, WHALEBONE BEACHES COMM. MAP
PARCEL ID 012422003, P.C. B. 1, PG. 154
6806 S. VIRGINIA DARE TRAIL, NAGS HEAD
- EASEMENT TO DARE COUNTY D.B. 2644, PG 925

3. PROJECT DESCRIPTION

- EVENT SITE EXPANSION: TO INCORPORATE THE 5 ADDITIONAL PARCELS INTO THE SOUTHSIDE EVENT SITE LIMITS. (PARCELS D, E, F, G, & H AS DEPICTED ON THE VICINITY MAP).
- BOARDWALK PLAN: TO INCLUDE THE PROPOSED BOARDWALK SYSTEM, INCLUDING ADDITIONAL SIDEWALKS, GAZEBO, VIEWING PLATFORMS, SOUND ACCESS AND BOAT SLIPS.
- PICKLEBALL COURTS: TO INCLUDE THE REMOVAL OF PAMICO JACKS RESTAURANT (PERFORMED IN JANUARY 2024), REMOVAL OF PORTIONS OF THE PARKING LOT AND INSTALLATION OF 10 PICKLEBALL COURTS ALONG WITH FENCING, WALKWAYS LIGHTING AND OTHER RELATED ITEMS.

THE PROPERTY IS LOCATED IN FIRM ZONES X, SHADED X AND AE-4' PER FIRM MAP NUMBER 3730080000K, EFFECTIVE DATE JUNE 19, 2020 (SUBJECT TO CHANGE BY FEMA).

TOTAL PROPERTY AREA: 1,097,296 SF (25.19 ACRES)

*WESTERN PARCELS AREA: 1,052,561 SF (24.16 ACRES)

UPLAND AREA: 675,877 SF (15.52 ACRES)

WETLANDS AREA: 376,684 SF (8.65 ACRES)

**EASTERN PARCELS AREA: 44,735 SF (1.03 ACRES)

JURISDICTIONAL WETLAND DETERMINATION ACTION ID SAW-2022-00283.
DATE OF JD: AUGUST 16, 2022, SIGNED BY BILLY W. STANDRIDGE.

LAND DEPENDENT USES:
FRONT 20'
REAR 25'
SIDES 15'

ACCESSORY STRUCTURE
FRONT 15'
SIDE 15' COMBINED / 5' MINIMUM EACH SIDE
REAR 25'

_____ SOUNDSIDE EVENT SITE PARCEL PL
 - - - - - ADJACENT PARCEL PL
 _____ RIGHT OF WAY
 SHORELINE
 _____ WETLANDS
 COASTAL WETLANDS
 - - - - - AREA OF ENVIRONMENTAL CONCERN

EX. ASPHALT

EX. PERVIOUS CONCRETE

EX. REINFORCED TURF GEOWEB

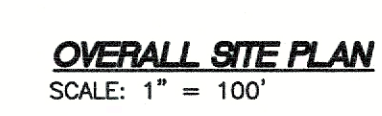
EX. GRAVEL

DATE:	10/16/2024
SURVEYED:	SEE NOTES
DESIGNED:	JMD
DRAWN:	KCA
CHECKED:	JMD
FILE:	01411T

SCALE:
1" = 100'

C100

PROJ. NO. 01411T



Septic Layout Approved
by DCDHHS, DPH, EH Unit
On 10/15/24
by 9 [Signature]

Permit Class
AMENDED
(BY CRC VARIANCE)

Permit Number
61-24

STATE OF NORTH CAROLINA
Department of Environmental Quality
and
Coastal Resources Commission

Permit

for

☒ Major Development in an Area of Environmental Concern
pursuant to NCGS 113A-118

☐ Excavation and/or filling pursuant to NCGS 113-229

Issued to **Dare Co. Tourism Board & Town of Nags Head, 1 Visitors Circle, Nags Head, NC 27954**

Authorizing development in Dare County adj. to Roanoke Sound, at 6906, 6900, 6800, 6714, 6708 S Croatan Hwy, in Nags Head, as requested in the permittee's application dtd 8/14/23 (MP-1) and "Rev 5/14/24" (MP-3,4), incl att wrkpln drawings (7), SAV Survey dtd "Rev 8/17/23", C201-C204, S1.1 all dtd "Rev 5/2/24 & A1.1 dtd "Rev 4/30/24".

This permit, issued on **September 17, 2024**, is subject to compliance with the application (where consistent with the permit), all applicable regulations, special conditions and notes set forth below. Any violation of these terms may be subject to civil or criminal penalties; or may cause the permit to be null and void.

Sound Side Event Complex and Docking Facility Expansion

- 1) This permit authorizes only the piers, kite board pier, walkways, gazebo, viewing platforms, pergola, and other structures and uses located in or over the water that are expressly and specifically set forth in the permit application. No other structure, whether floating or stationary, shall become a permanent part of this sound side event complex and docking facility expansion without permit modification. No non-water dependent uses of structures shall be conducted on, in or over Public Trust waters without permit modification. [07J .0202(c); 07H .0208(a)(1)]
- 2) No sewage, whether treated or untreated, shall be discharged at any time from any boats using the docking facility. Any sewage discharged at the docking facility shall be considered a violation of this permit for which the permittee is responsible. This prohibition shall be applied and enforced throughout the entire existence of the permitted structure. [07H .0208(a)(2)(B)]

(See attached sheets for Additional Conditions)

This permit action may be appealed by the permittee or other qualified persons within twenty (20) days of the issuing date.

Signed by the authority of the Secretary of DEQ and the Chair of the Coastal Resources Commission.

This permit must be accessible on-site to Department personnel when the project is inspected for compliance.

Any maintenance work or project modification not covered hereunder requires further Division approval.

All work must cease when the permit expires on

June 21, 2029

In issuing this permit, the State of North Carolina agrees that your project is consistent with the North Carolina Coastal Management Program.


for Tancred Miller, Director
Division of Coastal Management

This permit and its conditions are hereby accepted.

Signature of Permittee

ADDITIONAL CONDITIONS

- 3) The permittee shall install and maintain at their expense any signal lights or signals prescribed by the U.S. Coast Guard, through regulation or otherwise, on the authorized facilities. At minimum, permanent reflectors shall be attached to the structure in order to make it more visible during hours of darkness or inclement weather. [07H .0208(a)(2)(G); 07J .0209(a); G.S. 113-229(a)]
- 4) This permit authorizes a maximum of seven (7) formalized boat slips located as shown on the drawing labeled C204 dated "Rev 5/2/24". The docking of vessels at any location not shown on the permitted drawings shall be considered a violation of this permit. [07J .0202(c)]

Upland Development

- 5) Unless specifically altered herein, this permit authorizes the grading and other land disturbing activities associated with the development of the above referenced property, including the retaining wall, sidewalk, boardwalk and sign, all as expressly and specifically set forth in the attached permit application and workplan drawings. Any new development proposed in an Area of Environmental Concern (AEC), including but not limited to the Coastal and Estuarine Shoreline AECs and located within the applicant's property, shall require additional authorization from the Division of Coastal Management prior to work commencing. [07J .0202(c); 07H .0209(d); G.S. 113A-103(5)(a)]

Sedimentation and Erosion Control

- 6) In order to protect water quality, runoff from construction shall not visibly increase the amount of suspended sediments in adjacent waters. [07H .0208(a)(2)(B); 07H .0209(d)(4)]
- 7) Appropriate sedimentation and erosion control devices, measures or structures shall be implemented to ensure that eroded materials do not enter adjacent wetlands, watercourses or properties. [07H .0208(a)(2)(B); 07H .0209(d)(4)]

General

NOTE: This permit, in full or part, was authorized under 15A NCAC 07H .0207(d) and 15A NCAC 07H .0208(a)(3).

- 8) In keeping with the Variance (CRC-VR-24-06) granted by the Coastal Resources Commission (CRC) on August 28, 2024, and the Order signed by the CRC Acting Chair on September 12, 2024, this permit authorizes the permitted piers, boardwalk and docking facilities built over coastal wetlands to the width and elevation above the wetland substrate as measured from the bottom of the decking, as depicted in the attached workplan drawings. [G.S. 113A-120.1(b)]
- 9) No attempt shall be made by the permittee to prevent the full and free use by the public of all navigable waters at or adjacent to the authorized work. [07H .0208(a)(2)(G)]
- 10) The authorized structure and associated activity shall not cause an unacceptable interference with navigation and shall not exceed the dimensions shown on the attached permit drawings. [07H .0208(a)(2)(G)]

ADDITIONAL CONDITIONS

- 11) All mechanized equipment will be regularly inspected and maintained to prevent contamination of waters and wetlands from fuels, lubricants, hydraulic fluids, or other toxic materials. In the event of a spill of petroleum products or any other hazardous waste, the permittee shall immediately report it to the National Response Center at (800) 424-8802 and provisions of the North Carolina Oil Pollution and Hazardous Substances Control Act will be followed. [07H .0208(a)(2)(A); 07H .0208(a)(2)(B)]
- 12) This permit shall not be assigned, transferred, sold, or otherwise disposed of to a third party without the written approval of the Division of Coastal Management. [07J .0406(b)]
- 13) All construction debris associated with the removal or construction of the permitted development shall be contained within the authorized project area and disposed of in an approved upland location. [07J .0209(a); G.S. 113A-120(b)]
- 14) The permittee and/or their contractor shall meet with a representative of the Division prior to project initiation. [07J .0209(a)]

NOTE: This permit does not eliminate the need to obtain any additional state, federal or local permits, approvals or authorizations that may be required, including but not limited to any authorizations from the U.S. Army Corps of Engineers. Authorization must be received from The U.S. Army Corps of Engineers prior to the commencement of any operations authorized under this permit.

NOTE: The N.C. Division of Water Resources authorized the proposed project by way of Individual Water Quality Certification No. 006952 and assigned the project DWR Project No. 2023-1371 v2.

NOTE: Future development of the permittee's property may require a modification of this permit. Contact a representative of the Division at (252) 621-6450 prior to the commencement of any such activity for this determination. The permittee is further advised that many non-water dependent activities are not authorized within 30 feet of the normal water level.

NOTE: An application processing fee of \$400 was received by DCM for this project. This fee also satisfied the Section 401 application processing fee requirements of the Division of Water Resources.

Section 7.58 Designated Public Events Site.

Designated public event sites are permitted in accordance with Section 6.6, Table of Uses and Activities, subject to the following regulations:

7.58.1. A special events permit is required for events held at a designated public events site for events that expect more than 100 attendees. Applications, including a site and management plan for events, must be made to the Town Manager's office no less than fourteen (14) days prior to the initiation of any event or temporary use to take place on the site in order for the Town to:

7.58.1.1. Evaluate requests for Town assistance and costs to be charged as associated with the event;

7.58.1.2. Determine and schedule what types of site inspections may be needed;

7.58.1.3. Evaluate parking, site access and traffic controls;

7.58.1.4. Evaluate crowd controls and flow, and site requirements for bathroom, water and other facilities that may be required to protect the health and welfare of the participants;

7.58.1.5. Confirm that NC Alcohol Law Enforcement (ALE) and Dare County Health Department requirements have been met;

7.58.1.6. To assign and charge any fees associated with use of Town personnel; and

7.58.1.7. Schedule repeating events.

7.58.2. Events site and management plan shall include:

7.58.2.1. Contact information and cell phone for the person in charge of the event.

7.58.2.2. A brief description of the event with an estimated number of expected participants. Ticketed events should indicate the maximum number of tickets that will be sold.

7.58.2.3. A site plan map showing:

7.58.2.3.1. The location of all temporary structures, including tents, stages, concessions, bathroom facilities, or rides.

7.58.2.3.2. A traffic and parking plan indicating site ingress/egress, traffic flow direction, designated parking areas, and the number of parking spaces. Ticketed events must have one space for every three tickets sold. If off-site parking is anticipated, plan must indicate where off-site parking will be located and document approval from those property owners.

7.58.2.3.3. The amount, type, and location of temporary signage, subject to the provision of Article 10, Part III, Sign Regulations of this UDO, and the following:

7.58.2.3.3.1. Directional signage less than twelve (12) square feet may be located at strategic locations to direct pedestrians and motorists.

7.58.2.3.3.2. Temporary advertisement, sponsorship, or commercial signage shall be directed internally to the event itself and shall not be located adjacent to or addressing adjacent properties, the US 158 right-of-way or the beach or sound.

7.58.2.3.3.3. Temporary signs shall be displayed only during the actual time period of the event and shall be promptly removed at the close of such event.

7.58.2.3.4. Notes or attachments related to any additional documentation pertinent to the planned event, including but not limited to:

7.58.2.3.4.1. Approvals required from other agencies (ALE, NCDHHS).

7.58.2.3.4.2. Off-site parking arrangements.

7.58.2.3.4.3. Proof of insurance related to the event.

7.58.3. Failure to comply with inspection and code requirements can result in fines and/or suspension of the use of the site in accordance with Section 1.10, Violation of UDO Regulations, of this UDO and other applicable local and state regulations.

(Ord. No. 20-05-005, Art. III, Pt. XV, 5-6-2020)

Section 8.5 Development Standards for Overlay Districts.

8.5.2. CO Commercial Outdoor Recreational Uses Overlay District.

8.5.2.1. Purpose. The commercial-outdoor recreational uses overlay district is hereby established. The purpose of establishing this overlay district is to provide a set of comprehensive land use regulations for the operation of commercial-outdoor recreational uses while protecting the residentially zoned areas of the Town. All commercial-outdoor recreational uses proposed within this overlay district shall be subject to the procedures, standards, and guidelines specified in the following sections, in addition to other applicable rules, regulations, and permit requirements. In cases of conflicts with regulations in the underlying zoning district, the more restrictive requirement shall apply. Within this overlay district, all permitted and special uses in the C-2 zoning district which are on a separate lot and not in combination with any of listed commercial outdoor recreational uses shall be allowed.

8.5.2.2. Jurisdiction. The provisions of this section shall apply to all areas designated as the commercial-outdoor recreational uses overlay district and defined on the official zoning map of the Town. The provisions of this section shall also include areas within the Town's extraterritorial jurisdiction as shown on the official zoning map of the Town.

8.5.2.3. Exceptions of Applicability. All existing commercial-outdoor recreational uses which do not meet the requirements of this section shall be regulated in accordance with Article 5, Nonconformities, of this UDO.

8.5.2.4. Uses Allowed. The underlying zoning district to the Commercial-Outdoor Recreational Uses Overlay District is the C-2 General Commercial Zoning District. The outdoor recreational uses allowed in this district may be allowed as stand-alone uses or in combination with other outdoor recreational uses. Outdoor recreational uses may also be combined with certain uses allowed in the underlying C-2 zoning district. However, when any non-recreation related use is combined with a recreation use, the non-recreation use must be accessory and subordinate to an outdoor recreation use. In this instance, only the following uses shall be allowed as accessory to an outdoor recreation use and shall be contained within the principal building:

8.5.2.4.1. Concession.

8.5.2.4.2. Amusement arcade.

8.5.2.4.3. Restaurant.

8.5.2.4.4. Retail.

8.5.2.4.5. Single-family dwelling.

Lots may also be developed with any of the principal uses allowed in the C-2 zoning district. When this occurs, these lots shall not be utilized in combination with any of the recreation uses allowed within this overlay district.

8.5.2.5. General Requirements Applicable to All Commercial-Outdoor Recreational Uses. Conditional commercial-outdoor recreational uses and accessory uses are allowed provided that the following conditions are met:

8.5.2.5.1. Commercial-outdoor recreational uses shall be in accordance with applicable standards in Town Code Section 4-231, commercial-outdoor recreational uses.

8.5.2.5.2. A 12-foot wide vehicular accessway suitable for firefighting and rescue equipment as approved by the Town shall connect the commercial-outdoor recreational use to the driveway with the exception of piers and docks, unless such development is prohibited by local, state or federal regulations. Emergency accessways may also be used for the required pedestrian accessway.

8.5.2.5.3. The commercial-outdoor recreational use shall be connected to all improved facilities including restrooms and parking areas by improved walkways. Such walkways shall be at least five (5)

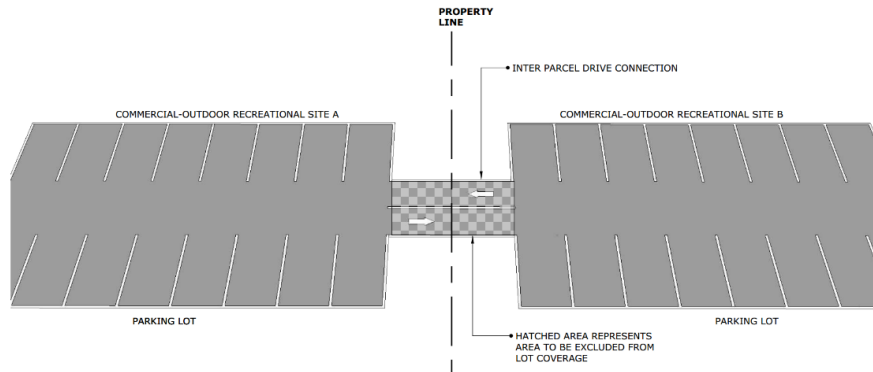
feet wide and constructed of concrete, asphalt, wood, or other similar material and may also be used as vehicular emergency accessways if they meet the standard listed in subsection 8.5.2.5.2 above.

8.5.2.5.4. No portion of any fueling area and/or gasoline storage area shall be further than five hundred (500) feet or closer than fifty (50) feet to a fire hydrant. The location of the fire hydrant shall be approved by the Town.

8.5.2.5.5. Except for water-dependent uses, all crowd or spectator areas shall be designed and sited such that any noise, cheering, etc., resulting from the crowd or spectators is directed toward the interior of the site. Typical spectator areas would include bleachers or open picnic areas.

8.5.2.5.6. Lighting shall be in accordance with the security lighting standards in Article 10, Part IV, Outdoor Lighting of this UDO.

8.5.2.5.7. When an existing or proposed parking lot is designed and improved to allow access to adjoining properties within the commercial-outdoor recreational uses overlay zoning district, the applicant and each adjoining property owner may reduce the parking space requirement by ten (10) percent provided that cross-easements are recorded in the Dare County Register of Deeds that allow unrestricted parking and traffic flow between the proposed and existing lots. The vehicular travel area included in the cross-easement shall be excluded from lot coverage calculations, as shown in the following diagram, unless it is within the estuarine AEC.



Parking Lot Access to Adjoining Properties

8.5.2.5.8. All petroleum products shall be stored in accordance with NFPA 30 and the North Carolina Fire Prevention Code standards. All petroleum products subject to the above regulations shall be stored no closer than fifty (50) feet or a distance equal to one-half the lot width whichever is less from any property line, right-of-way, drainage ditch, or estuarine waters unless the above regulations require a greater setback. All sites subject to the above regulations shall be inspected at least on an annual basis by the Town, or prior to events associated with crowd gathering permits or the designated public events site.

8.5.2.5.9. Estuarine shoreline. Commercial-outdoor recreational uses may have docks, piers, and walkways as permitted by the Town, CAMA and the corps of engineers.

8.5.2.5.10. The term "use," as referred to in this section shall mean the principal activities on the site, i.e., bumper boat pool, go-cart track, sport-climbing wall.

8.5.2.5.11. Sites which contain piers, slips, or other water dependent facilities which have been approved by the Board of Commissioners for outdoor recreational uses shall not be considered a commercial marina.

8.5.2.6. Setbacks for Commercial Outdoor Recreational Uses. Setbacks from property lines and rights-of-way for all of the commercial-outdoor recreational uses permitted in this district shall be as follows:

8.5.2.7. Buffering Requirements.

8.5.2.7.1. Commercial-outdoor recreational uses shall provide a 10-foot wide commercial transitional protective yard adjacent to any street right-of-way.

8.5.2.7.2. Go-cart rental establishments shall provide a 25-foot wide commercial transitional protective yard adjacent to any street right-of-way and a 10-foot wide commercial transitional protective yard along any side lot line.

8.5.2.7.3. Any other outdoor-recreational use shall provide a 10-foot wide commercial transitional protective yard along a side lot line only when adjacent to a residential use.

8.5.2.7.4. For sites adjacent to estuarine waters: No buffer is required if the lot abuts estuarine waters, provided that at least fifty (50) percent of the land area within contiguous and/or adjacent 404 wetlands as defined by the US Army Corps of Engineers or fifty (50) percent of the land area waterward of the CAMA line, whichever land area is greater, is left in its natural condition. If the above conditions do not apply, or cannot be met, the rear yard buffer shall consist of a 10-foot wide commercial transitional protective yard.

8.5.2.7.5. All buffering shall be provided in accordance with the standards contained in [Article 10, Part VI, Commercial Design Standards](#).

8.5.2.8. Combination of Commercial-Outdoor Recreational Uses. Unless held on a designated public events site as defined in Appendix A of this UDO, the combination of two or more commercial-outdoor recreational uses on any site, including accessory uses previously listed in this section, shall be permitted subject to the following additional requirements:



MEMORANDUM

Town of Nags Head

Planning & Development Department

To: Planning Board

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

Date: November 14, 2024

Subject: Site Plan Review, 105 W. Seachase Drive

GENERAL INFORMATION

Applicant: Timothy Oakley, of Oakley Collier Architects on behalf of Dare County

Application Type: Site Plan Review

Purpose/Request: Construction of an approximately 8,305 square foot Dare County Emergency Management Services (EMS) station and all associated site improvements. Note that "Future Additions" are not included as part of the Site Plan Review.

Property Location: 105 W. Seachase Drive, Nags Head

Existing Land Use: Office/Municipal Use

Zoning Classification of Property: SPD-C Village at Nags Head, Commercial 1 District

Zoning Classification of Surrounding Properties: Properties to the north, directly across W. Seachase Drive, and to the west are zoned SPD-C, Village Commercial-1 (OBX Mall and Rusty Crow Quilt Shop). Property to the east, directly across US Hwy 158 is zoned SPD-C, Village at Nags Head Commercial-2 (Village Realty). Property to the south is the zoned SPD-C, Village at Nags Head Institutional (Fire Station 16).

Flood Hazard Zone of Property: Property is located in an X Flood Zone, per the Town of Nags Head local ordinance, the property is subject to an RFPE/LES of 9 ft. The proposed first floor of habitable space will be elevated to or above 13 ft. msl and is therefore compliant.

Land Use Plan Map/Policies: The 2022 Comprehensive Plan, Future Land Use Map classifies this property as General Commercial. While the use is more institutional in nature, it remains consistent with this land use classification and stated Land Use Policies.

SPECIFIC INFORMATION

Applicable Zoning Regulations:

- Use Regulations: Pursuant to the text amendment adopted by the Board of Commissioners at their November 6, 2024, meeting, “County EMS Station” is a permitted use within the Village at Nags Head Commercial 1 District.
- Lot Coverage: Pursuant to Section 9.21.8.5 of the UDO, Table of Development Standards within the Village at Nags Head the maximum allowable lot coverage is 80% of the district area. The Village Commercial 1 District is comprised of The Outer Banks Mall, including the outparcels for Urgent Care and Outback Restaurant, the subject property, 111 W. Seachase Drive (Rusty Crow Quilt Shop) and the 7-lot subdivision, Sandcastle Village. While we do not have an updated survey for all improvements within this district, the lot coverage proposed for the redevelopment of this property for the EMS Station is reduced from 69.7% of the total lot area, to approximately 51% of the total lot area. Lot coverage is therefore compliant.
- Height: The maximum allowable building height within the Town is 35 feet; however, pursuant to Section 8.2.1, Dimensional requirements, total height may be increased to 42 feet with the use of an 8:12 roof pitch or greater. The applicant has proposed a structure with an overall height of approximately 34 feet measured from grade, therefore height is compliant. A height certificate will be required to verify overall height compliance during construction.
- Architecture Design Standards: Section 10.82 of the UDO, Applicability, states that Commercial Design Standards shall apply to all building construction or remodeling projects requiring a special use permit or site plan review. This project must adhere to the Commercial Design Standards set forth within Part VI of the UDO. As proposed this project will comply with standards set forth in Division II – Building Design including a human scale design, various roof articulations including a watch tower, residential style window, exterior masonry with board and batten and shingle siding, workable shutters, and gable brackets.

This structure is located within the Village at Nags Head and as such should be reviewed and approved by their Architectural Control Committee (ACC). The applicant has provided the Village ACC with the architectural renderings and is awaiting their review comments.

- Parking: At their November 6, 2024, meeting the Board of Commissioners adopted a parking standard for EMS Stations of one (1) parking space per employee on duty and one (1) parking space per 200 square feet of training facility and customer service areas. The applicant has noted a maximum of 12 employees at shift change, requiring 12 parking spaces, no training areas and approximately 100 square feet of customer service area, requiring one parking space. This use is required to have a minimum of 13 parking spaces, 22 spaces have been provided, therefore parking is compliant.

Section 10.92.14.4 of the UDO, Surface Materials Appropriate for use, requires that a minimum of twenty (20) percent of the surface area of the parking area and drive aisles be constructed using permeable surface materials. The applicant

has proposed 22.6% of the parking area be provided in an approved permeable surface therefore this requirement is compliant.

- Buffering/Landscaping: Buffering/Landscaping: Several sections of the Unified Development Ordinance speak to Buffering and Landscaping as it applies throughout this proposed site:

Section 9.21.7.14, General Provisions with the Village Commercial-1 District states that a buffer shall be maintained along property lines abutting any neighboring lots not a part of the shopping center (implying C-1 designation). The buffer shall be a 50-foot-wide grassed open space or a vegetated buffer of a minimum width of 5 feet that will reach a minimum height of 10 feet within five years. Sheet 2 of 5 of the Site Plan review packet demonstrates compliance with this provision, including preserving and maintaining a significant stand of mature vegetation along the southern property boundary.

Section 10.92.6.2 of the UDO, Parking and Drive Aisle Setbacks, requires that where off-street parking is provided between the building and the street right-of-way line, a parking lot buffer of at least ten (10) feet in width shall be provided between the parking lot and the street right-of-way. A compliant buffer has been proposed along the northern property boundary, adjacent to W. Seachase Drive, and along the eastern property boundary adjacent to US Hwy 158. Note that this includes preserving and maintaining existing mature vegetation in these areas.

Section 10.93.3.5 of the UDO, Buildings Adjacent to Street Frontage, states that building walls adjacent to a street frontage shall include foundation landscaping directly adjacent to the building to screen any crawl space, stem wall, lattice work, or open parking areas. The applicant proposed landscaping along the building foundation adjacent to US Hwy 158 and W. Seachase Drive and is therefore compliant.

Section 10.93.3.7 of the UDO, Interior Parking Lot Landscaping, requires parking lot landscaping be provided at a minimum rate equal to ten percent of the total area of the parking spaces. The applicant has proposed 25.4% of the total area of parking spaces in compliant landscaping, therefore interior parking lot landscaping is compliant.

Section 10.93.3.8 of the UDO, Vegetation Preservation/Planting Requirements, requires that new development projects either preserve a minimum of ten (10) percent of the lot's total area with existing natural vegetation and/or dune elevations or plant new vegetation in lieu of preservation. When existing vegetation cannot be preserved, the planting of a minimum of fifteen (15) percent of the lot's total area shall be required. The applicant has proposed to preserve all the existing mature vegetation onsite, resulting in 11% of the total lot area, in addition to the proposed new plantings, therefore vegetation preservation requirements are compliant.

- Lighting: A lighting plan compliant with the requirements of Article 10, Part IV of the Unified Development Ordinance will be required prior to the issuance of any development permits. In addition, a light audit will be required prior to issuance to occupancy permits.
- Signage: No additional signage is being proposed at this time.

Water and Sewage Disposal: The Village at Nags Head is served by a wastewater treatment facility. The applicant has indicated that Carolina Water Supply has been contacted and has indicated that they would allow the continued use of the existing connection. Authorization of connection in writing will be required prior to the Board of Commissioners meeting.

Traffic Circulation: Traffic circulation has been reviewed and approved by the Town Engineer as presented, noting that an NCDOT right-of-way encroachment agreement will be required prior to issuance of the building permit.

Stormwater Management: Section 11.4.1 of the Unified Development Ordinance states, Redevelopment of property within existing commercial uses does not require submission of a stormwater plan under the following circumstances:

- 11.4.1.1. The development is consistent with the zoning regulations of this UDO relating to redevelopment and nonconformities;
- 11.4.1.2. The redevelopment does not result in a net gain of built upon area;
- 11.4.1.3. The redevelopment does not include the importation of any fill material.

Stormwater management is not required for this project, given there is no net increase in built-upon area and no importation of fill material.

Fire: The Deputy Fire Chief has reviewed and approved the proposed site plan as presented. The 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: The Public Works Director has reviewed and approved the proposed site plan as presented.

ANALYSIS

Planning staff finds that the proposal is consistent with the applicable use and development standards, as well as relevant land use policies.

STAFF RECOMMENDATION

Based upon staff's review of the proposal, we recommend approval of the Site Plan Review as submitted. Note this recommendation does not include approval of any future additions as shown. Any future additions will require a Site Plan Amendment consistent with the regulations in place at that time.

Attachments: Site Plan Application and Checklist, Plan Set, and Architectural Elevations.



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

(Optional) VESTED RIGHT ☐ (no fee)

= TOTAL FEE DUE _____

TOWN OF NAGS HEAD
SITE PLAN REVIEW APPLICATION & CHECKLIST

DATE RECEIVED _____

1. LOCATION AND ZONING INFORMATION

- A. PROJECT TITLE DARE COUNTY EMS STATION NO. 5
- B. STREET ADDRESS 105 WEST SEACHASE DRWG
- C. SUBDIVISION LOT 2A, WEST SIDE COMMERCIAL
LOT(S) 2A BLOCK _____ SECTION _____
- D. PRESENT ZONING SPDC-VI
- E. PRESENT USE COMMERCIAL (BAHIS)
- F. EXISTING NONCONFORMITIES NOT KNOWN
- G. ABUTTING PROPERTY ZONING WEST - SPDC-VI (RETAIL) SOUTH - SPDC-INST
- H. ABUTTING PROPERTY USE RETAIL ON WEST, MUNICIPAL COMPLEX SOUTH

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.

Timothy Oakley

OWNER ☐ AGENT ☒ CONTRACT ☐
PURCHASER ☐

- B. APPLICANT/DEVELOPER: NAME Timothy Oakley, Oakley Collier Architects
ADDRESS 109 Candlewood Rd
Rocky Mount, NC 27804
TELEPHONE 252-937-2500
- C. CONTACT PERSON: NAME Timothy Oakley, Oakley Collier Architects
ADDRESS 109 Candlewood Rd
Rocky Mount, NC 27804
TELEPHONE 252-937-2500

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

- NAME/ADDRESS (N) _____
- NAME/ADDRESS (S) TOWN OF NAGS HEAD
- NAME/ADDRESS (E) _____
- NAME/ADDRESS (W) MICHAEL H. YORK and SHAWN A. YORK

(If additional space is needed, please attach separate sheets.)

4. SITE PLAN AND SITE PLAN ATTACHMENT DATA

A. Site plan preparer MICHAEL W. ROBINSON P.E., P.L.S. Phone# 252-255-8026
NC Registered ☒ Engineer ☐ Architect ☒ Surveyor. License# NC 18994

B. The design for the attached Stormwater Management Plan includes: 14 /A

☐ 1.5", 2-hour rainfall: retained on-site.

☐ 4.3", 2-hour rainfall: no important access or health-related impacts.

☐ 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 REPLYING FROM CAROLINA WATER

☐ Attached final permit dated _____

☐ State ☐ County

D. Project involves condominium ownership.

☒ NO ☐ YES, Three copies of condominium documents attached.

E. Amount of land-disturbing activity proposed 35,000 +/- square feet.

A Soil Erosion and Sedimentation Control Plan has been prepared.

☒ NO ☐ YES; (1) Copy attached,

(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.	X	
2. Current PIN Number.	X	
3. Site Address.	X	
4. Owners' names, lot numbers or map book and page reference of all adjacent property owners.	X	
5. Boundary of the entire parcel by course and distance.	X	
6. Widths of the existing rights-of-way that abut the site.	X	
7. Nature or purpose, location and size of existing easements.	X	
8. At all lot comers, 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.	X	
9. Plan to at least 1"=50' scale, showing north arrow and whether true or magnetic.	X	
10. Signature and seal of preparer.	X	
B. Existing features		
1. Streets, curbs, and sidewalks with type and width of pavement.	X	
2. Topographic features of site and existing grades for any streets, storm drainage system including existing grades at four comers of all structures.	X	

	YES	COMMENT
3. Flood zone(s) as determined by latest FEMA Flood Insurance Rate Map, with notation, "flood zone subject to change by FEMA."	X	SOME VERIFICATION REQUIRED
4. All underground utilities and facilities including gasoline tanks and existing septic facilities (including tanks and fields).	X	
5. 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	
6. The location of any marsh areas or estuarine waters or US Army Corps of Engineers 404 wetlands within or abutting the lot.	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 included in calculation for undisturbed vegetation preservation compliance in Article 10, Part I of the Unified Development Ordinance.	X	15% REQ 7,397 sq ft
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.	X	
2. Proposed building elevations of all sides of building labeled in accordance with proposed architectural design criteria of Article 10, Part VI of the UDO.	X	
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 Appendix A of the Unified Development Ordinance.	X	
4. Existing and proposed ground elevations at the corners of proposed structure(s).	X	
5. Sanitary sewer facilities with connection to sewer system or septic tank.	X	
6. Approximate locations of proposed underground utilities and any necessary easements.	X	
7. Screened dumpster pad(s) accessible to left-side loaders and sized in accordance with the Town Code of Ordinances.	X	
8. Proposed fire hydrants and extensions of water distribution lines.	X	
9. Location and height of proposed free-standing signs. See requirements of Article 10, Part III of the Unified Development Ordinance.	N/A	
10. Location of all sidewalks, curbs, drives, and parking within the site and proposed finished elevations.	X	
11. Handicapped parking spaces, walks, ramps, and entrances in accordance with the NC State Building Code. Handicapped parking spaces to be 13 feet wide, marked with a free-standing handicapped sign.	X	
12. The Vegetative Buffer Yard areas have been identified and the proper buffer yard provision(s) have been identified as outlined in the Unified Development Ordinance.	X	
13. Layout of numbered stalls/loading zones in accordance with Article 10, Part II of the Unified Development Ordinance.	X	

Commercial ☐ Residential ☐	Parking Spaces Required	Parking Spaces Shown	Loading Spaces
<u>1</u> STORIES BUILDING SQUARE FOOTAGE: PRINCIPAL <u>8,405</u> ACCESSORY _____ TOTAL <u>8,405</u>	REFER TO PLAN FOR PARKING REQUIREMENTS	<u>24</u>	
# EMPLOYEES <u>5</u>			
#DWELLING/LODGING UNITS <u>6 CREW</u> <u>QUARTERS</u>			

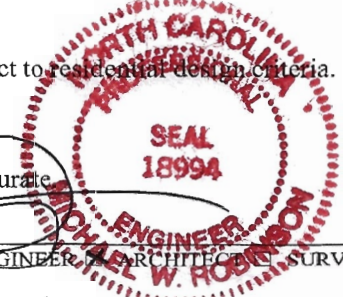
D. EXPLANATORY NOTES

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-section 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 UDO 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 Article 10, Part IV of the Unified Development Ordinance.
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.

11-04-24
DATE


SIGNATURE OF ENGINEER ARCHITECT SURVEYOR ☐

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

Name	Phone#	Information Provided
DAVLEY COLLIER ARCHITECTS	252-937-2500	SKETCH PLAN, BUILDING

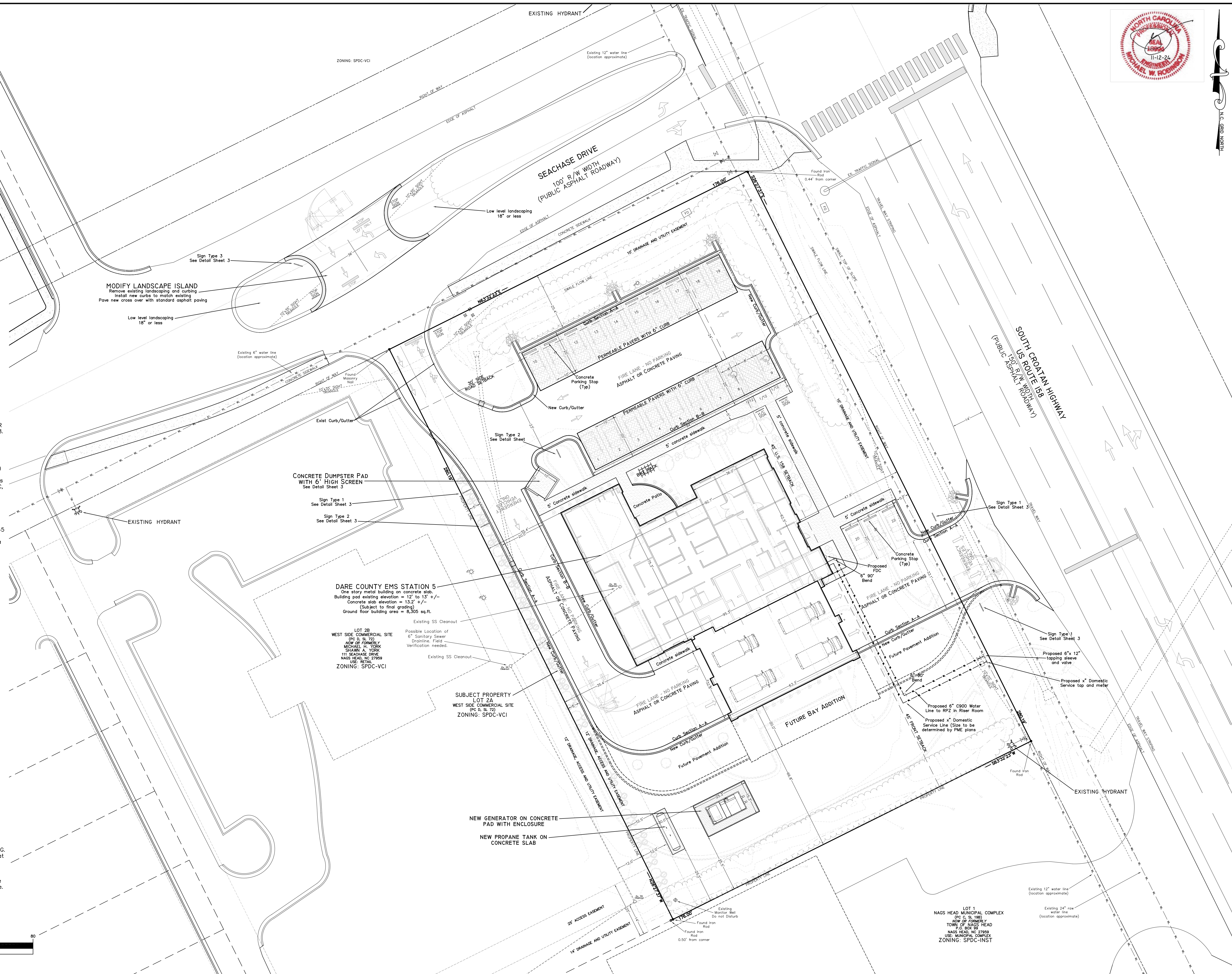
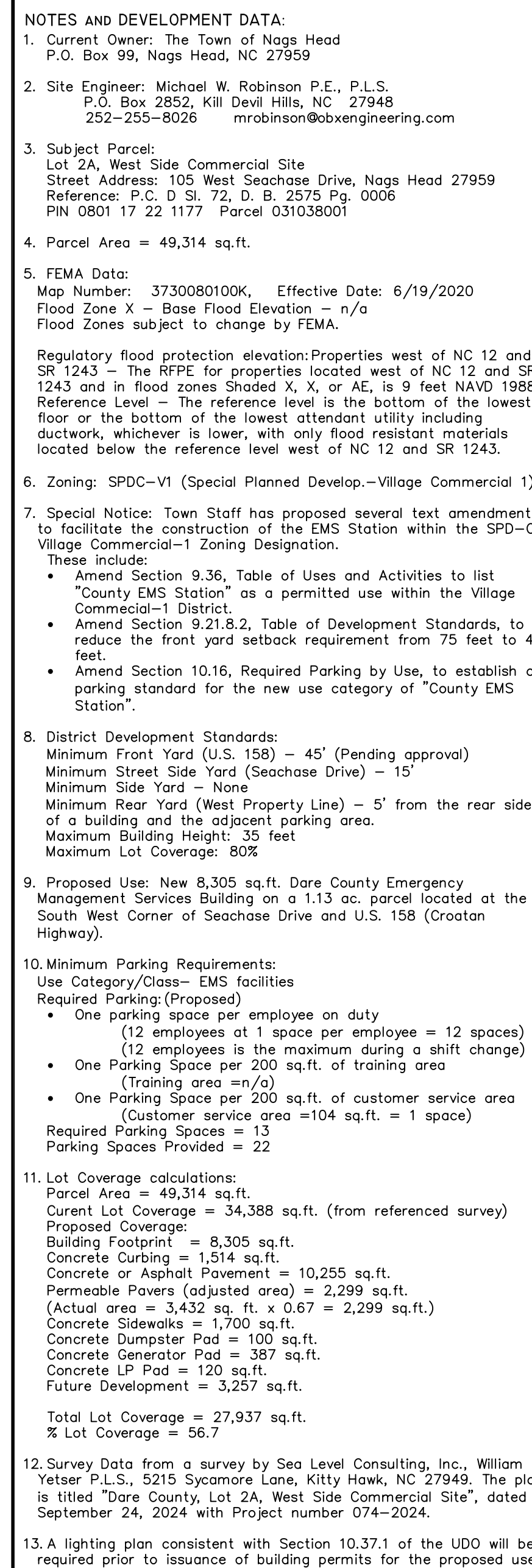
Site Specific Development Plan Option - Vested Right for Site Plans

Please be advised that as the owner, or agent for the owner, you have the opportunity to apply for and receive a Site-Specific Development Plan that will establish a Vested Right for this project for a period of time not to exceed two (2) years from the date the Board of Commissioners approves the plan. You must secure a building permit for this project within two (2) years of the approval date, or your Site-Specific Development Plan will expire. If you elect not to apply for a Site-Specific Development Plan, you must secure a building permit within six (6) months or else your site plan will expire.

If you choose the Site-Specific Development Plan option, please keep in mind the following concerns:

1. Although your project may be classified as a permitted use, by requesting a Site-Specific Development Plan your project will be processed as a Special Use for which a public hearing will be held, and an additional fee of \$200.00 will be charged to process your application.
2. Once your Site-Specific Development Plan has been approved with vested rights status no modifications can be made to the plan.

If you wish to take advantage of the Vested Right process, please check off the Vested Right box on page one. If you do not, then leave the box blank.

[illegible]

ZONING: SPOC-VC

CONSTRUCTION ENTRANCE

SILT FENCING

SEACHASE DRIVE
100' R/W WIDTH
(PUBLIC ASPHALT ROADWAY)

~~SILT FENCING~~

PARKING LOT LANDSCAPE BUFFER

PARKING LOT LANDSCAPE BUFFER

For all lots where off-street parking is provided between the building and the street right-of-way line, a buffer strip of at least ten (10) feet in width shall be provided between the parking lot and the street right-of-way line.

The buffer shall consist of one row of plant material with a minimum of 3 trees, 15 shrubs and 30 Ornamental Grasses/Herbaceous per 100 feet of Buffer Yard Length.

South Creek Highlands shall have a buffer length of 280 feet and will require a minimum of 9 trees, 42 shrubs and 84 Ornamental Grasses/Herbaceous Plants.

Refer to UDO Article 10.93.31 for minimal species height and additional data.

BUILDING LANDSCAPING ADJACENT TO STREET FRONTAGE

Building walls adjacent to a street frontage shall include foundation landscaping directly adjacent to the building to screen any crawl space, stem wall, lattice work, or open parking areas.
Refer to UDO Article 10.93.3.1 for minimal species height and additional data.

EXISTING HYDRANT

SILT FENCING

SUBJECT PROPERTY
LOT 2A
WEST SIDE COMMERCIAL SITE
(PC D, SL 72)
ZONING: SPDC-VCI

WEST PROPERTY LINE PLANTED
LANDSCAPE BUFFER

UDO section 9.21.7.14 requires a 5-foot wide planted landscape buffer along the west and south sides of the property, this vegetation shall reach a minimum height of 10 feet within 5 years.

SILT FENCING

SOUTH PROPERTY LINE LANDSCAPE BUFFER

UDO section 9.21.7.14 requires a 5-foot wide planted landscape buffer along the west and south sides of the property, this vegetation shall reach a minimum height of 10 feet within 5 years.
Existing Vegetative Buffer appears to meet this requirement.

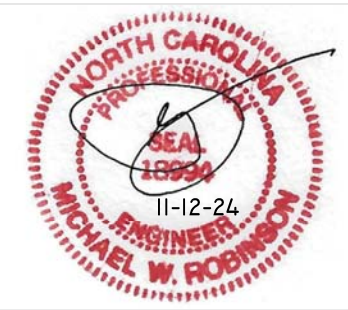
LANDSCAPE AND BUFFER PLAN NOTES:

- Section 10.92.14.4—20% of the surface area of parking area and drive aisles shall be constructed of permeable materials.
Surface Area of Pavement and Curbing = 15,201 sq.ft.
Permeable Paving Area = 3,432 sq.ft. (22.6% of Surface Area)
- Section 10.93.3.7—Interior Parking Lot landscaping requires parking lot landscaping to be provided at a minimum rate equal to ten percent of the total area of the parking spaces.
Area of Parking Spaces = 2,620 sq.ft.
Landscape Island Area total = 668 sq.ft. (25.4%)


Hatch Denotes Area Used for Interior Parking Lot Credits
Total Area Depicted = 668 sq.ft.
- Section 10.93.3.8—Vegetation Preservation/Planting Requirements, requires that new development projects either preserve a minimum of ten (10) percent of the lot's total area with existing natural vegetation.
Total Lot Area = 49,314 sq.ft.
Area of Preserved Vegetation = 5,500 sq.ft. (11%)
- The property owner shall be responsible for maintaining the landscaped areas required by this section, including the replacement of dead and missing vegetation in accordance with section article 10, part I, buffering and vegetation preservation general requirements.
- For parking lot buffers, clustering and/or random spacing of plants and trees is encouraged to produce a natural appearance in the landscape.
- This plan is intended to depict the minimum plantings required under UDO section 10.93 landscaping, buffering, and vegetation preservation.
- Prior to planting the landscaper shall provide a list of plantings proposed for installation including species and plant height. The plan will be provided to the Town for approval.
- See Detail Sheet 4 for additional Sedimentation/Erosion Control Detail and details.

PRELIMINARY PLAN
GRAPHIC SCALE

(IN FEET)
1 inch = 20 ft.



N.C. GRID ROK'IN

MICHAEL W. ROBINSON, P.E., P.L.S.
ENGINEERING AND SURVEYING
 P.O. BOX 2852
 KILL DEVIL HILLS, NC 27948
 PHONE: 252-255-8026
 EMAIL: mrobinson@obxengineering.com

SEDIMENTATION-EC PLAN
LANDSCAPE / BUFFER PLAN
GRADING / DRAINAGE PLAN

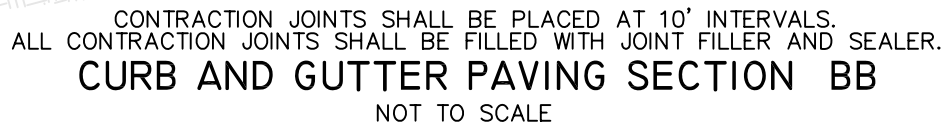
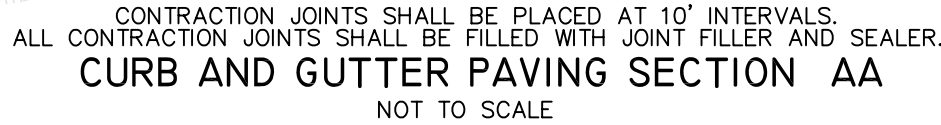
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PROJECT: DARE COUNTY EMS STATION 5

NAGS	HEAD	DARE COUNTY	NORTH CAROLINA
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105 WEST SEACHASE DRIVE, NAGS HEAD

DATE: 11-12-24	SCALE: 1"=20'
DESIGNED: MWR	DRAWN: MWR
SHEET: 2 OF 5	
CAD FILE:	
PROJECT NO: 110424	



GENERAL: FERTILIZER RATES SHOWN ARE GENERAL RECOMMENDATIONS; FREQUENCY AND AMOUNT OF FERTILIZATION CAN BEST BE DETERMINED THROUGH SITE SPECIFIC SOIL TESTING.

EROSION CONTROL: REQUIRES A COMPLETE VEGETATIVE COVER. EVEN SMALL BREACHES IN VEGETATIVE COVER CAN EXPAND RAPIDLY, AND IF LEFT UNATTENDED, CAN ALLOW SERIOUS SOIL LOSS FROM AN OTHERWISE STABLE SURFACE. A SINGLE HEAVY RAIN IS OFTEN SUFFICIENT TO GREATLY ENLARGE BARESPOTS, AND THE LONGER REPAIRS ARE DELAYED, THE MORE COSTLY THEY BECOME. PROMPT ACTION WILL KEEP SEDIMENT LOSS AND REPAIR COST DOWN.

PLANTING: RILLS AND GULLIES DEVELOP. THEY SHOULD BE FILLED IN, RE-SEEDING, AND MULCHED AS SOON AS POSSIBLE. DIVERSIONS MAY BE NEEDED UNTIL NEW PLANTS TAKE HOLD.

MAINTENANCE REQUIREMENTS EXTEND BEYOND THE SEEDING PHASE.

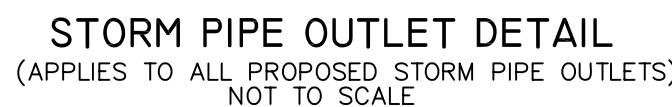
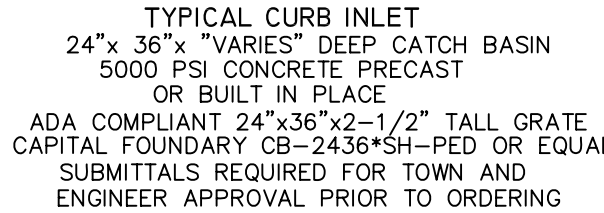
REPAIRS: MULCHED SPECIES MAY BE RESEEDING, FERTILIZED, MULCHED, AND RESEEDED AS PROMPTLY AS POSSIBLE. REFERTILIZATION MAY BE NEEDED TO MAINTAIN PRODUCTIVE STANDS.

SEEDING DATES: OCT. 1 – MARCH 31	
SEED MIXTURE	APPLICATION RATES/ACRE
RYE GRAIN	175 LBS.
FERTILIZER	
10-10-10 @ 1000 LB/ACRE	
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.	

SEEDING SPECIFICATIONS

SOIL EROSION & SEDIMENTATION CONTROL PLAN NOTES:

- a.) SOIL EROSION & SEDIMENTATION CONTROL PLAN NOTES:
 - a.) AREA TO BE DISTURBED: $\pm 35,000$ sq.ft. ± 0.83 ac.
- b.) PROVIDE A GROUND COVER (TEMPORARY OR PERMANENT) ON ALL SLOPES 3:1 OR STEEPER WITHIN 7 CALENDAR DAYS OF COMPLETION OF PHASE OF GRADING. PROVIDE 14 CALENDAR DAYS FOLLOWING COMPLETION OF PHASE OF GRADING. PROVIDE A PERMANENT GROUND COVER FOR ALL DISTURBED AREAS WITHIN 15 WORKING DAYS OR 90 CALENDAR DAYS (WHICHEVER IS SHORTER) FOLLOWING COMPLETION OF CONSTRUCTION OF DEVELOPMENT.
- c.) IF LAND DISTURBING ACTIVITIES OCCUR OUTSIDE THE PERMANENT VEGETATION SEEDING DATES (APR. 1 - SEP.30) THEN TEMPORARY VEGETATION SEEDING SPECIFICATIONS SHALL BE FOLLOWED FOR PLANTING UNTIL THE NEXT APPROPRIATE PERMANENT SEEDING PERIOD, AT WHICH TIME PERMANENT VEGETATION SHALL BE ESTABLISHED ACCORDING TO PERMANENT VEGETATION SEEDING SPECIFICATIONS (SEE PERM. & TEMP. SEEDING SPECIFICATIONS UNSETT E52)
- d.) IF EXCESSIVE WIND EROSION OR STORMWATER RUNOFF EROSION DEVELOPS DURING TIME OF CONSTRUCTION ANY LOCATION ON THE PROJECT SITE, ADDITIONAL SILT FENCING OR OTHER MEASURES SHALL BE INSTALLED AS DIRECTED BY ENGINEER SO AS TO PREVENT DAMAGE TO ADJACENT PROPERTY. SEE SILT FENCE DETAIL ON THIS SHEET.
- e.) SOIL EROSION AND SEDIMENTATION CONTROLS ARE TO BE INSPECTED WEEKLY AND AFTER ANY SIGNIFICANT RAINFALL PRODUCING EVENT AND SHALL BE MAINTAINED AND REPAIRED AS NECESSARY UNTIL PERMANENT CONTROLS ARE ESTABLISHED.
- f.) CONSTRUCTION SCHEDULE:
 - 1) OBTAIN PLAN REVIEW AND OTHER APPLICABLE PERMITS. NO WORK SHALL BE PERFORMED IN WETLAND AREAS PRIOR TO ISSUANCE OF ALL APPLICABLE U.S.A. PERMITS.
 - 2) FLAG AND/OR ROUGH STAKE WORK LIMITS.
 - 3) HOLD PRECONSTRUCTION CONFERENCE (OWNER, CONTRACTOR, ENGINEER, AND APPROPRIATE GOVERNMENT AGENCIES) AT LEAST ONE WEEK PRIOR TO START OF CONSTRUCTION ACTIVITIES.
 - 4) INSTALL SILT FENCING AND ORANGE CONSTRUCTION FENCING @ LOCATIONS SHOWN ON PLAN
 - 5) COMPLETE CLEARING AND GRUBBING PROCEDURES.
 - 6) GRADE SITE ACCORDING TO PLAN
 - 7) INSTALL INFILTRATION BASINS AND STORM SEWER. DROP INLETS TO BE PROTECTED WITH INLET PROTECTION UNTIL CONTRIBUTING DRAINAGE AREAS ARE STABILIZED. PIPE ENDS AT INFILTRATION BASINS SHALL BE PROTECTED WITH OUTLET PROTECTION.
 - 8) INSTALL PERMEABLE PAVEMENT GRAVEL BASE. BASE LAYER TO BE PROTECTED FROM SEDIMENT AT ALL TIMES. CONSTRUCTION TRAFFIC TO BE RESTRICTED TO SPECIFIC AREAS WITHIN THE BASE (STAGING / WORK AREA TO BE DEFINED BY CONTRACTOR AND CLEARLY DEMARCATED UTILIZING BARRIERS/CONES/TAPE). ONCE HEAVY BUILDING CONSTRUCTION IS COMPLETE, STAGING / WORK AREA BASE MATERIAL WILL BE INSPECTED BY ENGINEER AND IF FOUND TO BE DEGRADED, IT SHALL BE REMEDIATED AT THE EXPENSE OF THE CONTRACTOR. INSTALLATION OF PERMEABLE CONCRETE PAVEMENT SHALL BE COMPLETED AFTER ALL CONSTRUCTION ACTIVITIES AND ALL HEAVY BUILDING CONSTRUCTION ACTIVITIES HAVE BEEN COMPLETED. INSTALLED PERMEABLE CONCRETE SHALL BE PROTECTED FROM SEDIMENT AND FROST HEAVE. CONSTRUCTION EQUIPMENT AT ALL TIMES.
 - 9) ALL EROSION & SEDIMENTATION CONTROL PRACTICES WILL BE INSPECTED WEEKLY AND AFTER HEAVY RAINFALL EVENTS. NEEDED REPAIRS WILL BE MADE IMMEDIATELY.
 - 10) ONCE SITE IS FULLY STABILIZED; REMOVE INLET AND OUTLET PROTECTION, CLEAN STORM SEWER OF ALL DEBRIS, FINE-GRADE AND SEED OR LANDSCAPE INFILTRATION BASINS.



MICHAEL W. ROBINSON, P.E., P.L.S.
ENGINEERING AND SURVEYING
 P.O. BOX 2852
 KILL DEVIL HILLS, NC 27948
 PHONE: 252-255-8026
 EMAIL: mrobinson@xengr.com

DETAIL SHEET
PRELIMINARY

[illegible]

PROJECT: DARE COUNTY EMS STATION 5

105 WEST SEACHASE DRIVE, NAGS HEAD

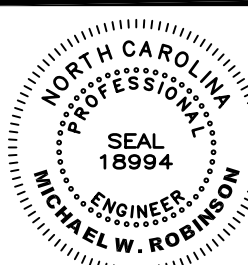
DATE: 11-12-24	SCALE: 1"=20'
DESIGNED: MWR	DRAWN: MWR
SHEET: 4 OF 5	
CAD FILE:	
PROJECT NO: 110424	

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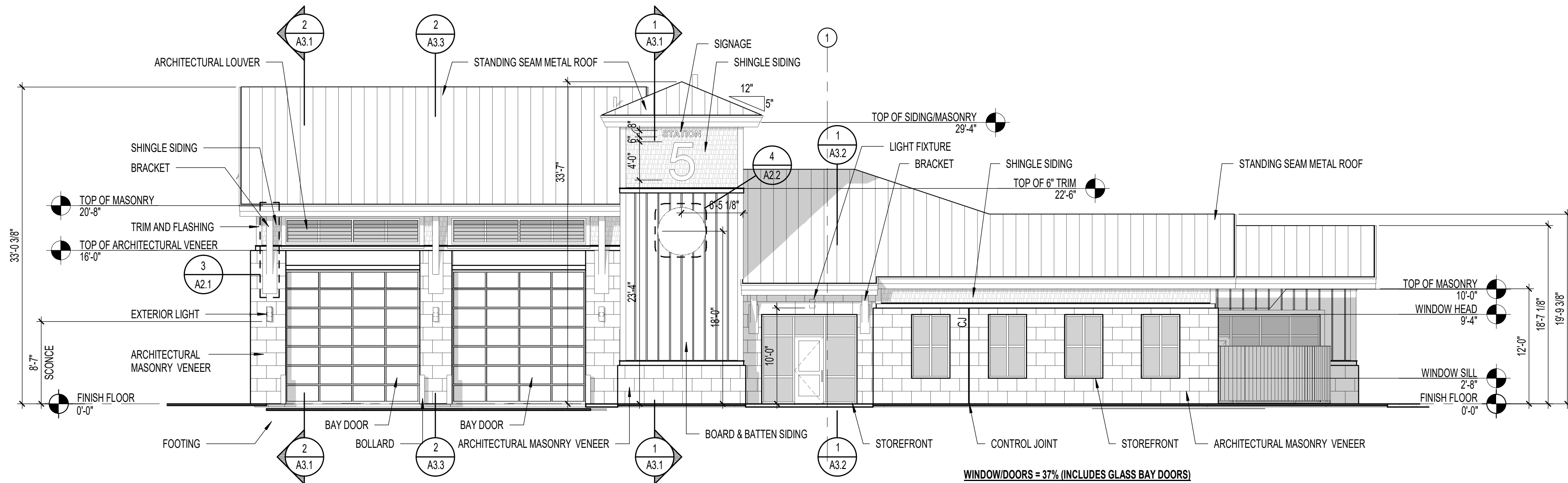
PROJECT: DARE COUNTY EMS STATION 5 DARE COUNTY NAGS HEAD NORTH CAROLINA	
DATE: 11-12-24	SCALE: 1"=20'
DESIGNED: MWR	DRAWN: MWR
SHEET: 5 OF 5	
CAD FILE:	
PROJECT NO: 110424	

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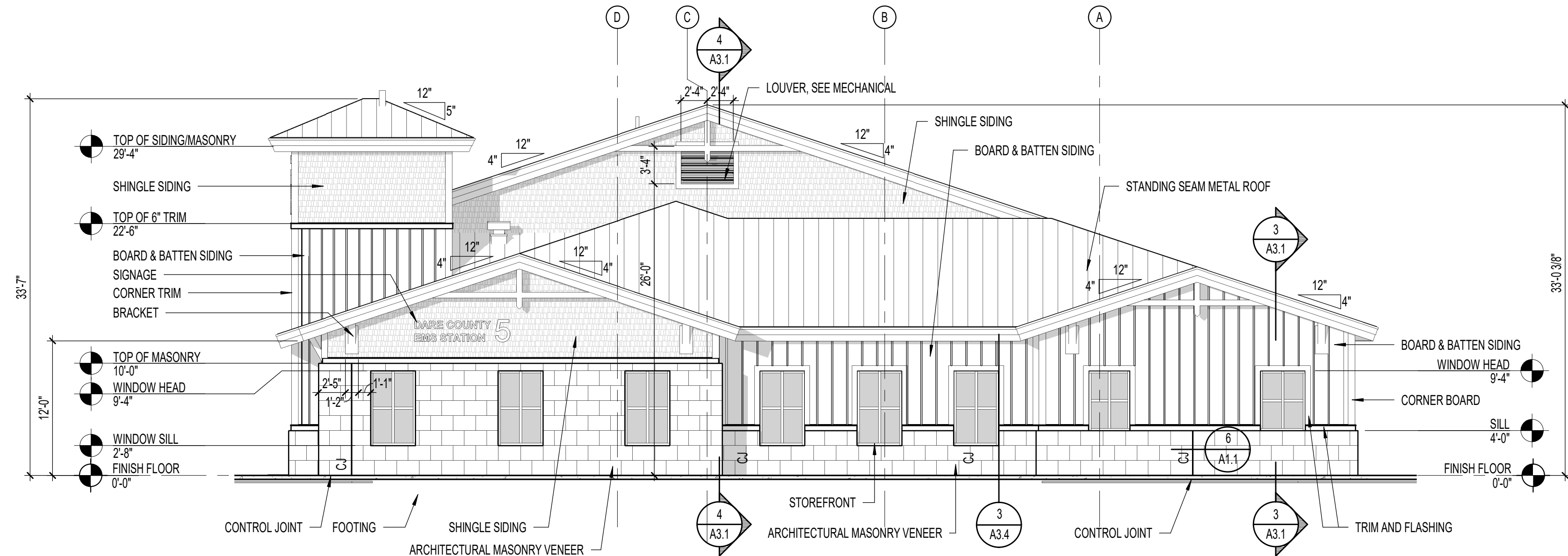
LIGHTING PLAN PRELIMINARY



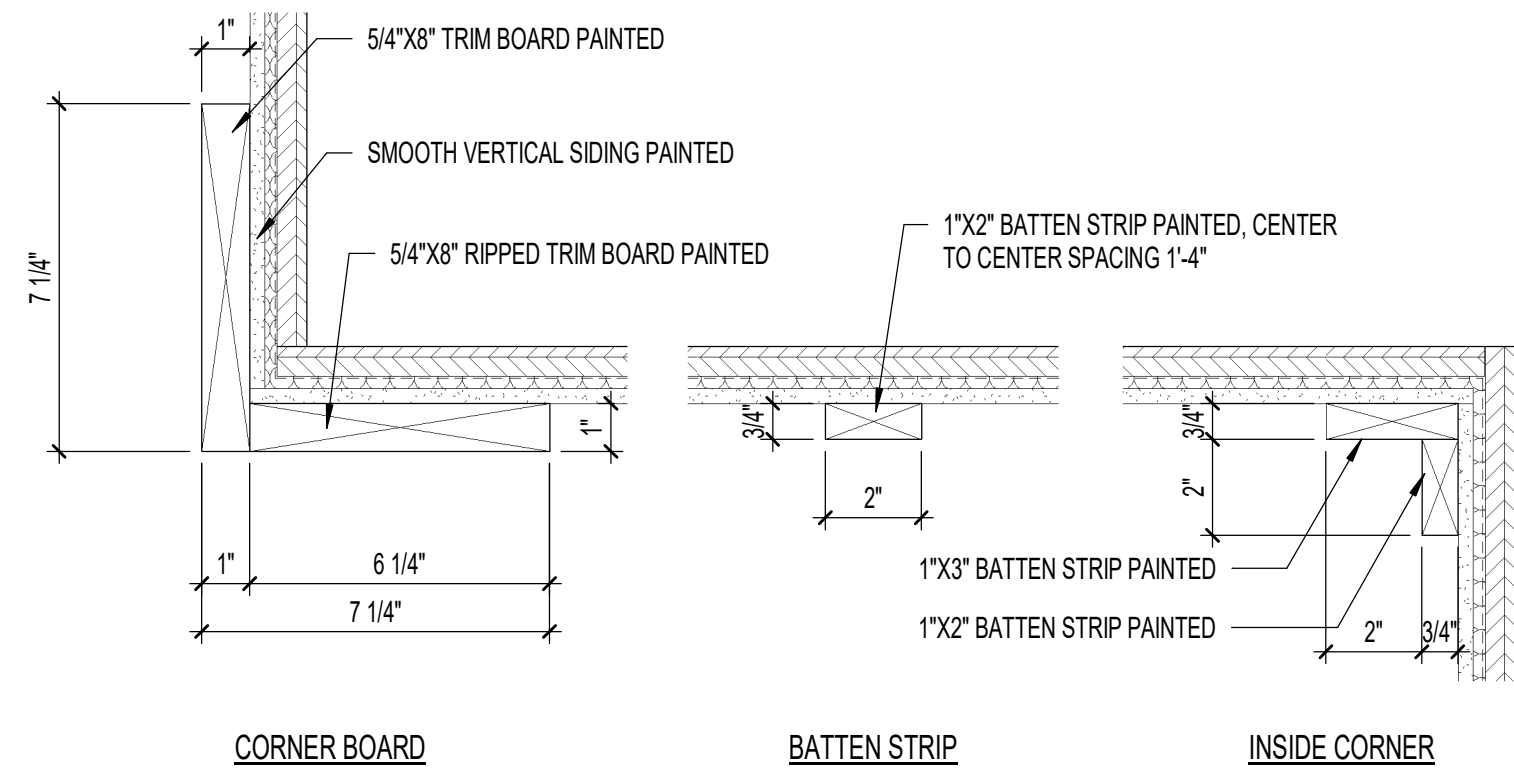
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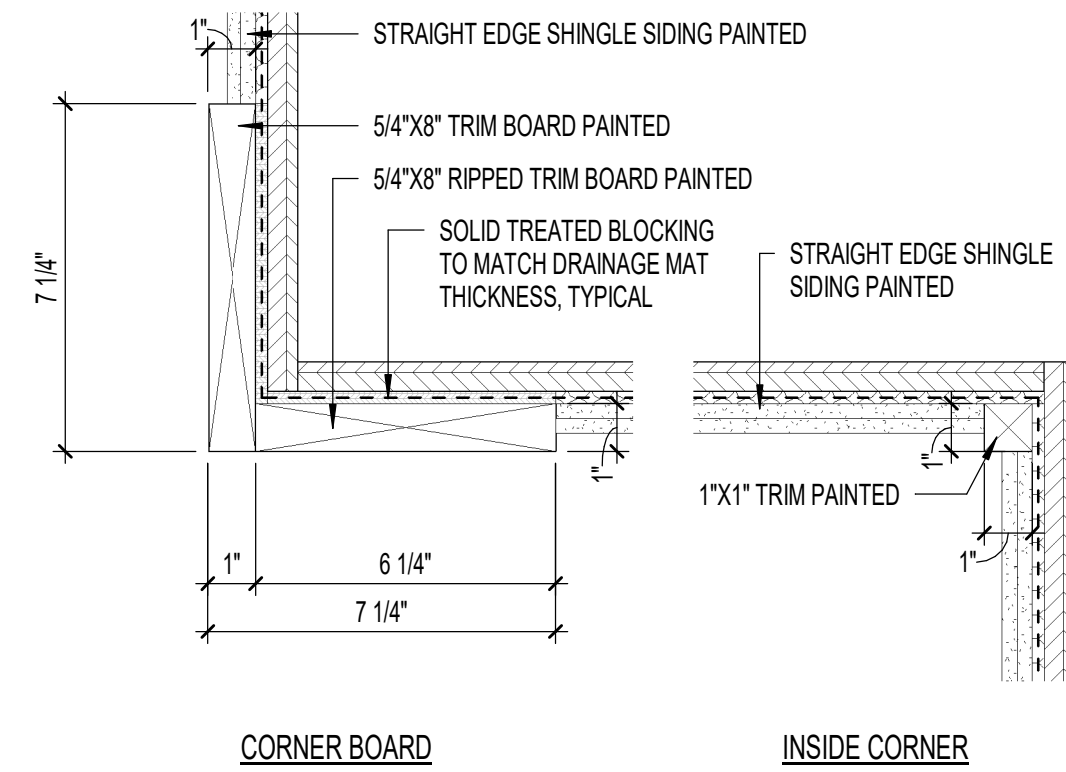
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A2.1
FRONT ELEVATION
1/8" = 1'-0"



2
A2.1
RIGHT SIDE ELEVATION
1/8" = 1'-0"

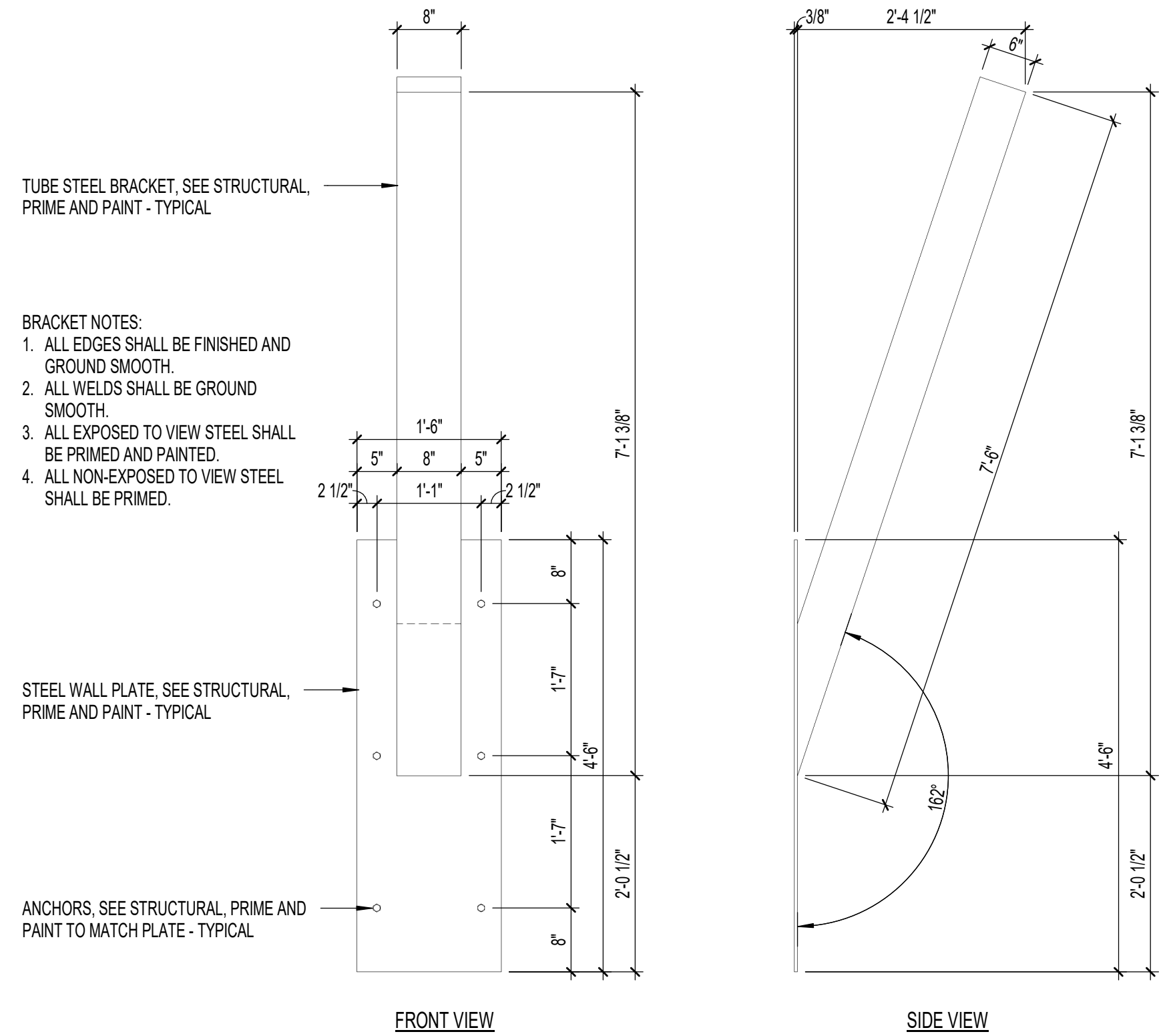


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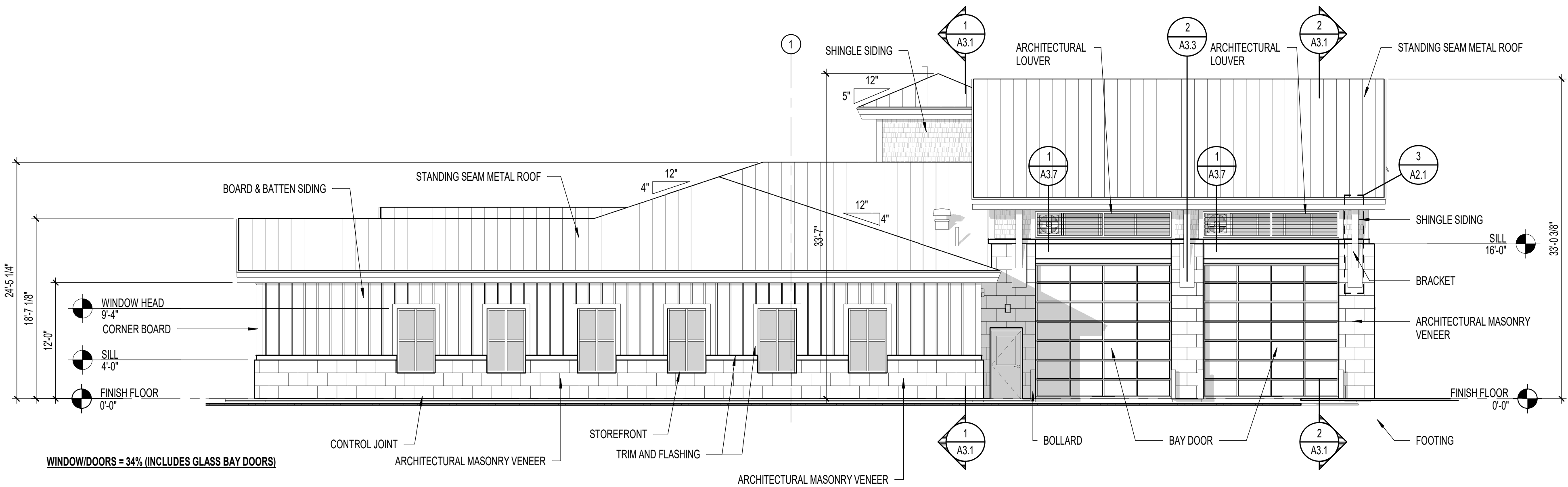


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DETAIL
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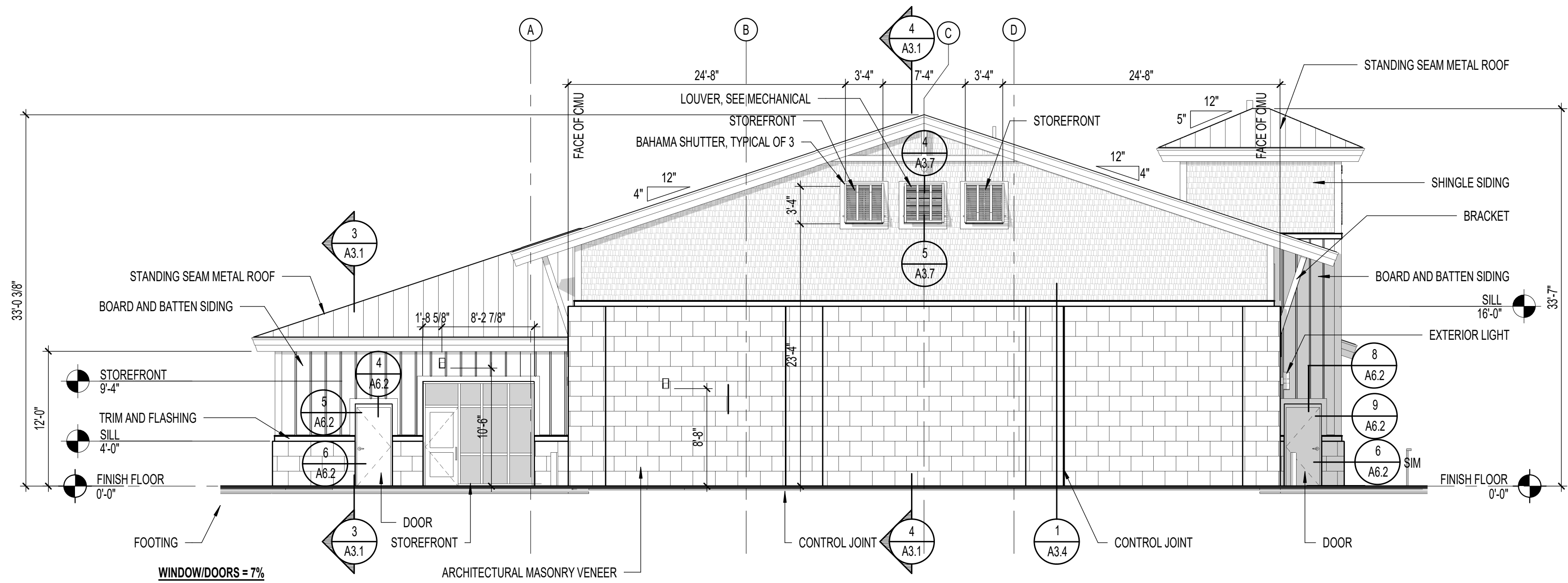
EXTERIOR FINISH LEGEND		NOTES: 1. MANUFACTURER'S INDICATED ARE BASIS OF DESIGN; SEE SPECIFICATION SECTION 01 60 00 - PRODUCT REQUIREMENTS FOR SUBSTITUTION REQUESTS. 2. ALL EXTERIOR SIDING AND TRIM SHALL BE FACTORY PRIMED AND FIELD PAINTED UNLESS NOTED OTHERWISE. 3. ALL FACTORY FINISHED TRIM SHALL BE TOUCHED UP IN FIELD AS NECESSARY FOR AND AFTER INSTALLATION. 4. TRIM INCLUDES ALL HORIZONTAL AND VERTICAL PIECES, INCLUDING FASCIAS, FRIEZES, AND BATTENS. 5. SEE DETAILS AND WALL SECTIONS FOR SIZES OF TRIM. 6. INSTALL AND FINISH ALL COMPONENTS PER MANUFACTURER'S RECOMMENDATIONS.
MATERIAL	DESCRIPTION	
VERTICAL SIDING	HARDIEPANEL VERTICAL SIDING - SMOOTH MANUFACTURER : JAMES HARDIE COLOR: LIGHT GRAY	
SHINGLE SIDING	HARDIESHINGLE SIDING - STRAIGHT EDGE - REVEAL: 6" MANUFACTURER : JAMES HARDIE COLOR: LIGHT GRAY	
TRIM	HARDIETRIM BOARDS - SMOOTH MANUFACTURER : JAMES HARDIE COLOR: WHITE	
SOFFIT	HARDIESOFFIT PANELS - NON-VENTED SMOOTH MANUFACTURER : JAMES HARDIE COLOR: WHITE	
VENEER	ARCHITECTURAL MASONRY VENEER MANUFACTURER : JOHNSON CONCRETE PRODUCTS COLOR: JCL-301 MONT BLANC	
STOREFRONT	COLOR: ANODIZED/CLEAR ALUMINUM	
STANDING SEAM	COLOR: ALUMA KLAD/COLOR KLAD SNOWDRIFT	
AWNING CH DOORS SHUTTERS LOUVERS	COLOR: SHERWIN WILLIAMS SW6811 HONORABLE BLUE	



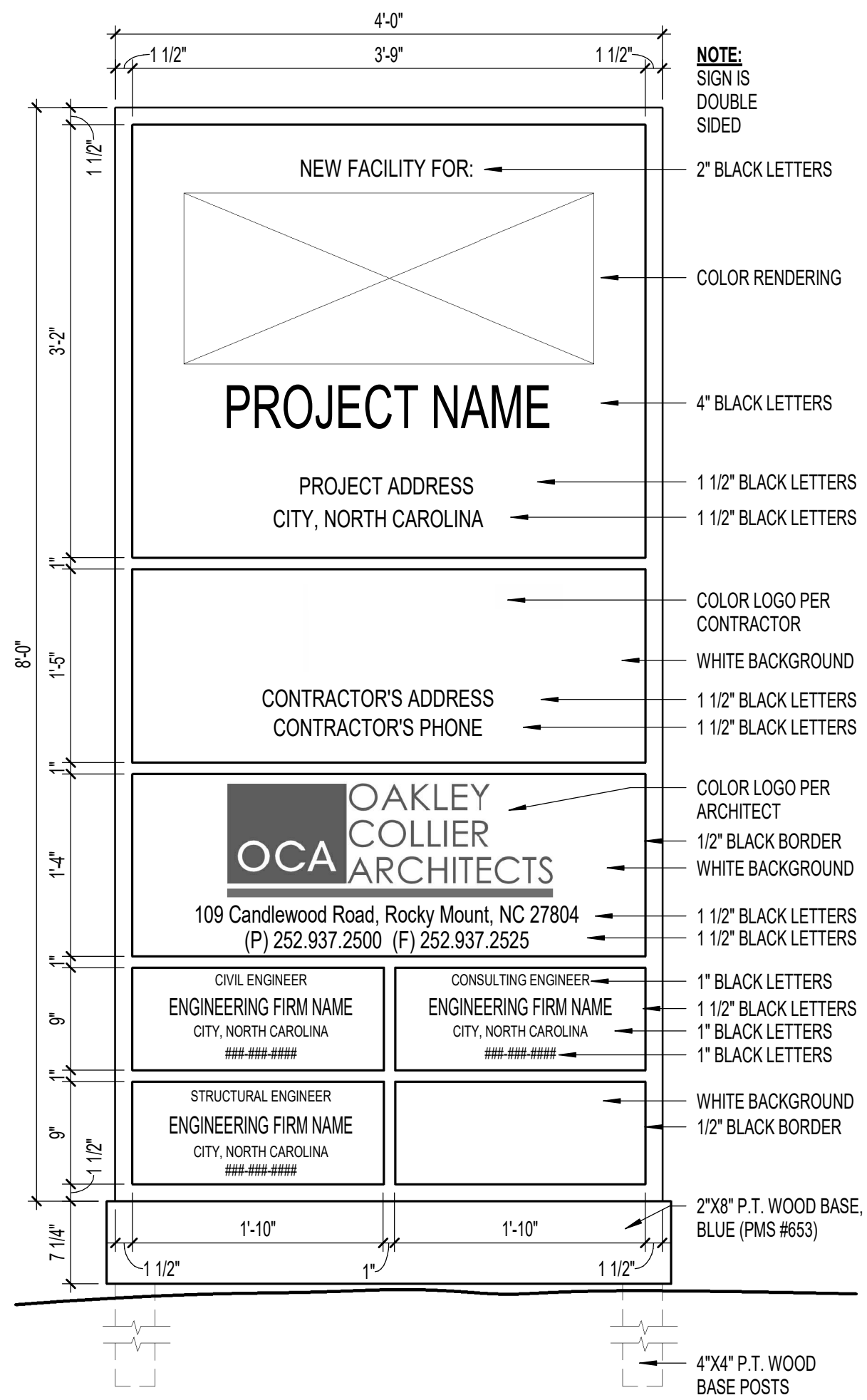
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A2.1
DETAIL
3/4" = 1'-0"



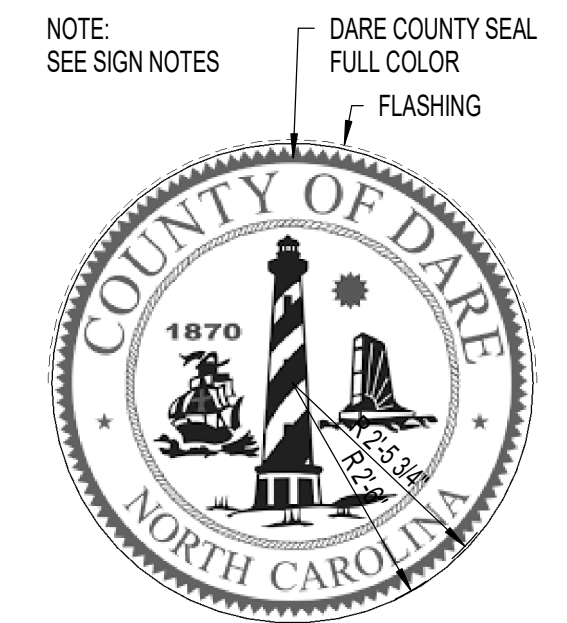
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A2.2
REAR ELEVATION
1/8" = 1'-0"



2
A2.2
LEFT SIDE ELEVATION
1/8" = 1'-0"



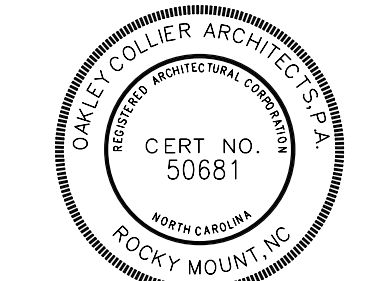
3
A2.2
JOB SIGN
1" = 1'-0"



4
A2.2
COUNTY SEAL
1/2" = 1'-0"

SIGN NOTES

- NOTES:
- COORDINATE SIGN INSTALLATION AND ATTACHMENT WITH SIDING.
 - PROVIDE FLASHING ALONG TOP EDGE.
 - SIGN SHALL BE SAND BLASTED CEDAR IN THICKNESS PER SIGN MANUFACTURER.
 - SIGN SHALL BE FULL COLOR WITH ALL COMPONENTS PAINTED.
 - COLORS SHALL MATCH LOGOS AND SEAL IMAGES PROVIDED BY OWNER. ALLOW FOR EIGHT COLORS PER SIGN.
 - ALL NON EXPOSED TO VIEW SURFACES SHALL BE PRIMED.
 - ANCHORAGE AND ATTACHMENT SHALL BE DESIGNED BY THE SIGN MANUFACTURER.
 - BASE PLATE SHALL BE 1" THICK MINIMUM FOR DIRECT ATTACHMENT MOUNT.
 - BASE PLATE AND SIGN FACE CAN BE SEPARATE PIECES.



PRELIMINARY NOT FOR CONSTRUCTION



PRELIMINARY NOT FOR CONSTRUCTION

Revisors

Date	Project No.
11/12/24	21032
Drawn By	Sheet No.
JH	A2.2
Checked By	
TDO	
Sheet Title	
EXTERIOR ELEVATIONS	









BOC ACTIONS
WEDNESDAY, NOVEMBER 6, 2024

1. Call to order - Mayor Cahoon called the meeting to order at 9 a.m.
2. Agenda – The Board adopted the Nov 6th agenda with the Nags Head Woods annual report presentation moved up on the agenda.
3. Nags Head Woods - Steward Aaron McCall presented a PowerPoint presentation of the Nags Head Woods Annual Report. His presentation and slides were well received by the Board.
4. Recognition - Dep Police Chief Chris Montgomery introduced Police Officer Kyle Kuhar who was welcomed by the Board to Town employment.

Public Services Director Nancy Carawan introduced Public Services Office Assistant Sue Cummings who was recognized for five years of service.

Dep Town Manager/Finance Officer Amy Miller introduced Accounts Payable Specialist Vicky Wright who was recognized for twenty years of service.

5. Earl Murray Jr Employee of the Year - Nominees were presented by Dept Heads:
 - Payroll Specialist Fay Sims was introduced by Amy Miller.
 - Planner Chris Trembly was introduced by Kelly Wyatt.
 - Town Engineer David Ryan was introduced by Nancy Carawan.
 - Police Officer Tyson Wild was introduced by Chris Montgomery.
 - Fire Engineer James Phillips was introduced by Chief Randy Wells.

The Board entered Closed Session to consider the honorarium. The Board re-entered Open Session and Attorney Leidy reported that the Board took action concerning the honorarium and to unseal a series of Closed Session minutes.

On behalf of the Board, Mayor Cahoon announced Town Engineer David Ryan as Earl Murray Jr Employee of the Year for 2024. He noted it was a very difficult decision to make as all nominees were deserving.

6. Public Comment – No one spoke during Public Comment.
7. The Consent Agenda was approved as presented and consisted of the following items:
 - Budget Amendment #5 to FY 24/25 Budget
 - Tax Adjustment Report
 - Approval of Minutes
 - Amendment to Town Code Sec 44-35 re: Water Cut-Offs
 - Fee waiver for Fire Department training live burn
 - Policy for Streaming/Recording Board Meetings
 - Reimbursement Resolution in support of property purchase
 - Design Scope of Services for replacement Fitness Center
 - Request for Public Hearing to consider amendments to UDO re: Hotel Parking Standards
8. Public Hearing to Consider a Special Use/Site Plan Review for the Construction of a Two Story, Eight Bedroom Dormitory – The Board approved the site plan as submitted.

9. Public Hearing to consider amendments to the UDO within the SPD-C, Village at Nags Head Commercial-1 Zoning District to accommodate a new use, EMS Station - The Board adopted the amendments to the UDO, as well as the consistency statement, as presented.

10. Planning Dept – Planning Director Kelly Wyatt summarized her monthly Planning Dept report.

11. Committee reports:

- Mayor Cahoon - he recently attended his first Jennette's Pier Advisory Council meeting where a lot of interesting projects were discussed; more information will be provided later.
- Mayor Pro Tem Siers – he and Town Manager Garman recently attended the Dare County Housing Task Force meeting where Town Manager Andy Garman was assigned to the Our State Our Homes Initiative.
- Comr. Lambert – Septic Health Committee – She recently attended her first meeting and in addition to Director Wyatt's report, Comr. Lambert added a congratulations to Septic Health Coordinator Conner Twiddy for achieving his Subsurface Wastewater Operator License.
- Comr. Lambert – the Government Access Channel Committee met last week and approved the LPDI grant for Duck; in addition, the Movie Festival discussions were tabled until after the first of the year.
- Comr. Lambert – Comr. Lambert reported that the Town's Ash Wednesday Storm documentary was shown at the recent Dare County Environmental Film Festival where it won an award.

12. Traffic Control Map – The Board adopted the amendment to the Traffic Control Map re: a No Parking Between Signs – Tow Away Zone on the center section of the S Linda Lane cul-de-sac as presented.

13. Beach Nourishment Project – The Board passed motions to authorize the Town Manager to execute the Professional Services Task Order with Moffat & Nichol as presented and to approve the amendment to the Capital Project Ordinance in the amount of \$481,940 as presented.

14. Town Attorney - Attorney Leidy reported that the Appeals Court recently found that a public body, a county, had violated the Open Meetings Law; A remotely-attending member cannot be included in the public body's quorum and vote in the matters of the Board unless a State or local emergency has been declared.

15. Town Manager Garman - Dr. Sciaudone from Moffat & Nichol presented updates to the Beach Monitoring and Maintenance Plan. The Board adopted the updated Plan as presented.

16. Town Manager Garman - Town Engineer David Ryan provided an update to the Public Services Facility: Additional buildings have become occupied; the storage site provides much needed space; the vehicle storage building is nearing completion which is expected by the end of November.

17. Town Manager Garman – The Board passed a motion to accept the NC Land & Water Fund Grant to place conservation easements on Town-Owned Properties (parcels 026404001, 006114000, and 005946000) surrounding the Fresh Pond area and in Nags Head Woods.

18. Town Manager Garman - The Board passed the following motions: To adopt the ordinance amendment to Town Code Sec 44-108 modifying the waterline requirement from 500' to 250' as presented; To approve the waterline extension agreement with property owners Ethan White and Victoria Passmore as presented; and to approve the Budget Amendment in the amount of \$48,309, as presented.

19. Mayor Cahoon - Mayor Cahoon - Appointment Process to Fill Vacant Board of Commissioners Seat – The Board approved the Board of Commissioners application as presented and authorized moving forward with the process.

20. Adjournment - The Board passed a motion to adjourn – the time was 11:36 a.m.



MEMORANDUM

Town of Nags Head

Planning & Development Department

To: Planning Board

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

Date: November 19, 2024

Subject: Hotel Overlay District Discussion

Summary

In November 2023, during their retreat, the Board of Commissioners directed planning staff to identify and correct areas of land use incompatibility within the town and correct inconsistencies between the Comprehensive Plan and the Unified Development Ordinance. One item noted for consideration at that time was revisiting the appropriateness of the Hotel Overlay District. This is Action Item 2.2 under the Development Goals of the adopted 2024 Town of Nags Head Strategic Plan. Hotels are only allowed in the C2 district as a special use with supplemental regulations, in the Hotel Overlay District and in the Village SPC-C District. In the CR zoning district, the hotel use shall only be allowed as a permitted use subject to a Conditional Use Permit upon a property when such use was lawfully conducted prior to and actively in operation as of January 1, 2021. At this time, staff would like to initiate a discussion with the Planning Board on whether the Hotel Overlay District remains in line with the Town's vision and development goals.

In a staff memo to the Planning Board dated October 10, 2001 (attached), staff stated that the Board of Commissioners have been discussing the issues surrounding the demolition of hotels and the replacement of these hotels with large single-family houses. The Board was concerned with the loss of diversity of seasonal housing accommodations of visitors. Staff were asked to present ideas concerning incentives for the development of new hotels/motels. Over the next few years staff considered a variety of factors that would help incentive new hotels, including reductions in lot coverage and setback requirements and an increase in height allowance as well as potentially creating a hotel overlay district. The Hotel Overlay District was established at the Board of Commissioners' Meeting on March 3, 2004, to encourage new and larger hotel developments.

According to the minutes of that meeting, Town Planner Andy Garman summarized the issue as follows: "On December 8, 2003, the Board of Commissioners and the Planning Board participated in a combined workshop to discuss hotel zoning amendments. The basis for this discussion included the proposed hotel zoning amendments that were considered at the December 3, 2003, Board of Commissioners meeting. Based on the input provided at this meeting and at the direction of the Board of Commissioners, staff has included the attached hotel proposal for review. This proposal includes changes to existing hotel standards in the C-2 zoning district and the creation of a new hotel overlay zoning district. The hotel overlay district includes the C-2 zoning district from just south of the Village at Nags Head to Whalebone junction. This area was selected due to its commercial nature and also due to its proximity away from Jockey's Ridge

and the lower density residential neighborhoods north of the Village. To allow for larger hotels, the height and lot coverage standards have been increased within this district."

The stated intent of the hotel overlay district found within the final adopted ordinance was to allow for the location of larger-scale hotels in commercial areas where the increase in height does not significantly affect the viewshed from Jockey's Ridge and does not diminish the low-density character of the historic district and the neighborhoods within the R-2 Medium Density Residential zoning district.

The final adopted hotel overlay district continued to allow a maximum height of structures to be 60 feet, which was previously allowed in all C2, but was reduced to 35 feet in the C2 at the same time the overlay district was adopted. A maximum lot Coverage of up to 65 percent is allowed for hotels in the Hotel Overlay District as opposed to 55% in the C2. The side yard setback is ten (10) feet, (15) feet for a corner lot; portions of buildings greater than two stories are required to be set back an additional 10 feet for every story over two. In any instance the setback does not need to exceed (30) feet.

Map Hotel Overlay District



Twenty years have passed since the Hotel Overlay District was established and the ordinance was adopted. Recently, The Inn at Whalebone received Site Plan Approval and subsequently development permits have been issued. This would be the only hotel to (potentially) be developed within the hotel overlay district since the creation of the overlay zoning district.

Below is a comparison of hotel requirements in the current ordinance. The development differences between C2 and the Hotel Overlay are highlighted yellow.

Comparison Hotel Overlay vs. C2 District

TABLE 7-2: DIMENSIONAL REQUIREMENTS FOR HOTELS				
	CR	C-1	C-2	HO
Lot Width	150 feet	100 feet	150 feet	
Front Setback	The minimum front yard along property lines abutting the right-of-way line of S. Virginia Dare Trail/NC 12 or S. Old Oregon Inlet Road/NC 1243 shall be forty-five (45) feet.	15 feet; portions of buildings greater than two stories shall be set back an additional 10 feet.	30 feet; portions of buildings greater than two stories shall be set back an additional 10 feet.	15 feet; portions of buildings greater than two stories shall be set back an additional 10 feet for every story over two. In any instance the setback need not exceed 30 feet.
Rear Setback	25 feet			

TABLE 7-2: DIMENSIONAL REQUIREMENTS FOR HOTELS

	CR	C-1	C-2	HO
Side Setback	A minimum side yard of ten (10) feet is required from any side property line, other than a side property line along a street right-of-way; for buildings with a height greater than thirty-five (35) feet, such minimum required side yard shall increase by one (1) foot for each foot in height greater than thirty-five (35) feet. For any side property lines along a street right of way, the minimum required yard shall be no less than the minimum required front yard or side yard, whichever is greater.	10 feet; 15 feet for corner lot; portions of buildings greater than two stories shall be set back an additional 10 feet.		corner lot; portions of buildings greater than two stories shall be set back an additional 10 feet for every story over two. In any instance the setback need not exceed 30 feet.
Height			35 feet	60 feet
Open Space	A minimum of fifty percent (50%) of the area established by each minimum setback shall be undeveloped and landscaped as open space. Underground components of wastewater systems are allowed to be located within minimum required setbacks.	50% of side yard to remain as open space.		50% of side yard to remain as open space. Minimum 5 feet, Maximum 10 feet.
Lot Coverage	40%		55%	65%

TABLE 7-2: DIMENSIONAL REQUIREMENTS FOR HOTELS

	CR	C-1	C-2	HO
Density	None	Maximum 20 units per site.	None	None
Unit Size (Room)	Minimum 300 sq. ft.	Minimum 300 sq. ft. Maximum 700 sq. ft.		
Unit Size (Eiciency)	Minimum 400 sq. ft.	Minimum 400 sq. ft. Maximum 700 sq. ft.		
Unit Size (Suite)	Minimum 400 sq. ft.	Minimum 400 sq. ft. Maximum 900 sq. ft. Up to 33% of units can be suites.		Minimum 400 sq. ft. Maximum 1,200 sq. ft. Up to 33% of units can be suites.

TABLE 7-2: DIMENSIONAL REQUIREMENTS FOR HOTELS

	CR	C-1	C-2	HO
Minimum Units Per Building	2	2		
Building Separation	20 ft; A sidewalk or boardwalk constructed to provide a grade separation from vehicular traffic of at least six inches shall connect all principal buildings on the site. Separate buildings shall be connected with pedestrian passageways that are striped when crossing traffic lanes.			
Ocean/Sound Access	NA	Hotel parcels east of US 158 must be within 1,000 feet in a straight-line distance to a public ocean access. The access must consist of a minimum five- foot wide improved pedestrian path. Hotels west of US 158 must provide direct, private soundfront access		None.

TABLE 7-2: DIMENSIONAL REQUIREMENTS FOR HOTELS

	CR	C-1	C-2	HO
Accessory Uses	Fishing pier (with CAMA authorization), restaurant, indoor entertainment facility, indoor public assembly, retail, office and on- site rental of beach chairs and umbrellas.	Retail shops, offices, restaurants, indoor entertainment facilities, indoor public assembly for the benefit of occupants, guests and the general public, cottage court.		Uses permitted as accessory to hotels in the C-2 district and outdoor recreation activities as allowed in the HO district.
		Hotel allowed as accessory to other commercial.		Hotel allowed as accessory to other commercial.
		Dormitory for employee housing.		Dormitory for employee housing.
		Single-family dwelling for employee/owner housing.		Single-family dwelling for employee/owner housing.

The largest differences for hotel development between the C-2 General Commercial District and the Hotel Overlay District are around the requirement of proximity to ocean and sound access, the overall allowable height, maximum lot coverage and reduced side yard setbacks. Almost all the area within the Hotel Overlay District is zoned C2, General Commercial except at the very northern portion of the overlay district there is some R3, High Density Residential and one parcel that is zoned SPD-C, Village Hotel District, which is the site of the proposed Inn at Whalebone.

Approval Process

Currently, hotel development in the C-2 General Commercial Zoning District is permitted through the Special Use Permit (SUP) process. This process enables the Board of Commissioners to evaluate whether a proposed hotel is appropriate for a specific location and assess its compatibility with the surrounding area. The SUP process provides flexibility, allowing the Board to address potential impacts, such as traffic or noise, by imposing tailored conditions that mitigate those impacts.

In contrast, hotel development in the Hotel Overlay District is permitted by right, subject to supplemental regulations. If a site plan complies with the standards outlined in the Town's Unified Development Ordinance (e.g., setbacks, parking, lot coverage), the approval must be granted without additional conditions. This by-right process does not allow for flexibility or the ability to impose conditions beyond what is already specified in the regulations.

If the Planning Board is inclined to recommend keeping the Hotel Overlay District, staff suggest amending the approval process to require hotels within this district to obtain a Special Use Permit. This change would allow for case-by-case evaluation and the opportunity to impose conditions to better address potential impacts and ensure compatibility with the surrounding area.

Density

The allowable building height differs significantly between the C-2, General Commercial District and the Hotel Overlay District, directly influencing density potential. In the C-2 District, structures are limited to a height of 35 feet, or 42 feet with use an 8/12 roof pitch or greater, whereas the Hotel Overlay District permits hotel structures up to 60 feet in height. While the C-2 District's height limitations inherently restrict the number of units that can be accommodated, the greater height allowance in the Hotel Overlay District allows for significantly more units within a single structure. It should be noted that the town has recently implemented a density cap for multi-family developments; however, no similar density controls currently exist for development within the Hotel Overlay District.

Lot Coverage

Allowable lot coverage in the Hotel Overlay District is set at 65%, compared to a 55% limit in the C-2 General Commercial District. This increased lot coverage has the potential to impact both development density and stormwater runoff, potentially leading to greater impervious surface area and associated challenges.

Hotel Trends

In follow up to the planning board's question regarding the current number of hotel rooms in town and trends, the following table shows the town's housing stock by type and is current as of 2017.

Table I.2.I.D: Housing Stock by Type and Potential Peak Population, 2017					
Property Type	Total # Properties	Total # Rooms / Bedrooms	% of Total Bedrooms	Persons Per Unit/ Bedroom	Potential Persons at Peak Population
Single Family					
1-2 bedrooms	220	424	2.2%	2	848
3-5 bedrooms	3,497	12,985	66.1%	2	25,970
6-7 bedrooms	300	1,901	9.7%	2	3,802
8+ bedrooms	234	1,961	10.0%	2	3,922
Single Family Subtotal	4,251	17,271	87.9%	2	34,542
Multi-Family					
Multi-Family Subtotal	558	1,547	7.9%	2	3,094
Transient					
Hotel	15	627	3.2%	3.5	2,195
Cottage Court	13	201	1.0%	3.5	704
Transient Subtotal	28	828	4.2%	3.5	2,898
TOTAL					40,534

The fifteen hotels in Nags Head are as follows:

1. Holiday Inn Express Nags Head
2. Surf Side Hotel
3. Mia's Boutique Hotel
4. Fin N/ Feather Waterside Inn
5. Comfort Inn South Oceanfront
6. First Colony Inn
7. Blue Heron Motel
8. Islander Motel
9. Tar Heel Motel
10. Sea Foam Motel
11. Seahorse Inn and Cottages
12. Dolphin Oceanfront Motel
13. Laughing Gull Cottages
14. Ocean Villas
15. The Windjammer

Since the table above was created in 2017 as part of the Comprehensive Land Use Plan Update, the town has introduced provisions allowing legacy hotels not located on the oceanfront to rent units on a long-term basis. For example, Owens Motel recently underwent renovations and rebranded as Mia's Boutique Hotel, although its units continue to be rented on a short-term basis. Additionally, the 87-room Whalebone Inn has received site plan approval and is progressing toward construction.



POLICY CONSIDERATIONS

LU-2, Develop separate zoning districts and regulations that recognize the appropriate scale and pattern of development for the US 158 and NC 12 corridors.

LU-5, Promote contiguous and cohesive nodes of commercial development of appropriate size and massing for the surrounding area

LU-9, Encourage land uses that serve the needs of both year-round and seasonal residents in support of the town's overall vision for the community.

NR-4, Preserve important estuarine waterfront viewsheds along the Causeway and in the Whalebone area that contribute to the overall quality of life and sense of place.

Planning staff will be available for further discussion at the Planning Boards November 19th, 2024 meeting. A draft ordinance has been included for review purposes.

With regard to the Planning Board's review and action, Staff recommends consideration of the following UDO provisions:

3.5.3. Action by the Planning Board.

3.5.3.1. Every proposed amendment, UDO text amendment or zoning map amendment, shall be referred to the Planning Board for its recommendation and report. The Board of Commissioners is not bound by the recommendations, if any, of the Planning Board.

3.5.3.2. Prior to the consideration by the Board of Commissioners of a proposed UDO text amendment or zoning map amendment, the Planning Board shall advise and comment on whether the proposed amendment is consistent with the Comprehensive Plan. The Planning Board shall provide a written recommendation, certified by the UDO Administrator, to the Board of Commissioners that addresses plan consistency and other matters as deemed appropriate by the Planning Board, but a comment by the Planning Board that a proposed amendment is inconsistent with the Comprehensive Plan shall not preclude consideration or approval of the proposed amendment by the Board of Commissioners.

3.5.3.3. Members of the Planning Board shall not vote on recommendations regarding any UDO text amendment or zoning map amendment where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member.

(DRAFT)
**AN ORDINANCE AMENDING THE TOWN CODE AND UNIFIED DEVELOPMENT ORDINANCE OF
THE TOWN OF NAGS HEAD, NORTH CAROLINA AS IT PERTAINS TO THE HOTEL OVERLAY
DISTRICT.**

ARTICLE I. Purpose(s) and Authority.

WHEREAS, pursuant to N.C.G.S. § 160D-701, 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. 160D-702, the Town has adopted comprehensive zoning regulations and s codified the same within the Unified Development Ordinance, Part II of the Town Code, adopted pursuant to N.C.G.S. § 160D-103, which allows the Town to combine certain land development ordinances into a unified ordinance;

WHEREAS, Section 2.4.4.3 of the Unified Development Ordinance provides that the powers and duties of the Planning Board include developing and recommending policies, ordinances, development regulations, administrative procedures, and other means for carrying out plans in a coordinated and efficient manner;

WHEREAS, Section 3.5.1. of the Town Code makes clear that a zoning ordinance text amendment may be initiated by motion of the Board of Commissioners, by motion of the Planning Board, or by application by any person within the zoning jurisdiction of the Town;

WHEREAS, the Board of Commissioners directed planning staff to identify and correct areas of land use incompatibility within the town and correct inconsistencies between the Comprehensive Plan and the Unified Development Ordinance. One item noted for consideration at that time was revisiting the appropriateness of the Hotel Overlay District. This is Action Item 2.2 under the Development Goals of the adopted 2024 Town of Nags Head Strategic Plan.

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 ellipsis (“...”) shall remain as they currently exist within the Town Code.

ARTICLE III. Amendment of the Unified Development Ordinance.

PART I. That Section 6.3 – Overlay Districts be amended as follows:

~~Three (3)~~ two (2) overlay districts are hereby established as outlined in the table below. These overlay districts are intended to be superimposed over the underlying base zoning district. Land within any base district may be classified into one or more overlay zoning districts. Each overlay district includes standards which apply in addition to those specified in the underlying base zoning district. The specific objectives of each of these overlay districts are explained in the remainder of this section.

TABLE 6-2: OVERLAY DISTRICTS ESTABLISHED	
District Name	Abbreviation
Commercial-Outdoor Recreational Uses	CO
Hotel	HO
Soundside Residential Dwelling	SRO

~~6.3.2. HO Hotel Overlay District:~~

~~The purpose of the Hotel Overlay District is to allow for the development of larger scale hotels that exceed the 35-foot height restriction allowed in other zoning designations. This area generally includes the C-2 general commercial district south of the Village SPD-C district (Forrest Street) to Whalebone Junction. This area of the Town is deemed appropriate for taller, more intensive hotel uses that will not diminish important viewsheds in the area surrounding Jockey's Ridge or detract from the low density character of the historic district and the neighborhoods within the R-2 medium density residential zoning district.~~

PART II. That Section 8.5.3– HO Hotel Overlay District be amended as follows:

~~8.5.3. HO Hotel Overlay District:~~

~~Refer to Article 6, Zoning Districts for description of the Hotel Overlay District. Uses are permitted in accordance with Section 6.6, Table of Uses and Activities, subject to Article 7, Supplemental Regulations and the other requirements of this UDO~~

PART III. That Section 10.86 - Building Size/Dimension District be amended as follows:

10.86.2.2. Individual buildings along five-lane roadway corridors shall not have a habitable area that exceeds twenty thousand (20,000) square feet, except ~~in the case of multi-story hotel buildings within the Town's Hotel Overlay District~~ or institutional uses including schools and hospitals.

PART IV. That Table 7-2: Dimension Requirements for Hotels be amended as follows:

TABLE 7-2: DIMENSIONAL REQUIREMENTS FOR HOTELS				
	CR	C-1	C-2	HO
Lot Width	150 feet	100 feet		150 feet
Front Setback	The minimum front yard along property lines abutting the right-of-way line of S. Virginia	15 feet; portions of buildings	30 feet; portions of buildings	15 feet; portions of buildings greater than two stories

	Dare Trail/NC 12 or S. Old Oregon Inlet Road/NC 1243 shall be forty-five (45) feet.	greater than two stories shall be set back an additional 10 feet.	greater than two stories shall be set back an additional 10 feet.	shall be set back an additional 10 feet for every story over two. In any instance the setback need not exceed 30 feet.
Rear Setback	25 feet			
Side Setback	A minimum side yard of ten (10) feet is required from any side property line, other than a side property line along a street right-of-way; for buildings with a height greater than thirty-five (35) feet, such minimum required side yard shall increase by one (1) foot for each foot in height greater than thirty-five (35) feet. For any side property lines along a street right-of-way, the minimum required yard shall be no less than the minimum required front yard or side yard, whichever is greater.	10 feet; 15 feet for corner lot; portions of buildings greater than two stories shall be set back an additional 10 feet.	10 feet; 15 feet for corner lot; portions of buildings greater than two stories shall be set back an additional 10 feet for every story over two. In any instance the setback need not exceed 30 feet.	
Height	60 feet	35 feet	60 feet	
Open Space	A minimum of fifty percent (50%) of the area established by each minimum setback shall be undeveloped and landscaped as open space. Underground components of wastewater systems are allowed to be located within minimum required setbacks.	50% of side yard to remain as open space.	50% of side yard to remain as open space. Minimum 5 feet, Maximum 10 feet.	
Lot Coverage	40%	55%	65%	
Density	None	Maximum 20 units per site.	None	None
Unit Size (Room)	Minimum 300 sq. ft.	Minimum 300 sq. ft. Maximum 700 sq. ft.		
Unit Size	Minimum 400 sq. ft.	Minimum 400 sq. ft. Maximum 700 sq. ft.		

(Efficiency)			
Unit Size (Suite)	Minimum 400 sq. ft.	Minimum 400 sq. ft. Maximum 900 sq. ft. Up to 33% of units can be suites.	Minimum 400 sq. ft. Maximum 1,200 sq. ft. Up to 33% of units can be suites.
Minimum Units Per Building	2	2	
Building Separation	20 ft; A sidewalk or boardwalk constructed to provide a grade separation from vehicular traffic of at least six inches shall connect all principal buildings on the site. Separate buildings shall be connected with pedestrian passageways that are striped when crossing traffic lanes.		
Ocean/Sound Access	NA	Hotel parcels east of US 158 must be within 1,000 feet in a straight-line distance to a public ocean access. The access must consist of a minimum five-foot wide improved pedestrian path. Hotels west of US 158 must provide direct, private soundfront access	None.
Accessory Uses	Fishing pier (with CAMA authorization), restaurant, indoor entertainment facility, indoor public assembly, retail, office and on-site rental of beach chairs and umbrellas.	Retail shops, offices, restaurants, indoor entertainment facilities, indoor public assembly for the benefit of occupants, guests and the general public, cottage court.	Uses permitted as accessory to hotels in the C-2 district and outdoor recreation activities as allowed in the HO district.
		Hotel allowed as accessory to other commercial.	Hotel allowed as accessory to other commercial.
		Dormitory for employee housing.	Dormitory for employee housing.
		Single-family dwelling for employee/owner housing.	Single-family dwelling for employee/owner housing.



MEMORANDUM

Town of Nags Head

Planning & Development Department

PART V. That **Section 6.6 - Table of Uses and Activities**, be amended as follows:

		Residential Districts			Commercial Districts						Special Districts				Overlay Districts			Supplemental
Use Category/Class	Use Type	R-1	R-2	R-3	CR	C-1*	C-2	C-3	C-4	C-5	SPD-20	SED-80	SPD-C*	O&S	CO	HΘ	SRO	Regulation



MEMORANDUM

Town of Nags Head

Planning & Development Department

To: Planning Board

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

Date: November 15, 2024

Subject: Potential Accessory Dwelling Unit (ADU) Ordinance Discussion

Updated Staff Report for November 19, 2024 Meeting

At their October 15, 2024, meeting, staff provided the Planning Board with an update on the status of discussions surrounding Accessory Dwelling Units (ADUs) and summarized themes from the two public input sessions held in September. Planning Board members noted concerns about the perceived inequity in current ordinances, which allow partial-home short-term rentals for short-term stays only, precluding long-term stays. This limitation was highlighted as a barrier, particularly in addressing the community's workforce housing needs.

Additionally, the Planning Board expressed agreement that the current terminology surrounding short-term rentals and accessory dwelling units is confusing and should be clarified moving forward.

The term "Accessory Dwelling Unit" (ADU) encompasses both attached and detached units. Public input sessions revealed that community members generally felt more comfortable with attached ADUs (e.g., internal ADU, accessory apartment) compared to detached ADUs (e.g., backyard cottages). Creating separate terminology for these two types of units may help with clarity and public understanding.

Draft definitions are included below for consideration. Note that the proposed new language is shown in red.

- **Dwelling, accessory** means a secondary dwelling unit established in conjunction with, and clearly subordinate to, a principal dwelling unit. ~~, whether part of the same structure as the principal dwelling unit, or as a detached structure on the same lot.~~ **An accessory dwelling unit may be part of the same structure as the principal dwelling (Attached ADU, Accessory Apartment) or a detached structure (detached ADU, Backyard Cottage) on the same lot. Only one ADU – either attached or detached – is allowed per single-family dwelling.**
- **Attached ADU or Accessory Apartment:** An accessory dwelling unit integrated within the principal dwelling. Examples include in-law suites, basement apartments, ground floor apartments, or guest suites. The property owner or long-term resident must reside on the property. Only one attached ADU is permitted per single family dwelling and no attached ADU shall contain more than two sleeping rooms/bedrooms. *Partial-home short-term rentals* are classified as attached ADU's or accessory apartments.
- **Detached ADU or Backyard Cottage:** An independent, standalone accessory dwelling unit on the same lot as the principal dwelling, meeting the principal structure setbacks for the

district in which it is located. A detached ADU must be situated behind the mid-point of the principal structure or within the backyard. The property owner or long-term resident must reside on the property. Only one detached ADU is permitted in conjunction with the principal single-family dwelling on the lot. No detached ADU shall contain more than two sleeping rooms/bedrooms.

- **Sleeping Room:** Any enclosed space within a dwelling unit that is intended or designed for sleeping purposes and meets the building code's minimum requirements for a bedroom. This includes rooms with features such as a bed, sleeping accommodations, closet, and privacy provisions but does not include areas primarily intended for other purposes such as living rooms, kitchens, or bathrooms.

Given that partial-home short-term rentals function similarly to attached ADU's, it is important to develop clear and concise language for these two terms moving forward. Revised definitions for consideration are below.

- **Short-term rental** means the rental of residential property for vacation, leisure, recreation, or other purposes for fewer than thirty (30) days by a person who has a permanent residence to which he/she intends to return.
- **Short-term rental, partial house** means a resident occupied single family dwelling that consists of the rental of up to two guest rooms for vacation, leisure, recreation, or other purposes for fewer than thirty (30) days. The partial house short term rental should be subordinate and incidental to the principal residential use of the dwelling. A residential use where an owner or long-term resident rents out a portion of their primary dwelling, such as an individual bedroom/sleeping room, or other private spaces, to guests for short-term stays, for fewer than 30 consecutive days. The rental space is integrated into the principal residence and may include amenities for independent living such as refrigerator, countertop appliances, and basic food preparation facilities. A private or shared bathroom may also be provided. The owner or long-term resident is generally present on-site during the rental period. Partial home short-term rentals may include shared access to common areas such as kitchens, living rooms, or bathroom, and must comply with local regulations. Partial-home short-term rentals shall be classified as attached ADU or Accessory Apartment.

For discussion purposes we have provided some options below for consideration with regard to how we may approach the allowance of Accessory Dwelling Units (ADU's) moving forward.

Option A

Do not proceed with any recommendation to allow accessory dwelling units (ADU's) within the town. Instead, recognizing that partial home short term rentals effectively function as attached ADUs, focus on establishing regulatory parameters for short-term rentals to ensure that we are not continuing to permit them.

Option B

Allow Detached ADU's/Backyard Cottages townwide, on (all lots/lots greater than 16,000 sq. ft. in area). Allow (short-term rental/long-term rental/both) Limit the area of the detached ADU to (percentage of the principal structure, a set maximum area limit, or both – for instance, no greater than 50% of the area of the principal structure, or 800 square feet, whichever is greater).

Allow Attached ADU's/Accessory Apartments townwide, no limitation on lot size. Allow (short-term rental/long-term rental/both) Limit the area of the attached ADU to (percentage of the principal structure, a set maximum area limit, or both – for instance, no greater than 50% of the area of the principal structure, or 800 square feet, whichever is greater)

Option C

Allow Detached ADU's/Backyard Cottages east of US 158 only, same as above regarding lot size, short or long-term rental and size of cottage.

Allow Attached ADU's/Accessory Apartments townwide, same as above regarding lot size, short- or long-term rental and size of apartment.

Option D

Allow Detached ADU's/Backyard Cottages east of US 158 only, restricted to long-term rental only, same restrictions as above regarding lot size and size of cottage.

Allow Attached ADU's/Accessory Apartments townwide, both long and short rental, leaving detached ADU's for long-term only, same restrictions as above regarding lot size and size of apartment.

Option E

Detached ADU's/Backyard Cottages – prohibited townwide.

Attached ADU's/Accessory Apartments allowed townwide, short- and long-term rental, same as above regarding lot size and area of apartment.

Option F

Detached ADU's/Backyard Cottages – prohibited townwide.

Attached ADU's/Accessory Apartments allowed east of US 158 for short-term purposes only. Those partial home STR's on the west side would become nonconforming for short-term use. East side partial home STR's could switch to long-term rental use, effectively becoming an attached ADU.

In NC we can currently regulate STR's however, Senate Bill 667 is lingering, if enacted it would prohibit local governments from adopting ordinances that regulate a variety of things – required to allow short-term rentals, could not restrict to long-term rental only, could not set limits on length of stay, could not require owner occupancy, etc.

We could consider developing a permit process/procedure to regulate short-term rentals understanding that short term rentals and attached ADU's would be treated synonymously, however that raises many questions. It seems in most places, attached ADU's and attached STRs, primary distinction revolves around the intended use (long-term residential and housing supply versus short-term rental and tourism management). However, due to our location and economy based on tourism, it seems that restricting to long-term only would be difficult.

In NC we can currently regulate ADU's, however House Bill 409 is still out there. The last action on NC House Bill 409 – referred to Commission on Rules and Operations of the Senate. This proposed legislation would prohibit requiring owner occupancy, regulating parking, regulating utility connections, etc.

Other considerations:

- Existing STRs and Legal Nonconformity:
 - STRs that exceed any newly established area restrictions would likely be considered legally nonconforming.
 - Enforcement of these nonconforming uses would be difficult and would require a comprehensive inventory and documentation process.
 - Legally nonconforming STRs could transition to long-term rentals but once transitioned, would not be permitted to revert to short-term rental use.
- Enforcing Long-Term Rentals:

- Enforcement would be relatively straightforward if annual lease agreements are required as proof.
- However, monitoring rentals with minimum durations of 91 days could be labor-intensive and challenging to enforce.
- Detached ADUs/Backyard Cottages:
 - If detached ADUs are allowed town-wide, should a minimum number of architectural design points be required to ensure consistency with neighborhood character?
 - Detached ADU applications should require Dare County Health Department (DCHD) approval, particularly for septic system compliance.
- Parking Standards:
 - A review of existing parking standards will be necessary to account for any new ADU and STR options.
- Create threshold for “subordinate”. As an example, we have used 50% of the area of the principal dwelling, or 800 square feet, whichever is greater, but this needs further discussion. Depending on the direction given, staff could gauge what is currently in the town in an effort to create minimal nonconforming scenarios.

Deputy Planning Director, Joe Costello has provided an analysis of lots within the town that are equal to, or greater than 16,000 square feet in area. This may be helpful as part of your considerations.

Zone	<16,000	>=16,000	Grand Total
C2	509	187	696
C3	0	18	18
C4	6	9	15
C5	35	30	65
CR	58	374	432
R1	50	80	130
R2	1921	599	2520
R3	631	21	652
SED80	3	40	43
SPD20	145	111	256
Grand Total	3358	1469	4827

Staff will be available at the Planning Board’s November 19th, 2024 meeting to continue the discussion.

Previous Staff Report from October 15th, 2024 Meeting Below as information

In November 2023, during their retreat, the Board of Commissioners directed the Planning staff to explore the development of an Accessory Dwelling Unit (ADU) ordinance that incorporates a range of optional provisions and regulatory standards to build community support. This initiative is identified as Action Item #2.2 under the Development Goals of the 2024 Strategic Plan. The range of options for consideration includes permitted zoning districts, geographic areas, minimum lot size requirements, maximum unit size limitations, height restrictions, deed restrictions, and parking considerations.

The Planning Department had previously researched and presented a draft ADU ordinance to the Board of Commissioners in September 2019, though it was not adopted at that time.

To advance discussions on a potential ADU ordinance, staff presented the Board of Commissioners with an overview on July 3, 2024, highlighting the similarities and interconnections between ADUs, partial-home short-term rentals, and duplexes. This same presentation was also shared with the Planning Board on July 16, 2024, and is attached.

Staff would like to emphasize that many of the existing partial-home short-term rentals within the town share similar characteristics and functions with accessory dwelling units. Both provide additional living spaces that can be rented as separate, independent units, with comparable operational features. Additionally, many of these existing partial-home short-term rentals, along with attached ADUs if permitted, would resemble duplexes in terms of structure and use.

In order to better understand the potential impact of an ADU ordinance, staff believes it is critical to openly discuss and clarify what is currently allowed within the town, the definitions and regulations governing these uses, and the overlap between these uses. Ensuring regulatory consistency is key.

At their August 20, 2024 meeting, the Planning Board emphasized the importance of community awareness and engagement on this issue. As a result, two public input sessions were scheduled: Tuesday, September 17th, at 9:00 AM, in the Board Room at 5401 S. Croatan Highway, and a second session on Wednesday, September 18th, from 6:00 PM to 7:30 PM, to accommodate those unable to attend the morning meeting.

Staff began each session with a brief informational presentation, followed by a demonstration of a survey with live results, and lastly an open forum was held to hear feedback from attendees.

Planning staff will be available at the Planning Boards October 15, 2024 for continued discussion and guidance on next steps.

Public Input Session – Discussion Points

- What are Accessory Dwelling Units (ADU's)

Accessory Dwelling Units are smaller, secondary housing units located on the same property as a primary residence. ADU's can include detached units, garage conversions, or in-home apartments.

- Why ADU's?

Accessory Dwelling Units can help address local housing needs, providing more affordable rental options or housing for family members.

Accessory Dwelling Units can offer a way for older family members to live independently and age in place.

Accessory Dwelling Units can allow homeowners to generate rental income, which can help with mortgage payments or property upkeep.

Accessory Dwelling Units typically use less land and resources as compared to a new development.

- What is some PRO's of ADU's?

ADU's can create more affordable housing options.

ADU's offer flexibility for multi-generational living or accommodating family members, caregivers, or tenants.

ADU's can help house local workers who may otherwise struggle to afford housing in the area.

ADU's can encourage long-term rentals over short-term options, supporting housing stability.

- What is some CON's or CONCERNS of ADU's?

Some residents might be concerned about increased traffic, inadequate parking, or noise – especially in quiet areas.

There may be worries about enforcing regulations, such as ensuring ADU's are not turned into unregulated short-term rentals.

There may be concerns about local infrastructure, such as water, septic capacity, and handling increased housing density.

Some homeowners may be concerned about the proximity of ADU's to their own property and potential impacts on privacy.

- Goals for Allowing Accessory Dwelling Units

The primary goal is to increase the housing supply of workforce housing.

- Location of ADU's?

If the Town were to allow Accessory Dwelling Units, are there locations within the Town that you believe are more suitable than others? Specific zoning districts, geographical areas of the Town?

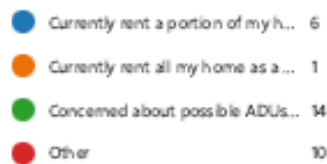
Post-event feedback survey

29 Responses

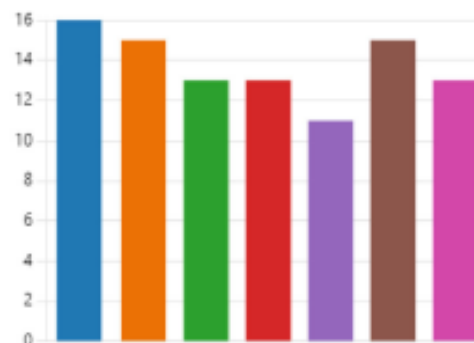
08:18 Average time to complete

Active Status

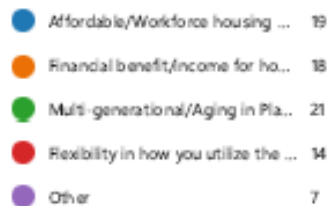
1. Why are you interested in this topic?



2. What are your concerns with ADUs, short term rentals, if any?

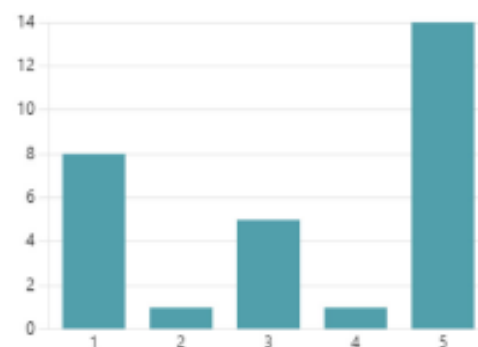


3. What are the potential benefits of allowing ADUs, check all that apply



4. Do you think ADU's should be allowed in the Town of Nags Head?

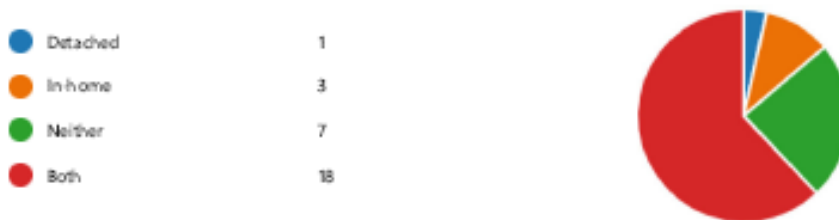
3.41
Average Rating



5. If ADUs were allowed in Town, would you prefer them to be utilized as long-term rentals?



6. If ADUs were allowed in Town, would you prefer them to be in-home or detached?



7. How likely are you to consider adding an ADU if allowed?



8. Do you have any specific feedback you would like to provide as we consider text amendments related to ADUs?

- Destabilize communities
- If the need is for housing of our hospital staff, teachers etc why wouldn't we only allow long term rentals
- Destabilizing peaceful communities
- Don't KDH Nags Head!!
- Existing neighborhoods should not be changed to allow additional development. The sound side neighborhoods were intended for local year round residents. Extra apartments, dwellings, etc in these areas should not be allowed.
- I believe who ever owns the proposed ADUs should be held responsible for maintenance of outside perimeter, and be responsible to displace anyone who creates excessive noise, traffic: as you see with drug traffic and anyone who brings trouble with the law.
- Do not turn our beautiful town into KDH. We love Nags Head the way it is!
- Long term rentals should be encouraged over short term rentals across the board where possible - incentivized, even, to improve the housing crisis.
- Please stop restricting people from employing the highest and best use of their property as they see fit.
- Yes
- Lot size, traffic concerns, storm water management

- ADU is an essential need to our community. Providing housing and income sources for homeowners
- Please consider the financial impact to your constituents if you disallow STR's. We need to apply creative thinking to allow for affordable housing and additional income for the people of Nags Head
- ADU's are not permitted within the Village at Nags Head
- Bad policy. In a single family home community
- Consider the livelihood of local families that rely on STR/Airbnb income.
- Allow owners to do with their property as they see fit
- Too much focus on development. I moved here because it didn't have all the things that other coastal communities had. It was more raw. That is a value that is being forgotten. KDH 🙄
- Keep ADUs available for STR
- Need more housing options

Themes During Workshop

1. Majority of respondents felt ADUs should be allowed in Nags Head and that they would prefer them to be long term rentals.
2. People have concerns about ADU's changing the character of Nags Head.
3. People were more supportive of attached ADUs then detached ADUs

Public Comment Summary

- Don't really need to do anything, if we do something keep it simple. Don't need detached ADUs. Double the density of units on the lot foreign to Nags Head.
- Concerned with safety for young families, speeding, a lot of illegal apartments in North Ridge. Concerned about septic, enforcement around it and it falling on Westside neighborhoods.
- People like Nags Head because it is not super developed, plenty of homes, possibly limiting Airbnb's with lottery system, open up dwellings we already have.
- Currently have partial home Airbnb but can't rent as long term. A lot of people who have homes and like renting a portion of it don't want to change. Some need Airbnb to pay bills, mortgage, etc. What is on the books is not well defined, lets define what an ADU is. Tough to get to morning meetings, but happy for the evening meeting opportunity. Need to have affordable housing in Nags Head.
-
- Do not put deed restrictions on property, prevent highest and best use of property, limits equity gained from investment.
- Don't harm single family homeowners.
- Hard to live here for young people, multiple jobs can't make it work. Want to add an ADU but can't. Do not understand the difficulty of long-term renting vs. short term, since there is more vetting and control.
- If the property allows for it via septic and parking, ADUs should be allowed. I believe in property rights.
- Family rents Airbnb during summer and uses space for in-laws during off season. Locals are hardworking but no place to live. Depend on income from Airbnb to sustain.

- Everyone loves Nags Head; property rights are huge. Allow people to long term rent in their house.
- Feels ADU is essential need to provide housing for local and workforce housing and a huge benefit to property owners helps them afford it.
- Development takes away a little bit of the magic of the Outer Banks, ADUs are density. Changes flavor of the neighborhood with density.
- Have an Airbnb but has become saturated not doing as well as during COVID. Is there middle ground, put disagree on survey but mind is changed, older population moving in with children needs somewhere to live, solution may be ADU.
- Agree we need more housing in workforce, but ADU conflicts with covenants of HOA, HOA covenants supersede (if adopted).
- Agree with earlier comments on ADU doubling up and density is bad, but people should be able to rent long term in their home. Absentee owners cause issues.



AGENDA ITEM SUMMARY

Town of Nags Head Board of Commissioners

REGULAR SESSION: November 6, 2024

AGENDA ITEM G.1.

Update from Planning Director

Prepared by

Kelly Wyatt, Planning Director

Reviewed by

Kelly Wyatt
Carolyn Morris
Andy Garman

Staff Comments/Recommendation

Specific Action Requested

This item is provided for Board information and update.

Summary

This memo provides an overview of selected Planning and Development Department activities, projects, and initiatives. If requested, Staff will be prepared to discuss any of this information in detail at the Board of Commissioners meeting on November 6, 2024.

Monthly Activity Report

Attached for the Board's review is the Planning and Development Monthly Report for September 2024. In addition to permitting, inspections, code enforcement, and Todd D. Krafft Septic Health Initiative activities, staff were involved in the following meetings or activities of note during the month of October:

- Tuesday, October 1st - Technical Review Committee Meeting
- Wednesday, October 2nd - Board of Commissioners Meeting
- Wednesday, October 9th - Committee for Art and Culture Meeting
- Thursday, October 10th - Board of Adjustment Meeting (no hearings scheduled)
- Tuesday, October 15th - Planning Board Meeting
- Tuesday, October 15th - Sand Relocation and Dune Management Contractor Meeting
- Wednesday, October 16th - Board of Commissioners mid-month meeting
- Monday, October 21st - Septic Health Advisory Committee Meeting
- Friday, October 4th at 6:45 pm -Dowdy Park Movie Night, *The Goonies*

Planning Board - Pending Applications and Discussions

The Planning Board's most recent meeting was held on Tuesday, October 15, 2024. The following items were heard:

- Consideration of Sketch Plan Review for construction of a 6,760 square foot Dare County EMS Station located at 105 W. Seachase Drive. Planning Board member David Elder highlighted the benefits of creating interconnectivity along the rear of the property to link the parking lot with the truck bays.

Engineer Mike Robinson acknowledged the suggestion and noted they would explore that adjustment. Overall, the Planning Board expressed appreciation for the design and looks forward to the formal Site Plan Review scheduled for November 19th.

- Consideration of text amendment related to the minimum parking standard for hotel use. The Planning Board voted unanimously to recommend a revised standard requiring 1.2 parking spaces per rentable unit, or one (1) parking space per bedroom—whichever is greater—plus one (1) additional space for every two (2) employees during the largest shift.
- Discussion of Hotel Overlay District. Action Item 2.2 under the Development Goals of the adopted 2024 Strategic Plan directed staff to identify the correct areas of land use incompatibility within the town and correct inconsistencies between the Comprehensive Plan and the Unified Development Ordinance. One area identified for review was the suitability of the current Hotel Overlay District. The Planning Board held a preliminary discussion on this matter and requested that staff provide further information for review at the November 19th meeting.
- Continued discussion related to Accessory Dwelling Units (ADU's). Staff presented the Planning Board with an analysis of comments and survey results from two public input sessions, highlighting several key themes: most respondents supported allowing ADUs in Nags Head, with a preference for long-term rentals; concerns were raised about potential impacts on the town's character; and attached ADUs received greater support than detached units. Staff will continue this discussion with the Planning Board at their November 19th meeting, presenting potential options for consideration.

The Planning Board's next meeting is scheduled for Tuesday, November 19th, 2024. Currently, the agenda is expected to include consideration of a Special Use Permit/Site Plan Amendment for the Soundside Event Site at 6800 S. Croatan Highway, along with continued discussions on the Hotel Overlay District and Accessory Dwelling Units.

Board of Adjustment – Recent and Pending Applications

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

Additional Updates

- DWMP/Septic Health Advisory Committee - The Septic Health Advisory Committee (SHAC) met on Monday, October 21, 2024. Ella Trainor, a junior at UNC-Chapel Hill and intern with the town through the Outer Banks Field Site at CSI, presented her recent work with Environmental Planner, Conner Twiddy and Deputy Planning Director, Joe Costello on geolocating existing conventional septic systems and drainfields. Her efforts are contributing to an interactive map of the town's septic infrastructure. SHAC members discussed layering data from the Hydromet Cloud, which includes groundwater and water quality logger information, to identify "hotspots" of elevated groundwater and nitrate levels. Additionally, the committee reviewed the status of the Division of Water Infrastructure Grant and expressed interest in increasing the pump-out credit, aiming to cover half of the typical \$500 cost.
- Estuarine Shoreline Management Plan - The town was awarded a \$500,000 grant through the N.C. Resilient Coastal Communities Program to support engineering and design work for estuarine marsh restoration and stabilization projects along Villa Dunes and Soundside Road. The updated scope of work with Moffat & Nichol and Biohabitats includes 60% design documents and necessary permits to prepare for future construction. We are coordinating with consultants to schedule a project kickoff meeting before Thanksgiving. Additionally, the town received a \$500,000 grant from the NC Land and Water Fund to design and construct a living shoreline at the Harvey Sound Access Point, designated as pilot site #3 in the Estuarine Shoreline Management Plan. Staff are also exploring the use of Community Conservation Assistance Program (CCAP) funds and Coastal Federation cost-share funds for a shoreline stabilization

project along the causeway.

- Electric Vehicle Action Plan - Installation of the Level II EV Chargers is complete, and we are awaiting our final inspection from the Department of Environmental Quality(DEQ) to receive reimbursement.
- Sand Relocation and Dune Management Cost Share Program - On Tuesday, October 15, Planning staff held a meeting/Q&A session on the sand relocation and dune management cost-share program, attended by equipment operators and property owners. The Sand Relocation season starts on November 15th, with applications opening for review purposes only on November 1st. The Dune Management Cost Share Program will also launch on November 1st.
- Dowdy Park Events/Farmers Market/Holiday Markets/Art & Culture - While Tuesday morning yoga has wrapped up for the season, Event Coordinator Paige Griffin is very busy preparing for the upcoming holiday happenings, including:
 - Dowdy Park Holiday Markets: Saturdays, November 9th & 30th, and December 14th from 9am - noon with a Holiday Night Market on Thursday, December 5th, from 4pm–7pm. Each market will feature an average of 65 vendors.
 - 4th Annual Tree Lighting Ceremony & Santa Visit - Saturday, November 30th from 5pm-7pm.
 - Candy Cane Hunt - Wednesday, December 11th beginning at 4:45pm.

Artist Chris Wheeler has completed the new murals at the skate park. We're planning a community Pizza and Paint Party to showcase the skate park and invite everyone to add their own artwork. Details will be shared as soon as the date is confirmed. Additionally, Manteo High School art students will be painting in the north-south crosswalk at the intersection of Bonnett Street and Wrightsville. They will begin the project on the morning of Saturday, November 16th.

Upcoming Meetings and Other Dates

- Friday, November 1st - Acceptance of sand relocation applications & Dune Management Cost Share opens
- Tuesday, November 5th - Technical Review Committee Meeting
- Wednesday, November 6th - Board of Commissioners Meeting
- Wednesday, November 13th - Committee for Art and Culture Meeting
- Thursday, November 14th - Board of Adjustment Meeting (no hearings scheduled)
- Tuesday, November 19th - Planning Board Meeting
- Wednesday, November 20th - Board of Commissioners mid-month meeting
- Dowdy Park Holiday Markets - Saturdays, November 9th & 30th from 9am - noon.
- Saturday, November 30th - 4th Annual Tree Lighting Ceremony



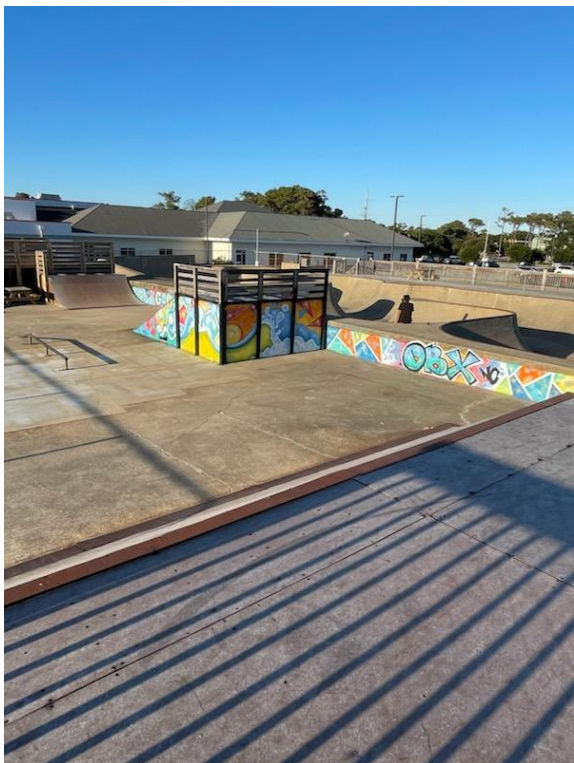
Dowdy Park Farmer's Market

2024 Holiday Markets

Saturday, November 9 | 9 am - 12 pm
Saturday, November 30 | 9 am - 12 pm
Thursday, December 5 | 4 pm - 7 pm
Saturday, December 14 | 9 am - 12 pm

3005 S. Croatan Hwy.





Attachments

1. 11 G1 Planning Monthly Report