Agenda Item Summary Sheet

Item No: **C**
Meeting Date: **February 5, 2020**

Item Title: Recognition

Item Summary:

Recognition at the January 8th Board meeting includes the following:

NEW EMPLOYEE – Police Officer Terrance Flaugher – November 26, 2019
NEW EMPLOYEE – Facilities Maintenance Tech Nehmias Cortez – January 21, 2020
NEW EMPLOYEE – Dep Finance Officer Brooke Norris – January 27, 2020

25 YEARS – Sanitation Equipment Operator Keefe White – January 4, 1995
25 YEARS – Town Clerk Carolyn F Morris – January 23, 1995

Jennette's Pier Annual Update – Director Mike Remige

Number of Attachments: 0

Specific Action Requested:

Provided for Board recognition.

Submitted By: Administration Date: January 29, 2020

Finance Officer Comment:

No unbudgeted fiscal impact.

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment:

N/A

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation:

N/A

Signature: Cliff Ogburn Date: January 29, 2020

JENNETTE'S PIER

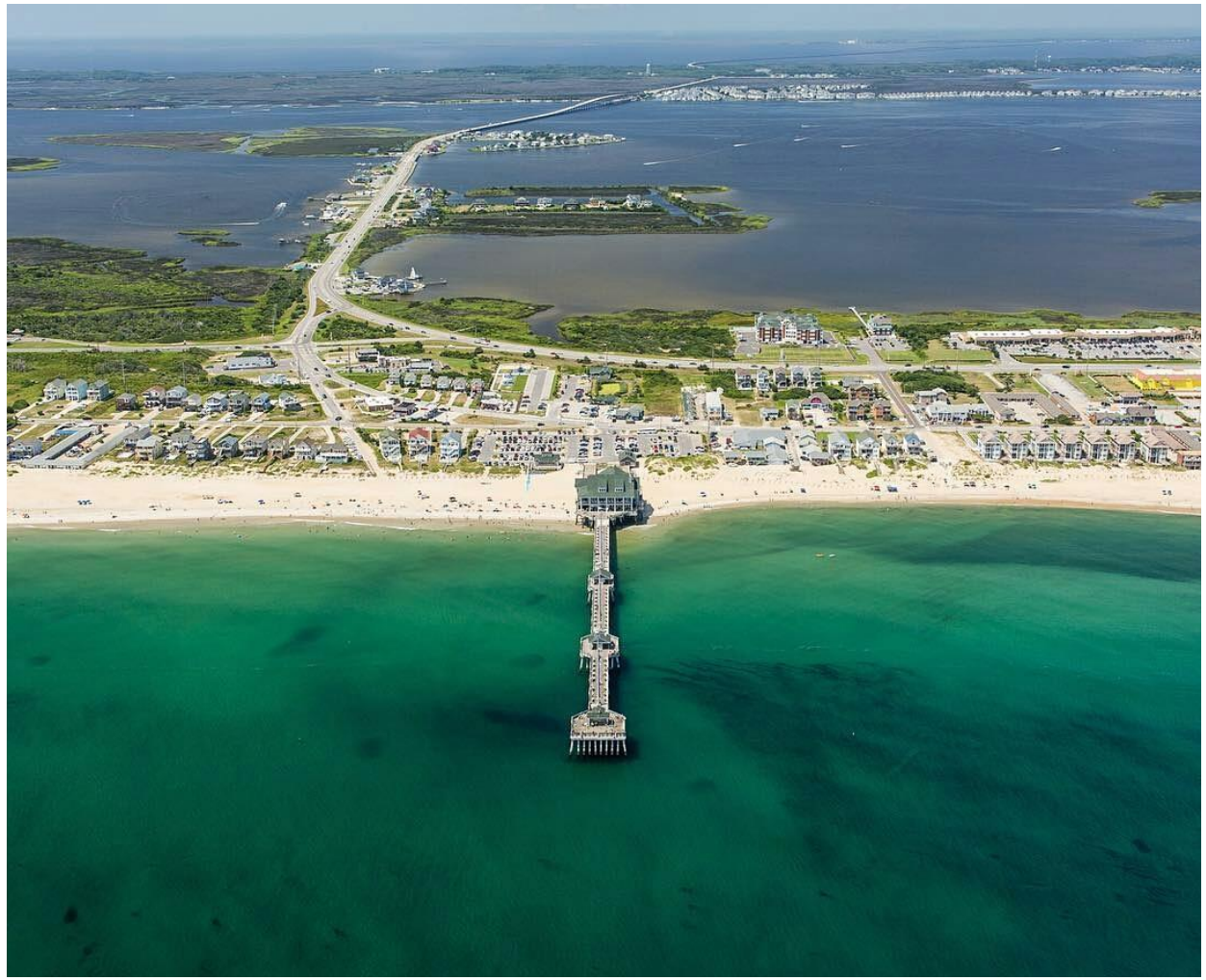


JENNETTE'S PIER – 2019 ANNUAL REVIEW
February 5, 2020

Mike Remige - Director

- Visitation
- Operations
- Projects & Exhibits
- Research & Ocean Observing
- Community Events & Activities
- Facility Rentals
- Education & Outreach
- Conservation & Sustainability
- Highlights & Notables
- 2020

JENNETTE'S PIER



JENNETTE'S PIER

Visitation

2019

- Pier visitors – 178,912
  - Fishing admissions – 28,435
  - Sightseeing admissions – 150,477
- Events and Program participants – 22,903









Pier Shop renovations



Pier Shop renovations



Pier Shop renovations



Pier Shop renovations



Pier Shop Gross Sales up 16%

Closed from Jan. 1, 2019 – Mar. 12, 2019

JENNETTE'S PIER

Pier Shop Conservation Efforts





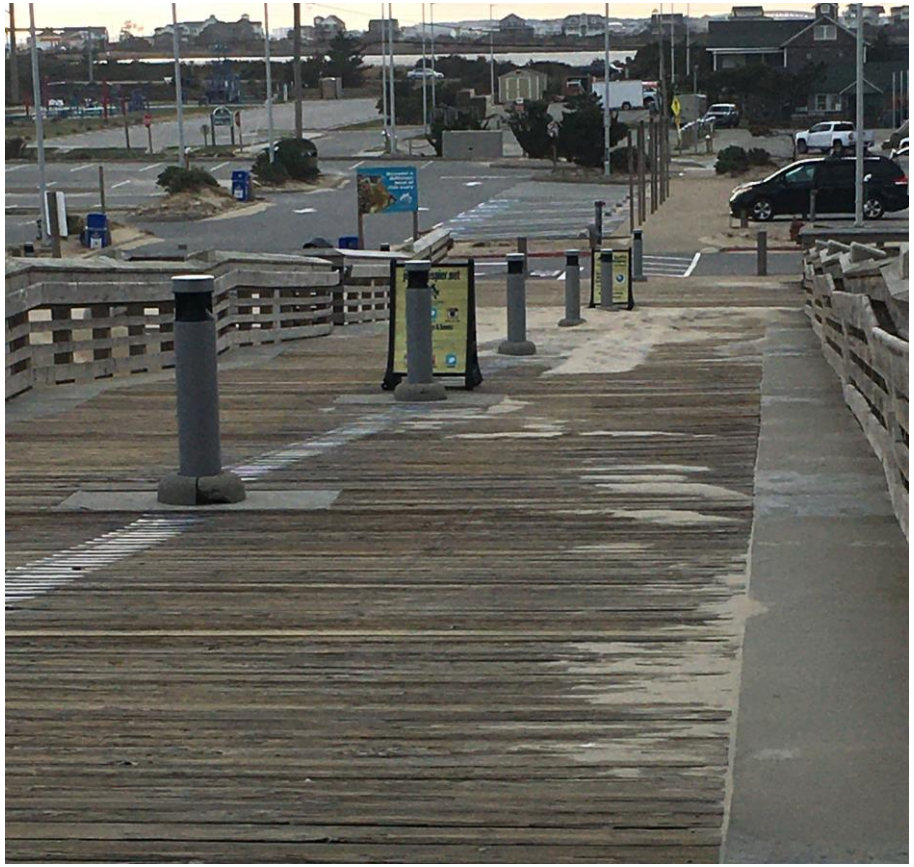


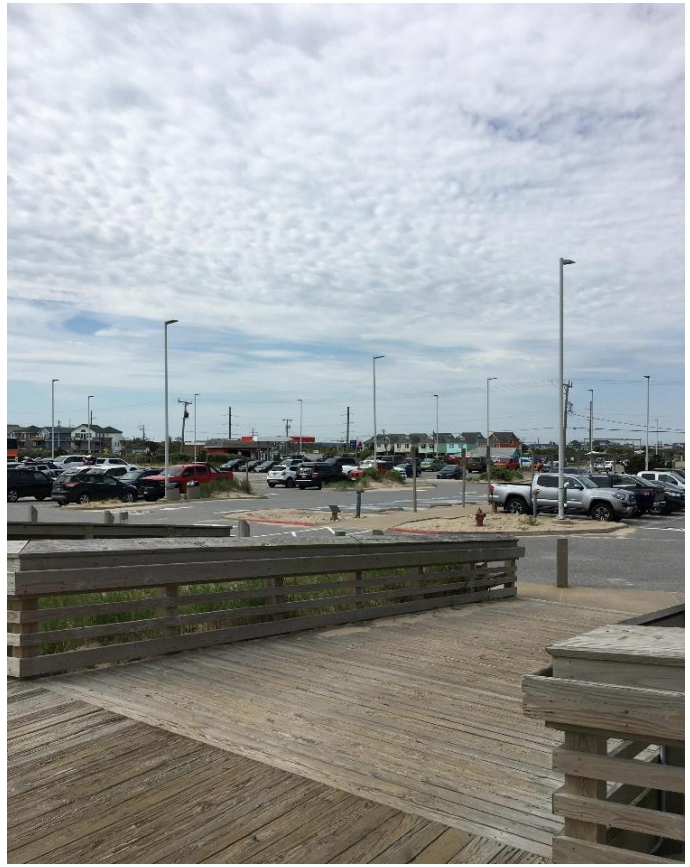
JENNETTE'S PIER

Jennette's Pier Projects

Entrance Lighting







JENNETTE'S PIER

Jennette's Pier Projects

Parking Lot and Stormwater Management





JENNETTE'S PIER

Jennette's Pier Projects

Fire Suppression System







JENNETTE'S PIER

Jennette's Pier Projects

Entrance Branding





JENNETTE'S PIER

Jennette's Pier Exhibits

Bottlenose Dolphin Skeleton



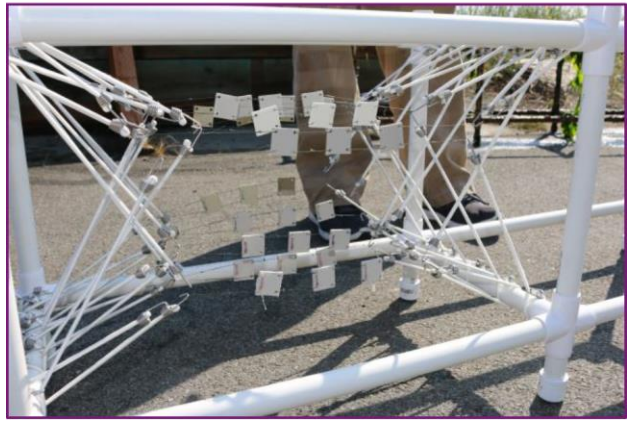


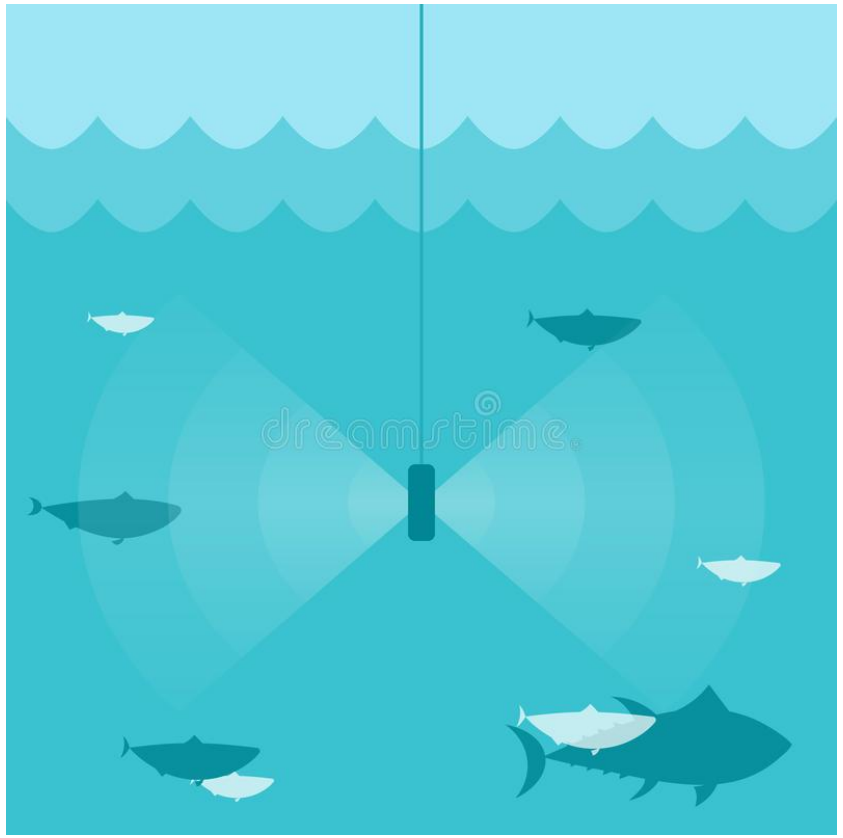
JENNETTE'S PIER

Jennette's Pier Research & Ocean Observing

in partnership with the Coastal Studies Institute





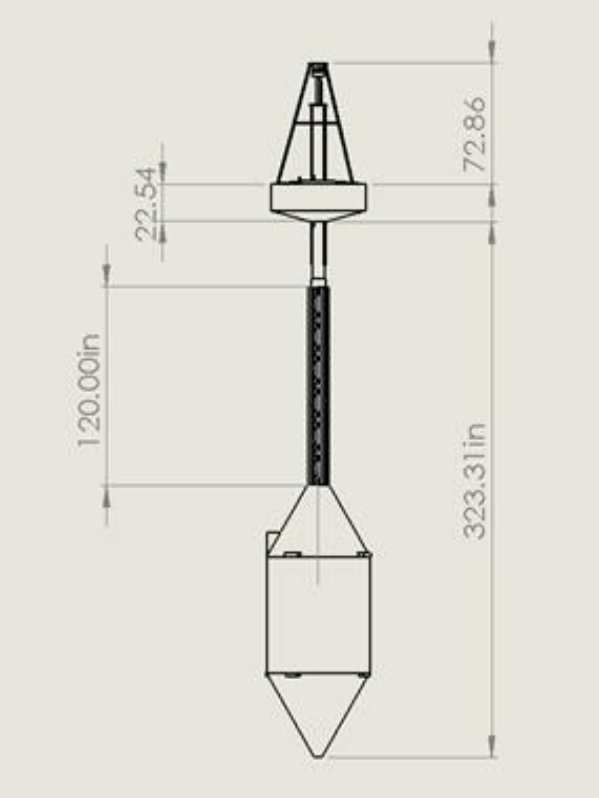


Renewable Ocean Energy Program Collaborative Grants

JENNETTE'S PIER

Jennette's Pier Research & Ocean Observing

in partnership with the Coastal Studies Institute



VA Tech



Triton Systems

Marine Hydrokinetic Equipment Tests

JENNETTE'S PIER

Jennette's Pier Research & Ocean Observing

in partnership with the USACE FRF Duck Pier



#CoastSnap

Utilizing citizen scientists to help us record our ever-changing coastline

SANDIA REPORT

SAND2015-7963
Unlimited Release
Printed September 2015

Characterization of U.S. Wave Energy Converter (WEC) Test Sites: A Catalogue of Met-Ocean Data

2nd Edition

Ann R. Dallman, Vincent S. Neary

Prepared by
Sandia National Laboratories
Albuquerque, New Mexico 87185 and Livermore, California 94550

Sandia National Laboratories is a multi-program laboratory managed and operated by Sandia Corporation, a wholly owned subsidiary of Lockheed Martin Corporation, for the U.S. Department of Energy's National Nuclear Security Administration under contract DE-AC04-94AL85000.

Approved for public release; further dissemination unlimited.

Sandia National Laboratories

NOTE: This is Part 2 of 'Characterization of U.S. Wave Energy Converter (WEC) Test Sites: A Catalogue of Met-Ocean Data, 2nd Edition' by Ann R. Dallman and Vincent S. Neary
Please see en.openei.org/wiki/Characterization_of_U.S._Wave_Energy_Converter_(WEC)_Test_Sites for the other parts of the re

5. JENNETTE'S PIER WAVE ENERGY TEST CENTER

5.1. Site Description

Jennette's Pier, owned by the State of North Carolina and managed by the NC Aquarium Division, is a unique public facility that provides education and outreach including displays of experimental data and monitoring equipment. The University of North Carolina Coastal Studies Institute (UNC CSI) began a partnership with Jennette's Pier in 2004 to foster research, ocean energy device testing and monitoring, outreach, and education. Part of this partnership is the Jennette's Pier Wave Energy Test Center. The site was used for the first time in December 2011 by Resolute Marine Energy.

The Jennette's Pier Wave Energy Test Facility has two test berth locations, one approximately 80 m north of the pier structure at 6 m water depth (35.9119 N, 75.5933 W) that is called the 'nearshore berth' and one approximately 600 m east of the seaward end of the pier at 11 m depth (35.9123 N, 75.5863 W) that is called the 'offshore berth.' The seabed is sandy at both locations. Figure 33 shows the gently sloping bathymetry around the site, which consists of a wide shelf.

The wave climate at the test site varies seasonally, with calmer seas in the summer compared to more energetic seas in the winter. The wave environment at Jennette's Pier is characterized by an annual average power flux of about 6.08 kW/m at 12.6 m depth.

The nearby University of North Carolina (UNC) Coastal Studies Institute (CSI) offers a wide range of technical and testing infrastructure support services for WEC developers. Jennette's Pier has small scale, shallow water wave energy resources, and is suited for scaled devices.

Jennette's Pier Wave Energy Test Facility

Approach:

- Shallow water platform for testing marine hydrokinetic energy devices and monitoring of the impacts of devices on the surrounding environment

Benefits of Pier partnership:

- Simplified permitting (existing protocols and structure)
- Opportunities for public engagement



Permitted test berths



Jennette's Pier at Nags Head

North Carolina Aquarium Division
N.C. Dept. of Natural and Cultural Resources

Concrete pier structure opened in 2011

Public facility providing:

- Public access to the oceanfront and recreational fishery
- Public educational programming
- Ocean observing and research platform
- Sustainable technology demonstration (LEED platinum certification)

Located on the Atlantic Ocean in Nags Head, NC (Outer Banks)

400,000+ annual property visitors



Jennette's Pier
Wave Energy Test Facility

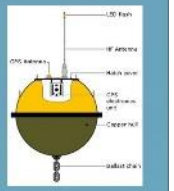
Presentation to the Water Power Technologies Office, U.S. Dept. Energy

Michael Remige, Director at Jennette's Pier
Michael Muglia, Assistant Director for Science and Research
Corey Adams, Research Operations Manager
Lindsay Dubbs, Associate Director
NC Renewable Ocean Energy Program (**NCROEP**) - Coastal Studies Institute (**CSI**)

Existing observation assets

- Acoustic Wave and Current Meter (AWAC)
  - directional wave spectra, water temperature, and current profiles
  - collaboration with the US Army Corps of Engineers
- Meteorological station
  - wind velocity, temperature, and humidity
  - in collaboration with Weatherflow Inc.
- Datawell Waverider buoy
  - CDIP buoy 243
  - 26 meter isobath on a Wave Information Study (WIS) test point
  - collaboration with the US Army Corps of Engineers





Vessels

Duffy - 42'

Privateer - 28'

Zodiac - 12'







Deployments at Jennette's Pier Wave Energy Test Facility

Previous Experiments:

- Resolute Marine Energy (2011) - surge WEC
- SAROS (2013) - wave-powered desalination buoy
- Nortek (2013) - scour monitor validation
- NCSU (2013) - In situ erosion evaluation probe (ISEEP)

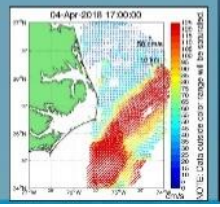




Auxiliary observation assets

- Datawell Waverider buoy
  - Coastal Data Information Program (CDIP) buoy 192 (NDBC 44095)
  - 30 km southeast off of Oregon Inlet
- HF radar ocean surface current measurements







Program assets

- 34 engineering and science professors from 5 North Carolina institutions
- Wave computational modeling – NCSU (Casey Dietrich and Alejandra Ortiz)
- 40 year wave hindcast dataset – CSI
- Extensive oceanographic field experience – CSI
- Technical diving program - CSI





Opportunities for public engagement

Research and OE testing spotlighted in permanent Research Center display and temporary deployment-based displays

- Allows public exposure and engagement of Pier visitors - from 2014 to 2018, annual visitation between 172,000 and 189,538 people each year
- Allows agency interactions and exposure
- NC DEQ - interest in learning about environmental synergies and impacts from small-scale deployments
- BOEM - numerous offshore wind public meetings held at Jennette's Pier



GS

Fri 2/8/2019 5:21 PM

Gore, Simon (FELLOW) <Simon.Gore@ee.doe.gov>

[External] DOE Workshop Invitation: Wave Energy-Powered Desalination Prize

To Remige, Michael P; 'dubbs@email.unc.edu'; 'mugliam@ecu.edu'

Cc Spence, Heather (FELLOW); Jenne, Dale (NREL); Garson, Jennifer; Geerlofs, Simon; Lemke, Alexsandra (CONTR)

Follow up. Completed on Monday, February 18, 2019.
You replied to this message on 2/15/2019 7:43 AM.

Suggested Meetings + Get more add-ins

Hello Michael, Lindsay, and Mike

The WPTO very much appreciated your presentation on Jeannette's Pier and the Coastal Studies Institute. It was also good for us to vet some questions even if we cannot share all of the details just yet on some of our future work. I'd like to welcome you to participate in a workshop we are planning for March 14th-15th in Golden, CO. See below for an invite message from the WPTO's director and please let me know if you have any questions:

On behalf of the U.S. Department of Energy's Water Power Technologies Office you are invited to join a workshop to help with planning for a potential new prize competition to spur innovation in wave energy-powered desalination systems. We hope to leverage your experience with desalination, marine energy, and water technology systems to inform the design of the Energy Department's first-ever prize on this subject.

Wave and tidal power technologies can provide locally-sourced and reliable energy to coastal communities and ocean industries, particularly where access to electricity is limited or prohibitively expensive. Wave energy is one of the few technologies that can produce clean water without the need to convert energy to electricity. For example, wave energy converters can pump seawater at high pressure and directly drive a reverse osmosis desalination system bypassing the largest cost driver: electricity costs.

This workshop is a unique opportunity to network with a diverse group of professionals, including experts from the Energy Department, national laboratories, and the private sector. Moreover, your valuable input will ensure the Department focuses on areas that would lead to important advances for both the marine energy and desalination industries.

The event will occur over a day and a half, and feature background on the prize, discussion of feasible overall prize structures, important potential technical metrics for competitors, possible competition locations, and most importantly, the prize rules.

We hope you can to attend the workshop at the National Renewable Energy Laboratory in **Golden, Colorado on March 14-15. Please confirm by February 18th** by emailing Alexsandra Lemke (alexsandra.lemke@ee.doe.gov) and Simon Gore (simon.gore@ee.doe.gov). A full agenda and briefing materials will be circulated closer to the event.

We sincerely hope to see you in Golden, CO.

Simon Gore, on behalf of
Alejandro Moreno
Director, Water Power Technologies Office

Simon J Gore

Environmental Science and Policy Specialist
AST Supporting – Water Power Technologies Office

Department of Energy

DOE Announces Prize Competition for Wave Energy Water Desalination

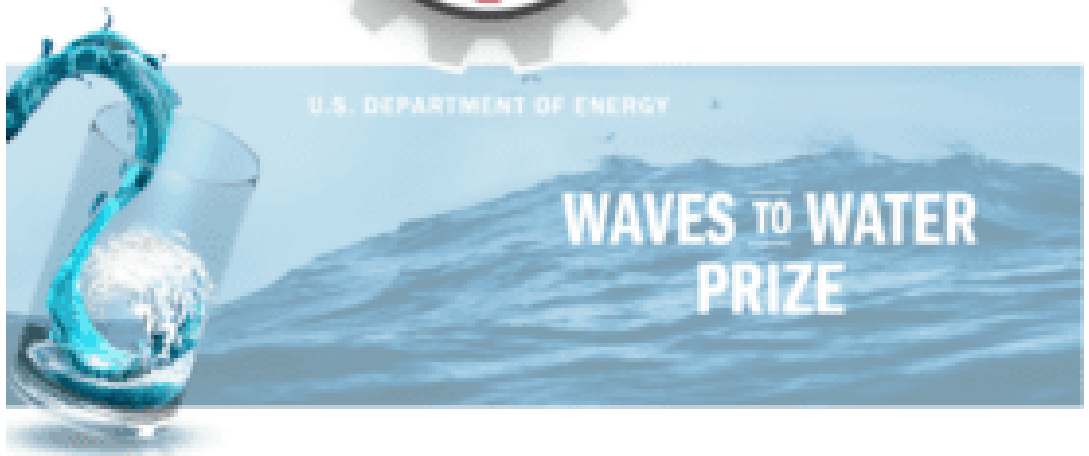
FEBRUARY 25, 2019

Prize Builds on DOE Efforts to Spur U.S. Innovation through Competition to Accelerate Technology Development

WASHINGTON, D.C. –Today, the U.S. Department of Energy (DOE) announced a prize competition to spur innovation in wave energy-powered desalination systems. The Waves to Water Prize will draw upon U.S. innovators to accelerate technology development through a series of contests to demonstrate small, modular, cost-competitive desalination systems that use the power of the ocean to provide potable drinking water to remote coastal and island communities.

"The United States is committed to meeting the global need for a vital resource – safe, secure, and affordable water," said Assistant Secretary Daniel Simmons, speaking at Oceanology International: Americas. "The Waves to Water Prize will accelerate the development of next generation desalination technologies through the power of competition amongst the best and brightest. We

AMERICAN MADE WATER PRIZE



U.S. DEPARTMENT OF ENERGY



Propose a Wave Powered System
Up to 20 Winners ($200,000 Cash Prize Pool)

Develop Detailed Plan and Model
10–20 Winners ($800,000 Cash Prize Pool)

Demonstrate Working Principles
Up to 10 Winners ($500,000 Cash Prize Pool)

Test & Demonstrate in the Ocean
Grand Prize up to $500,000; and
Individual Metrics Prizes up to $500,000

Jennette's Pier Event Site

JENNETTE'S PIER

in partnership with the Town of Nags Head and the Outer Banks Visitors Bureau







COMMUNITY EVENTS & ACTIVITIES

Official event site for:

- WRV Outer Banks Pro
- Eastern Surfing Association Championships & Mid-Atlantic Regionals
- OBX Running Company "Sunrise 5k/Sunset 5k"
- NHSFC & NCBBA "Fritz Boyden Memorial Youth Fishing Tournament"
- NC Lions Club "Visually Impaired Persons Fishing Tournament"
- Jennette's Pier's "Family Fishing Tournament" & "Red Drum Tournament"
- Surfing for Autism
- Best Day Foundation
- OBX Skim Jam

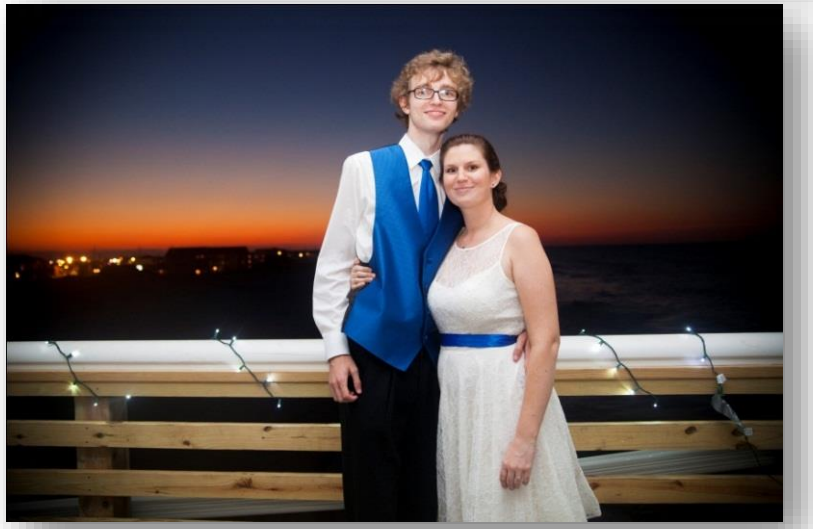
Jennette's Pier Facility Rentals

Total Events – 2020

- Weddings - 33
- Conferences/Meetings/Receptions/Socials/Dances /Concerts/Expos/Memorials - 35

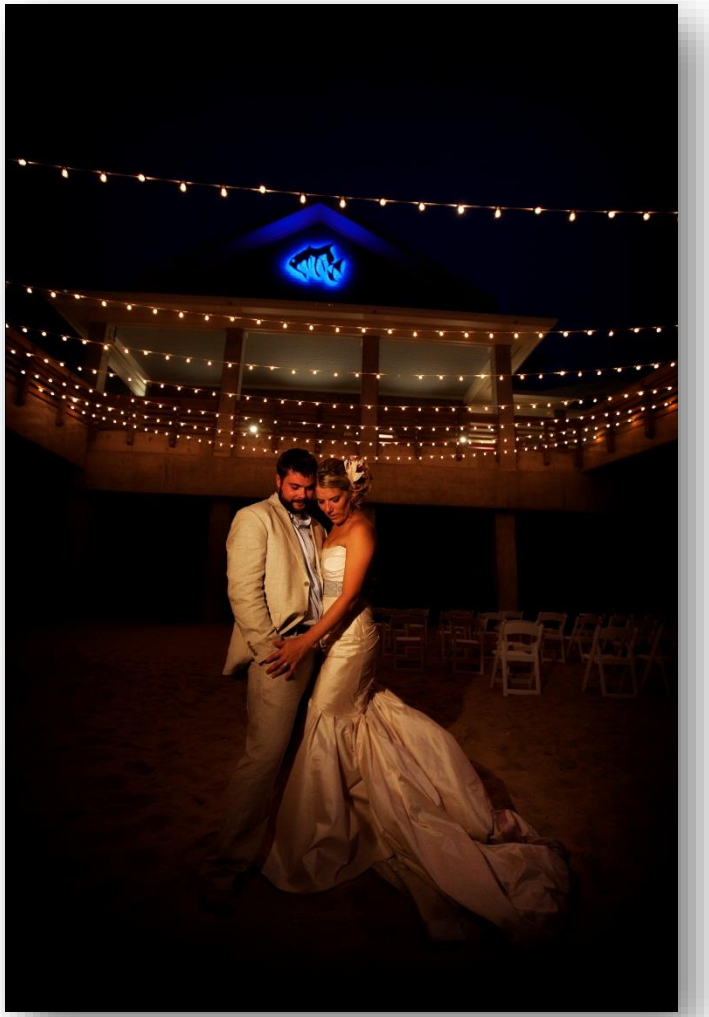






Jennette's Pier Facility Rentals

Recognition



- WeddingWire "Couples' Choice Award" 2015, 2016, 2017, 2018, 2019, 2020
- The Knot's "Best of Weddings" Award 2015, 2016, 2017, 2018, 2019, 2020

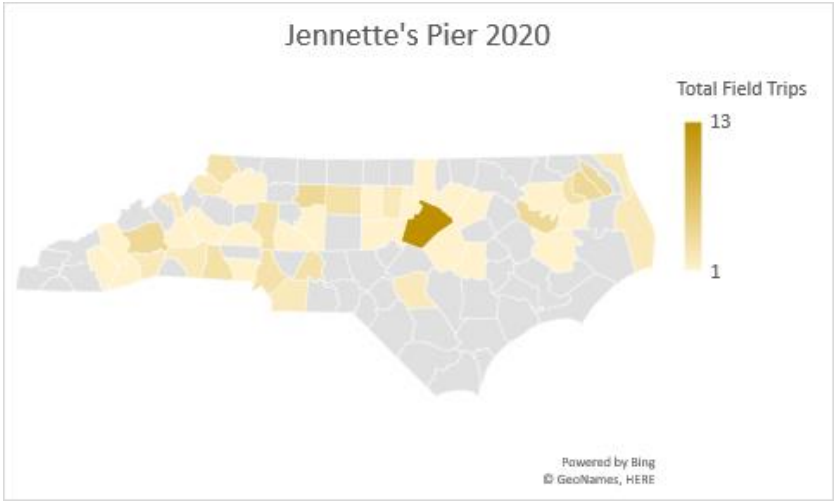




Jennette's Pier Education Department

2019

- Public programs – 80
- Public program attendance – 1,035
- NC school field trips – 118
- NC school programs – 354
- NC school student visits – 9,210 from 43 counties





JENNETTE'S PIER

Jennette's Pier Education Department

Aquarium Scholars

Aquarium Scholars is a partnership between the NC Aquariums, NC public schools and the NC Aquarium Society through which private donors help fund access to **STEM (Science, Technology, Engineering & Math**) based Aquarium education programs for low-income students across the state.

2019

16 school groups

2,034 students

5-Outreach

11-Field Trips









Summer Camps

Lilly Scholarship Fund

- 17 weeklong summer camps – 214 campers (23 scholarships)
- 2 Exceptional Day camps – 16 campers (16 scholarships)
- 2 overnight camps – 20 campers (20 scholarships)

Dare County Friends of Youth Sponsor of the Year 2020



Marine Mammal Stranding Network

Humpback Whales – Pygmy Sperm Whales – Dwarf Sperm Whales – Bottlenose Dolphins – Risso's Dolphin – Common Dolphins – Harbor Porpoises – Harbor Seals – Gray Seals – Harp Seals

JENNETTE'S PIER

Jennette's Pier Wildlife Conservation

OBX Marine Mammal Stranding Network
Public Outreach



Thanks to the Town of Nags Head for partnering with Jennette's Pier's outreach efforts in support of the OBX Marine Mammal Stranding Network!

Seven MMSN information signs have been placed at key beach accesses throughout the Town.

Jennette's Pier Wildlife Conservation

Tagged Sand Tiger Shark Tracking

Acoustic Telemetry

Atlantic Cooperative Telemetry Network - hundreds of researchers and 1000's of acoustic transmitters:

May – October 2019

- Atlantic tarpon
- **Atlantic Sturgeon - 1**
- Black drum
- **Blacktip shark – 1**
- Bull sharks
- **Cownose ray – "LOTS"**
- Finetooth shark
- Gray triggerfish
- Lionfish
- Red snapper
- Red drum
- **Sand Tiger Sharks – 3 Adult Females from Morehead City NC, and 1 Subadult Male from Delaware Bay**
- Speckled trout
- Spiny dogfish
- Spot fish
- Summer flounder
- Thresher shark
- Tripletail
- **Unknown Tag – 1 (not in ACT Network)**

GP041729

http://www.theactnetwork.com/



Responsible Pier Initiative









Sustainability Projects

Cigarette litter reduction and terra-cycling pilot program

Funded by an NC Aquarium Society Sustainability Grant

SURFRIDER FOUNDATION OUTER BANKS

THE TOWN OF NAGS HEAD N.C. 1961

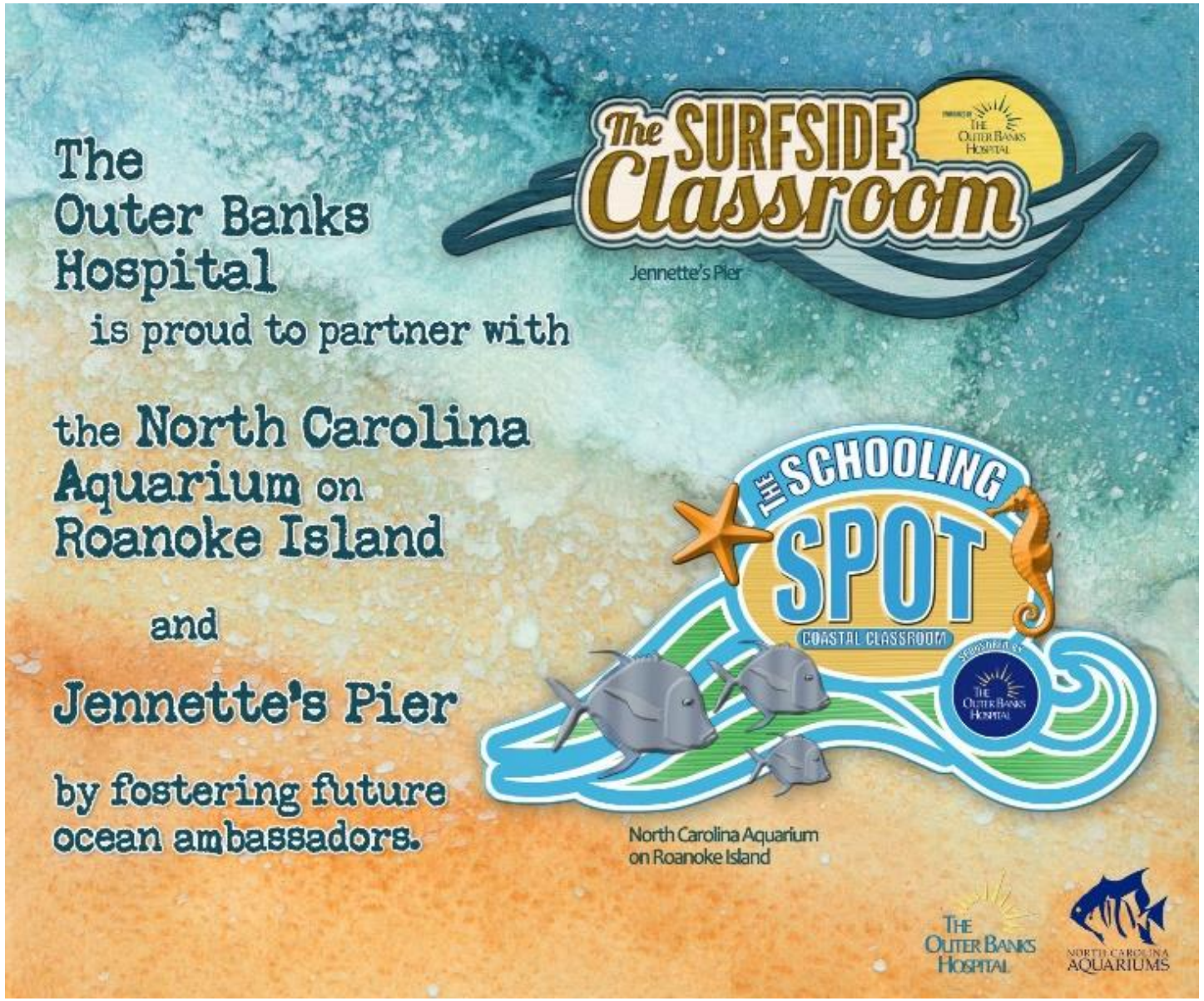







Notable:

- Key NCAQ, NCAS & JP vacancies have been filled
  - AQ Division Director – Maylon White
  - Pine Knoll Shores Director – Liz Baird
  - Roanoke Island Director – Larry Warner
  - NCAS President – Jay Barnes
  - NCAS Development Director – Jim Mulvey
  - JP Business Manager – Lorelei Zumbrunnen
- NCAS Board changes –
  - 5 members move to Emeritus (Ray White)
  - 6 new members elected (Ronnie Sloan, Tess Judge, Clark Twiddy)



Highlight:

The Outer Banks Hospital is partnering with the NCAS to support education efforts at both Jennette's Pier and the NC Aquarium on Roanoke Island

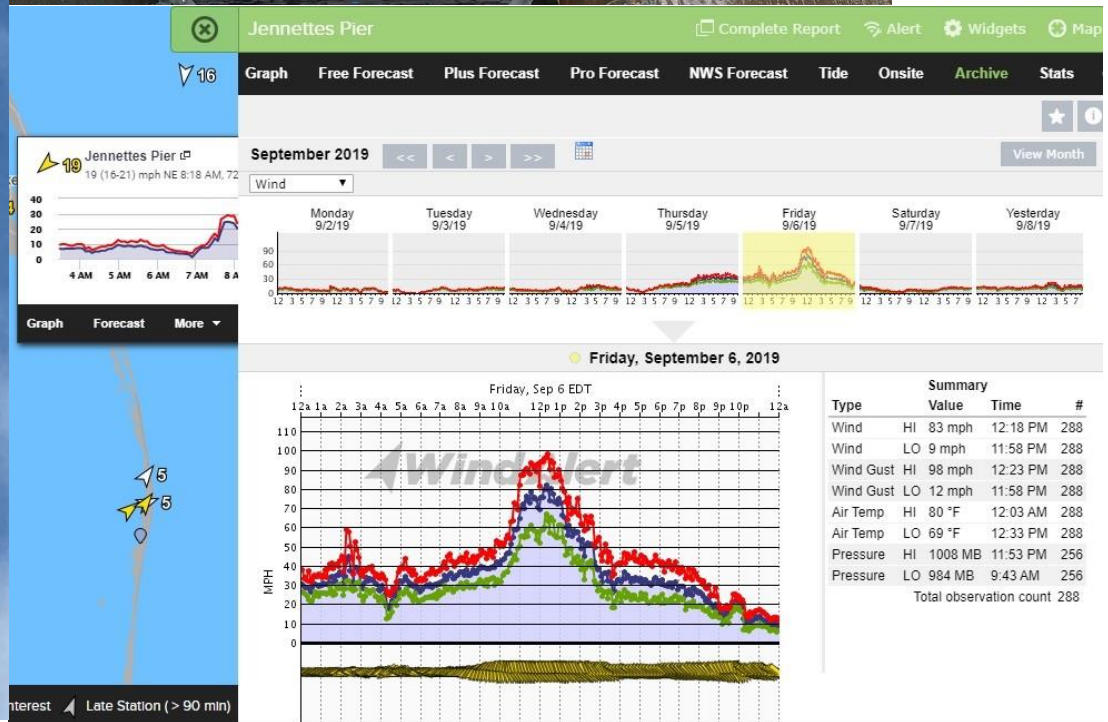




Notable:
Hurricane Dorian

CLOSED – Sept. 4-7

Significant damage to all roof structures and wind turbines



HOOK, LINE & SCIENCE



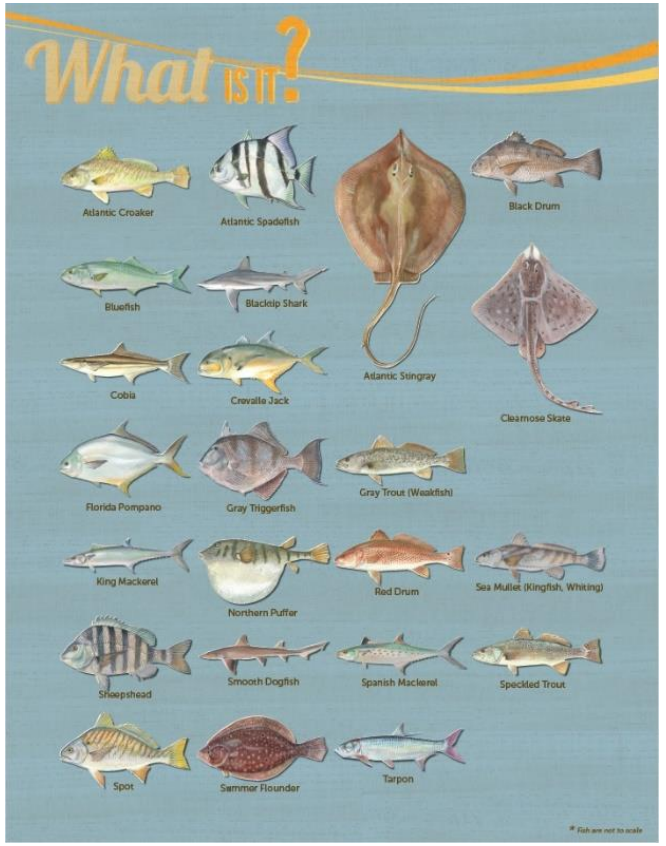


Exhibit Redesigns - 2020


Thank you!

Agenda Item Summary Sheet

Item No: **E-1**
Meeting Date: **February 5, 2020**

Item Title: Consideration of Budget Adjustment #8 to FY 19/20 Budget

Item Summary:

Budget Adjustment #8 to the FY 19/20 Budget is provided for Board review and approval at the February 5th Board of Commissioners meeting – and is in accordance with the FY 19/20 Budget Ordinance, adopted at the June 5, 2019 meeting. The worksheets associated with Budget Adjustment #8 are attached.

Number of Attachments: 2

Specific Action Requested:

Request Board approval of attached budget amendment #8.

Submitted By: Administrative Services Date: January 29, 2020

Finance Officer Comment:

Request Board approval of attached budget amendment.

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment:

N/A

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation:

I concur with staff's request.

Signature: Cliff Ogburn Date: January 29, 2020

BUDGET AMENDMENT REQUEST
FY 2019-2020

BUDGET AMENDMENT NO. 8
AMENDMENT 8.1

SOURCE OF FUNDS				USE OF FUNDS		
CODE	ACCOUNT	AMOUNT		CODE	ACCOUNT	AMOUNT
	General Fund				**General Fund**	
	Revenue				**Expenditure Admin Services**	
10-430600	Wellness Grant - NC League	1,909.00		440-521300	Employee Wellness	1,909.00
TOTAL CHARGES		$ 1,909.00		TOTAL CREDITS		$ 1,909.00

JUSTIFICATION

Grant funds received from the NC League of Municipalities towards employee wellness.

ADMINISTRATIVE SERVICES 1/28/2020
RECOMMENDED BY DATE

APPROVED BY BOC: DATE

POSTED TO GENERAL LEDGER:

INITIALS

BUDGET AMENDMENT REQUEST
FY 2019-2020

BUDGET AMENDMENT NO. 8
AMENDMENT 8.2

SOURCE OF FUNDS | USE OF FUNDS

CODE	ACCOUNT	AMOUNT		CODE	ACCOUNT	AMOUNT
	General Fund				**General Fund**	
	Expenditure Town Manager				**Expenditure Planning**	
420-510200	Salaries	13,000.00		490-510200	Salaries	13,000.00
420-520600	FICA	1,000.00		490-520600	FICA	1,000.00
420-520800	Retirement	1,000.00		490-520800	Retirement	1,000.00
TOTAL CHARGES		$ 15,000.00		TOTAL CREDITS		$ 15,000.00

JUSTIFICATION

Move Engineering Technician from Town Manager to Planning Department

ADMINISTRATIVE SERVICES 1/28/2020
RECOMMENDED BY DATE

APPROVED BY BOC: DATE

POSTED TO GENERAL LEDGER:

INITIALS

Agenda Item Summary Sheet

Item No: **E-2**
Meeting Date: **February 5, 2020**

Item Title: Consideration of Tax Adjustment Reports

Item Summary:

Attached please find the list of adjustments to the 2019 Tax Levy (per information received from Dare County) for Property and for MSD valuations.

These reports are submitted for your approval at the February 5th Board of Commissioners meeting.

Number of Attachments: 2

Specific Action Requested:

Tax reports provided for Board review and approval.

Submitted By: Linda Bittner, Tax Collector Date: January 29, 2020

Finance Officer Comment:

No unbudgeted fiscal impact.

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment:

N/A

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation:

I concur with staff.

Signature: Cliff Ogburn Date: January 29, 2020

Town of Nags Head, North Carolina
ANALYSIS OF CURRENT 2019 MSD TAX LEVY
As of January 28, 2020 for the February 5, 2020 BOC Mtg

	BEACH NOURISHMENT DISTRICT				
	MSD Valuation	Rate	Total Levy	MSD Excluding Registered Motor Vehicles	Registered Motor Vehicles
Original MSD Levy:					
MSD Beach Nourishment at current year's rate	809,869,299	0.00175	1,417,272.90	1,417,272.90	
Registered Motor Vehicles at current year's rate	691,800.00	0.00175	1,210.69		1,210.69
Registered Motor Vehicles at 2018 year's rate	754,172.00	0.00175	1,319.80		1,319.80
Registered Motor Vehicles at 2017 year's rate	66,748.00	0.00175	116.81		116.81
Penalties			0.00	0.00	
Total	**811,382,019**		**1,419,920.20**	**1,417,272.90**	**2,647.30**
Discoveries & Adjustments:					
Current year discoveries & adjustments	0.00		0.00	0.00	
Town wide beach nourishment			0.00	0.00	
Penalty Discoveries			0.00	0.00	
Total			**0.00**	**0.00**	
Releases & Adjustments:					
Current year releases & adjustments	0.00		0.00	0.00	
Town wide beach nourishment			0.00	0.00	
Penalty Releases			0.00	0.00	
Total			**0.00**	**0.00**	
Write-offs or Adjustments:			0.00	0.00	
Total MSD Valuation	**811,382,019**				
Net levy		**1,419,920.20**		**1,417,272.90**	**2,647.30**
TOTAL UNCOLLECTED MSD AS OF 01/28/20:		**(22,918.23)**		**(22,918.23)**	**0.00**
CURRENT YEAR MSD COLLECTED:		**1,397,001.97**		**1,394,354.67**	**2,647.30**
CURRENT MSD COLLECTION PERCENTAGE:		**98.386%**		**98.383%**	**100.000%**

Town of Nags Head, North Carolina
ANALYSIS OF CURRENT 2019 TAX LEVY
As of January 28, 2020 for the February 5, 2020 BOC Mtg

	Town-Wide Tax			Total Levy	
	Property Valuation	Rate	Total Levy	Property Excluding Registered Motor Vehicles	Registered Motor Vehicles
Original levy:					
Property taxed at current year's rate	2,383,436,490	0.00317	7,555,496.64	7,555,496.64	
Registered Motor Vehicles at current year's rate	13,872,497.00	0.00317	43,667.79		43,667.79
Registered Motor Vehicles at 2018 year's rate	9,371,427.00	0.00307	28,770.28		28,770.28
Registered Motor Vehicles at 2017 year's rate	69,970.00	0.00297	207.81		207.81
Penalties			5,460.81	5,460.81	
Total	**2,406,750,384**		**7,633,603.33**	**7,560,957.45**	**72,645.88**
Discoveries & Adjustments:					
Current year discoveries & adjustments tax	1,686,283.00		4,309.89	4,309.89	
Town wide beach nourishment tax			455.29	455.29	
Corporate Utilities discoveries & tax	22,078,064.00		64,026.38	64,026.38	
Corporate Utilities beach nourishment tax			5,961.09	5,961.09	
Penalty Discoveries			2,075.47	2,075.47	
Total	**23,764,347**		**76,828.12**	**76,828.12**	
Releases & Adjustments:					
Current year releases & adjustments	(299,582.00)		(868.79)	(868.79)	
Town wide beach nourishment			(80.87)	(80.87)	
Penalty Releases			(573.99)	(573.99)	
Total	**(299,582)**		**(1,523.65)**	**(1,523.65)**	
Write-offs or Adjustments:			0.00	0.00	
Total Property Valuation	**2,430,215,149**				
Net levy		**7,708,907.80**		**7,636,261.92**	**72,645.88**
Uncollected Taxes		(144,460.77)		(144,460.77)	0.00
Uncollected Town Wide Beach Nourishment		(13,416.52)		(13,416.52)	0.00
TOTAL UNCOLLECTED TAXES AS OF 01/28/20:		**(157,877.29)**		**(157,877.29)**	**0.00**
CURRENT YEAR TAXES COLLECTED:		**7,551,030.51**		**7,478,384.63**	**72,645.88**
CURRENT LEVY COLLECTION PERCENTAGE:		**97.952%**		**97.933%**	**100.000%**

Agenda Item Summary Sheet

Item No: **E-3**
Meeting Date: **February 5, 2020**

Item Title: Consideration of request to advertise delinquent taxes

Item Summary:

At the February 5th Board of Commissioners meeting, Board approval is requested to advertise tax liens in the newspaper on March 18, 2020 in accordance with NCGS 105-369.

In addition, authorization is requested to begin the Foreclosure process on 2019 taxes where necessary, 30 days after advertising. Please see the attached memo for additional information.

Number of Attachments: 1

Specific Action Requested:

Request Board approval to advertise tax liens; request Board authorization to begin foreclosure process on 2019 taxes.

Submitted By: Linda Bittner, Tax Collector Date: January 29, 2020

Finance Officer Comment:

No unbudgeted fiscal impact.

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment:

N/A

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation:

I concur with staff's request.

Signature: Cliff Ogburn Date: January 29, 2020

Agenda Item Summary Sheet

Item No: **E-4**
Meeting Date: **February 5, 2020**

Item Title: Approval of minutes from Board of Commissioners meetings/workshops

Item Summary:

Attached for Board review and approval are the following Board of Commissioners meeting minutes:

January 8, 2020 Regular Session

Number of Attachments: 1

Specific Action Requested:

Provided for Board review and approval.

Submitted By: Carolyn F. Morris, Town Clerk Date: January 29, 2020

Finance Officer Comment:

No unbudgeted costs associated with this agenda item.

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment:

N/A

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation:

N/A

Signature: Cliff Ogburn Date: January 29, 2020

DRAFT **MINUTES**
TOWN OF NAGS HEAD
BOARD OF COMMISSIONERS
REGULAR MEETING
WEDNESDAY, JANUARY 8, 2020

The Nags Head Board of Commissioners met in the Board Room of the Nags Head Municipal Complex located at 5401 S Croatan Highway in Nags Head, North Carolina on Wednesday, January 8, 2020 at 9:00 a.m.

Board members Present:	Mayor Ben Cahoon; Mayor Pro Tem Michael Siers; Comr. Renée Cahoon; Comr. Webb Fuller; and Comr. Kevin Brinkley
Board members Absent:	None
Others present:	Town Manager Cliff Ogburn; Attorney John Leidy; Andy Garman; Phil Webster; Perry Hale; Randy Wells; Shane Hite; Chad Motz; Austin Fallon; Michael Zehner; Kelly Wyatt; Holly White; David Ryan; Amy Miller; Brie Floyd; Roberta Thuman; Lisa Ward; Teresa Osborne; Bobby Outten; Rob Ross; Paul Melnyk; Barbara Melnyk; Edie Fallon; Meredyth Fallon; Austin Fallon; Karen Novello; Mark Eagan; Richard Kittrell; Vickie Kittrell; Jason Baker; Rachel Baker; Steve Horst; Deborah Horst; Michelle Chimento; Jim Troutman; Christine Petzing; Marilyn Munden; Donald Underdonk; David Kravitz; Tom Cassidy; Theresa Cassidy; Carole Hoffman; and Town Clerk Carolyn Morris

CALL TO ORDER

Mayor Cahoon called the meeting to order at 9:00 a.m. A moment of silence was followed by the Pledge of Allegiance.

ADOPTION OF AGENDA

MOTION: Comr. Fuller made a motion to approve the January 8th agenda as presented. The motion was seconded by Mayor Pro Tem Siers which passed unanimously.

RECOGNITION

FIVE YEARS – Planning Director Michael Zehner introduced Principal Planner Holly White who was recognized by the Board for five years of service.

PRESENTATION – Heroic Action Award – Fire Chief Randy Wells introduced Ocean Rescue Director Chad Motz who reported on this past summer's save by Lifeguard Austin Fallon. Director Motz reported that near Jennette's Pier this past summer Mr. Fallon's heroic actions saved a swimmer in what Director Motz stated was "not your average" rescue. Photos displayed on screen showed Mr.

Fallon's heroic actions. Board members thanked Lifeguard Fallon for his actions and he received a standing ovation from the audience.

RETIREMENT – Dep Police Chief Perry Hale introduced Public Safety Office/Systems Manager Lisa Ward who recently retired from the Town after 28 years of service. The Board congratulated Ms. Ward on her years of service to the Town, presented her with a plaque of appreciation, and wished her well in retirement.

PUBLIC COMMENT

Mayor Cahoon stated that there would not be a public comment period during the Coastal Villas agenda item and now would be the time to speak concerning that item if interested. Attorney Leidy conducted the Public Comment period.

PUBLIC COMMENT – JIM TROUTMAN
Jim Troutman, Southridge resident; he has no problem with the proposed Coastal Villas subdivision but does have a problem with the planned access; as proposed the access would be for those trying to get to one of 17 houses via Deering Street to Vansciver to Ridgeway to Sea Bass Court to Mariner's Way – all via right-hand turns; he feels that this doesn't make sense for emergency vehicles, etc. as it would be easier, simpler, and safer to get to this neighborhood since it is located directly adjacent to US 158, from an access off of US 158; he also concerned about speed issues in this area; he asked the Board to take this information into consideration when making a decision on this item.

All emails received by the Town from those commenting on the Coastal Villas agenda item are attached to and made a part of these minutes as shown in Addendum "A".

PUBLIC COMMENT – THERESA CASSIDY
Theresa Cassidy, Southridge resident; she spoke against the proposed access for the Coastal Villas Subdivision through the existing subdivision and indicated that she had also forwarded an email to the Board on this issue.

PUBLIC COMMENT – DOMINIC PALIDORI
Dominic Palidori, Southridge resident; he spoke against the proposed access for the Coastal Villas Subdivision; he also mentioned the disturbance to animals such as the red wolf and asked the Board to do the right thing for the animals too.

PUBLIC COMMENT – DEBORAH HORST
Deborah Horst, Nags Head resident; her issue concerned her mentally ill stepdaughter; last year police were called to their home and said that her husband was pulling his daughter out of a vehicle – Ms. Horst said that her stepdaughter was never in a vehicle; she would like to view the police videos from the Town which she says appeared to be compromised as there was no sound; her husband ended up being arrested by Nags Head Police instead of her stepdaughter; she would like to view the complete video which she is unable to get; when the numerous police officers showed up at her house it was complete chaos; she doesn't know what to do at this point which is why she is here.

PUBLIC COMMENT – RICHARD KITTRELL

Richard Kittrell, Southridge resident; spoke against the proposed access for the Coastal Villas Subdivision; he also spoke at the December 2019 Planning Board meeting; he feels that stormwater runoff will be an issue as will the increased traffic; he would like Coastal Villas to be a standalone development so it won't have to utilize the existing subdivision streets; he is concerned about the amount of traffic at Deering Street/in that subdivision especially during the summer; Concerning stormwater runoff the Planning Director told him that the elevation of the planned development will be higher in the new development and the existing infiltration basins will be flattened; he asked the Board to consider tabling this until the residents, planners, and developer can meet to have a discussion.

PUBLIC COMMENT – DAVID KRAVITZ

David Kravitz, Southridge resident; spoke against the proposed access to Coastal Villas; he has also sent an email to the Board on this issue; he spoke of the unintended consequences which he said was seen last month when Soundside Road was closed under a rush rebuild when the under-roadway pipes collapsed; in consideration of safety he feels that there should be two accesses to the new development – off of US 158.

PUBLIC COMMENT – PAUL MELNYK

Paul Melnyk, Southridge resident; he spoke against the proposed access to Coastal Villas; he has forwarded an email to Board members on this issue; he is concerned that Coastal Villas will be two feet higher that surrounding properties; he asked the Board to make sure that the stormwater drainage does not flow into the Sea Bass development.

PUBLIC COMMENT – RACHEL BAKER

Rachel Baker, Southridge resident; she spoke against the proposed access to Coastal Villas; she feels the new subdivision will mostly be for summer rentals which would increase the traffic and be a safety issue; she asked the Board to consider what will be the impacts to the year-round residents.

PUBLIC COMMENT – TOM CASSIDY

Tom Cassidy, Southridge resident; he spoke against the proposed access to Coastal Villas; a turning lane off of US 158 would be more feasible – Deering Street is similar to a "raceway" during the summer; he knows the houses are going to be constructed but asked the Board to do it the right way.

PUBLIC COMMENT - MARK EAGAN

Mark Eagan, Southridge resident; he spoke against the proposed access to Coastal Villas; he forwarded an email to the Board on this issue; he chose Southridge for the quiet neighborhood and is concerned about the change to their streets with the additional traffic; he also expressed concern about stormwater runoff; he asked the Board to review all the materials; it is a good plan but wants the Board to consider the current neighborhood.

PUBLIC COMMENT – KAREN NOVELLO

Karen Novello; Southridge resident; she spoke against the proposed access to Coastal Villas; she forwarded an email to the Board which she read.

PUBLIC COMMENT – JOE MAIONE
Joe Maione, Southridge resident; he spoke against the proposed Coastal Villas access via Deering Street; he forwarded an email to the Board on this issue; he requested that the Board provide access to the new subdivision off of US 158.

PUBLIC COMMENT – MICHELLE CHIMENTO
Michelle Chimento, Soundside Road resident; she spoke against the proposed Coastal Villas access and of the adverse impact of its development; she expressed concern that Southridge residents may utilize Soundside Road; her concern is the additional traffic on Soundside Road and the dangerous conditions it would cause that neighborhood; she also spoke about the stormwater runoff from the new development.

There being no one else present who wished to speak, Attorney Leidy concluded Public Comment at 10:06 a.m.

CONSENT AGENDA

The Consent Agenda consisted of the following items:

Consideration of Budget Adjustment #7 to FY 19/20 Budget
Consideration of Tax Adjustment Report
Approval of minutes
Modification to Town Code Chapter 44 *Utilities* re: water billing
Consideration of revised Todd D. Krafft Septic Health Policy - repair/replacement loan program

Request for Public Hearing - to consider Vested Right Site Plan for the Outer Banks Hospital, 4923 & 4927 S. Croatan Highway, 4922, 4926 & 4928 Passage Way, submitted by Quible and Associates P.C. on behalf of Outer Banks Hospital; the application involves the demolition of the Urgent Care Facility and construction of a 10,400 square foot addition (Infusion Facility) to the existing Radiation Therapy building

MOTION: Comr. Fuller made a motion to approve the Consent Agenda as presented. The motion was seconded by Comr. Renée Cahoon which passed unanimously.

Budget Adjustment #7 to the FY 19/20 Budget, as approved, is attached to and made a part of these minutes as shown in Addendum "B".

The Tax Adjustment Report, as approved, is attached to and made a part of these minutes as shown in Addendum "C".

Modification to Town Code Chapter 44 Utilities re: water billing – the summary sheet, as approved, read in part as follows:

"Attached for Board review and adoption is a proposed ordinance amending Town Code Chapter 44 Utilities re: water billing.

'The amendment provides additional clarification for property owners to know when water bills are due and under what circumstances service will be cut off."

The ordinance, as adopted, is attached to and made a part of these minutes as shown in Addendum "D".

Revised Todd D. Krafft Septic Health Initiative Program Policy summary sheet, as approved, read in part as follows:

"Attached for Board review and approval is a revised repair/replacement loan program portion of the Todd D. Krafft Septic Health Initiative Program Policy. The revised policy adds the requirement that loans are only to be provided to homeowners who have no delinquent debts to the Town."

The policy, as approved, is attached to and made a part of these minutes as shown in Addendum "E".

The Outer Banks Hospital Cancer Center Request for Public Hearing summary sheet, as approved, read in part as follows:

"A Vested Right Site Plan, Conditional Use Permit, and Rezoning for the Outer Banks Hospital Cancer Center; the scope of the application includes the following:

- Demolition of the existing Urgent Care Facility and construction of a 10,400-sf addition to the existing Radiation Therapy building, along with parking, stormwater, and related improvements.
- A rezoning request for three (3) lots along S. Passage Way from SPD-C/SF-4 to SPD-C/Hotel.
- Consideration of reduced loading zone berth dimensions and reduction of required parking based upon Medical Office use

'Staff Recommendation/Planning Board Recommendation: Regarding the Rezoning request, staff finds the request is supported by the 2017 Comprehensive Plan as this area is located within the Village Municipal Service Character Area where "medical facilities" are considered an appropriate use; additionally, this area was originally zoned SPD-C/Hotel, but was rezoned for the purposes of developing the Moongate Subdivision. Regarding the Conditional Use/Vested Right/Site Plan Application, staff finds that the proposal is consistent with applicable use and development standards, as well as relevant land use policies; additionally, Staff finds that the reduction in parking is sufficiently supported based upon submitted technical evidence. Therefore, staff recommends approval of the proposal as presented, with conditions.

'At their December 17, 2019 meeting the Planning Board voted unanimously to recommend approval of both the Rezoning Request and Conditional Use/Vested Right/Site Plan Amendment application, with conditions, as presented."

PRESENTATIONS

Report from Auditor – Annual Report – Teresa Osborne, CPA

Town Auditor Teresa Osborne presented the Town's annual audit report. She stated that the Town received an "Unmodified Opinion" which is the best evaluation that can be received. She noted that staff goes above the requirements by preparing a Comprehensive Annual Financial Report (CAFR) and pointed out that the Town has been awarded a Certificate of Achievement for the past three years from the Financial Officers Association. Audit approval was received on January 5, 2020 and she presented some highlights:

- The General Fund is the largest fund comprising most governmental funds – the Town's very strong Fund Balance was $6,981,462 at the end of the fiscal year.
  - Water fund – biggest expense was the South Nags Head Water Tower refurbishing project which a cost of $250,000; also has some positive financial indicators; strong ratio of bills being paid/collected
  - Town implemented one new accounting standard this year – GASB 88 – which fine-tuned disclosures for debt placement
  - Ms. Osborne also mentioned the high caliber of work being done by the Town's financial dept – converting to Munis was a big undertaking but will benefit the Town for years to come
  - In response to a question from Comr. Renée Cahoon, Ms. Osborne stated that the actuarial functions investment return, noted on page 47, is for the State Retirement System.

The Board thanked Ms. Osborne for her work on the audit and thanked Town staff as well. Comr. Renée Cahoon wished Ms. Osborne well as she leaves the audit field.

Beach Nourishment Funding Update - Dare County Mgr/Attorney Bobby Outten

Dare County Manager/Attorney Bobby Outten presented a summary of the funding for the County's Beach Nourishment Fund. He reported that Nags Head was the first to have beach nourishment – Nags Head moved forward on its own because the federal project was not coming to fruition; the County's share of the fund comes from the occupancy tax; the 50/50 split with Nags Head and Dare County is done by balancing needs and what the Town could afford; during the Mayor lunches there are discussions on how to fund Beach Nourishment projects moving forward; also money is held for each project's maintenance; each town is treated the same way as money is allocated from the fund – net result is towns get the same based on the value of their tax base; Funds are projected for future maintenance – they do models for the next 10 years.

He explained that the County is different than Carteret County which has a finite number of beaches which makes their planning a little easier; the do not take form the fund to pay for a project that is not ready – the County is now on Funding Model #24. He summarized that it will be a challenge down the road finding funding for new projects. Mr. Outten complimented Nags Head and spoke positively about working with the towns.

Mayor Cahoon recognized Dare County Comr. Rob Ross in the audience who is also a Town resident.

Mr. Outten said that the Fund generates about $10 million each year; Mayor Pro Tem Siers asked about raising occupancy tax to obtain more funds; Mr. Outten said that has been tried but never approved; It was a fight to get the 2% out of the occupancy tax approved.

Comr. Renée Cahoon thanked Mr. Outten for the informative presentation; she spoke of upcoming projects south of Nags Head; Mr. Outten said that the County Board is adamant that any locality receiving funds needs to contribute to the fund. She asked Mr. Outten to let the Town know if support is needed for support in pushing forward any legislation.

Comr. Fuller expressed his appreciation for the cooperation between the County and the towns.

Mayor Cahoon thanked Mr. Outten for attending the meeting and presenting his report on the process for the County's Beach Nourishment Fund.

PUBLIC HEARINGS

Public Hearing to consider proposed text amendments to the Unified Development Ordinance pertaining to off-street parking requirements associated with alternative and reduced parking, including bicycle parking, and associated conditional use permitting requirements

Planning Director Michael Zehner presented on screen the proposed ordinance pertaining to off-street parking requirements associated with alternative and reduced parking with several minor typographical errors corrected. He then summarized his staff report which read in part as follows:

"OVERVIEW
At the Board of Commissioners' Retreat on September 12, 2019, the Board and Staff discussed perspectives with regard to the reduction of required parking. The discussion focused on the reduction of parking based on the provision of bicycle parking, as well as the reduction of parking by Conditional Use Permit; also discussed was whether, in certain circumstances, bicycle parking should be a requirement. Following the discussion, the Board directed Staff to work with the Planning Board to consider amendments to the Unified Development Ordinance ("UDO") that 1) made the reduction of parking based on the provision of bicycle parking a Conditional Use Permit and took into consideration whether sites had access to bike-friendly routes, 2) standardized findings for all parking-related Conditional Use Permits, and 3) established minimum standards for required bicycle parking.

'The Planning Board discussed this matter and considered amendments at their meetings on October 15, 2019 and November 19, 2019. At least with respect to items 1 and 2, Section 10.15, *Alternative and Reduced Commercial Parking Requirements*, provides the applicable provisions. As it pertains to item 1, currently Section 10.15.5, *Reduction of Required Parking for Commercial Uses with the Use of Bicycle Racks*, does not require a Conditional Use Permit. Given this, it could be viewed as a performance-based standard, where a reduction is entitled if the standards are met; however, the reduction is qualified in that "the Board of Commissioners may allow" the total parking requirement to be reduced.

'With regard to item 2, while there a four (4) types of parking-related Conditional Use Permits under Section 10.15, only one, Section 10.15.6., *Modification of Parking Requirements by Conditional Use Permit*, provides specific findings that must be met in addition to those standards for all Conditional Use Permits; these additional findings are as follows:

10.15.6.3.1. Will not result in increased traffic congestion or otherwise negatively impact existing traffic flow or pedestrian and vehicular safety;

10.15.6.3.2. Will not create parking impacts for adjacent properties or within Town rights-of-way.

10.15.6.3.3. Will not be contrary to the objectives specified in the Comprehensive Plan;

10.15.6.3.4. Is necessary to permit the reasonable use of the subject property; and

10.15.6.3.5. Will not adversely impact adjacent property or the surrounding area.

'Finally, with respect to item 3, as noted above there is currently no minimum requirement for bicycle parking.

'Staff prepared amendments for consideration by the Planning Board. Ultimately, the Planning Board, at their November 19 meeting, voted 5-0 to recommend UDO amendments to the Board of

Commissioners that addressed the following (a draft ordinance and markup of affected UDO sections are attached):

- Article 10, Part II., Off-Street Parking and Loading Requirements, is proposed to be amended to allow a reduction of parking based on bicycle parking without a conditional use permit (i.e. by-right), but only where the property has frontage along NC12/S. Virginia Dare Trail or NC1243/S. Old Oregon Inlet Road.

- Article 10, Part II., Off-Street Parking and Loading Requirements, is proposed to be amended to allow a reduction of parking based on bicycle parking with a conditional use permit, but only where the property has frontage along a two-lane roadway, or a sidewalk or similar path crosses the property or is located along the frontage of the property. A reduction for bike parking is not otherwise allowed with a conditional use permit.

- Article 10, Part II., Off-Street Parking and Loading Requirements, is proposed to be amended to standardize conditional use permit findings for the five parking reduction or modified standard methods.

- Section 10.92.15., Pedestrian Access/Facilities, of Article 10. Part VI., Commercial Design Standards, Division III., Site Design, Section 10.92., Street Access, Parking Lot Design, and Pavement Standards, is proposed to be amended by retitling the Section accordingly and to require "a bike rack…on all properties in non-residential use with parking lots having ten (10) or more vehicle parking spaces, when such properties and located on the east side of US 158 and have frontage on a two-lane roadway; such bike racks shall support at least five (5) bicycles and be accessible to the public."

- Updated references to Section 10.15.6. in Section 5.4.4. (to Section 10.15.2.6.), update the title of Section 10.15 as included in Section 7.35.2., and update the reference to Section 10.15.5 in Section 8.6.6.7.4. (to Section 10.15.1.2.).

'BACKGROUND

As noted above, the proposed amendments are the result of discussions at the Board of Commissioners' Retreat on September 12, 2019 where the Board discussed perspectives with regard to the reduction of required parking, and ultimately directed Staff to develop amendments in response to the issues discussed.

'With regard to the current provisions allowing for a parking reduction for bike racks, this allowance was adopted in 2010 (the provisions were slightly amended by the amendments adopted in 2015 and discussed below); a copy of the ordinance, as well as the minutes from the January 6, 2010 and January 20, 2010 Board of Commissioners meetings where the amendment was considered, are attached. As noted in the minutes, the intent of the provision was to "promote the use of bicycles as an alternative means of transportation within the Town while allowing for a reduction in required parking spaces for commercial business that incorporate bike racks into their site and parking design."

'With respect to the current form of off-street parking ordinance, this was the result of amendments that were adopted in 2015 based on the efforts of the Planning Board Parking Subcommittee from 2013 to 2014. While the parking reduction for bike parking and shared parking reductions existed, the amendments did establish the broader provision allowing a conditional use permit to modify parking requirements. A copy of the 2015 ordinance is attached for the Board's review.

'POLICY CONSIDERATIONS

The most direct policies in the Comprehensive Plan pertaining to parking, including accommodations for bicycles, are contained in the Land Use Element, within 3.2.4., Site Development Characteristics, F. Parking, below, and policy LU-23 and related actions, as follows:

'F. Parking - A comprehensive revision to the town's parking standards was completed in 2015. The goal of this revision was to identify parking standards in the town's ordinance that were leading to excess parking on development sites. Prior to this, the town had recently completed a new stormwater ordinance and excess parking was identified as a major contributing factor to stormwater runoff. The town is largely dependent on automobile transportation, and off street parking will continue to be a necessary component of the town's land use requirements. The town should continue to require adequate parking for all land uses while it continues to work towards its other goals for increasing nonmotorized transportation and reducing automobile dependency. Incentives have and should continue to be considered for sites that provide facilities for bicycles and that are also served by pedestrian facilities. As future ordinance revisions occur, the town should maintain consistency between permitted land uses and its parking tables and evaluate changes as necessary to correlate parking standards with actual parking demand based on best available data and information.

'LU-23 - Require sufficient parking for commercial businesses with parking area design regulations that limit impacts on neighbors and surrounding land uses.

'LU-23a: Explore incentives or regulations that encourage bike and pedestrian infrastructure to be incorporated into site design.

'LU-23b: Monitor the use of parking and utilize this information to evaluate changes in parking standards.

'LU-23c: Explore maximum limits on the number of parking spaces for each land use.

'PLANNING BOARD RECOMMENDATION
As noted above, the Planning Board, at their November 19 meeting, voted 5-0 to recommend amendments to UDO as summarized, and contained in the attached draft ordinance. In making their recommendation, the Planning Board noted their opinion that the proposed amendments were consistent with the relevant policies contained in the Comprehensive Plan.

'STAFF RECOMMENDATION
Staff recommends adoption of the amendments as proposed. Staff is of the opinion that the amendments pertaining to bicycle parking are consistent with relevant policies contained in the Comprehensive Plan as they both support the incorporation of bike infrastructure into site design and provide for reasonable allowances to reduce required parking where bike parking is provided and supporting infrastructure exists. Further, the amendments serve to standardize findings for all parking-related conditional use permits, allowing the boards to consider impacts specific to parking.

'Please note, the UDO provides expanded and more explicit provisions regarding text amendments and action by the Board of Commissioners under Article 3, *Legislative/Quasi-Judicial Procedures*, Part II, *Legislative Procedures*, Section 3.5, *UDO Text Amendment/Zoning Map Amendment*, as follows. Staff would encourage that particular attention be given to Section 3.5.4.5. and the requirement that the Board adopt a statement prior to adopting or rejecting any text amendment.

3.5.4. Action by the Board of Commissioners.
Action upon an UDO text amendment or zoning map amendment, including the scheduling of a public hearing, will be at the discretion of the Board of Commissioners.

3.5.4.1. Before an item is placed on the consent agenda to schedule a public hearing, the Planning Board's recommendation on each proposed amendment must be received by the Board of Commissioners. If no recommendation is received from the Planning Board within 30 days from the date when submitted to the Planning Board, the petitioner may take the proposal to the Board of Commissioners without a recommendation from the Planning Board. However, the Planning Board may request the Board of Commissioners to delay final action on the amendment until such time as the Planning Board can present its recommendations. No such limitations shall apply to applications or requests submitted by Town staff or any Town Board.

3.5.4.2. After receiving a recommendation from the Planning Board on a proposed amendment, the Board of Commissioners may proceed to vote on the proposed ordinance, refer it to a committee for further study, or take any other action consistent with its usual rules of procedure.

3.5.4.3. The Board of Commissioners is not required to take final action on a proposed amendment within any specific period of time. Final action on an UDO text amendment or zoning map amendment submitted by third parties will be taken within a reasonable time. Final action taken within 90 days of the public hearing before the Board of Commissioners shall be presumptively reasonable.

3.5.4.4. No member of the Board of Commissioners shall vote on any zoning map amendment or UDO text amendment where the outcome of the matter being considered is reasonably likely to have a direct, substantial and readily identifiable financial impact.

3.5.4.5. Prior to adopting or rejecting any UDO text and/or map amendment, the Board of Commissioners shall adopt one of the following statements which shall not be subject to judicial review.

3.5.4.5.1. A statement approving the amendment and describing its consistency with the adopted Comprehensive Plan and explaining why the action taken is reasonable and in the public interest.

3.5.4.5.2. A statement rejecting the amendment and describing its inconsistency with the adopted Comprehensive Plan and explaining why the action taken is reasonable and in the public interest.

3.5.4.5.3. A statement approving the amendment and containing at least all of the following:

3.5.4.5.3.1. A declaration that the approval is also deemed an amendment to the Comprehensive Plan. The Board of Commissioners shall not require any additional request or application for amendment to the Comprehensive Plan.

3.5.4.5.3.2. An explanation of the change in conditions the Board of Commissioners took into account in amending the UDO to meet the development needs of the community.

3.5.4.5.3.3. Why the action was reasonable and in the public interest.

3.5.4.6. In deciding whether to adopt a proposed amendment to this UDO, the central issue before the Board of Commissioners is whether the proposed amendment advances the public health, safety, or welfare. When considering proposed map amendments:

3.5.4.6.1. The Board of Commissioners shall consider the entire range of permitted uses in the requested classification.

Notice of the Public Hearing was published in the *Coastland Times* on Wednesday, December 25, 2019 and on Sunday, December 29, 2019, as required by law.

Attorney Leidy opened the Public Hearing at 11:13 a.m. There being no one present who wished to speak, the Public Hearing was concluded at 11:13 a.m.

MOTION: Comr. Fuller made a motion to adopt the ordinance re: off-street parking requirements associated with alternative and reduced parking, as presented, with the appropriate corrections made. The motion was seconded by Comr. Renée Cahoon which passed unanimously.

The ordinance concerning the off-street parking requirements, as adopted, is attached to and made a part of these minutes as shown in Addendum "F".

REPORTS AND RECOMMENDATIONS FROM THE PLANNING BOARD AND THE PLANNING AND DEVELOPMENT DIRECTOR

Update on Short-Term Rental (STR) registrations

Planning Director Michael Zehner summarized his report on short-term rental registrations which read in part as follows:

"As requested at the November 6, 2019 Board of Commissioners meeting, Staff is providing the Board with a review and status of the Short-Term Rental ("STR's") registration program.

'Completed Actions and Current Status

- On April 3, 2019, the Board of Commissioners adopted amendments to the Town Code and Zoning Ordinance defining STR's and establishing a registration requirement for STR's. A copy of the adopted Ordinance is attached.

- Between adoption of the Ordinance amendments and the end of May 2019, Staff and the Board of Commissioners considered whether to engage an outside vendor to assist in administration of the registration program. Ultimately, this option was not pursued.

- On August 26-27, 2019, the STR registration program became active with the release of a Registration Form (attached and HERE) and Guidance & FAQ's document (attached and HERE; later updated 12/4/2019).

- The first STR was registered with the Town on August 29, 2019; from August 29, 2019 until December 5, 2019, 28 STR units were registered.

- On November 13, 2019, the Outer Banks Visitors Bureau provided Staff with an analysis prepared by AIRDNA indicating 1,450 STR units to have been offered for rent on the Airbnb and HomeAway platforms in Nags Head in July 2019, the greatest number of units in any one month based on an analysis from October 2014 through August 2019.

- At the beginning of December 2019, the Town received a list of rental units in the Town from the Dare County Tax Collector. For most properties, this list identifies whether properties are managed and/or taxes remitted by the property owner, traditional management companies, or a STR platform such as Airbnb or HomeAway. Based upon a review of this list, approximately 600 of the 2,200 units

could be eligible for registration under the Town's program.

- On December 6, 2019, a press release was issued reminding owners/operators to register their STR's (attached); between December 6, 2019 and December 31, 2019, an additional 41 STR's were registered.

- As of December 31, 2019, a total of 69 STR units have been registered. Of these, 60 have been whole house STR's and 9 have been partial house STR's.

- STR's registered on or prior to December 31, 2019 may continue to be offered for rent within 2020 without needing to register again until September 1, 2020. As of January 1, 2020, offering an STR for rent that had not been registered in the prior year, or for which registration had not yet been obtained in 2020, would constitute a violation if not registered within 30 days of being offered for rent. The penalty for failing to register would be an initial $100 fine, with an additional fine of $50 per day that a property is offered for rent without being registered.

'Considerations and Future Actions

- Within the first month of 2020, Staff intends to contact the owners/operators of those STR units registered on or before December 31, 2019, thanking them for their registration and acknowledging that they may continue to offer the units for rent within 2020 without further registration until September 1, 2020.

- Generally, Staff has found the previously referenced list provided by the Dare County Tax Collector to be reliable with respect to identifying those units subject to and exempt from the registration requirement. While Staff will continue to proactively identify and investigate STR units requiring registration, within the first two months of 2020 Staff intends to send a mailer to the owners of the approximately 600 units likely eligible for registration, but not yet registered, providing notification of the registration requirement.

- To ensure that property owners or representatives can be appropriately contacted in case of an emergency, Staff intends to make the list of registered STR's available to appropriated Police and Fire Department staff.

- To ensure that Occupancy Taxes are appropriately remitted, Staff intends to periodically provide the Dare County Tax Collector with an up-to-date list of registered STR's."

Board members thanked staff for the requested information.

Comr. Fuller said that, from his standpoint, the next step would be to consider a new platform which is concierge services which are those that do not meet the State standard of property management and they rent for others.

Comr. Brinkley confirmed that staff did have the breakdown of whole and partial rentals.

Comr. Renée Cahoon pointed out that there is more to do in order to get those 600 not yet registered to register.

Consideration of a Preliminary Plat for a Major Subdivision, known as Coastal Villas, for an approximately 9.86 acre property, zoned R-2 - Medium Density Residential, owned by Nags Head Construction (applicant), located on the west side of US 158, approximately 300 feet south of the intersection of W. Soundside Road and US 158 (Parcel# 006749004; PIN# 989108886987); the Preliminary Plat proposes to create 17 lots, along with an associated street and other required improvements

Planning Director Michael Zehner summarized his staff report on the Coastal Villas Subdivision which read in part as follows:

"OVERVIEW
The subject application is a Preliminary Plat for a Major Subdivision of an approximately 9.86-acre property located on the west side of US 158, approximately 300 feet south of the intersection of W. Soundside Road and US 158 ("the Proposed Subdivision"). The Proposed Subdivision would create seventeen (17) lots, located along a new street (Coastal Breeze Way), to connect through to an existing street, Sea Bass Court, with the improvement of an existing public paper/unimproved right-of-way, Mariners Way. No waivers from the subdivision requirements are being sought. As noted, the property is zoned R-2, Medium Density Residential; all proposed lots are conforming, meeting the minimum required lot size of 20,000 square feet and demonstrating compliance with required minimum yard depths (i.e. setbacks; Front: 30 feet, Side: 10 feet, Rear: 20% of lot depth, not to exceed 30).

'The Planning Board reviewed the Preliminary Plat at their meeting on December 17, 2019. The Board voted 5-0 to recommend approval of the Plat to the Board of Commissioners, with conditions. The Board's recommendation is detailed below under *Planning Board Recommendation*.

'PROCEDURAL REQUIREMENTS/CONSIDERATIONS
The procedural requirements applicable to subdivisions are provided in Article 4, *Development Review Process*, Part IV, *Subdivision Procedures*, of the UDO; requirements or considerations of note are as follows:

- Pursuant to Section 4.22, *Initial Conference; Preliminary Sketch*, the applicant was first required to submit a preliminary sketch of the proposed subdivision and confer with the UDO Administrator. These requirements were completed, with authorization granted to the subdivider on October 3, 2019 to prepare a preliminary plat to be submitted to the Planning Board (a copy of an email from Michael Zehner to Cathleen Saunders, project engineer, is attached). Please note, the preliminary sketch plan for the subdivision provided for a street connection to US 158, with no connection through to Sea Bass Court; the applicant elected to redesign this aspect of the subdivision as part of the preliminary plat submission.

- The following subsections, or parts thereof, to Section 4.24, *Review Procedure for Major Subdivisions*, 4.24.1, *Preliminary Plat*, are applicable to the Proposed Subdivision:

  - 4.24.1.2., in part, "…the UDO Administrator who shall evaluate the plan to determine whether or not it meets the requirements of this Ordinance. The UDO Administrator will solicit and receive comments from other persons or agencies before making final recommendations. If the application is complete, the UDO Administrator will submit it to the Planning Board…"

'In general, it was determined by the UDO Administrator that the plan for the Proposed Development meets the requirements of the UDO, to be discussed further below under **REGULATORY & DESIGN REQUIREMENTS/CONSIDERATIONS**. Additionally, comments were solicited and received from Town

Staff; the attached letter from Cathleen Saunders, P.E., Quible & Associates, P.C., dated December 10, 2019, is an accurate representation of these comments.

- 4.24.1.3., in part, "The Planning Board shall forward its recommendation to the Board of Commissioners within thirty (30) days after first consideration by the Planning Board. If the Planning Board fails to act within the 30-day period, the subdivision will be placed on the next available Board of Commissioners agenda. The Board of Commissioners shall consider the preliminary plat and approve, approve with conditions acceptable to the applicant, or disapprove the plan."

- 4.24.1.4., in part, "The Planning Board shall determine whether the preliminary plat meets the policy, purposes, and standards established by this Part and shall study its practicability, taking into consideration the requirements of the community and the best use of the land being subdivided. Particular attention shall be given to the arrangement, location and width of streets, their relation to the topography of the land, water supply, sewage disposal, drainage, lot sizes and arrangement, the future development of adjoining lands, construction plans, erosion control plans, and the requirements of the master plan and the official map, if such exist, the zoning requirements and this UDO. The Planning Board shall submit its findings and recommendations to the Board of Commissioners at their next regularly scheduled meeting. The Board of Commissioners may approve, reject or grant conditional approval of the preliminary plat. The Planning Board or the Board of Commissioners, in its discretion, if it deems that health and sanitary conditions in the area, the subdivision plans and planned population density warrant, may require percolation tests of the soil by the subdivider and the installation of appropriate sanitary and waste disposal facilities as a condition of approval."

- 4.24.1.5., Conditional Approval, "When recommending conditional approval of a preliminary plat, the Planning Board shall state in writing the conditions of such approval, if any, with respect to:

4.24.1.5.1. The specific changes which it will require in the preliminary plat;

4.24.1.5.2. The character and extent of these required changes; and

4.24.1.5.3. The amount of all bonds which will be required as a prerequisite to the approval of the preliminary plat.

Conditional approval of a preliminary plat shall not constitute approval of the final subdivision plat, but rather it shall be deemed an expression of approval of the design submitted on the preliminary plat as a guide to the preparation of the final plat, which will be submitted for approval by the UDO Administrator, and for recording upon fulfillment of the requirements of this Part and the conditions of the conditional approval, if any. The Planning Board or the Board of Commissioners may require additional changes as a result of further study of the subdivision plans or as a result of new information obtained subsequent to the time of conditional approval. The fulfillment of these conditions and the incorporation of these conditions into the preliminary plat shall be determined by the UDO Administrator in accordance with the instructions of the Board of Commissioners. At such time, the Board of Commissioners' approval shall become final, as to the preliminary plat, and the UDO Administrator shall so signify on the plat."

'REGULATORY & DESIGN REQUIREMENTS/CONSIDERATIONS

The regulatory and design requirements applicable to subdivisions are provided in Article 10, *Performance Standards*, Part V., *Subdivision Regulations*, Division II., *Approval and Platting Requirements*, and Division III., *Improvements*, of the UDO; requirements or considerations of note are as follows:

- Section 10.51.4., *Covenants and Deed Restrictions*, requires the submission of "proposed covenants, deed restrictions and a hold harmless agreement, in duplicate, which are intended to cover all or part of the tract…For any proposed subdivision amenities including, but not limited to, tennis courts, swimming pools, streets, and vehicular and pedestrian accessways for the benefit of the property owners, the developer shall

establish a property owners association having the responsibility and authority for the upkeep, maintenance, repair, and reconstruction of such amenities and the authority to assess and collect dues and fees from the property owners within the subdivision for this purpose." The applicant has submitted a draft Declaration of Restrictive Covenants for review, with a final version required to be approved in conjunction with approval of the Final Plat.

- Section 10.62, *Required Improvements Enumerated*, indicates the improvements required to be provided by the subdivider, as follows:

  - Street rights-of-way and paved streets;
  - Water lines, mains, fire hydrants and services;
  - Electric and telephone lines and conduit;
  - Streetlights and supports and related electric wires and conduit;
  - Easements of right-of-way for utilities, where such are not within the street right-of-way;

- Section 10.63, *Dedications*, indicates the improvements and easements required to be offered to the Town or utility authorities for dedication:

  - Streets and street rights-of-way;
  - Water lines, mains, fire hydrants and services;
  - Easements of right-of-way for construction, operation and maintenance of utilities and cable television lines;
  - Streetlights and supports and related electric wiring and conduit;

- Section 10.66, *Streets*, establishes the standards for required streets, and specifically *local access streets*, as the proposed street is classified. Design standards for streets are contained in Chapter 36, *Streets, Sidewalks and Other Public Places*, of the Town Code.

- Section 10.68, *Lots*, reiterates zoning requirements for frontage and lot area, but also provides that for "lots fronting on a cul-de-sac or street curve, the frontage may be reduced to not less than thirty (30) feet upon approval of the Planning Board." This reduced frontage applied to lots 1, 2, 10, and 11 in the Proposed Subdivision. The Planning Board's recommended approval of the Proposed Subdivision as presented.

- Section 10.72, *Stormwater Runoff, Storm Drains, and Sewer Lines and Mains*, indicates that "stormwater runoff from lots shall be managed in accordance with Article 11 of this UDO pertaining to Stormwater Management (Part I) and Soil Erosion and Sedimentation Control (Part II)." However, development of the Proposed Subdivision will trigger and require North Carolina Department of Environmental Quality stormwater permitting.

'POLICY CONSIDERATIONS

Policy specific to subdivisions is established in Article 10, *Performance Standards*, Part V., *Subdivision Regulations*, Division I., In General, Section 10.41, Jurisdiction; Policy, Section 10.41.2., of the UDO, as follows:

'10.41.2. It is declared to be the policy of the Board of Commissioners and the Planning Board of the Town to consider land subdivision plats as part of a plan for the orderly, efficient and economical development of the Town. This means, among other things, that land to be subdivided shall be of such character that it can be used safely for building purposes without danger to health, or peril from fire, flood erosion or other menace; that proper provisions shall be made for drainage, water supply, sewerage and other needed improvements; that all proposed lots shall be so laid out and of such size as to be in harmony with the development pattern of the neighboring properties; that the proposed streets shall compose a convenient

system conforming to the official map, if such exists and shall be properly related to the proposals shown on the master plan, if such exists and shall be of such width, grade and location as to accommodate the prospective traffic, to facilitate fire protection and to provide access of firefighting equipment to buildings, and to conform with existing or planned streets and with other public facilities; that a dedication of streets and rights-of-way or easements for pedestrian and utility purposes shall be made; that proper provisions shall be made for the distribution of population and traffic which shall avoid congestion and overcrowding and which shall create conditions essential to public health, safety and general welfare; and that proper provisions shall be made for open spaces for parks, playgrounds and public beaches.

'With regard to the area of the Proposed Subdivision and applicable policies of the *Comprehensive Plan*, this is considered to be within the *Neighborhoods Character Area*, described as "areas of primarily low-density single-family development that have limited to no commercial influence," and further, "The majority of the development in these areas is single-family residential. Lot sizes range from 6,000 square feet to greater than 25,000 square feet. Most newer subdivisions (post 1982) include lots that are 15,000 square feet or greater. It is the town's desire to keep these areas intact and protect them from incompatible land uses."

'Additionally, given the location of the Proposed Subdivision and the extension of the multi-use path along US 158, policies and recommendations contained in the Town's *Pedestrian Plan* are applicable; consistent with those policies and recommendations, the applicant has proposed to provide an extension of the multi-use path through the Proposed Subdivision, to connect to the to-be-constructed path along US 158.

'PLANNING BOARD RECOMMENDATION
At their meeting on December 17, 2019, the Planning Board voted 5-0 to recommend approval of the Preliminary Plat to the Board of Commissions, with conditions, as follows; in their recommendation, the Planning Board acknowledged that the Preliminary Plat satisfied the determinations contained in Section 4.24.1.4. of the UDO concerning applicable policies, purposes, and standards:

1. Prior to the commencement of land disturbance activities and/or construction of improvements, the applicant/developer shall submit construction drawings/plans for all improvements within the subdivision for approval by the UDO Administrator, who may seek input and comments from Town Staff in the review and approval of the construction drawings. In addition to providing details for all improvements, these drawings/plans shall also provide, and not be limited to, information on erosion and sedimentation control, culvert designs, and take into account any intended or required phasing/sequence of construction for the subdivision.

2. The clearing and grading of any lot or portions thereof shall be prohibited prior to the issuance of a building permit for any such lot, except as determined by the UDO Administrator to be necessary for the installation of stormwater measures. The developer/applicant is encouraged to address any necessary phasing and limits of disturbance on submitted construction drawings/plans.

3. Prior to or in conjunction with approval of the Final Plat for the subdivision, drainage easements, to be the responsibility of the applicant/developer and/or their successors (i.e. Property Owners Association), shall be properly conveyed by recordation with the Dare County Register of Deeds; such easements shall be reviewed and approved by the UDO Administrator prior to recordation, and the UDO Administrator may refer the easements to the Town Attorney for review and comment.

'STAFF RECOMMENDATION
Staff is of the opinion that the submitted Preliminary Plat complies with all applicable requirements and that the applicant has addressed all issued comments. Additionally, Staff is of the opinion that the Proposed Subdivision is consistent with applicable policy considerations. Therefore, Staff recommends

approval of the Preliminary Plat, with conditions. Staff supports those conditions recommended by the Planning Board; however, it is important to note that following the Planning Board meeting the applicant requested consideration of a change to condition #2, as follows:

2. The clearing and grading of any lot or portions thereof shall be prohibited prior to the issuance of a building permit for any such lot, except as determined by the UDO Administrator **(a)** to be necessary for the installation of stormwater measures **or (b) to accommodate the stockpiling of soil from lots within the subdivision which are subject to an issued building permit**. The developer/applicant is encouraged to address any necessary phasing and limits of disturbance on submitted construction drawings/plans.

'Staff does not object to the requested change and believes it provides a reasonable accommodation while limiting the amount of clearing on lots not subject to immediate development. It is also important to note that pursuant to Section 4.24.1.3. of the UDO, action to approve with conditions is qualified that "conditions [be] acceptable to the applicant.""

Comr. Renée Cahoon asked if the stormwater basins as designated would be included on the deeds; Mr. Zehner stated that they would. He also stated that Lot 21 swale would be owned by the Town, if accepted.

Mayor Cahoon asked about enforcement of filling in a stormwater basin; Director Zehner said that there are multiple options of recourse to include Town enforcement; he also noted individual development of these lots would be subject to the Town's residential stormwater ordinance.

Mayor Pro Tem Siers confirmed with staff that the overflow of stormwater would go into the natural channels and these channels flow into the basins with no direct charge to the sound. Asked about flowing stormwater into other privately owned property, Director Zehner said that the applicant is required to ensure that water leaving the site doesn't increase another site standards.

Mayor Cahoon asked about the safety aspect of a US 158 access. Director Zehner said that the plan provided by the engineer was submitted to NCDOT and it is up to NCDOT if full movement out of that access would be allowed.

Mayor Cahoon confirmed with Attorney Leidy that the extent that this Board determines US 158 access is in accordance with the Town's ordinance.

Comr. Brinkley questioned, since there is no Southridge Property Owners Association, how the stormwater basins would be maintained. Director Zehner feels there may be some consideration for the developer to have seed money in an account available to the property owners for future maintenance.

Comr. Fuller pointed out that this property was originally residential; Director Zehner agreed and said that it was always zoned R-2 but mixed use was added and then removed – it is now only residential.

Comr. Fuller also confirmed with Director Zehner that Mariner's Way was approved as part of the plan with the intent of serving the new subdivision. Director Zehner said that it was established as part of section 4 with the expectation of access.

In response to a question from Comr. Fuller, Fire Chief Wells said that there are six turns to get to the subdivision; the state requires 20' roadways as well as water supply, but nothing in writing would require them to make it a shorter distance; both he and Dep Fire Chief Hite expressed that it would be a better situation to have access off of US 158.

Comr. Fuller asked about swale maintenance in Southridge; Public Works Director Barile said that it is done if there is a need – such as to re-establish a swale.

MOTION: Comr. Renée Cahoon made a motion to table consideration of the Preliminary Plat for the Major Subdivision, Coastal Villas, until the Board of Commissioners' March 2020 meeting and to ask that the Town facilitate a discussion between the developer and the Fourth Street property owners to have one curb cut, one right-of-way – off of US 158 for access – as a better solution for access. The motion was seconded by Mayor Pro Tem Siers.

Comr. Fuller asked Comr. Renée Cahoon if her motion includes having the developer provide approval to agree to this now? She responded that her motion asks for a reasonable solution but does not include obtaining the developer's approval right now. Comr. Fuller also confirmed with Attorney Leidy that the motion to table is a legal one.

CONTINUATION OF MOTION: The motion passed unanimously.

RECESS FOR/RECONVENE FROM LUNCH

The Board recessed for lunch at 12:11 p.m. and reconvened at 1:21p.m.

Consideration of a Major Site Plan for the Christmas Mouse, 2401 S. Croatan Highway, submitted by House Engineering, P.C. on behalf of Robeca, LLC; the application involves the redevelopment of the site, including the construction of a 8,682 sq. ft. building for retail use. The property is zoned C-2, General Commercial

Deputy Planning Director Kelly Wyatt summarized her staff memo concerning the major site plan for the Christmas Mouse which read in part as follows:

"GENERAL INFORMATION

'Applicant: House Engineering, P.C. on behalf of Robeca Nags Head, LLC.

'Application Type: Major Site Plan Review

'Purpose/Request: Reconstruction, following a fire, of retail structure with a gross floor area of 8,682 square feet. Parking and site conditions, with minor changes, are intended to remain as currently exist.

'Property Location: 2401 S. Croatan Highway, Nags Head.

'Existing Land Use: Retail structure lost to fire and cell tower facility.

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

'Zoning Classification of Surrounding Properties: Properties to the north and south are zoned C-2, General Commercial (vacant and Outer Banks Dermatology). Property to the west, directly across U.S. Highway 158, is zoned C-2, General Commercial (former Kelly's Restaurant). Property to the east, directly across S. Wrightsville Avenue, is zoned C-4, Arts and Culture District and is developed commercially (vacant, former Nags Head Florist).

'Flood Hazard Zone of Property: The western portion of the property is located within an AE 9 Flood Zone; the eastern portion of the property is located within an AE 10 Flood Zone. The four-corners of the proposed structure are shown at elevation 8.5 ft. msl and the applicant intends to flood-proof the commercial structure.

'POLICY AND PLAN CONSIDERATIONS

'Land Use Plan Map/Policies: The 2017 Comprehensive Plan Future Land Use Map classifies this property as General Commercial and it is additionally located within the General Commercial Activity Node. Descriptions of these classifications are below:

'General Commercial: General Commercial designation is located throughout the town paralleling US 158 and US 64. The General Commercial designation is intended to foster a thriving commercial business community with a variety of uses, activities, and scales. Form is as important as use within this designation and there should be a high degree of design quality for the building facade. Planned, mixed use developments are encouraged. Best practices for all types of corridors include: driveway consolidation, bicycle/pedestrian accommodations, traffic calming, and buffering/landscaping.

'General Commercial Activity Node: General Commercial Activity Nodes are focal points of activity and higher intensity development in the town. These are areas that are anticipated to have future concentrations of uses that serve as destinations or hubs of activity for the town and are appropriate for shopping centers or larger footprint retail stores. General Commercial Activity Nodes are envisioned to be planned commercial development with a range of uses including retail, office, restaurant, banking, personal service establishments, gymnasium, indoor entertainment, gallery/museum, hotel (boutique/small scale), institutional uses, and multi-family. Future development is characterized by compact development patterns, walkability, and a higher standard of architectural and site design. Multiple, smaller structures are preferred over large strip development. Future development should accommodate pedestrian access from existing pedestrian infrastructure to storefronts. Further, adequate pedestrian infrastructure should be provided to safely traverse and interconnect commercial sites.

'When determining if the proposal is consistent with the Land Use designation, staff considered the following excerpts and policies as being relevant:

- Page 3-14, LU-5 reads, "Promote contiguous and cohesive nodes of commercial development of appropriate size and massing for the surrounding area".
- Page 3-25, LU-15 reads, "Promote architectural standards for commercial development in keeping with the Nags Head style architecture".
- Page 3-32, LU-25 reads, "Support continued use and improvement of non-conforming properties".
- Page 3-126, EC-10 reads, "Promote the growth of existing businesses and the recruitment of new business that are compatible with the town's vision which add full-time, year-round jobs that work to stabilize the employment market".

'Staff finds the reconstruction of this commercial structure to be consistent with land use classification and stated Land Use Policies.

'SPECIFIC INFORMATION

Applicable Zoning Regulations:

- Use Regulations: Section 6.6, Table of Uses and Activities lists "General Retail" as a Permitted Use within the C-2, General Commercial District, no supplemental standards are provided.

- Lot Coverage: Total allowable lot coverage for this site is 55%. Proposed lot coverage is 54.53% and 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 35.5 feet with the use of an 8:12 roof pitch therefore height is compliant.

- Architecture Design Standards: Section 10.82, Applicability, of the UDO, states that Commercial Design Standards shall apply to all building construction or remodeling projects requiring a conditional use permit or site plan review. Therefore, reconstruction of the fire damaged commercial structure must adhere to the Commercial Design Standards set forth within Part VI of the UDO. Section 10.83, Design Standards, of the UDO, states that projects adding a total habitable building area of 10,000 square feet of less 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. Projects that elect to comply in this manner shall, in addition to the 150 architectural design points, incorporate specific standards into the design (attached). The proposed architectural design satisfies the minimum standards required by Section 10.83 and additionally achieves 152 architectural design points with the use of a first-floor porch, dormers, 8:12 pitched roof, simulated wood shingles and other miscellaneous architectural details.

- Parking: Pursuant to Article 10, Table 10-2, Required Parking by Use, General Retail shall provide parking at least one (1) parking space for each 250 square feet of gross floor area, plus one (1) parking space for each employee, but no less than two (2) employee parking spaces for each retail unit or establishment. The proposed structure contains 8,682 square feet of gross floor area, requiring 35 parking spaces. Four employees are proposed, necessitating four additional parking spaces. A total of 39 parking spaces are required; 47 spaces are provided and therefore parking is compliant. Please note, the parking lot layout and design is unchanged except for the conversion of 11 asphalt parking spaces into turfstone parking spaces. This conversion not only results in a decrease in impervious area but allows for stormwater infiltration.

- Buffering/Landscaping: Christmas Mouse was originally approved by the Board of Commissioners on March 5, 1987. The code that was in effect at that time did not require buffering or landscaping on this site. Part VI, Performance Standards, Section 10.82, Applicability, states that the design standards contained within this Section shall apply to all building construction or remodeling projects requiring a conditional use permit or site plan review. Section 10.93, Landscaping, Buffering and Vegetation Preservation, requires that the applicant provide buffering as part of the new construction. Section 10.93.3.1.1 Parking Lot Buffers, requires a buffer strip of at least ten (10) feet in width be provided between the parking lot and the street right-of-way line. In this instance, due to the orientation of the driveway and the need to preserve the sight triangle, the applicant will need to provide a minimal number of shrubs and ornamental grasses/herbaceous plants in those areas where the existing parking lot abuts U.S. Highway 158 to the west and Wrightsville Avenue to the east. The applicant has made notation on the site plan of the required landscape buffer area and will work with planning staff to identify the proper plantings prior to the Board of Commissioners review.

  Section 10.93.3.7 of the UDO outlines the requirements for providing interior parking lot landscaping. The parking lot, aside from the conversation of asphalt parking into turfstone parking, is to remain unchanged. Staff would note that this is an existing site nonconformity, the proposed scope of work would not increase the degree of nonconformity and therefore it can remain as is.

Section 10.93.3.8 of the UDO outlines the Vegetation Preservation/Planting Requirements. Again, staff would note that this is an existing site nonconformity that is not being increased and therefore can remain as is.

- Lighting: No additional lighting is proposed at this time; existing parking lot lighting remains unchanged. Should additional lighting be desired in the future the required photometrics and fixture information will be required for review and approval prior to permit issuance.

- 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 (DCHD Approval Attached).

'Traffic Circulation: See memorandum from Town Engineer dated December 13, 2019 (Attached).

'Stormwater Management: See memorandum from Town Engineer dated December 13, 2019 (Attached).

'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.

'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 Major Site Plan request as presented.

'PLANNING BOARD RECOMMENDATION

At their December 17, 2019 meeting the Planning Board voted unanimously to recommend approval of the Major Site Plan Review as presented."

Mayor Pro Tem Siers questioned flood proofing. Ms. Wyatt stated that there are certain acceptable practices placed around a structure; Mayor Cahoon explained that a membrane runs along the slab and at any door openings – referred to as removable door dams.

Comr. Brinkley confirmed with staff that the site was nonconforming because of the landscaping.

Board members spoke in favor of the site plan for the Christmas Mouse and were pleased it was being redeveloped.

MOTION: Comr. Renée Cahoon made a motion to approve the Christmas Mouse Major Site Plan as presented. The motion was seconded by Comr. Brinkley which passed unanimously.

Update from the Planning Director

Planning Director Michael Zehner presented his Planning Department update. Town Manager Ogburn asked the Board to consider a joint workshop with the Planning Board to discuss the Flood Damage Prevention Ordinance. The February 18th Planning Board date was mentioned.

It was Board consensus to meet with the Planning Board on Tuesday, February 18th at 9 am for a joint workshop to discuss the Flood Damage Prevention Ordinance. Mayor Cahoon asked that as much information as possible be provided ahead of time. He asked what other communities are doing in this regard. Director Zehner stated that the draft ordinance is expected to be ready by the end of January 2020 which will then be provided to Board members.

NEW BUSINESS

Committee Reports

Comr. Renée Cahoon – She reported that the Government Access Channel Committee will meet in January 2020 and a proposed budget will be forthcoming to the Town for review/approval after that time.

Board/Committee appointments

The summary sheet presented to the Board read in part as follows:

'1 – Consideration of appointment to represent the Town on the Jennette's Pier Advisory Committee - to replace former Mayor Pro Tem Walters.

'2 – Consideration of appointment of Board of Adjustment Chair and Vice-Chair - in accordance with Town Code Sec. 48-592. Attached please find a tracking chart of the current Board of Adjustment members.

'3 – Consideration of staggered terms for Arts & Culture Committee

- Staggered terms so all terms don't expire at the same time to allow for continuity on the committee.

'Attached please find Arts & Culture Committee tracking chart with revised expiration dates for consideration. The tracking chart proposes that three member terms expire 6/6/21 and three member terms expire 12/4/22.

'4 - Consideration of appointments to the Planning Board

- To fill three (3) expiring terms; Two of the three whose terms are expiring are not interested in being reappointed.

'Attached please find the list of candidates interested in serving on the Planning Board and the tracking chart with the current members."

Consideration of appointment to Jennette's Pier Advisory Committee

Town Manager Ogburn stated that this committee is mostly information gathering and provides updates on changes in rules/revenue, any State actions that impact the pier, and is also an advocate for Jennette's Pier.

MOTION: Comr. Renée Cahoon made a motion to appoint Comr. Brinkley to represent the Town on the Jennette's Pier Advisory Committee. The motion was seconded by Mayor Pro Tem Siers which passed unanimously.

Consideration of appointment of BOA Chair and Vice-Chair

MOTION: Comr. Renée Cahoon made a motion to reappoint Jack Cooper as Board of Adjustment Chair and Margaret Suppler as Board of Adjustment Vice-Chair. The motion was seconded by Mayor Pro Tem Siers which passed unanimously.

Consideration of staggered terms for Arts & Culture Committee

The proposed staggered terms for the Arts & Culture Committee provides for three member terms to expire in 2021 and three member terms to expire in 2022.

MOTION: Comr. Brinkley made a motion to approve the staggered terms for the Arts & Culture Committee as presented [three terms expire in 2021 and three terms expire in 2022]. The motion was seconded by Mayor Pro Tem Siers which passed unanimously.

Consideration of appointments to Planning Board

MOTION: Comr. Fuller made a motion to reappoint Kristi Wright to another three-year term on the Planning Board. The motion was seconded by Comr. Brinkley which passed unanimously.

MOTION: Comr. Renée Cahoon made a motion to appoint Molly Harrison to a three-year term on the Planning Board. The motion was seconded by Mayor Pro Tem Siers which passed unanimously.

MOTION: Comr. Fuller made a motion to appoint Gary Ferguson to a three-year term on the Planning Board. The motion was seconded by Comr. Brinkley which passed unanimously.

Comr. Fuller asked that age and gender data not be included with Board-provided information (for Board consideration of Town Board/Committee appointments).

MOTION: Mayor Cahoon made a motion to strike gender and age data from future information provided to Board members for consideration of appointments to Town Boards/Committees. The motion was seconded by Comr. Renée Cahoon which passed unanimously.

ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN ATTORNEY

Town Attorney Leidy asked the Board to consider all oceanfront beach nourishment condemnation cases and not just the Richardson case when entering Closed Session.

Mayor Cahoon received Board concurrence to schedule Closed Session at the end of today's meeting after all other agenda items have been addressed.

ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN MANAGER

Town Manager Ogburn - Discussion of Dominion Energy Nags Head/Manteo Causeway Plan

Town Manager briefly discussed the letter received from Dominion Energy; the summary sheet read in part as follows:

"Attached please find a letter from Dominion Energy dated December 4, 2019 requesting that the Town initiate action to obtain the necessary easements on the Nags Head/Manteo Causeway so that they can perform work on a project that will reduce future storm/hurricane impacts to this area – prior to the 2020 hurricane season.

'The attached letter from Dominion Energy provides additional details on what is being requested and on the work to be done."

MOTION: Comr. Renée Cahoon made a motion to authorize the Manager to sign the easement with Dominion Energy in order that they may move forward to resolve the Nags Head/Manteo Causeway power issues. The motion was seconded by Comr. Brinkley which passed unanimously.

BOARD OF COMMISSIONERS AGENDA

Comr. Renée Cahoon – Red-light cameras

Comr. Renée Cahoon asked Mayor Cahoon to ask the Board of Education to discuss red light cameras at traffic signals. She has noticed more drivers running red lights and would like to increase enforcement. She would also like to see the money obtained from the red light cameras to go to the Town to recoup some of the monies used for the program.

Attorney Leidy said that if the Town is not concerned about costs and only the safety aspects, this is something that can be done easily but in order to recoup some of the costs he would need to look into it further. Attorney Leidy is to check with the City of Greenville and their ordinance on red-light cameras and report back.

Comr. Brinkley - Essentials of Municipal Government Class

Comr. Brinkley attended the recent Essentials of Municipal Government Class which he said was very informative.

Comr. Brinkley – Sign up for Town Alerts

Comr. Brinkley wants to make sure the public is aware that they can sign up to receive Town alerts when there are changes to agendas, sanitation schedules, etc. Information about signing up for these alerts can be provided via the email broadcasts. Town Manager Ogburn pointed out that the Town's email broadcasts are issued on a regular/scheduled basis.

Mayor Cahoon also noted that since not everyone utilizes websites that using the Town's billing for water/tax bills, etc. to inform people they can sign up to receive email updates may also be useful.

Comr. Fuller – Annual Audit Presentation

Comr. Fuller pointed out that the Audit document contains some non-factual information re: top Town employers in the Town – which leads him to believe that there are other errors in the document. He emphasized the importance of the Town not sending out anything with obvious factual errors.

Town Manager Ogburn explained where the information was obtained – from a more regional database – but that this information will be adjusted to fit only Nags Head in the future.

MAYOR'S AGENDA

Mayor Cahoon - Review of Jan 23-24, 2020 Board Retreat Agenda

Mayor Cahoon reviewed the proposed Board Retreat Agenda with Board members; it was Board consensus to make no changes to the proposed agenda as follows:

- Meeting with Planning Board Chair and Vice-Chair
- Pavement Condition and Drainage Infrastructure
- Residential Stormwater Ordinance
- Dare County Control Group MOU
- Recycling (Includes cart rollback Franchise discussion)
- Town's Carbon Footprint
- Beach Nourishment Municipal Service Districts

CLOSED SESSION

MOTION: Comr. Renée Cahoon made a motion to enter Closed Session to discuss a personnel matter, the Richardson Beach Nourishment Project easement condemnation litigation as well as all the other Beach Nourishment Project condemnation cases, and to consider the July – December 2019 Closed Session minutes - in accordance with GS 143-318.11(a)(6), (3), and (1). The motion was seconded by Mayor Pro Tem Siers which passed unanimously. The time was 2:05 p.m.

OPEN SESSION

The Board re-entered Open Session at 3:57 p.m. Attorney Leidy reported that the Board did take action to approve Closed Session minutes and their disposition for the July – December 2019 time period; the Board also gave direction to the Town Attorney re: pending litigation – but no other action was taken.

ADJOURNMENT

MOTION: Comr. Renée Cahoon made a motion to recess to the Board of Commissioners Retreat on January 23, 2020 at 9 am at the Villas Clubhouse on Villa Dunes Drive. The motion was seconded by Mayor Pro Tem Siers which passed unanimously. The time was 3:58 p.m.

_____
Carolyn F. Morris, Town Clerk

Date Approved: _____

Mayor: _____
Benjamin Cahoon

Agenda Item Summary Sheet

Item No: **E-5**
Meeting Date: **February 5, 2020**

Item Title: Authorization to Enter into a Contract with NC Dept of Environmental Quality (DEQ) Division of Coastal Management for a Public Access Grant for the Islington Street Beach Access

Item Summary:

Attached please find a proposed resolution that authorizes the Town Manager to enter into a contract on behalf of the Town with the Division Environmental Quality (DEQ) Division of Coastal Management for the Islington Street Beach Access grant award. Also attached is the associated Contract. The total grant award amount is $82,909.55 and the Town's matching amount is $35,677.40. The next steps for this project include design and permitting of the proposed improvements.

Request Board adoption of attached resolution authorizing the execution of the Public Beach & Coastal Waterfront Access Grant Contract for the Islington Street Beach Access Project and the associated contract.

Number of Attachments: 3

Specific Action Requested:

Provided for Board authorization of contract and resolution adoption.

Submitted By: Administration Date: January 29, 2020

Finance Officer Comment:

The budget for this project is currently reflected as outlined by this resolution and contract.

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment:

N/A

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation:

I concur with staff's request.

Signature: Cliff Ogburn Date: January 29, 2020

NORTH CAROLINA PUBLIC BEACH AND COASTAL WATERFRONT ACCESS

PROGRAM FINAL APPLICATION 2019-2020 CYCLE

Please complete a separate application for each proposed project and submit two (2) printed copies and one (1) USB Flash drive with digital files to your DCM District Planner.

Application Deadline: September 7, 2019

Project Name: Islington Street Public Access

Provide a brief description of the proposed project:

The Town proposes to construct an improved beach access with improvements to include a parking area, platform and walk extension to an existing dune cross over, shower, bike rack, lighting, signage, and stormwater management in S. Nags Head.

Is this an ongoing project (Phase II of a previously funded project, or improvements to an existing project)? ☐ Yes ☑ No

NA

Government Name: Town of Nags Head Fed ID#: 56-6034273

Lead Elected Official: Ben Cahoon Title: Mayor

Address: PO Box 99, Nags Head NC 27959

Project Administrator

Name: Michael Zehner;Holly White Title: Director/Planner

Address: PO Box 99

City/State/Zip: Nags Head/NC/27909

Telephone: (252) 449-6041

E-mail: michael.zehner@nagsheadnc.gov; holly.white@nagshe

Type of project: ☐ Land Acquisition ☑ Site Improvement

Demand for Access: ☑ High ☐ Medium ☐ Low

Site Control:

☐ Land acquisitions with this application

☑ Ownership

☐ Lease (25 years of more)

☐ Easement (25 years of more)

☐ Joint Use Agreement

Previous DCM Access Grant Recipient: ☑ Yes ☐ No

If yes, When? 2018- Jacobs St. Public Beach Access

Budget Totals and Financial Assistance Requested:

DCM funds requested: $ 47,232.15

Total Local Contribution: $ 35,677.40

Local Cash: $ 31,488.40

Local Cash (Grant):

Funding Source: General Fund

Local Cash (Grant):

Funding Source:

Local In-Kind: $ 4,189.00

TOTAL PROJECT COST: $ 82,909.55

Additional Project Costs/Funding Sources NOT included in the proposal (if applicable):

Source: NA Cost: $ 0.00

Source: Cost:

Source: Cost:

Signature: _____

Name (print): _____

Date: _____

Provide the following ATTACHMENTS and NARRATIVE:

A. **Project location maps:** Provide a regional location map and a detailed vicinity map (street map) showing the project location. (S*uitable for copying and insertion into grant contract)*

See Attached Maps

B. **Parcel Information**: Provide the following information for each parcel:

1) Name and address of owner

Town of Nags Head

2) Project site address

The parcel of land in which the project is proposed is a street that was previously referenced as Islington Street that is also located on South Old Oregon Inlet Road. There is no physical address for the property at this time.

3) Lot dimensions

51.10', adjacent to Highway 12 x 465.63', southern property boundary x 51.10', adjacent to the Atlantic Ocean x 467.48', northern property line

4) Applicable setbacks (zoning, CAMA, DOT, other) and local zoning and Future Land Use Map designation(s)

- *Zoning Setbacks*
  - *15' front yard*
  - *5' side yard*
- *CAMA*
  - *75' small structure setback (2.9 ft/year erosion rate)*

5) Deed number, book, page and date

Islington Street (formerly known as Seventh Street)

Hollywood Beach, Section Four, Map Book 1, Page 26 and as shown on a map or plat of Hollywood Beach, Section Three, recorded in Map Book 1, Page 42, Dare County Registry

6) Assessed value- (*Only necessary for land or easement acquisition)*

NA

7) An evaluation of its appropriateness for public access

Islington Street has been utilized for public access since accepted by the town. A sand, foot path currently carries people approximately 263 feet across to an existing, wooden dune crossover.

Islington Street Public Access is located in south Nags Head. South Nags Head is approximately 5 miles in length and primary all residential type development with little commercial influence. With limited commercial, the main focus of entertainment in this portion of the town is enjoying the beach and all associated beach activities. The Comprehensive Plan envisions South Nags Head, "to remain primarily as a single-family residential area with similar height and density development as

exists today." The Comprehensive Plan further identifies in the South Nags Head Character Area

Section that, "All development and redevelopment should connect to both existing and planned recreational improvements such as multi use paths, beach accesses, and parks". Access to the beach is central to character of South Nags Head.

The proposed improvement of a parking area, wooden walkway extension, shower, bike rack, lighting, signage, and stormwater improvements are critical to providing on-going access to visitors and citizens alike in this densely developed residential area. While this access is already being utilized as an access point, the access does not accommodate vehicles or have any amenities. The investment in infrastructure up front is minimal in comparison of the return an improved public beach access that will allow people of all abilities and ages to gain access to public beach. As referenced in the amended 2013 CAMA Land Use Plan, "The Town recognizes that the ocean beaches are our single greatest asset." This core value of the town is achieved through the availability of public access to the beach. The vision in the 2013 CAMA Land Use Plan recognizes that the town is working to build a community with an economy based in family vacation tourism. The foundation of that economy is a high-quality beach experience. This is achieved by, "A healthy, well-maintained oceanfront beach that is accessible, safe and usable; not blocked or made unsafe by large structures, sandbags and/or septic systems which negatively impact the recreational value and aesthetics of the beach and which create public health and safety hazards."

8) Title opinion including Attorney's NC Bar number
   See attached Title Opinion from Robert Hobbs, NC State Bar No. 13543

9) Easement agreement, if applicable
   NA

10) List of required permits or certifications <u>or permits issued</u> (CAMA, zoning, etc.).
    - *CAMA permit*
    - *Building permit*
    - *Zoning permit*
    - *Floodplain development permit*
    - *Land disturbance permit*
    - *Stormwater (town issued) permit*

C. **<u>Site description</u>**: Provide a description of the site, including natural features and existing improvements. Also include NC Division of Water Resources Surface Water Classification(s).

The Islington Street Beach Access is currently a largely undeveloped site with a small shelter, natural "footpath", and dune walkover without ADA access. The site can be characterized as a natural area with vegetated dunes. The surface water classification of the Atlantic Ocean is "SB". Class SB is defined as, "Tidal salt waters protected for all SC uses in addition to primary recreation. Primary recreational activities include swimming, skin diving, water skiing, and similar uses involving human body contact with water where such activities take place in an organized manner or on a frequent basis."

D. **National Flood Insurance Program Floodways & Non-encroachment areas**: Indicate if the project site or improvements are located in Floodway or Non-encroachment area per 40 C.F.R. § 60.3(d)(3). If the project or improvements are located in one of these areas, additional engineering studies may be needed.

The Islington Street Beach Access property is located in an AE and VE flood zone with a Base Flood Elevations (BFE) of 10' (AE) and 11' (VE).

E. **For Land Acquisition:** Provide a boundary survey indicating land area, along with a preliminary appraisal and a letter of intent to sell from the property owner. Provide a "Plan for Future Development" to include: a description of how the public will be able to use the site until improved access facilities are in place; a conceptual site plan showing proposed future development; and a timeline for developing the site.

NA

F. **Project description:** Provide a description of the project, including information on features, materials, and proximity to closest/other access sites.

The Town proposes to construct an improved beach access in South Nags Head in an existing fifty (50) foot wide right-of-way on the east side of S. Old Oregon Inlet Road/SR 1243, improvements to include a parking area, platform and walk extension to an existing dune cross over, shower, bike rack, lighting, signage, and stormwater management.

Permeable pavers will be utilized to construct approximately thirteen (13) parking spaces for the parking area. Additionally, asphalt or concrete will be utilized to construct the drive isle. Handicap parking spaces will be designed and installed to meet ADA requirements. The total parking and drive isle area is approximately 42' x 150'. Landscaping will be installed to provide a buffer between the parking area and adjacent residential development. Native, salt tolerant plantings will be utilized.

A small platform will be located adjacent to the parking area and boardwalk. Within this deck area will be the bike rack, trash can, and user area for the shower. A water tap will be installed, per town specifications, for the shower. Additionally, low-level solar lighting will be provided in this area for the safety of users.

The 6' wide and 20' long ADA-compliant concrete pathway will connect the drive aisle and amenity area to the dune crossover.

The project site is undeveloped with sparse natural grasses and large dune to the east side of the property. There are other beach accesses both to the north and to the south, both approximately one-sixth of a mile from the project site. The immediate beach access to the north at Isabella Street does not provide public facilities for ADA accessibility or showering, and the immediate beach access to the south at Indigo Street does not provide showering facilities.

G. **Project site plan:** Provide a to-scale site plan showing property lines, proposed construction, significant natural features, and existing uses on adjacent lots. Include a north arrow and graphic scale and dimensions for site improvements. *Improvements shown as an overlay on aerial photos also may be submitted as a supplement to but not in lieu of a site plan.* Provide to-scale building elevations and floor plans as applicable.

See attached maps & specifications.

H. **Pre-project tasks:** Identify tasks that must be completed prior to starting the project.

All necessary permits will need to be obtained prior to start of the project.

I. **Local Government Approval:** Each grant application must be reviewed and approved by the local governing board at a duly advertised public hearing or meeting. Provide a memorandum resolution, or copy of the minutes indicating the board's action on the application.

See attached agenda and minutes.

J. **Is all or a portion of this project under consideration by other programs for funding?**

YES [ ] NO [x]

If so, indicate which program(s) and which fiscal year(s). Does the funding requested from another program duplicate or complement the funding requested from the Access Program? How viable is the project if complementary funding from another program is not secured?

K. **Is this project identified as high local priority in your certified Future Land Use Plan or local Access Plan?**

YES [x] NO [ ]

If so, attach a brief description of the plan and a statement of the extent to which the project implements the policies of the plan.

The Town of Nags Head Land Use Plan (2010) identifies our beaches as our single greatest asset. The plan further addresses the need to maintain a viable beach in order to provide public access. The vision states that, "recreational amenities and attractions" and "a healthy, well-maintained oceanfront beach" are paramount in realizing the town's desire to be a good place to live and visit. Further, the plan contains a policy that states, "The Town recognizes that the ocean beaches are our single greatest asset. Fundamental elements important to the Town include, clean beaches, ample recreational access opportunities, no commercialization, reasonable beach driving regulations and the prompt resolution of user conflicts as they arise."

L. **Is this project reflected in other policy documents or ordinances?**

YES [x] NO [ ]

If so, attach a brief description of the document or ordinance and a statement of the extent to which the project implements goals of the document or ordinance.

Town of Nags Head Comprehensive Plan (adopted in July 2017)

The Town of Nags Head Comprehensive Plan adopted in 2017 and was developed with community input. The vision recognizes that, "a high quality beach experience is fundamental to protecting and promoting our small town character". Further, "ensuring access to a well-protected natural coastal environment" is a fundamental part of our legacy and quality of life.

South Nags Head is a designated Character Area as outlined in Section 2 Character Areas. An essential action of the South Nags Head Character Area is for, "all development and redevelopment to connect to both existing and planned recreational improvements such as multi use paths, beach accesses, and parks." Beach accesses are a vital component of the community fabric and quality of life of this character

area.

As part of the community engagement process, residents were asked to indicate the most positive changes in the community in the last five years. Participants indicated that beach accesses as one of the most positive changes in the community.

In addition, the plan contains the following policies that speak to the importance of access to the beach in Nags Head.

- *PR-3 Expand and develop public access to ocean and estuarine shorelines that accommodate different user types, age groups, and needs.*
- *NR-19 Provide substantial opportunity for the public to access the beach. This includes beach accesses with adequate parking at regular intervals for the length of the town with accessible facilities.*

Town of Nags Head Capital Improvement Plan (CIP)- *The adopted CIP for fiscal year 2019-2020 identifies and prioritizes and funds the construction of a public beach access at Islington Street. Construction of this beach access would complete the goal of CIP.*

The Town of Nags Head Parks and Recreation Plan *Core Values (Live, Visit, Play, Thrive) all share a common thread of access and protection of the Town's abundant natural resources, including the beach. Public access to the beaches for residents and visitors promotes a healthier lifestyle and connects people with each other and the environment improving the overall quality of life. Many of the residential lots in the Town do not have beach front access and without public access points would not have a way to access the beach.*

The goals, objectives, and actions of this plan were developed from community input through a series of surveys and community meetings. One of the top responses through that citizen input for recreational facilities desired by citizens was access to the beach and enhancement of existing beach accesses with restrooms, showers, and other amenities. The Town is committed to maintaining beach access for both residents and visitors.

M. **Proposed Local Match and Cost Assumptions**: Provide narrative indicating the source of cash match and availability of funds. Provide narrative explaining the relevance of proposed in-kind match to the project. *If other state and/or federal funds are to be used as local match, indicate the amount, the funding source, when the funding source will be awarded/available, and the specific project elements that will qualify for joint funding*.

This project will be funded through the Town's General Fund. This project is identified in the 2019-2020 CIP for funding in the Recommended Manager's budget for fiscal year 2019-2020. The Town will bear the cost of any permits, water tap fee, and water tap for this project as a local match.

N. **List the types and sources of utilities proposed; and identify associated costs.** *Note above ground utilities must be identified.*

Utility Needed	***Cost***
Electrical for security lighting	*$3,750*
TOTAL	***$3,750***

O. **Proposed Summary Budget**: The form below must be completed and included with your application.

	Grant Assistance Requested	**Local Cash Contribution**	**Local In-Kind Contribution**	**TOTAL**
Land Acquisition Costs:	NA	NA	NA	NA
Subtotal	$0.00	$0.00	$0.00	$0.00
Permit and Design Fees:				
CAMA/Zoning/Flood/Land Disturbance/Stormwater/Building Permits	$0.00	$0.00	$715.00	$715.00
Design	$0.00	$0.00	$3,474.00	$3,474.00
Survey (existing features/stakeout)	$4,650.00	$3,100.00	$0.00	$7,750.00
Subtotal	$4,650.00	$3,100.00	$4,189.00	$11,939.00
Site Improvement Costs: Materials				
Site Preparation: grading, drainage, & erosion control	$ 1,145.36	$ 763.57	$ 0.00	$ 1,908.93
Infiltration	$ 68.40	$45.90	$ 0.00	$ 114.75
Parking Area	$ 18,429.90	$ 12,286.60	$ 0.00	$ 30,716.50
Path	$ 205.71	$ 137.14	$ 0.00	$ 342.85
Site Amenities: lighting, shower, trash can, bike rack, & signage	$ 5,767.55	$ 3,845.04	$ 0.00	$ 9,612.59
Subtotal	$ 25,616.92	$ 17,078.25	$ 0.00	$ 42,695.17
Site Improvement Costs: Labor				
Site Prep: grading, drainage/infiltration, erosion control	$4,075.99	$2,717.33	$ 0.00	6,793.32
Parking Area	$ 10,698.90	$ 7,132.60	$ 0.00	$ 17,831.50
Path	$ 211.89	$ 141.26	$ 0.00	$ 353.15
Site Amenities: lighting, shower, trash can, bike rack, & signage	$ 1,978.45	$ 1,318.96	$ 0.00	$ 3,297.41
Subtotal	$ 16,965.23	$ 11,310.15	$ 0.00	$ 28,275.38
Local Administrative costs: In Kind				
Subtotal	$ 0.00	$ 0.00	$ 0.00	$ 0.00
TOTAL BUDGET	$47,232.15.00	$ 31,488.40	$4,189.00	$82,909.55

Additional Project Tasks NOT Included in this Proposal	Additional Project Cost
TOTAL ADDITIONAL COST	$ NA

P. **Proposed Budget:** If available, attach a detailed breakdown of the cost assumptions upon which the Summary Budget is based. Proposals that include this information increase their likelihood of funding.

NA

Q. **Project Timeline:** The purpose of the timeline is to establish benchmarks during the project period to ensure timely completion. Progress monitoring is to occur at 6-month intervals for the duration of an 18-month contract. We recognize that unexpected events may require adjustments to the timeline. The schedule is meant to be an aid for measuring the progress of the project and a guide to making adequate contract adjustments when necessary.

Month / Task	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Return Contract				X														
Land Acquisition																		
Permitting Process	X	X	X															
Land Preparation					X													
Construction						X	X	X										
Landscaping									X									
Final Inspection										X								
Close-Out											X							

R. **Project Reporting Periods:** The form below only illustrates grant and local cash match totals. Local funds must be spent before grant funds. Non-cash match is not illustrated or represented in the table; however it must still be reported.

Grant: $47,232.15 **Cash Match: $31,488.40** **Total: $ 82,909.55**

Non-cash Match*: $4,189.00*

PROJECT SCHEDULE AND ACTIVITIES CHART

% of total work to be completed 33% **Grant funds to be spent** **$15,586.61** **Local funds to be spent** **$11,773.54**	Period 1 – Permitting – Contract Administration – Land Preparation – Initial Construction
% of total work to be completed 57% **Grant funds to be spent** **$26,922.33** **Local funds to be spent** **$17,948.39**	Period 2 – Construction – Landscaping – Final Inspection
% of total work to be completed 10% **Grant funds to be spent** **$4,723.22** **Local funds to be spent** **$3,148.84**	Period 3 – Close Out

* The final reporting period shall include a holdback of 10% of the total grant award, which is retained until a closeout packet is received by the District Planner/Contract Administrator.

Resolution Authorizing Execution of

Public Beach and Coastal Waterfront Access Program Grant Contract

WHEREAS: The Town of Nags Head (the "Town") was advised that a proposed contract between the Town and the North Carolina Division of Coastal Management (DCM) for Public Beach and Coastal Waterfront Access grant funds was presented for the project known as Islington Street Public Access and discussed; that, under the terms of the said contract, the Town will pay a total local cash contribution of $31,488.40 and local in-kind contribution of $4,189.00 as its local share of the total project costs.

BE IT THEREFORE RESOLVED, as follows:

1. That a contract between the Town and the North Carolina Department of Environmental Quality be and the same is hereby approved.

2. That the Manager is hereby authorized to sign and execute the said contract for and on behalf of the Town and forward the same to the North Carolina Department of Environmental Quality.

3. That upon final execution, a copy of said contract be filed with the minutes.

ADOPTED this the 5th day of February 2020.

_____
Ben Cahoon, Mayor
Town of Nags Head

ATTEST:

_____
Carolyn F. Morris, Town Clerk

AGENDA
TOWN OF NAGS HEAD BOARD OF COMMISSIONERS
NAGS HEAD MUNICIPAL COMPLEX – BOARD ROOM
WEDNESDAY, FEBRUARY 5, 2020; 9:00 A.M.
REGULAR SESSION

A. **CALL TO ORDER**/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

B. **ADOPTION OF AGENDA**

C. **RECOGNITION**
NEW EMPLOYEE – Police Officer Terrance Flaugher – November 26, 2019
NEW EMPLOYEE – Facilities Maintenance Tech Nehmias Cortez – January 21, 2020
NEW EMPLOYEE – Dep Finance Officer Brooke Norris – January 27, 2020

25 YEARS – Sanitation Equipment Operator Keefe White – January 4, 1995
25 YEARS – Town Clerk Carolyn F Morris – January 23, 1995

Jennette's Pier Annual Update – Director Mike Remige

D. **PUBLIC COMMENT**

E. **CONSENT AGENDA**
1) Consideration of Budget Adjustment #8 to FY 19/20 Budget

2) Consideration of Tax Adjustment Report

3) Request to advertise delinquent taxes

4) Approval of minutes

5) Consideration of resolution authorizing the Town Manager to execute grant contract with DEQ for Islington Beach Access Improvements

6) Consideration of amendments to Consolidated Fee Schedule

7) Consideration of resolution updating Town officials with banking authority

8) Consideration of resolution clarifying Dare County Control Group / Town of Nags Head October 2015 Memorandum of Agreement

9) Ratification of actions from Board of Commissioners January 23-24, 2020 Retreat

F. **PUBLIC HEARINGS**
1) Public Hearing to consider a Vested Right Site Plan for the Outer Banks Hospital, 4923 & 4927 S. Croatan Highway, 4922, 4926 & 4928 Passage Way, submitted by Quible and Associates P.C. on behalf of Outer Banks Hospital; the application involves the demolition of the Urgent Care Facility

and construction of a 10,400 square foot addition (Infusion Facility) to the existing Radiation Therapy building. As part of the application, the applicant is seeking a Conditional Use Permit to reduce the number of required parking spaces and modify certain parking requirements, and to rezone the properties at 4922, 4926 & 4928 Passage Way from the SPD-C Single-Family Two District to the SPD-C Hotel District

G. **REPORTS AND RECOMMENDATIONS FROM THE PLANNING BOARD AND THE PLANNING AND DEVELOPMENT DIRECTOR**

1) Update from Planning Director

2) Discussion of Workforce Housing

H. **NEW BUSINESS**

1) Committee Reports

2) Consideration of Audit Contract

I. **ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN ATTORNEY**

J. **ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN MANAGER**

1) Beach Nourishment
   - Discussion of proposed Municipal Service District (MSD)

2) Sanitation/Recycling
   - Consideration of modification to contract with Bay Disposal dated Feb 5, 2019 re: curbside recycling
   - Consideration of changes to winter sanitation/recycling schedule
   - Consideration of ordinance to rescind Town Code Sec. 30-6 (e) *Storage and removal of trash and recycling carts*

K. **BOARD OF COMMISSIONERS AGENDA**

L. **MAYOR'S AGENDA**

1) Consideration of dates for CIP/Budget Workshops

2) Discussion of "actionable" items from Envisioning Exercise – Future of Nags Head from Jan 23-24, 2020 Board Retreat

M. **OTHER BUSINESS**

N. **ADJOURNMENT**

Agenda Item Summary Sheet

Item No: **E-6**
Meeting Date: **February 5, 2020**

Item Title: Consideration of modifications to the Consolidated Fee Schedule

Item Summary:

The following modifications/housekeeping changes to the Consolidated Fee Schedule are requested for Board consideration at the February 5th Board of Commissioners meeting:

- Addition of late fee/penalty charges for Delinquent Taxes, Business License/Registration, and Water Rate billing if payment is not received by due date.

- Move *Short-term Rental Registration* from Administrative Services to Planning Miscellaneous Permit Fees

The affected pages to the Fee Schedule - with changes highlighted in red - are attached for your review.

Number of Attachments: 1

Specific Action Requested:

Request Board consideration of attached modifications to the Consolidated Fee Schedule.

Submitted By: Administrative Services Date: January 29, 2020

Finance Officer Comment:

No new charges are imposed. The CFS mirrors the Town ordinance. This is helpful to staff and customers to have fee information in one consolidated and concise place for reference.

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment:

N/A

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation:

I concur with staff's request.

Signature: Cliff Ogburn Date: January 29, 2020

Administrative Services

Tax Rate		$.317 per $100 value
Tax Rate - municipal service districts - additional tax		$.175 per $100 value
Return Check Fee (Excl. Tax Payment)		$25
Return Check Fee (Tax Payment)		$25/check or 10% of check, whichever is greater

Delinquent Taxes – Per G.S. 105-360 (a):
Interest accrues on taxes paid on or after January 6 as follows:
(1) For the period January 6 to February 1, interest accrues at the rate of two percent (2%).
(2) For the period February 1 until the principal amount of the taxes, the accrued interest, and any penalties are paid, interest accrues at the rate of three-fourths of one percent (3/4%) a month or fraction thereof.

Cable Franchise	Initial	$2,500
Cable Franchise	Renewal	$10,000
Permits		
Beach driving permit		$25
Beach driving permit	Duplicate decal	$2
Bonafide fishing tournament permit	NH Surf Fishing Tournament OB Association of Realtor Fraternal Order of Eagles	N/C
Beach Equipment Vendor	Annual	$75
Applications		
Massage Therapist (business)	Application includes fingerprint fee	$150
Operator license	w/verification of State License	N/C
Vehicle for Hire (business)		
Taxicab or Limousine	Application	$50
Driver permit	Application includes fingerprint fee	$65
	Driver permit annual renewal	$7.50

Administrative Services (cont.)

Farmers Market			
Membership Fee		Annual	$125
Drop-In Fee		Per market date	$25
Fees for Business License/Registration ~~and Privilege License~~			
Per G.S. 105-113.77:	**Privilege License Tax**		
	City Beer On and Off Premises	per location	$15
	City Beer Off Premises only	per location	$5
	City Wine On and Off Premises	per location	$15
	City Wine Off Premises only	per location	$10
	Beer Wholesaler	per location	$37.50
	Wine Wholesaler	per location	$37.50
Per G.S. 20-97(d):	**Privilege License Tax**		
	Taxicabs	per vehicle	$15
	Limousines	per vehicle	$15
	Vehicle for Hire	Application fee only	-
~~Other:~~ Business Registration:			
	Business Registration	per location	$25
	Massage Therapist	with State license	-
	Massage Business	Application fee only	-
	~~Short-term Rental Registration~~ (Move to Planning Miscellaneous Permit Fees)	~~Annual~~	~~$25~~

Licenses/Registrations not renewed by September 1st shall be considered delinquent.
- Business Registrations are subject to a civil penalty of $50.
- Business Licenses are subject to a penalty of 5%.

Penalties will be assessed on September 2nd.

Planning & Development (cont.)

Multi-family	$300/unit	min $1,000
Commercial (per sq. ft.)	$1.00	min $1,000
Move Outside AEC		
Single family		$500/building
Duplex		$600/building
Hotel	$75/unit	min $1000
Multi-family	$75 unit	min $1000
Commercial (per sq. ft.)	0.50	min $1000

Miscellaneous Permit Fees

Bulkhead, dock, pier		See Alteration, Additions, Remodeling section
Commercial towers/new tower		$1.00 Lin. Ft. + $100 for subs
Electrical inspection	assoc. w/large tent or event	$50
Fuel pumps	$25 per pump	min $50
Fuel storage tank	Per tank	$200
Hood/duct		$100
Short-term Rental Registration	Annual	$25

Water Rates (cont.)

Water Tap Connection	
¾" tap	$590 + meter dep
1" tap	$605 + meter dep
1 ½ " tap	$3255 + meter dep
2" tap	$3635 + meter dep
Over 2" tap	Cost of materials + 20% + meter dep
Cut-off Tag Fee	$50

Water Rates/Usage	**Year Round Rate**
Minimum 0 - 3,000 gallons	$37.90 (3/4" meter)
3,001 - 15,000 gallons	$6.60/thousand gallons
15,001 - 40,000 gallons	$7.40/thousand gallons
40,001 – 75,000 gallons	$7.90/thousand gallons
75,001 - 200,000 gallons	$8.70/thousand gallons
200,001 + gallons	$9.10/thousand gallons
Penalty	
Late fee applied after due date	10% of balance

Meter Size	**Minimum**
¾ " meter	$37.90
1" meter	$56.80
1 ½ " meter	$109.10
2" meter	$207.70
2 ½ " meter	$300.30
3" meter	$394.30
4" meter	$643.10
6" meter	$1603.10

RESOLUTION AND AGREEMENT
FOR DEPOSIT ACCOUNT AND BANK SERVICE
WITH SOUTHERN BANK

BE IT RESOLVED by the Town of Nags Head Board of Commissioners that Southern Bank be, and hereby is, designated as a depository institution for the Town of Nags Head and that funds so deposited may be withdrawn upon a check, draft, note or order of the Town of Nags Head, AND

BE IT FURTHER RESOLVED that all checks, drafts, notes or orders drawn against said account be signed by any one of the following:

- AMY MILLER, FINANCE DIRECTOR; and countersigned by any one of the following:

- BROOKE NORRIS, DEPUTY FINANCE OFFICER;
- BENJAMIN CAHOON, MAYOR;
- CLIFF OGBURN, TOWN MANAGER;
- CAROLYN F MORRIS, TOWN CLERK;

whose signatures shall be duly certified to said Bank, and that no checks, drafts, notes or orders drawn against said Bank shall be valid unless so signed, AND

BE IT FURTHER RESOLVED that said Bank is hereby authorized and directed to honor and pay any checks, drafts, notes or orders so drawn whether such checks, drafts, notes or orders be payable to the order of any such person signing and/or countersigning said checks, drafts, notes or orders, or any of such persons in their individual capacities or not, and whether such checks, drafts, notes or orders, or to the individual credit of any of the other officers or not. This resolution shall continue in force and said Bank may consider the facts concerning the holders of said offices, respectively, and their signatures to be and continue as set forth in the certificate of the Finance Officer or Town Clerk, accompanying a copy of this resolution when delivered to said Bank or in any similar subsequent certificate, until written notice to the contrary is duly served on said Bank.

Adopted this the 5th day of February 2020.

_____
Benjamin Cahoon, Mayor

ATTEST:

_____
Carolyn F. Morris, Town Clerk

Agenda Item Summary Sheet

Item No: **E-7**
Meeting Date: **February 5, 2020**

Item Title: Consideration of resolution updating Town officials with banking authority

Item Summary:

Attached for Board review and adoption is a resolution updating Town signatures for checks, notes, etc. with the Town's financial institution – Southern Bank. The attached resolution includes newly hired Dep Finance Officer Brooke Norris as an authorized signature.

Number of Attachments: 1

Specific Action Requested:

Request Board adoption of attached resolution updating the signatures for Town financial documents.

Submitted By: Amy Miller, Finance Officer Date: January 29, 2020

Finance Officer Comment:

No unbudgeted costs associated with this agenda item.

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment:

N/A

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation:

I concur with staff.

Signature: Cliff Ogburn Date: January 29, 2020

Agenda Item Summary Sheet

Item No: **E-8**
Meeting Date: **February 5, 2020**

Item Title: Consideration of resolution clarifying Dare County Control Group/Town of Nags Head October 2015 Memorandum of Agreement

Item Summary:

Attached for Board review and adoption is a resolution that would ratify the Memorandum of Agreement between Dare County and the Town, dated October 19, 2015, that was never considered/approved by the entire Board of Commissioners. The MOA, also attached, recognizes the collaboration and cooperation between each municipality and the Dare County Control Group in an emergency situation.

Number of Attachments: 2

Specific Action Requested:

Request Board adoption of attached resolution to ratify the 2015 MOA with the county.

Submitted By: Administration Date: January 29, 2020

Finance Officer Comment:

No unbudgeted costs associated with this agenda item.

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment:

Attorney Leidy has provided input on this issue.

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation:

I concur with the resolution and encourage its adoption.

Signature: Cliff Ogburn Date: January 29, 2020

MEMORANDUM OF AGREEMENT BETWEEN DARE COUNTY MUNICIPALITIES AND THE COUNTY OF DARE CONCERNING EMERGENCY COORDINATION

Dare County and all county Municipalities have a shared responsibility to prevent, prepare for, respond to, and recover from a natural or man-made emergency. This responsibility is found in the North Carolina Emergency Management Act (Chapter 166A). The Act was implemented as "Chapter 92: Emergency Management" in the Dare County Code of Ordinances. In addition, all municipalities have ordinances to address Emergency Management or Civil Emergencies. While all municipalities have the authority to declare and manage an emergency independently; centralized county-wide emergency management is needed when one or more of the following situations is or may occur; an imminent threat to the public safety/health; extensive multi-agency/jurisdiction response and coordination is or may be needed, local resources are or may be overwhelmed and unable to resolve the emergency, and the emergency has or may cross more than one political jurisdiction. When these conditions occur, emergency management efforts within the county will be coordinated by the county, including activities of the municipalities within the county as outlined in Chapter 92.04.

This agreement is designed to bring unity of effort across all Municipalities, Dare County and the State of North Carolina before, during, and after any emergency. Unity of effort brings efficiency and harmony during an emergency particularly when planning and coordination is needed across multiple jurisdictions and/or agencies. The Dare County Emergency Management Plan (DCEMP) prescribed in Chapter 92.08 directs establishment of the Dare County Control Group (DCCG). The DCCG is a collaborative body that convenes to facilitate decision making leading to the setting of objectives and priorities, approving resource sharing as well as policies, strategies and public messaging developed to achieve unity of effort using Incident Command System processes across jurisdictions. The following individuals or their designee comprise the DCCG; the Chairman of the Dare County Board of Commissioner, the six municipal mayors, the Cape Hatteras National Seashore Superintendent, and the Dare County Sheriff.

I. THE MUNICIPALITIES IN DARE COUNTY AGREE:

a) The Mayor or a designee will serve on the DCCG and be actively engaged, either by a physical or virtual presence in the Emergency Operations Center (EOC) when the DCEMP is activated.

b) To determine the availability of town personnel and resources to support emergency response and recovery operations that lead to unity of effort and seamless communications across all jurisdictions.

II. DARE COUNTY AGREES:

a) The Chairmen or a designee will serve on the DCCG and be actively engaged, either by a physical or virtual presence in the EOC when the DCEMP is activated.

b) To activate the DCEMP when needed and provide EOC assistance to any or all municipalities to prevent, prepare for, respond to, or recover from any emergency.

c) To determine the availability of County personnel and resources to support emergency response and recovery operations that lead to unity of effort and seamless communications across all jurisdictions.

DURATION: This Agreement will stay enforce until changes are deemed necessary by any Municipal Mayor or the Chairman of the Dare County Board of Commissioners.

DARE COUNTY MUNICIPALITIES AND THE COUNTY OF DARE execute this agreement by signature and date on pages 2-7 with a separate page for each municipality.

MEMORANDUM OF AGREEMENT BETWEEN
DARE COUNTY MUNICIPALITIES AND THE COUNTY OF DARE
CONCERNING EMERGENCY COORDINATION

This agreement is entered into this the 9th day of October, 2015.

(X) _____

MAYOR, TOWN OF MANTEO

(X) _____

CHAIRMAN, DARE COUNTY BOARD OF COMMISSIONERS

MEMORANDUM OF AGREEMENT BETWEEN
DARE COUNTY MUNICIPALITIES AND THE COUNTY OF DARE
CONCERNING EMERGENCY COORDINATION

This agreement is entered into this the 19th day of October, 2015.

(X) Robert C. Edwards

MAYOR, TOWN OF NAGS HEAD

THE TOWN OF 1961 NAGS HEAD N.C.

(X) _____

CHAIRMAN, DARE COUNTY BOARD OF COMMISSIONERS

MEMORANDUM OF AGREEMENT BETWEEN
DARE COUNTY MUNICIPALITIES AND THE COUNTY OF DARE
CONCERNING EMERGENCY COORDINATION

This agreement is entered into this the 19th day of October, 2015.

(X) _____

MAYOR, TOWN OF KILL DEVIL HILLS

(X) _____

CHAIRMAN, DARE COUNTY BOARD OF COMMISSIONERS

MEMORANDUM OF AGREEMENT BETWEEN DARE COUNTY MUNICIPALITIES AND THE COUNTY OF DARE CONCERNING EMERGENCY COORDINATION

This agreement is entered into this the 19th day of October, 2015.

(X) Harry L Perry

MAYOR, TOWN OF KITTY HAWK (11-2-15)

(X) Robert L. Woodard Sr

CHAIRMAN, DARE COUNTY BOARD OF COMMISSIONERS

MEMORANDUM OF AGREEMENT BETWEEN
DARE COUNTY MUNICIPALITIES AND THE COUNTY OF DARE
CONCERNING EMERGENCY COORDINATION

This agreement is entered into this the 19th day of October, 2015.

(X) _____

MAYOR, TOWN OF SOUTHERN SHORES

(X) _____

CHAIRMAN, DARE COUNTY BOARD OF COMMISSIONERS

MEMORANDUM OF AGREEMENT BETWEEN
DARE COUNTY MUNICIPALITIES AND THE COUNTY OF DARE
CONCERNING EMERGENCY COORDINATION

This agreement is entered into this the 19th day of October, 2015.

(X) _____

MAYOR, TOWN OF DUCK

TOWN of DUCK
NORTH CAROLINA

(X) _____

CHAIRMAN, DARE COUNTY BOARD OF COMMISSIONERS

Agenda Item Summary Sheet

Item No: **E-9**
Meeting Date: **February 5, 2020**

Item Title: Affirmation of January 23-24, 2020 Board Retreat actions

Item Summary:

The actions resulting from the January 23 - 24, 2020 Board of Commissioners Retreat are attached and are provided for Board review and approval at the February 5th Board of Commissioners meeting.

Number of Attachments: 1

Specific Action Requested:

Provided for Board review and approval.

Submitted By: Administration Date: January 29, 2020

Finance Officer Comment:

Insufficient information to determine precise fiscal impact.

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment:

N/A

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation:

I will participate in any discussion as necessary.

Signature: Cliff Ogburn Date: January 29, 2020

ACTIONS
TOWN OF NAGS HEAD
BOARD RETREAT WORKSHOP
JANUARY 23 - 24, 2020

1. Dare County Control Group MOU – It was Board consensus to prepare a resolution to clarify the Dare County Control Group MOA - after conversation with Dare County – for consideration at the Feb 5th Board meeting.

2. Working with Planning Board – Representatives of the Planning Board and the Board of Commissioners agreed that the Planning Board would 1) generally continue the practice of reviewing development proposals based on code, land use plan, and technical compliance, 2) be proactive in raising awareness of land use issues to the Board of Commissions, 3) solicit input and feedback from the Board of Commissioners before expending too much time and effort on investigating matters, 4) be an advisor to the Board of Commissioners raising awareness of issues and intended impacts, 5) develop recommendations for fiscal year work plan on land use matters, 6) be on top of emerging issues with a recognition of the Board of Commissioner's long-term goals, 7) and develop a regular line of communication between the leadership of both boards.

3. Cart Rollback – Rescind the ordinance requiring cart rollback – for consideration at the Feb 5th Board meeting; Inform all homeowner associations of this change (NH Village and NH Cove).

4. Recycling – It was Board consensus to direct staff to bring back a proposal at the Feb. 5 meeting to modify the trash/recycling pickup schedule during the off season (Oct through Apr) for the west side of US 158 to: one day/week trash/recycle pickup using one truck; Beach Road trash/recycle pickup is to remain as is.

5. Reduce carbon footprint – Reduce carbon footprint starting with the Town by adding to the Town's goals to reduce fuel/power/plastic consumption - Utilize Town staff committee to review and come up with ideas for energy savings.

6. Pavement Condition – The Board agreed to move forward with budget recommendations for streets and stormwater which would combine Powell Bill Funds, stormwater capital reserve funds, and additional revenue into one streets and stormwater fund. This would allow the town to adequately budget for a 20-year street maintenance plan and incorporate drainage system maintenance projects into the plan. The plan included projects that would be completed this year (Year 00) as well as over the next five years. The Board agreed conceptually with a neighborhood by neighborhood approach to street paving that is less disruptive and more adequately addresses pavement needs over a 20 year timeframe.

7. Residential Stormwater Ordinance - The Board discussed the following as guiding principles for further review and consideration of the residential stormwater ordinance:

- Can our rules acknowledge that there are different conditions – a system with flexibility
- Retain form of landscape/minimize impact to landscape
- Look for common sense solutions
- Don't place unjust burden on property owner
- Can we offer a "carrot" to go with a stick
- Do we as a Board need to define flooding – separate between "Nuisance" and "Problem Stormwater" issues
- Should not create additional problems
- Should define problem we are trying to solve

The Board agreed to refer the ordinance, and potential options, to the Planning Board for review and consideration, requesting that the Planning Board report back with any feedback. The Board is to ratify the list at the Feb 5th Board meeting.

8. Future Revenue for Beach Nourishment Projects - MSD creation discussion to take place at the Feb 5th Board meeting along with the MSD Schedule for Board review with the goal of a Board vote to take place at the Jun 2020 meeting.

9. Beach Nourishment Funding - Upcoming Legislative Breakfast would be a good time to speak with Sen. Steinburg re: State funds for Beach Nourishment; Mayor Cahoon said that he will get the ball rolling re: Beach Nourishment Funds from the State; other Towns east of I-95 and the County are in the same boat as Nags Head and may be able to join in with this effort. An additional step may include speaking with the restaurant/lodging associations to get more funds in this area. In addition the Board needs to discuss what we can AFFORD to nourish or what we CAN'T afford to lose.

10. Visioning exercise – Envisioning our legacy for the Town – Mayor Cahoon will present paper on Feb 5th.

Agenda Item Summary Sheet

Item No: **F-1**
Meeting Date: **February 5, 2020**

Item Title: Public Hearing to consider a Vested Right/Conditional Use/Site Plan Application for the Outer Banks Hospital, 4923 & 4927 S. Croatan Highway and 4922, 4926 & 4928 Passage Way, submitted by Quible and Associates P.C. on behalf of Outer Banks Hospital. The application involves the demolition of the Urgent Care Facility and construction of a 10,400 square foot addition (Infusion Facility) to the existing Radiation Therapy building. As part of the application, the applicant is seeking a Conditional Use Permit to reduce the number of required parking spaces and modify certain parking requirements, and to rezone the properties at 4922, 4926 & 4928 Passage Way from the SPD-C Single-Family-2 District to the SPD-C Hotel District

Item Summary:
A Vested Right Site Plan, Conditional Use Permit, and Rezoning for the Outer Banks Hospital Cancer Center; the scope of the application includes the following:

- Demolition of the existing Urgent Care Facility and construction of a 10,400-sf addition to the existing Radiation Therapy building, along with parking, stormwater, and related improvements.
- A rezoning request for three (3) lots along S. Passage Way from SPD-C/SF-2 to SPD-C/Hotel.
- Consideration of reduced loading zone berth dimensions and reduction of required parking based upon Medical Office use

Staff Recommendation/Planning Board Recommendation
Based upon the analysis presented in the Staff Report, Staff recommends approval of the requested rezoning of parcels located at 4922, 4926 and 4928 S. Passage Way from the SPD-C/SF-2 District to the SPD-C/Hotel District; and, based upon the analysis presented in the Staff Report, and recommended conditions, Staff recommends approval of the proposed Vested Right/Site Plan and Conditional Use Permits.

At their December 17, 2019 meeting the Planning Board voted unanimously to recommend approval of both the Rezoning Request and Conditional Use/Vested Right/Site Plan Amendment application, with conditions, as presented.

Number of Attachments: 7

Specific Action Requested:

Conduct the Public Hearing.

Submitted By: Planning and Development Date: January 29, 2020

Finance Officer Comment:

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment:

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation:

Signature: Cliff Ogburn Date: January 29, 2020

Department of Planning and Development

Michael Zehner
Director of Planning and Development

Town of Nags Head
Post Office Box 99
Nags Head, North Carolina 27959
Telephone 252-441-7016
Fax 252-441-4290
www.nagsheadnc.gov

NOTICE OF PUBLIC HEARING
TOWN OF NAGS HEAD BOARD OF COMMISSIONERS

NOTICE IS HEREBY GIVEN that the Nags Head Board of Commissioners will conduct a public hearing on **Wednesday, January 8, 2020** beginning at 9:00 am in the Board Room of the Municipal Complex, 5401 S. Croatan Highway, Nags Head, NC to consider and take action upon the following request:

> Public Hearing to consider proposed text amendments to the Unified Development Ordinance pertaining to off-street parking requirements associated with alternative and reduced parking, including bicycle parking, and associated conditional use permitting requirements

A copy of the application request is available for public inspection at the Nags Head Planning and Development Department and the office of the Town Clerk, Town Municipal Complex, 5401 S. Croatan Hwy, Nags Head, NC 27959, telephone (252) 441-5508 during normal business hours.

As a result of this hearing substantial changes may be made in the proposal as advertised to reflect objections, debate and discussion at the hearing. Any person desiring to be heard on the proposal as stated above should appear at the time and place specified above.

This the 20th day of December 2019.

Kelly Wyatt
Deputy Planning Director

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

CONDITIONAL USE ☐ ($200.00)
(Optional) VESTED RIGHT ☐ ($200.00)
(Optional) BOTH ☐ ($300.00)
= TOTAL FEE DUE _____

TOWN OF NAGS HEAD

DATE RECEIVED _____

SITE PLAN REVIEW APPLICATION & CHECKLIST FOR CONDITIONAL USES

1. **LOCATION AND ZONING INFORMATION**
   - A. PROJECT TITLE OUTER BANKS HOSPITAL - CANCER CENTER
   - B. STREET ADDRESS 4927 S. CROATAN HIGHWAY
   - C. SUBDIVISION SMALL VILLAGE HOTEL PARCEL - VILLAGE AT NAGS HEAD & MOONGATE
     LOT(S) 26, 27 12,13,14 BLOCK - SECTION -
   - D. PRESENT ZONING VILLAGE HOTEL AND SF-2
   - E. PRESENT USE MEDICAL FACILITIES/URGENT CARE AND VACANT LOTS
   - F. EXISTING NONCONFORMITIES URGENT CARE PARKING
   - G. ABUTTING PROPERTY ZONING SF-2 (EAST) COMMERCIAL/VILLAGE HOTEL (NORTH & SOUTH)
   - H. ABUTTING PROPERTY USE RESIDENTIAL (EAST), RESTAURANT (SOUTH), MEDICAL OFFICE (NORTH)

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 THE OUTER BANKS HOSPITAL, INC.
     ADDRESS 4800 S. CROATAN HIGHWAY
     NAGS HEAD, NC 27959
     TELEPHONE 252-449-4500
   - C. CONTACT PERSON: NAME TODD SKINNER
     ADDRESS P.O. BOX 6028
     GREENVILLE, NC 27835
     TELEPHONE _____

3. **ADJACENT OWNERSHIP INFORMATION (TO BE SHOWN ON SITE PLAN)**
   NAME/ADDRESS (N) _____
   NAME/ADDRESS (S) _____
   NAME/ADDRESS (E) _____
   NAME/ADDRESS (W) _____
   (If additional space is needed, please attach separate sheets.)

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

A. Site plan preparer QUIBLE & ASSOCIATES, P.C. - CATHLEEN M. SAUNDERS Phone # 252-202-7112

NC Registered ☒ Engineer ☐ Architect ☐ Surveyor. License # 043652

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 Managment 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 8/14/17 & 09/25/19

☐ 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 _____ 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 corners, points of tangents and any angle point along a given course of the site, iron pins minimum 3/8-inch diameter or 4x4-inch concrete monuments.	X	
9. Plan to at least 1"=50' scale, showing north arrow and whether true or magnetic.	X	SKETCHES PROVIDED AT THIS TIME
10. Signature and seal of preparer.	N/A	
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 corners 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	
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 Section 48-371.	X	
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 Section 48-370.	X	ARCHITECTURAL RENDERING PROVIDED AT THIS TIME
3. Total height and number of stories of proposed structure(s). If increased height is being proposed in conjunction with increased setbacks, show increase allowed in tabular form on plan. Note definition of height in Section 48-7 of the Town Code of Ordinances.	X	
4. Existing and proposed ground elevations at the corners of proposed structure(s).	~~N/A~~ X	GRADING AND SANITARY CONNECTIONS ~~TO BE DETERMINED ONCE SKETCH IS REVIEWED~~
5. Sanitary sewer facilities with connection to sewer system or septic tank.	~~N/A~~ X	
6. Approximate locations of proposed underground utilities and any necessary easements.	~~N/A~~ 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 in accordance with size and density requirements found in Section 48-363 of the Town Code of Ordinances.	X	SEE FIRE EXHIBIT
9. Location and height of proposed free-standing signs. See requirements of Chapter 48-Article VIII of the Town Code of Ordinances.	N/A	SIGN PLACEMENT TO BE DETERMINED ONCE SKETCH IS REVIEWED
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 (i.e. Buffer Yard A, B,C,D,E as outlined in Chapter 48 Article XIII of the Town Code of Ordinances.	X	
13. Layout of numbered stalls/loading zones in accordance with Chapter 48 Article V of the Town Code of Ordinances.	X	

Commercial [X] Residential [ ]	Parking Spaces Required	Parking Spaces Shown	Loading Spaces
2 STORY EXPANSION STORIES BUILDING SQUARE FOOTAGE: PRINCIPAL 14,880 ACCESSORY ____ TOTAL 14,880	CONDITIONAL USE REQUESTED		
# EMPLOYEES 22			
# 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 Zoning Ordinance to calculate lot coverage for lots abutting ocean or sound).
8. Components of the lighting plan (pole location, pole height, type of fixture, wattage, source of illumination, etc.). See Chapter 48 Article IX of the Town Code of Ordinances.
9. A completed architectural points worksheet for commercial structures subject to residential design criteria.

6. **PLAN AND ATTACHMENT PREPARER CERTIFICATION**

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

11/14/19
DATE

SIGNATURE OF ENGINEER [✓] ARCHITECT [ ] SURVEYOR [ ]

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

Name	Phone #	Information provided

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 Conditional 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.

ZONING AMENDMENT APPLICATION
TOWN OF NAGS HEAD, NORTH CAROLINA

Applicant OUTER BANKS HOSPITAL, INC.

Mailing address P.O. BOX 6028 GREENVILLE, NC 27835

Explanation of request

☐ Zoning Ordinance - Section(s) _____
Attach amendment in ordinance form.

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

Nature of request

REZONING FROM SF-2 TO VILLAGE HOTEL

Reason for request

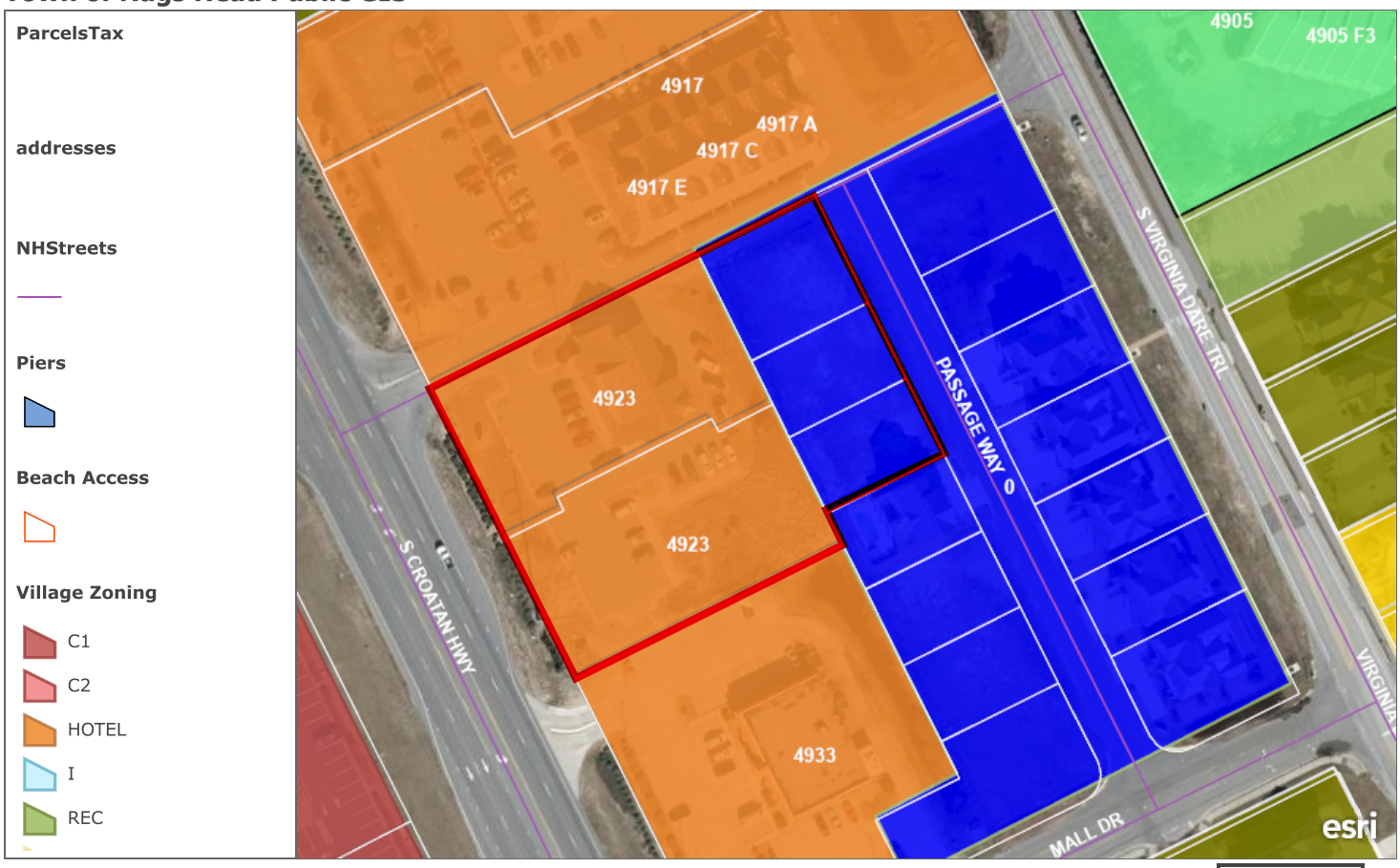
The parcels located at 4922, 4926, & 4928 S. Passage Way are currently zoned as single family (SF-2). These parcels were originally zoned as Village Hotel and a rezoning took place in April 2009 to rezone these properties to single family for the Moongate Subdivision. The current proposed development would require rezoning of the existing single family zoning to Special Planned Developed – Community District (SPD-C)(Hotel District Overlay). The proposed rezoning would revert the three parcels back to prior 2009 zoning. This proposed rezoning will allow for expansion of the Cancer Center and required parking.

Applicant _____

10/2/2019

Date

Town of Nags Head Public GIS



This map service includes GIS data provided by the Town of Nags Head.

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Adjacent Parcels:
4917 Croatan Highway - Outer Banks Medical Suites, LLC; PO Box 960 Kitty Hawk, NC 27949
4933 Croatan Highway - Carlos Angel Fernandez; PO Box 1325 Nags Head, NC 27959
4930 S. Passage Way - Moongate Partners, LLC; PO Box 90 Kill Devil Hills, NC 27948
4929 S. Passage Way - Margaret K. Galasso; 2403 Hightee Court Crofton, MD 21114
4927 S. Passage Way - Moongate Partners, LLC; PO Box 90 Kill Devil Hills, NC 27948
4923 S. Passage Way - Moongate Partners, LLC; PO Box 90 Kill Devil Hills, NC 27948
4930 S. Passage Way - Moongate Partners, LLC; PO Box 90 Kill Devil Hills, NC 27948

SITE NARRATIVE

Outer Banks Hospital – Cancer Center
Nags Head, Dare County, North Carolina

Prepared for:
Outer Banks Hospital, Inc.
P.O. Box 6028
Greenville, NC 27835

Prepared by:
Quible & Associates, P.C.
PO Drawer 870
Kitty Hawk, NC 27949

November 14, 2019
Revised: December 4, 2019
P17012.1

Overview
The Outer Banks Hospital, Inc. (Applicant) is proposing an expansion of their Cancer Center, which includes the existing Radiation Therapy building and a proposed Infusion Facility located in Nags Head, Dare County, NC. The proposed development will require the recombination of 4923 & 4927 S. Croatan Highway along with 4922, 4926, & 4928 S. Passage Way to create an +/-1.45 acre parcel of land. The Outer Banks Hospital proposes to remove the existing Urgent Care Facility to expand the existing Radiation Therapy building approximately 10,400 sf (two stories), provide associated pedestrian access, and vehicular accommodation areas to serve the proposed outpatient Cancer Center Treatment facility.

The proposed building expansion will require an increase in the existing number of parking spaces, modification of the existing storm sewer system, verification of the Town's water system, and a revised connection into the existing onsite sanitary sewer collection system. As the site disturbance is greater than 1 acre, a State soil erosion and sediment control permit is required. In addition, it is understood that a State high-density stormwater permit will be required prior to any disturbance onsite. The Outer Banks Hospital strives to continue to provide the necessary medical services that benefit the Outer Banks Community.

Rezoning
The parcels located at 4922, 4926, & 4928 S. Passage Way are currently zoned as single family (SF-2). These parcels were originally zoned as Village Hotel and a rezoning took place in April 2009 to rezone these properties to single family for the Moongate Subdivision. The current proposed development would require rezoning of the existing single family zoning to Special Planned Developed – Community District (SPD-C)(Hotel District Overlay). The proposed rezoning would revert the three parcels back to prior 2009 zoning.

The Town of Nags Head Comprehensive Plan shows the existing land use for the subject parcels as vacant. The site is within the Village Municipal Service Character Area, specifically the Village Municipal Activity Node. This area is envisioned to provide commercial services including medical facilities. The proposed use for this site is consistent with the Town of Nags Head Comprehensive Plan based on the proposed development. The proposed structure is just under 15,000 sf, which is encouraged for this area within the comprehensive plan and the building façade will be reviewed by the Villages at Nags Head Architectural Committee to determine compatibility to the surrounding area.

Coverages
The parcels, if rezoned, will be recombined to make one parcel for the proposed development of approximately 1.45 acres. The proposed zoning of Village Hotel will require the following coverages shown within Table 1 (a summary of the proposed coverages is also included):

Table 1: Summary of Coverages

	Allowable Coverage	Proposed Coverage
Maximum Building Coverage (25%)	<15,755 sq. ft.	12,105 sq. ft.
Minimum Landscaped Area (30%)	>18,906 sq. ft.	31,096 sq. ft.
Minimum Interior Parking Lot Landscaping	1,174 sq. ft.	1,491 sq. ft.
Maximum Parking Coverage (45%)	<28,359 sq. ft.	19,819 sq. ft.

Access
The Cancer Center will be accessed by an existing unnamed access road that connects S. Croatan Highway and S. Virginia Dare Trail. This drive aisle is within an existing 40' wide access and utility easement as defined by PC D, SL 84 and PC E, SL 134. The existing entrance at the Urgent Care building will remain in place with a second proposed access added at the rezoned residential properties (previously Lot 21, Part "A").

We respectfully request a reduced loading and unloading zone be considered. Based on the anticipated use and building size, we are requesting a 20'x23' dedicated loading zone. Because of the low volume of patients and the nature of the treatment, radiation therapy and infusion entail very limited use of non-durable products and generate very limited need for product pick-up and delivery. Given these limited needs, it is reasonable to expect no more than two brief loading or unloading events on any given day. The applicant can accurately anticipate the following events:

- Supplies for medical treatment and administration needs: 1 or 2 visits per week, via Van (Vehicle consistent with a Ford Cargo Transit Van 220" long by 82" wide)

- Clean/soiled linens pick-up and delivery: 1 visit per week, via Van (Vehicle consistent with a Ford Cargo Transit Van, 220" long by 82" wide)

Given the types of frequency of loading/unloading events, the developer proposes to provide a reduced loading berth of 20'x23'.

Parking
As the proposed use of an infusion center addition is unique and not currently covered within the Uniform Development Ordinance (Article V Section 48-167 Table showing Minimum Off-Street Parking Standards) an alternative parking plan is proposed through a Conditional Use Permit per Town Code Section 48-165. Three different alternatives were considered during the sketch plan review process.

The project proposes the addition of a 10,400 sf infusion center. The existing Urgent Care facilities at this location currently provide for 19 parking spaces associated with the Urgent Care facility (per permit documents signed by W.C. Owen issued 6/28/00) and 22 spaces associated with the Radiation Therapy building (per the approved site plan latest revised 8/27/18). The existing Urgent Care Facility is currently under parked at a parking rate of one parking space for every 300 square feet of gross floor area of each building or portion thereof devoted to medical use, plus one parking space for each employee and for each doctor. At 21 employees and 3,000 sf (2-story) the Urgent Care Facility would be required to have 31 parking spaces based on the current Town of Nags Head ordinance. The proposed change in use to an infusion center will improve the available parking at the site as the 19 available spaces will be expanded to provide 35 spaces related to the infusion center addition.

The Town of Nags Head Unified Development Ordinance currently has parking rates available for a "Medical Office" or "Dialysis Center". These two parking rates are the closest comparable to our proposed use of an infusion center. The existing Radiation Therapy building requires 22 parking spaces based on the Town's Medical Office parking rate. In addition, the 10,400 sf infusion center addition will have 15 employees and 10 infusion bays. An infusion center, similar to a dialysis center, can only treat one patient at a time within an infusion bay. At any given time within this building addition only 10 patients can be seen with a waiting area that can seat 12

visitors. We will compare this anticipated maximum capacity with the two parking rates available within the Town of Nags Head Ordinance in the Table below.

Similar Use	Required Parking for Comparable Use Type	# Spaces for Existing Radiation Therapy Building	# Spaces Required (for addition only)	Total # Spaces Required
Dialysis Center	One parking space for each dialysis machine available for treatment, plus one parking space for each staff member.	22	25	**47**
Medical Office	One parking space for every 300 square feet of gross floor area of each building or portion thereof devoted to medical use, plus one parking space for each employee and for each doctor.	22	50	**72**

Based on the medical staff available at the proposed Cancer Center, it was decided that the expansion will need to follow the Medical Office parking rate and request a Conditional Use permit for the reduced parking based on the anticipated use.

This parking rate would require 72 total parking spaces (22 spaces for the Radiation Therapy building and 50 spaces for the infusion center expansion). As this parking rate requires more parking spaces than anticipated for use at the infusion center, a reduction of 15 parking spaces is requested by providing 1 bike rack (equal to 1 parking spaces per the Town of Nags Head Ordinance Sect 48-165(e)), and a 14 space reduction for access/use of the bus transit system. A total of 57 parking spaces would be provided for the Cancer Treatment Center.

This parking rate would leave 35 parking spaces allocated to the addition, allowing for 15 employees, 10 patients receiving treatment, and 10 patients within the waiting room. This parking rate would provide more parking spaces than typical capacity of the infusion center.

The proposed building and associated parking, if ever sold in the future, would comply with the following potential uses:

Potential Future Use	Required Parking for Potential Use Type	# Spaces Provided	Allowable Areas
Professional Office	One space per office or workspace plus a minimum of two customer parking spaces.	57	Allows for up to 55 offices within the 14,880 sf
Bank	One parking space for each 500 square feet of gross floor space plus one space for each employee.	57	Allows for up to 27 employees within the 14,880 sf

The proposed Cancer Treatment Center including the proposed infusion addition can be a great asset to The Town of Nags Head and the surrounding area. The Center will help to improve health care for those who require this type of treatment. An infusion center as a standalone facility is a unique use that is not covered by Town Codes and an international parking rate has not been set by International Standards, the American Planning Association, or the Town of Nags Head. Typically, an infusion center is found within a Hospital facility and the parking would be met through Hospital parking standards (ie. a per bed rate). As this standalone use is unique to the Town code, the provided options allow for a parking rate that the Outer Banks Hospital feels are more reflective of the actual use and parking rate of an outpatient cancer treatment center.

The ITE has evaluated anticipated parking rates for Outpatient Cancer centers and supports a parking rate of 3.5-4.5 spaces per 1,000 sf of floor area (**Appendix A**). This study would recommend a parking ratio of 52-67 spaces, which is consistent with our proposed 57 spaces. A condition of approval of the conditional use permit, would require the owner to obtain a third-party parking study 6 months after obtaining the building certificate of occupancy. This study would determine if the provided parking is adequate for the use. If the parking is deemed inadequate, the owner can be required by Town personnel to install up to 11 additional parking spaces.

The proposed drive aisle will be 22’ wide and capable of withstanding 75,000 lbs, allowing for fire access to the site. Signage will be provided within the parking area to notify employees and visitors that the drive aisle is a provided fire lane. An exhibit illustrating fire access to an adjacent hydrant has been provided within **Appendix B**.

Stormwater Management Plan
Stormwater to serve the proposed site improvements will continue to be managed by infiltration basins and permeable pavements. The existing basins are to be resized and reshaped to account for the new building footprint. The proposed stormwater management facilities have been designed to provide for greater than 4.3” of storage, which is in agreement with the Town ten-year two-hour storm (4.3”) requirement.

The USDA NRCS Soil Survey lists the soil in the vicinity of the stormwater infiltration basin as described below. Geotechnical reports for the site indicate the seasonal high-water table is approximately at elevation 5.8’.

- DtA – Duckston fine sand
  This soil typically has 0 to 2 percent slopes. Duckston fine sand typically has a very high runoff rate and is typically well drained. This soil is categorized in Hydrologic Soil Group: A/D

- NeC—Newhan fine sand
  This soil typically has 0 to 10 percent slope. Newhan fine sand typically has a very low runoff class and is somewhat poorly drained. This soil is categorized in Hydrologic Soil Group: A.

The infiltration basin along U.S. 158 (Drainage Area #1) will remain as previously designed and permitted during the radiation therapy building site plan. This front basin 1 currently treats stormwater runoff from the parking area in between the building and U.S. 158.

Table 2: Above Grade Storage Calculations For Infiltration Basin 1

Elev (Ft.)	Area (Sf)	Avg Area (Sf)	Volume (Cf)	Cum Vol. (Cf)
6.80	2,139			
		2,235	447	
7.00	2,330			447
		4,050	4,050	
8.00	5,770			4,497 (Vg)

The above grade storage provided within the front infiltration basin is approximately 4,497 cf.

Table 3: Below Grade Storage Calculations For Infiltration Basin 1

Storage Area (A) =	5,770.00 sf
Storage Elev. (E)	8.00 ft
Season High Water Table (Wt) =	5.8 ft
Soil Depth Above Swht (Ds) = B-Wt	2.2 ft
Soil Volume (Sv) = A*Ds-Vg =	8,197 cf
Void Ratio (Vr)=	20%
Subsurface Void Vol. (Vss) = A*Ds*Vr=	1,639 cf

The below grade storage provided within infiltration basin 1 is approximately 1,639 cf. The total storage provided within the front infiltration basin is 6,136 cf. This exceeds the storage required by State regulations (1,796 cf) and Town of Nags Head requirements (5,149 cf). Assuming the minimum allowable infiltration rate for permitted basins, 0.52 in/hr, the anticipated drawdown is calculated at approximately 1.15 days.

Infiltration basins and permeable pavement within drainage area #2 have been sized to store greater than 4.3” of rainfall total (above and below grade). The provided interconnected basins are designed with the following dimensions:

TABLE 4: DIMENSION SUMMARY FOR DRAINAGE AREA #2

	Basin 2	Basin 3	Basin 4
BOTTOM	7.1’	7.1’	7.0’
TOP	9.0’	9.0’	8.5’
SIDE SLOPES	3:1	3:1	3:1
ABOVE GRADE STORAGE (CF)	2,024	1,315	2,002
BELOW GRADE STORAGE (CF)	731	374	788

Detailed calculations for the onsite stormwater storage within these basins are available within **Appendix C**.

The void space under the proposed permeable pavement within drainage area 2 contributes an additional 1,191 cf of storage. See the detailed calculations within **Appendix C** for a breakdown of storage within the aggregate base and soil under the permeable pavement.

The total storage within this drainage area is 8,427 cf. This exceeds the storage required by State regulations (2,922 cf) and Town of Nags Head requirements (8,377 cf). At an infiltration rate of 0.52 in/hr the drawdown in the rear infiltration basins is approximately 1.44 to 1.83 days.

These stormwater management facilities will provide an adequate system to meet State and local requirements for stormwater storage. As the proposed impervious coverage exceeds 10,000 sq. ft., a high-density stormwater permit is required by NC DEQ DEMLR prior to construction.

Utilities

The site has an existing meter and backflow preventer. This service connection will be reused with the existing Radiation Therapy building plumbing. The existing water supply is provided by the Town of Nags Head. The second existing service at the Urgent Care Building will be reused for the building addition. Disturbance is not proposed to the existing waterline within the right-of-way and a permit to construct from NC DEQ Public Water Supply is not required.

The proposed wastewater effluent from the existing radiation therapy building and proposed building expansion will be conveyed via gravity to the existing onsite sanitary manhole. Sanitary sewer flows have been estimated using State regulations (15 NCAC 02T.0114) at 250 gal/practitioner/shift. Twenty-two (22) total employees are anticipated at the proposed building including the expansion, which will require approximately 5,500 gallons per day. A commitment to serve letter has been obtained from Carolina Water Service, Inc. of North Carolina to confirm the system can handle this additional capacity and a copy is included with this site plan package within **Appendix D**. Two commitment to serve letters are included from CWS, Inc. this includes a commitment to serve letter for the existing radiation therapy building and a commitment to serve letter for the proposed addition.

Buffers and Site Vegetation

A 20’ landscape buffer is required adjacent to the residential properties to the East and South (zoned SF-2). This buffer has been proposed to require 50% of the buffer be planted with a minimum height of 42”. The existing landscaping buffer adjacent to U.S. 158 will remain in place. Approximately 11.5% of the vegetation throughout the site will be maintained, meeting landscaping requirements for the site.

Appendix A
Parking Study

Parking Requirements for Outpatient Cancer Care Centers

A parking demand study of outpatient cancer centers was conducted to determine the peak period range, mean, median, and 85th percentile values of parked cars per 1,000 gross square feet (GSF) of building space. Providing 3.5 or 4.5 spaces per 1,000 GSF for medium/large (≥15,000 GSF) or small (<15,000 GSF) outpatient cancer centers, respectively, is an 85th percentile recommendation consistent with recognized and published industry standards.

BY JOHN W. DORSETT, AICP, CPP

Study Purpose

The development of cancer care centers continues in response to our aging population and consequent increased demands for health care. One particular challenge for planners is to properly determine the number of parking spaces needed without any preexisting or published data regarding parking requirements for outpatient cancer care centers. In response to this challenge, Walker Parking Consultants conducted a study documenting the parking requirements of this land use type. A major component of this study includes new primary research.

This study gathers data from various cancer centers, calculates parking demand ratios per 1,000 gross square feet (GSF), and provides a database that can be used for project planning purposes.

The following are the objectives of this research project:

- To identify and report on outpatient cancer center peak hour parking demand ratios;
- To create a database of outpatient cancer center peak hour parking demand ratios that employ the number of parking spaces needed per 1,000 GSF, the variable most commonly referenced by municipal codes; and
- To summarize findings by mean, median, and 85th percentile values.

Meeting these objectives provides information useful to planners who project outpatient cancer center parking demand.

One limitation of this study is that it focuses on outpatient cancer care center parking demand and not parking demand for other types of cancer care centers. Cancer care centers can be classified into the following three categories:

- National Cancer Institute (NCI)–designated cancer centers are institutions that are dedicated to research into more effective approaches to prevent, diagnose, and treat cancer. Most of the 67 NCI-designated cancer centers are affiliated with university medical centers, while others are freestanding centers that engage only in cancer research. Their missions typically include cancer research, clinical programs, training for researchers and caregivers, and public education and outreach.
- Community-based outpatient cancer centers, which tend to be smaller, community-based treatment centers that often range from 5,000 to 50,000 ft.^{2} and in some cases are larger. All care is provided on an outpatient basis.
- Cancer hospitals, which tend to be larger, more comprehensive treatment centers that attract patients from several hundred miles and focus on clinical treatment on both an inpatient and outpatient basis. These facilities tend to be about 250,000 ft.^{2}. Typical services include surgery, radiation therapy, chemotherapy, and supportive therapies including pain management, nutrition therapy, naturopathic medicine, oncology rehabilitation, mind-body medicine, and spiritual support.

The application of this study's results should be limited to outpatient cancer care centers and should not be used for NCI-designated cancer centers or cancer hospitals.

Methodology

This study is important to health care planners and developers because prior to this study, there were no published data regarding parking requirements for outpatient cancer centers. To complete our primary research, we performed the following steps:

- Identified 53 standalone outpatient cancer centers located throughout the United States.
- Researched the following variables for each property:

  - Freestanding location dedicated exclusively to oncology care;
  - City, state, and ZIP code;
  - Building GSF; and
  - Parking space supply.
- Calculated the number of spaces provided per 1,000 GSF.
- Counted the number of parked vehicles during the peak time of a weekday.
- Determined the number of spaces per 1,000 GSF based on the occupied building GSF and the numbers of vehicles counted at the peak accumulation or occupancy.
- Summarized, by spaces per 1,000 GSF of occupied building space, the mean, median, and 85th percentile, for the following:
  - Parking space supply; and
  - Observed peak period parking occupancy.
- Developed recommendations regarding the number of spaces to be provided by outpatient cancer care centers.

Internet searches were conducted to identify freestanding cancer care centers, which in this study are defined as centers that specialize in cancer care treatment; occupy a building that exclusively houses a cancer care center; and have adjacent parking that meets the parking needs of the cancer care center, while at the same time, is not used by occupants of adjacent buildings. Freestanding centers were identified and selected for study to protect the integrity of the data. Many cancer care centers are integrated into existing medical centers, and it is not practical, and in many cases not feasible, to accurately determine the parking requirements of these integrated centers.

The Internet search focused on metropolitan areas where Walker Parking Consultants has offices. These geographic areas were selected because of the convenient proximity offered to Walker staff members, who then performed field visits to collect the following information: (a) verification of the existence of a freestanding cancer center and confirmation of the likely integrity of the data to be collected; (b) inventory of the existing on-site parking spaces; and (c) count of the number of on-site parked cars between the hours of 10:00 a.m. to noon or 1:00 to 3:00 p.m. on a weekday.

Table 1. Number of outpatient cancer centers by size.

15,000–85,000 GSF	30
< 15,000 GSF	23

Previous studies by Walker indicate that parking demand at medical centers peaks on a weekday during the late morning hours up to the lunch hour and carries on until mid-afternoon. This was confirmed through a parking accumulation study performed at St. Vincent Center for Cancer Care, Indianapolis, IN, USA, on September 25, 2012. During this study, the numbers of parked cars were counted at 9:30 and 11:00 a.m. and 1:30 and 3:00 p.m., with little difference in the four counts.

Data Collection Results

Profile of Cancer Centers Included in This Study

Fifty-three freestanding outpatient cancer centers were included within this study. These centers range in size from 3,650 to 85,000 GSF, with properties in Arizona (1), California (3), Colorado (6), Florida (14), Illinois (8), Indiana (6), Maine (1), Massachusetts (1), Michigan (8), New Jersey (1), New York (1), and Texas (3).

The median square footage of the 53 centers is 16,076 GSF. Centers focus on outpatient cancer care, which can include patient consultations and check-ups, chemotherapy, and radiation treatments.

Number of Buildings by Size

The outpatient cancer centers identified were then compared on the basis of occupied GSF. Table 1 shows that 57 percent of the buildings surveyed occupied 15,000 or more GSF of occupied floor area, and 43 percent of the buildings surveyed were less than 15,000 GSF.

Parking Supply

Each individual outpatient cancer center's parking supply was inventoried. The mean, median, and 85th percentile number of parking spaces supplied per 1,000 square feet of GSF were 5.46, 5.02, and 7.81, respectively. Figure 1 illustrates the number of parking spaces supplied per 1,000 GSF.

Most of the facilities surveyed provide an overabundance of parking and significantly more spaces than are demanded by users. The mean, median, and 85th percentile parking occupancies recorded for the 53 properties were 55 percent, 54 percent, and 74 percent.

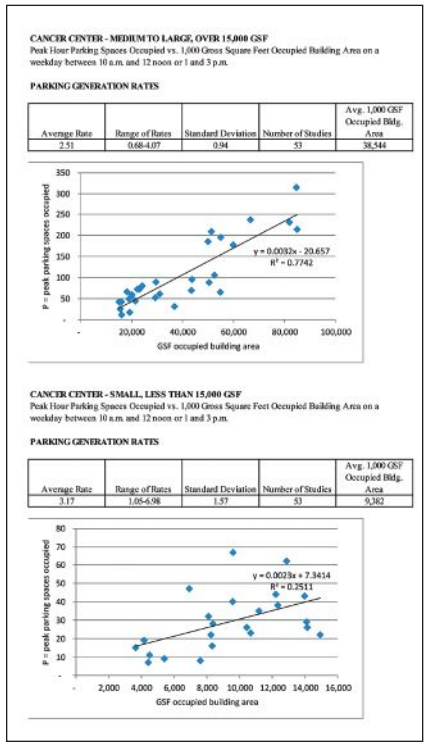


Figure 1. Data plot and statistical summary.

Parking Demand

Parking occupancy counts were recorded for the outpatient cancer center parking spaces to determine parking utilization during the peak period of 10:00 a.m. to noon or 1:00 to 3:00 p.m. Care was taken to avoid the noon lunch hour, as some employees spend their lunch hour off site and the number of patient appointments is fewer. These counts were compared with the occupied GSF of the building.

Table 2 lists the total number of parking facilities surveyed (at the peak hour) by range of occupied parking spaces per 1,000 GSF. Observed peak hour parking demand for the sample ranged from 0.68 to 6.98 spaces per 1,000 GSF. The observed mean and median peak hour parking demand rates were 2.80 and 2.76, respectively. The 85th percentile rate was 3.77 spaces per 1,000 GSF.

The data set shows a significant difference in parking generation rates depending on the size of the facility. Smaller centers, those defined as less than 15,000 GSF of

Table 2. Occupied spaces.

per 1,000 GSF	Number of Facilities
0.00 to 1.00	3
1.01 to 2.00	13
2.01 to 3.00	15
3.01 to 4.00	15
4.01 to 5.00	5
5.01 to 6.00	0
6.01 to 7.00	2

Table 3. Parked cars by size of outpatient cancer center

Type of Center	#	Ratio of Peak Period Parked Cars per 1,000 Occupied GSF		
		Mean	Median	85th Percentile
Medium/Large: 15,000–85,000 GSF	30	2.51	2.69	3.55
Small: < 15,000 GSF	23	3.17	3.08	4.44

building area, generated more parked cars per thousand square feet of GSF than medium and larger centers, those centers that exceed 15,000 GSF of building area.

Table 3 shows the mean, median, and 85th percentile statistics separated by medium/large centers and small centers.

Parking Requirements for Medical Office Buildings

Walker studies parking demand characteristics of medical office buildings as a routine course of its practice, often when it conducts hospital parking studies. Previously, Walker performed a special study of 50 medical office buildings (MOBs), and the results of this study were published by the Institute of Transportation Engineers in 2007. This study served as the basis for the recommended number of parking spaces for MOBs as documented in the second edition of *Shared Parking*, a joint publication of the Urban Land Institute (ULI) and International Council of Shopping Centers (ICSC), and an industry standard that was vetted and approved by dozens of parking and transportation consulting professionals. *Shared Parking* recommends 4.50 spaces per thousand square feet of gross floor area.[1] The observed mean peak-hour parking accumulation rate for 50 MOBs is 3.17 spaces per 1,000 GSF of occupied building area. These MOB parking generation rates are greater than those parking generation rates observed for medium and large outpatient cancer centers but comparable to the parking generation rates observed for small outpatient cancer centers.

Parking Supply at Cancer Hospitals

Although limited data on parking requirements for cancer hospitals were collected, enough information was collected to determine that cancer hospitals should be excluded from the study of outpatient cancer care centers. Five cancer hospitals operated by Cancer Treatment Centers of America (CTCA) were briefly studied, and these fit the previous profile of cancer hospitals.

Based on information obtained through the Internet, including CTCA's website and Google Maps, these facilities provide 1.80 to 2.66 spaces per thousand square feet of building area. This information suggests that this type of facility generates demand for even fewer spaces than an outpatient cancer center. Further study is recommended for this type of cancer center.

Conclusions

Fifty-three outpatient cancer centers were surveyed as part of this research. The following is a summary of findings:

- Medium- to large-sized outpatient cancer care centers, defined as those with at least 15,000 GSF of building area, generate parking demand at a rate that is less than the rate generated by the typical medical office building.
- Small outpatient cancer care centers, defined as those with less than 15,000 GSF of building area, generate parking demand at a rate that is similar to typical medical office buildings.
- An industry-standard 85th percentile-type of recommendation for medium/large and small outpatient cancer care centers is 3.5 and 4.5 parking spaces per 1,000 GSF of building area, respectively. This recommendation can be expected to provide sufficient parking for outpatient cancer centers. This recommendation includes an effective supply cushion of spaces equal to about 10 percent of the supply and is necessary for a number of reasons, including user convenience and compensation for the temporary loss of spaces due to construction, maintenance, and snow removal.
- The numbers of cars parked at outpatient cancer centers during the 10:00 a.m. to 3:00 p.m. peak hours is almost always exceeded by the number of on-site parking spaces. This suggests that most developers are building more parking spaces than most outpatient cancer centers need. The observed mean parking supply ratio for the 30 medium and large and 23 small outpatient cancer centers is 4.77 and 6.35 spaces per 1,000 GSF of occupied building area, respectively.
- The observed mean peak hour parking accumulation rate for the 30 medium and large and 23 small outpatient cancer centers is 2.51 and 3.17 spaces per 1,000 GSF of occupied building area.
- The observed 85th percentile peak hour parking accumulation rate for the 30 medium and large and 23 small outpatient cancer centers is 3.55 and 4.44 spaces per 1,000 GSF of occupied building area. ■

References

1. Smith, M.S. Urban Land Institute and International Council of Shopping Centers. *Shared Parking*, Second Edition, 2005.



JOHN W. DORSETT, *AICP, CPP, is a senior vice president and shareholder of Walker Parking Consultants. He directs the firm's Consulting Resources Group, which specializes in parking-related engagements including access and revenue control systems, airport landside planning, financial analyses, functional design, operations consulting, planning studies, and traffic engineering. He may be contacted at john.dorsett@walkerparking.com.*

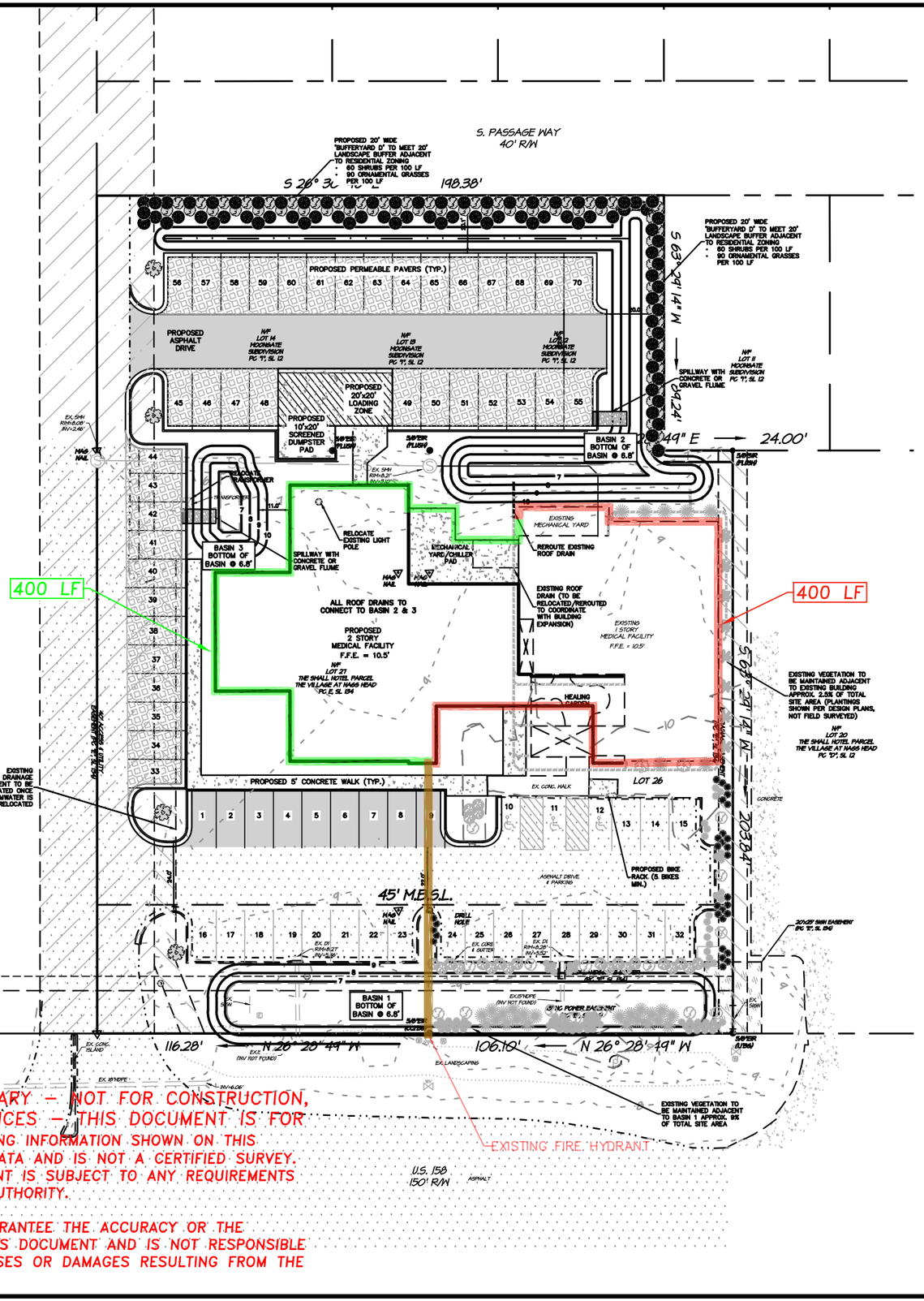
Table 4. Outpatient Cancer Center Statistical Data

#	Cancer Ctr. State	Sq. Ft.	Source	# Pkg. Spaces	Spaces/ ksf*	Occupancy	Cars/ksf	Count Date	Time of Day	% Occupancy
1	New Jersey	85,000	Assessor's Office	264	3.11	214	2.52	10/11	10:15	81%
2	Massachusetts	84,678	Assessor's Office	550	6.50	315	3.72	10/15	11:00	57%
3	Arizona	82,000	Facility website	409	4.99	231	2.82	11/1	14:00	56%
4	Illinois	66,655	Assessor's Office	416	6.24	237	3.56	10/11	13:00	57%
5	Maine	59,894	Assessor's Office	244	4.07	177	2.96	10/17	11:00	73%
6	Michigan	55,000	Online ad	230	4.18	195	3.55	10/9	15:00	85%
7	Illinois	54,838	Assessor's Office	130	2.37	65	1.19	10/18	15:00	50%
8	Indiana	52,540	Assessor's website	189	3.60	105	2.00	10/8	14:45	56%
9	Indiana	51,327	Assessor's Office	346	6.74	209	4.07	9/25	11:00	60%
10	Florida	50,426	Assessor's website	391	7.75	88	1.75	10/11	14:00	23%
11	New York	50,000	Facility website	284	5.68	185	3.70	10/10	13:00	65%
12	Michigan	43,664	Assessor's Office	184	4.21	95	2.18	10/23	10:00	52%
13	Colorado	43,460	Assessor's Office	383	8.81	69	1.59	10/11	11:00	18%
14	Illinois	36,842	Assessor's Office	92	2.50	31	0.84	10/12	11:15	34%
15	Michigan	31,068	Assessor's Office	88	2.83	61	1.96	10/23	10:30	69%
16	Michigan	29,539	Assessor's website	99	3.35	89	3.01	10/9	10:15	90%
17	Indiana	29,307	Assessor's Office	81	2.76	52	1.77	10/23	10:00	64%
18	Illinois	24,173	Assessor's Office	112	4.63	80	3.31	10/17	13:45	71%
19	Colorado	23,105	Assessor's Office	118	5.11	72	3.12	10/19	11:15	61%
20	Florida	22,216	Assessor's Office	134	6.03	72	3.24	10/24	10:30	54%
21	Florida	21,503	Assessor's Office	126	5.86	44	2.05	10/24	14:30	35%
22	California	20,100	Assessor's website	74	3.68	59	2.94	10/10	10:30	80%
23	Indiana	19,928	Assessor's Office	100	5.02	55	2.76	10/10	10:00	55%
24	Colorado	19,254	Assessor's Office	97	5.04	17	0.88	10/11	13:30	18%
25	Texas	19,000	Houston Chronicle	112	5.89	49	2.58	10/9	11:45	44%
26	Michigan	18,148	Assessor's Office	108	5.95	66	3.64	10/23	10:00	61%
27	Illinois	16,076	Assessor's Office	14	0.87	11	0.68	10/17	13:30	79%
28	Indiana	16,000	Architect factsheet	118	7.38	42	2.63	10/11	10:00	36%
29	Texas	15,514	Costar	53	3.42	25	1.61	10/9	11:00	47%
30	Michigan	15,061	Assessor's Office	68	4.51	42	2.79	10/23	15:00	62%
31	Michigan	14,929	Assessor's Office	155	10.38	22	1.47	10/23	14:45	14%
32	Colorado	14,142	Assessor's Office	71	5.02	26	1.84	10/18	13:15	37%
33	Michigan	14,100	Assessor's Office	64	4.54	29	2.06	10/9	11:00	45%
34	Illinois	13,977	Assessor's Office	112	8.01	43	3.08	10/18	11:00	38%
35	Colorado	12,882	Assessor's Office	85	6.60	62	4.81	10/11	14:15	73%
36	Indiana	12,340	Assessor's Office	71	5.75	38	3.08	10/10	11:45	54%
37	Florida	12,220	Assessor's website	61	4.99	44	3.60	10/11	14:30	72%
38	Colorado	11,185	Assessor's Office	67	5.99	35	3.13	10/11	13:15	52%
39	Illinois	10,681	Assessor's website	101	9.46	23	2.15	10/10	12:30	23%
40	Texas	10,444	Assessor's Office	46	4.40	26	2.49	10/24	11:30	57%
41	Florida	9,600	Assessor's website	83	8.65	67	6.98	10/22	10:00	81%
42	Florida	9,579	Assessor's Office	77	8.04	40	4.18	10/24	11:15	52%
43	Florida	8,372	Assessor's website	55	6.57	28	3.34	10/19	11:15	51%
44	Florida	8,324	Assessor's Office	31	3.72	16	1.92	10/22	14:00	52%
45	Florida	8,249	Assessor's Office	42	5.09	22	2.67	10/22	11:00	52%
46	Florida	8,104	Assessor's website	23	2.84	32	3.95	10/23	11:15	139%
47	California	7,600	Assessor's website	28	3.68	8	1.05	10/10	11:00	29%
48	Florida	6,923	Assessor's website	52	7.51	47	6.79	10/19	10:45	90%
49	Florida	5,401	Assessor's Office	25	4.63	9	1.67	10/24	13:15	36%
50	California	4,500	Assessor's website	19	4.22	11	2.44	10/10	10:00	58%
51	Florida	4,416	Assessor's website	22	4.98	7	1.59	10/11	14:45	32%
52	Florida	4,168	Assessor's website	42	10.08	19	4.56	10/19	11:45	45%
53	Illinois	3,650	Assessor's website	40	10.96	15	4.11	10/10	10:15	38%

* ksf = 1,000 square feet

.

Appendix B
Fire Exhibit



NOTES:

1. PROPERTY OWNERS: MOONGATE PARTNERS, LLC.
   PO BOX 129
   NAGS HEAD, NC 27959

   DOUBLE L CORPORATION
   PO BOX 2606
   ELIZABETH CITY, NC 27906

   UNIVERSITY HEALTH SYSTEMS OF EASTERN CAROLINA
   C/O TIM McDONNELL
   P.O. BOX 6028
   GREENVILLE, NC 27835

2. PROPERTY IDENTIFICATION:
   4928, 4926 & 4922 S. PASSAGE WAY; 4927 & 4923 SOUTH CROATAN HIGHWAY
   PIN#: 0801-1313-8895;
   0801-1313-8960;
   0801-1313-8936
   0801-13-13-7759;
   0801-1313-7809
   PID#: 02839113; 02839114;
   02839115; 027839062;
   027839063;

3. PARCEL AREA: 63,021 sq.ft. / 1.45 acres
   (AREAS BY COORDINATE METHOD)

4. ZONING CLASSIFICATION: SPD-C (SPECIAL PLANNED DEVELOPMENT-COMMUNITY DISTRICT) (HOTEL DISTRICT OVERLAY)

5. REFERENCES: D.B. 1939, PG. 480; P.C. E, SL. 134

6. FIELD SURVEY DATES: 06-22-2017.
   (HORIZONTAL GROUND DISTANCES)

7. VERTICAL DATUM NAVD 1988 / HORIZONTAL DATUM NAVD 1983 (2012)

8. PROPERTY IS LOCATED IN F.I.R.M. ZONES "AE" (EL. 9')
   PANEL 3730080100J, DATED 09/20/06
   FIRM ZONES SUBJECT TO CHANGE BY F.E.M.A.

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811 Know what's below. Call before you dig.

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PO Drawer 870, Kitty Hawk, NC 27949
Phone: (252) 491-8147
Fax: (252) 491-8146
E-Mail: administrator@quible.com

PRELIMINARY NOT FOR CONSTRUCTION

FIRE HYDRANT EXHIBIT

CANCER TREATMENT CENTER
OUTER BANKS HOSPITAL

DARE COUNTY
NORTH CAROLINA
NAGS HEAD

GRAPHIC SCALE IN FEET 1"=20
0 20 40

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PROJECT	DRAWN BY	CHECKED BY	DATE
P17012.1	CMS	MWS	10/03/19

Q:\2017\P17012\Drawings\P17012.1\P17012.1-Option 3.dwg 10/3/2019 12:12 PM Csaunders

Appendix C
Stormwater Calculations

OBH Cancer Center

date 12/4/2019
page 1

NCDEQ Stormwater Calculations

Storage Calculations

	DA #1 (FRONT)		DA #2 (REAR)	
	(sq.ft.)	(acre)	(sq.ft.)	(acre)
Drainage Area =	22,266	0.51	41,895	0.96
Open Space =	9,278	0.21	18,259	0.42
Permeable Walks/Parking =	0	0.00	4,514	0.10
Building =	0	0.00	12,105	0.28
Parking =	12,125	0.28	6,431	0.15
Walks =	863	0.02	587	0.01
Offsite Impervious =	0	0.00	0	0.00
Impervious =	12,988	0.30	23,637	0.54
Total Impervious =	12,988	0.30	23,637	0.54

Runoff generated by Rainfall Event (NCDEQ Simplified Method)

Ia = Impervious Percentage = Impervious Area/Drainage Area
Rv= Runoff Coefficient, 0.05+0.9Ia
Rd= Rain fall depth
V= Runoff Volume, 3630*Rd*Rv*A

	1 (1.5")	2 (1.5")	1 (4.3")	2 (4.3")
Ia =	58.3%	56.4%	58.3%	56.4%
Rv=	0.58	0.56	0.58	0.56
Rd (in.)=	1.5	1.5	4.3	4.3
A (ac.) =	0.51	0.96	0.51	0.96
V (cf.)=	**1600**	**2922**	**4588**	**8377**

Total Storage Required by NCDEQ = 4523 cf
Total Storage Required by Nags Head = 12965 cf

Infiltration Basin Stormwater Calculations for NCDEQ

Above Grade Storage Provided In Infiltration Basin

1 (FRONT) - Above Grade Storage				
Elev	Area (sf)	Avg area (sf)	Volume (cf)	Cum Vol. (cf)
6.80	2139			
		2235	447	
7.00	2330			447
		4050	4050	
8.00	5770			4497 (Vg)

Above Grade Storage Provided = 4497 cf

1 (FRONT)- Below Grade Storage	
Storage Area (A) =	5770.00 sf
Storage Elev. (E)	8.00 ft
Season High Water Table (Wt) =	5.80 ft
Soil Depth Above SWHT (Ds) = B-Wt	2.20 ft
Soil Volume (Sv) = A*Ds-Vg =	8197 cf
Void Ratio (Vr)=	20%
Subsurface Void Vol. (Vss) = A*Ds*Vr=	1639 cf

Below Grade (Voids) Storage Provided = 1639 cf

Total Storage Provided (above & below) = 6136 cf
Total Storage Rainfall Equivalent Storage = 5.8 in

2 (REAR) - Above Grade Storage				
Elev	Area (sf)	Avg area (sf)	Volume (cf)	Cum Vol. (cf)
7.10	399			0
		703	633	
8.00	1007			633
		1391	1391	
9.00	1775			2024

Above Grade Storage Provided = 2024 cf

2 (REAR)- Below Grade Storage	
Storage Area (A) =	1775.00 sf
Storage Elev. (E)	9.00 ft
Season High Water Table (Wt) =	5.80 ft
Soil Depth Above SWHT (Ds) = B-Wt	3.20 ft
Soil Volume (Sv) = A*Ds-Vg =	3656 cf
Void Ratio (Vr)=	20%
Subsurface Void Vol. (Vss) = A*Ds*Vr=	731 cf

Below Grade (Voids) Storage Provided = 731 cf

3 (SIDE) - Above Grade Storage				
Elev	Area (sf)	Avg area (sf)	Volume (cf)	Cum Vol. (cf)
7.10	419			0
		541	486	
8.00	662			486
		829	829	
9.00	996			1315

Above Grade Storage Provided = 1315 cf

3 (SIDE)- Below Grade Storage	
Storage Area (A) =	996.00 sf
Storage Elev. (E)	9.00 ft
Season High Water Table (Wt) =	5.80 ft
Soil Depth Above SWHT (Ds) = B-Wt	3.20 ft
Soil Volume (Sv) = A*Ds-Vg =	1872 cf
Void Ratio (Vr)=	20%
Subsurface Void Vol. (Vss) = A*Ds*Vr=	374 cf

Below Grade (Voids) Storage Provided = 374 cf

Outer Banks Hospital - Cancer Center
NCDEQ Stormwater Calculations (Cont.)

4 (REAR) - Above Grade Storage				
Elev	Area (sf)	Avg area (sf)	Volume (cf)	Cum Vol. (cf)
7.00	492			0
		1050	1050	
8.00	1608			1050
		1905	952	
8.50	2201			2002 (Vg)

4 (REAR)- Below Grade Storage	
Storage Area (A) =	2201.00 sf
Storage Elev. (E)	8.50 ft
Season High Water Table (Wt) =	5.80 ft
Soil Depth Above SWHT (Ds) = B-Wt	2.70 ft
Soil Volume (Sv) = A*Ds-Vg =	3940 cf
Void Ratio (Vr)=	20%
Subsurface Void Vol. (Vss) = A*Ds*Vr=	788 cf

Above Grade Storage Provided = 2002 cf

Below Grade (Voids) Storage Provided = 788 cf

Permeable Pavement Storage	
Storage Area (A) =	4513.00 sf
Storage Elev. (E)	9.00 ft
Season High Water Table (Wt) =	5.80 ft
Bedding Thickness (Ds) =	0.66 ft
Soil Volume (Sv) = A*Ds =	2979 cf
Void Ratio (Vr)=	40%
Subsurface Void Vol. (Vss) = A*Ds*Vr=	1191 cf

Bedding (Voids) Storage Provided = 1191 cf

Total Storage Provided (above & below) = 8427 cf
Total Storage Rainfall Equivalent Storage = 4.3 in

Infiltration Basin 1 Drawdown Calculations

Hydraulic Conductivity =	0.52	in/hr	(minimum for permitted basin)		
Max Stored Depth =	14.4	in			
Drawdown Time = Stored Depth / Hydraulic Conductivity					
Drawdown Time =	**27.69**	**hrs**	**or**	**1.15**	**days**

Infiltration Basin 2 Drawdown Calculations

Hydraulic Conductivity =	0.52	in/hr	(minimum for permitted basin)		
Max Stored Depth =	22.8	in			
Drawdown Time = Stored Depth / Hydraulic Conductivity					
Drawdown Time =	**43.85**	**hrs**	**or**	**1.83**	**days**

Infiltration Basin 3 Drawdown Calculations

Hydraulic Conductivity =	0.52	in/hr	(minimum for permitted basin)		
Max Stored Depth =	22.8	in			
Drawdown Time = Stored Depth / Hydraulic Conductivity					
Drawdown Time =	**43.85**	**hrs**	**or**	**1.83**	**days**

Infiltration Basin 4 Drawdown Calculations

Hydraulic Conductivity =	0.52	in/hr	(minimum for permitted basin)		
Max Stored Depth =	18	in			
Drawdown Time = Stored Depth / Hydraulic Conductivity					
Drawdown Time =	**34.62**	**hrs**	**or**	**1.44**	**days**

Appendix D
Wastewater Commitment to Serve

Carolina Water Service
of North Carolina™

24 September 2019

Outer Banks Hospital
4800 S. Croatan Hwy.
Nags Head, NC 27959

Re: New Cancer Treatment Center
Sanitary Sewer Service
4,000 Gallons Per Day

To Whom It Many Concern:

Carolina Water Service, Inc. of North Carolina (CWSNC) is a franchised and regulated public utility company in the State of North Carolina that provides sanitary sewer utility service to the Village of Nags Head.

CWSNC is willing and able to provide sanitary sewer utility service to the above referenced property; any and all fees apply.

Our Customer Service Department can be reached at 1-800-525-7990 to make arrangements for service and account setup. If I can be of any assistance, please contact me directly at 252-269-2540 or dana.hill@carolinawaterservicenc.com.

Respectfully,

Dana Hill
Director of Operations

Cc: Bryce Mendenhall
Anthony Chilton
Matthew Palmiter
Donna Stegall

Carolina Water Service
of North Carolina™

The Outer Banks Hospital, Inc.

4800 S. Croatan Hwy

Nags Head, NC 27959

Re: New Radiation Therapy Building

4927 S. Croatan Hwy.

Sanitary Sewer Utility Service

1,750 Gallons Per Day

To Whom it may concern,

Carolina Water Service, Inc. of North Carolina ("CWS") provides sanitary sewer utility service to the Village of Nags Head. CWS is a franchised and regulated public utility company in the state of North Carolina.

CWS is willing and able to provide sanitary sewer utility service to the above referenced property (any and all applicable fees apply).

Our Customer Service Department may be reached at 1-800-525-7990 to make arrangements for service and account set up. If I may be of assistance, please do not hesitate to contact me directly at 252-240-1398 or by email at DWLassiter@uiwater.com. Thank you.

Sincerely,

Danny Lassiter

Danny Lassiter

Regional Manager

Cc: Bryce Mendenhall, Ronnie Stanis, Vanessa Robinson, Eddie Baldwin

Geotechnical Engineering Report

OBH Radiation Treatment Center

South Croatan Highway

Nags Head, North Carolina

September 6, 2017

Project No. 72175062

Prepared for:
Vidant Health
Greenville, North Carolina

Prepared by:
Terracon Consultants, Inc.
Winterville, North Carolina

terracon.com

Terracon

Environmental ■ Facilities ■ Geotechnical ■ Materials

September 6, 2017

Vidant Health
Facilities + Properties
PO Box 6028
Greenville, North Carolina 27835-6028

Attn: Mr. J. Todd Skinner
Project Director

Re: Geotechnical Engineering Report
OBH Radiation Treatment Center
South Croatan Highway
Nags Head, North Carolina
Terracon Project No. 72175062

Dear Mr. Skinner:

Terracon Consultants, Inc. (Terracon) has completed the geotechnical engineering services for the above referenced project. This study was performed in general accordance with our proposal P72175062 dated July 21, 2017.

This report presents the findings of the subsurface exploration and provides geotechnical recommendations concerning earthwork and the design and construction of foundations, floor slabs, and pavements for the proposed treatment facility.

We appreciate the opportunity to be of service to you on this project. Materials testing services are provided by Terracon. We would be pleased to discuss these services with you. If you have any questions concerning this report, or if we may be of further service, please contact us.

Sincerely,

Terracon Consultants, Inc.

Andrew J. Gliniak, P.E.
Geotechnical Project Engineer
Registered NC 042183

For: Philip C. Lambe, P.E.
Senior Geotechnical Engineer

Enclosures

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APPENDIX A – FIELD EXPLORATION

Exhibit A-1	Site Location Plan
Exhibit A-2	Boring Location Plan
Exhibit A-3	Field Exploration Description
Exhibits A-4 thru A-8	Boring Logs

APPENDIX B – LABORATORY TESTING

Exhibits B-1	Laboratory Test Description
Exhibit B-2	Laboratory Test Data

APPENDIX C – SUPPORTING DOCUMENTS

Exhibit C-1	General Notes
Exhibit C-2	Unified Soil Classification System

EXECUTIVE SUMMARY

The following items represent a brief summary of the findings of our subsurface exploration and recommendations for the proposed treatment facility to be located on South Croatan Highway in Nags Head, North Carolina. A total of 5 borings were advanced to depths of 20 and 40 feet below the existing ground.

- The borings generally encountered loose to medium dense sands underlain by consistently denser sands at depths greater than 13 to 18 feet. Groundwater ranged from 3 to 5 feet below the existing ground surface.

- The majority of the building can be supported by shallow foundations with the exception of the linear accelerator. Deep foundations such as driven timber or concrete piles installed to a depth of about 30 feet below the existing ground surface into the medium dense sands are recommended to support the large wall loads for the linear accelerator

- After site stripping, the exposed subgrade soils in the building footprint and pavement areas should be densified in place using a medium weight vibratory roller.

- After completing the recommended earthwork, shallow foundations bearing on approved native soils or new engineered fill compacted as recommended and sized for a maximum net allowable soil bearing pressure of 2,000 psf.

- An IBC seismic site classification of “D” is appropriate for this site.

- It is the opinion of Terracon that field monitoring of the pile installation is a direct extension of the design process. Driven pile installation techniques must be observed, weighed against the pile driving criteria and evaluated to determine the acceptance of each pile.

- We recommend Terracon be retained to observe and test the foundation bearing materials as well as other construction materials at the site.

This summary should be used in conjunction with the entire report for design purposes. Details were not included or fully developed in this section, and the report must be read in its entirety for a comprehensive understanding of the items contained herein. The section titled **GENERAL COMMENTS** should be read for an understanding of report limitations.

GEOTECHNICAL ENGINEERING REPORT
OBH RADIATION TREATMENT CENTER
SOUTH CROATAN HIGHWAY
NAGS HEAD, NORTH CAROLINA

Terracon Project No. 72175062
September 6, 2017

1.0 INTRODUCTION

We have completed the geotechnical engineering report for the proposed treatment facility to be located on South Croatan Highway in Nags Head, North Carolina. A total of 5 borings were advanced to depths of 20 and 40 feet below the existing ground. Logs of the borings along with site location and boring location plans are included in Appendix A of this report.

The purpose of these services is to provide information and geotechnical engineering recommendations relative to:

- Subsurface Soil Conditions
- Groundwater Conditions
- Earthwork
- Floor slab design and construction
- Foundation recommendations
- Seismic considerations

2.0 PROJECT INFORMATION

2.1 Project Description

ITEM	DESCRIPTION
Site Location	See Appendix A, Exhibit A-1, Site Location Plan
Site layout	See Appendix A, Exhibit A-2, Boring Location Plan
Structure	The proposed single-story radiation treatment facility will have an approximate footprint of 4,000 square feet. The project includes modifications to an existing parking lot located on the side and in front of the facility.
Building Construction	Wood framed with a concrete slab on grade on shallow foundations. Isolated interior steel columns may be required. The project includes a linear acceleration room with 3.5-foot-thick concrete walls.

ITEM	DESCRIPTION
Maximum loads	Columns: 30 kips (assumed) Walls: 16 kips/linear foot (per the structural engineer of the linear accelerator) Floor Slab: 100 psf (assumed)
Finished Floor Elevation	Unknown, no grading plan was provided.
Grading	Not provided, up to two feet of fill required (assumed).

2.2 Site Location and Description

ITEM	DESCRIPTION
Location	The proposed cancer treatment facility will be located on the South Croatan Highway in Nags Head, North Carolina.
Site Coordinates	Latitude: 35.9390° Longitude: -75.6151°
Existing improvements	Undeveloped in the footprint of the proposed building. A building and parking lot adjoin the proposed facility to the northwest.
Current ground cover	Grass.
Existing topography	Relatively level.

3.0 SUBSURFACE CONDITIONS

3.1 Site Geology

The subject site is located in the Coastal Plain Physiographic Province. The Coastal Plain soils consist mainly of marine sediments that were deposited during successive periods of fluctuating sea level and moving shoreline. The soils include sands, silts, and clays with irregular deposits of shells, which are typical of those lain down in a shallow sloping sea bottom. Recent alluvial sands, silts, and clays are typically present near rivers and creeks.

According to USGS Mineral Resources On-Line Spatial Data based on the 1998 digital equivalent of the 1985 Geologic Map of North Carolina updated in 1998, the site is mapped within the Surficial Deposits, Undivided (Quaternary).

3.2 Typical Profile

Based on the results of the borings, subsurface conditions on the project site can be generalized as shown on the following table:

Description	Approximate Depth to Bottom of Stratum (feet)	Material Encountered	Consistency/Density
Stratum 1	13 to 18	Poorly Graded Sand (SP)	Loose to Medium Dense
Stratum 2	Boring Terminated – 40	Poorly Graded Sand (SP), Silty Sand (SM)	Medium Dense

Laboratory tests for moisture content, Atterberg limits, and grain size were conducted on selected soil samples. The test results are presented in the Appendix B of this report and in the boring logs. Stratification boundaries on the boring logs represent the approximate location of changes in soil types; in-situ, the transition between materials may be gradual. For a comprehensive description of the conditions encountered in the borings, refer to the boring logs in Appendix A of this report.

3.3 Groundwater

Mud rotary drilling techniques which can obscure water levels were used to advance the borings. Groundwater during drilling were recorded at a depth of 3 feet and at depths of 4 to 5 feet after 24 hours. Groundwater at the site is anticipated to range in depths from 4 to 5 feet below the existing ground surface.

The groundwater level can change due to seasonal variations in the amount of rainfall, runoff and other factors not evident at the time the borings were performed. The possibility of groundwater level fluctuations should be considered when developing the design and construction plans for the project.

4.0 RECOMMENDATIONS FOR DESIGN AND CONSTRUCTION

4.1 Geotechnical Considerations

The borings generally encountered loose to medium dense sands underlain by consistently denser sands at depths greater than 13 to 18 feet below the ground surface. The majority of the building can be supported by shallow foundations with the exception of the linear accelerator. Deep foundations such as driven timber or concrete piles installed to a depth of about 30 feet below the existing ground surface into the medium dense sands are recommended to support the large wall loads for the linear accelerator.

After site stripping, the subgrade should be densified in place using a medium weight vibratory roller. The purpose of the vibratory rolling is to densify the loose, near surface soils and potentially improve floor slab and foundation support.

Following the recommended site preparation, shallow foundations bearing on approved native soils or new engineered fill compacted as recommended and sized for a maximum net allowable soil bearing pressure of 2,000 psf.

A more complete discussion of these points and additional information is included in the following sections.

4.2 Earthwork

Site preparation should begin with the complete removal of surface vegetation and topsoil within the footprints of the proposed building and pavement areas. A Terracon representative should field verify the stripping depth during construction. Topsoil may be reused in areas of the site to be landscaped but should not be used as structural fill or backfill.

Deeper utility excavations or overexcavation will likely encounter groundwater. The water should be pumped out with well points. Pumping water, as required, should continue until excavations are completely backfilled.

After site stripping, the exposed subgrade soils in the building and pavement footprints should be densified in place using a vibratory roller. The purpose of the vibratory rolling is to densify the exposed subgrade soils for floor slab and pavement support and to potentially improve the foundation bearing soils. The roller should make at least 6 passes across the site, with the second set of 3 passes perpendicular to the first set of 3 passes. If water is brought to the surface by the vibratory rolling, the operation should be discontinued until the water subsides. Vibratory rolling should be completed during dry weather.

After the vibratory rolling, pore pressures should be allowed to dissipate for a minimum of 16 hours prior to placing fill. After the waiting period, proofrolling should be performed on the exposed subgrade soils in areas to receive fill or at the subgrade elevation with fully loaded, tandem-axle dump truck or similar rubber-tired construction equipment. Proofrolling is recommended as a means of detecting areas of soft or unstable subgrade soils. The proofrolling should be performed during a period of dry weather to avoid degrading an otherwise suitable subgrade. The proofrolling operations should be observed by a representative of the geotechnical engineer. Subgrade soils that exhibit excessive rutting or deflection during proofrolling should be repaired as directed by the field representative. Typical repairs include overexcavation followed by replacement with either properly compacted fill or by a subgrade stabilization fabric in conjunction with a sand fill or crushed stone.

Engineered fill should meet the following material property requirements:

Fill Type [1]	USCS Classification	Acceptable Location for Placement
Imported Soil	Sand: SM, SC, SP	All locations and elevations.
On-site Soils [2]	Sand: SP	All locations and elevations.

1. Controlled, compacted fill should consist of approved materials that are free of organic matter and debris. Frozen material should not be used, and fill should not be placed on a frozen subgrade. A sample of each material type should be submitted to the geotechnical engineer for evaluation.
2. On site soils that meet the above soil classifications are generally suitable for fill if properly moisture conditioned.

4.2.1 Compaction Requirements

We recommend that the engineered fill be placed as recommended in the following table:

ITEM	DESCRIPTION
Fill Lift Thickness	9-inches or less in loose thickness (4" to 6" lifts when hand-operated equipment is used).
Compaction Requirements [1]	Compact to a minimum of 95% of the material's standard Proctor maximum dry density (ASTM D 698). [2]
Moisture Content – Structural Fill	Within the range of -2% to +2% of optimum moisture content as determined by the standard Proctor test at the time of placement and compaction.

1. Engineered fill should be tested for moisture content and compaction during placement. If in-place density tests indicate the specified moisture or compaction limits have not been met, the area represented by the tests should be reworked and retested as required until the specified moisture and compaction requirements are achieved.
2. It is not necessary to achieve 95% compaction on the existing ground prior to placing fill or beginning construction. However, the subgrade should be evaluated by a representative of the geotechnical engineer prior to placing fill or beginning construction.

4.2.2 Grading and Drainage

During construction, grades should be sloped to promote runoff away from the construction area. Final surrounding grades should be sloped away from the structure on all sides to prevent ponding of water. If gutters / downspouts for the proposed building do not discharge directly onto pavement, they should not discharge directly adjacent to the building. This can be accomplished through the use of splash-blocks, downspout extensions, and flexible pipes that are designed to attach to the end of the downspout. Flexible pipe should only be used if it is daylighted in such a manner that it gravity-drains collected water. Splash-blocks should also be considered below hose bibs and water spigots.

4.2.3 Construction Considerations

Performing earthwork operations during warmer periods of the year (May through October) will reduce the potential for problems associated with wet unstable subgrades. Site drying conditions are typically enhanced when it is warm. The moisture sensitivity of the on-site soils does not preclude performing earthwork at other times of the year, but does lead to an increased potential for having to perform some other form of remedial work.

The site should be graded to prevent ponding of surface water on the prepared subgrades or in excavations. If the subgrade should become frozen, desiccated, saturated, or disturbed, the affected material should be removed or these materials should be scarified, moisture conditioned, and recompacted.

As a minimum, all temporary excavations should be sloped or braced as required by Occupational Safety and Health Administration (OSHA) regulations to provide stability and safe working conditions. Temporary excavations will most likely be required during grading operations. The grading contractor, by his contract, is usually responsible for designing and constructing stable, temporary excavations and should shore, slope or bench the sides of the excavations as required, to maintain stability of both the excavation sides and bottom. All excavations should comply with applicable local, state and federal safety regulations, including the current OSHA Excavation and Trench Safety Standards.

The geotechnical engineer should be retained during the construction phase of the project to observe earthwork and to perform necessary tests and observations during subgrade preparation; vibratory rolling, proofrolling; placement and compaction of controlled compacted fills; and backfilling of excavations.

4.3 Shallow Foundation Recommendations

The column and wall foundations of the building can be designed on shallow foundations following recommend site grading. The foundations of the room for the linear accelerator should bear on driven piles.

4.3.1 Shallow Foundations

The shallow foundations can consist of either isolated column and wall footings or thickened portions of a monolithic slab. Foundations should be independent of the recommended deep foundation system for the linear accelerator. Design recommendations are presented in the following table and paragraphs.

DESCRIPTION	VALUE
Maximum Net allowable bearing pressure [1]	2,000 psf
The required embedment below lowest adjacent finished grade for frost protection and protective embedment [2]	12 inches
Minimum width for continuous wall footings	12 inches for thickened slab 16 inches for isolated strip footings
Minimum width for isolated column footings	24 inches
Approximate total settlement [3]	Up to 1 inch
Estimated differential settlement [3]	Up to 1/2 inch between columns and along 40 feet of wall
Ultimate coefficient of sliding friction [4]	0.35

1. The recommended net allowable bearing pressure is the pressure in excess of the minimum surrounding overburden pressure at the footing base elevation. The maximum net allowable bearing pressure may be increased by 1/3 for temporary wind loads.
2. For frost protection and to reduce effects of seasonal moisture variations in subgrade soils. For perimeter footings and footings beneath unheated areas.
3. The actual magnitude of settlement that will occur beneath the foundations will depend upon the variations within the subsurface soil profile, the structural loading conditions and the quality of the foundation excavation. The estimated total and differential settlements listed assume that the foundation-related earthwork and the foundation design are completed in accordance with our recommendations.
4. For uplift resistance, use the weight of the foundation concrete plus the weight of the soil over the plan area of the footings. 110 pounds per cubic foot should be used for the density of the soil.

4.3.2 Construction Considerations

The foundation bearing materials should be evaluated at the time of the foundation excavation. This is an essential part of the construction process. A representative of the geotechnical engineer should use a combination of hand auger borings and dynamic cone penetrometer (DCP) testing to determine the suitability of the bearing materials for the design bearing pressure. DCP testing should be performed to a depth of 3 to 5 feet below the bottom of footing excavation. Excessively soft, loose or wet bearing soils should be overexcavated to a depth recommended by the geotechnical engineer. The excavated soils should be replaced with compacted engineered fill or washed, crushed stone (NCDOT No. 57) wrapped in a geotextile fabric (Mirafi 140 N or equivalent). However, footings could bear directly on these soils at the lower level if approved by the geotechnical engineer.

The base of all foundation excavations should be free of water and loose soil prior to placing concrete. Concrete should be placed soon after excavating to reduce bearing soil disturbance. Should the soils at bearing level become excessively disturbed or saturated, the affected soil should be removed prior to placing concrete.

4.4 Driven Pile Recommendations

We recommend that the linear accelerator be supported on a deep foundation system using driven timber or pre-cast concrete piles. The piles should be installed to an embedment depth of 25 to 30 feet below the existing ground surface into the medium dense sands.

Static pile analyses were used to estimate axial compressive and uplift load capacities of single vertical piles based on a factor of safety of 2 for compression and 2.5 for uplift. The compressive capacity is developed from skin friction and end bearing on the dense/hard layer. The design capacities for the piles are shown on the following table.

Description	Design Axial Capacity	
	Compressive (tons)	Uplift (tons)
Timber Pile with 8 inch minimum tip diameter	30	14
Square, 12-Inch Pre-Cast Concrete Piles	60	20

A lateral load capacity was estimated using a computer generated L-Pile analysis. We have assumed a free-head boundary condition (pile top free to rotate) for a lateral load applied to the top of the pile at the ground surface and a maximum allowable lateral deflection of 1/2-inch. A higher design lateral capacity can be achieved if the pile is allowed to have a higher deflection or if the pile to cap connection is designed to create a “fixed head” condition in which the top of the pile can translate but is not allowed to rotate. Typically, the true condition is between these two design assumptions. For piles acting as a group, the lateral capacity of an individual trailing pile should be reduced 50% to consider group effects. Based on the above assumptions, we recommend design lateral capacities as shown on the following table:

Description	Design Lateral Capacity	
	Fixed Head (kips)	Free Head (kips)
Timber Pile with 8 inch minimum tip diameter	13	5
Square, 12-Inch Pre-Cast Concrete Piles	24	9

The piles should be spaced on-center no closer than the three times the pile butt diameter; a center-to-center spacing of approximately 3 feet. The minimum spacing should be maintained to prevent the pile group compression load capacity from being significantly less than the summation of individual pile capacities. This spacing restriction also serves to limit surface heave and to reduce the possibility of damaging previously installed piles.

Timber piles should be Southern Yellow Pine and CCA pressure treated in accordance with the requirements of AWPA C3.

4.4.1 Construction Considerations

In our opinion, that field monitoring of the pile installation is a direct extension of the design process. Pile installation techniques must be observed, weighed against the pile installation criteria and driving resistance recorded and evaluated to determine the acceptance of each pile.

A series of indicator piles should be installed at the site prior to ordering production piles. We recommend at least three indicator piles be installed around the linear accelerator footprint. The results of the indicator pile installation can be used to evaluate installation methods, driving resistance, develop appropriate termination criteria, and determine pile length. The indicator piles should be installed at design pile locations and are expected to be part of the final pile layout. We recommend that 35 foot long indicator piles be used. Production piles should not be ordered until their length has been determined by the results of driving the indicator piles. Installation of the indicator piles should be observed by a qualified geotechnical engineer or technician.

The timber piles should be driven with a hammer with a minimum energy rating of 15,000 foot-pounds. The timber piles could be damaged driving deeper into the very dense sands encountered in the borings. Timber pile installation should be closely monitored and discontinued after reaching this layer to help prevent damage to the piles. Concrete piles should be driven with a hammer with a minimum energy rating of 22,000 foot-pounds.

For timber piles, we recommend dynamic driving criteria required for the recommended design capacity be developed once the rated energy of the hammer is known. The driving resistance may be determined by either the Engineering News Record Formula or by a wave equation driving analysis performed by the geotechnical engineer.

For concrete piles, we recommend using a pile drive analyzer (PDA) and case pile wave analysis program (CPWAP) analysis for a dynamic strain analysis to determine the pile capacity. .

Driving should be terminated immediately if refusal (i.e., 4 blows per inch for timber) is reached to reduce damaging the piles. In the event the driving criteria are not being reached during the installation of an individual pile, we recommend the pile be left 2 to 3 feet high to allow a “re-strike” 48 hours after the initial driving may be performed. The development of the pile skin friction may be delayed by the build-up of pore water pressures in the soil during driving.

The installation of a pile foundation system should be in accordance with the local and state building code requirements. In addition, pile installation should be monitored by the Geotechnical Engineer’s representative. In general, the representative should:

1. Prepare criteria for final driving.
2. Be present continuously during installation.
3. Record the dimensions of each pile, locate, and report obvious defects.
4. Count and record the blows for each foot of driving, and for the final 6 inches.
5. Record energy rating of hammer.

6. Have knowledge of soil conditions at the site and the minimum required penetration of each pile.
7. Be cognizant of intended support mechanisms of piles on which to base acceptance or rejection, the need to pre-drill, or evaluating the presence of obstructions.
8. Have authority to suspend driving when unanticipated difficulties or conditions are encountered.

4.5 Seismic Considerations

Code Used	Seismic Parameters
2009 International Building Code (IBC) referenced in the 2012 North Carolina State Building Code	Seismic Site Class D Ss = 0.095 S_1 = 0.045 S_{ms} = 0.151 S_{m1} = 0.107 S_{DS} = 0.101 S_{D1} = 0.071

Based on our experience with the geology of the area, it is our opinion that the subsurface characteristics reflect those of Site Class D as described in the 2012 North Carolina State Building Code. Based on the results of the borings, liquefaction is not expected based on the relatively low level of ground motions associated with the design earthquake.

5.0 GENERAL COMMENTS

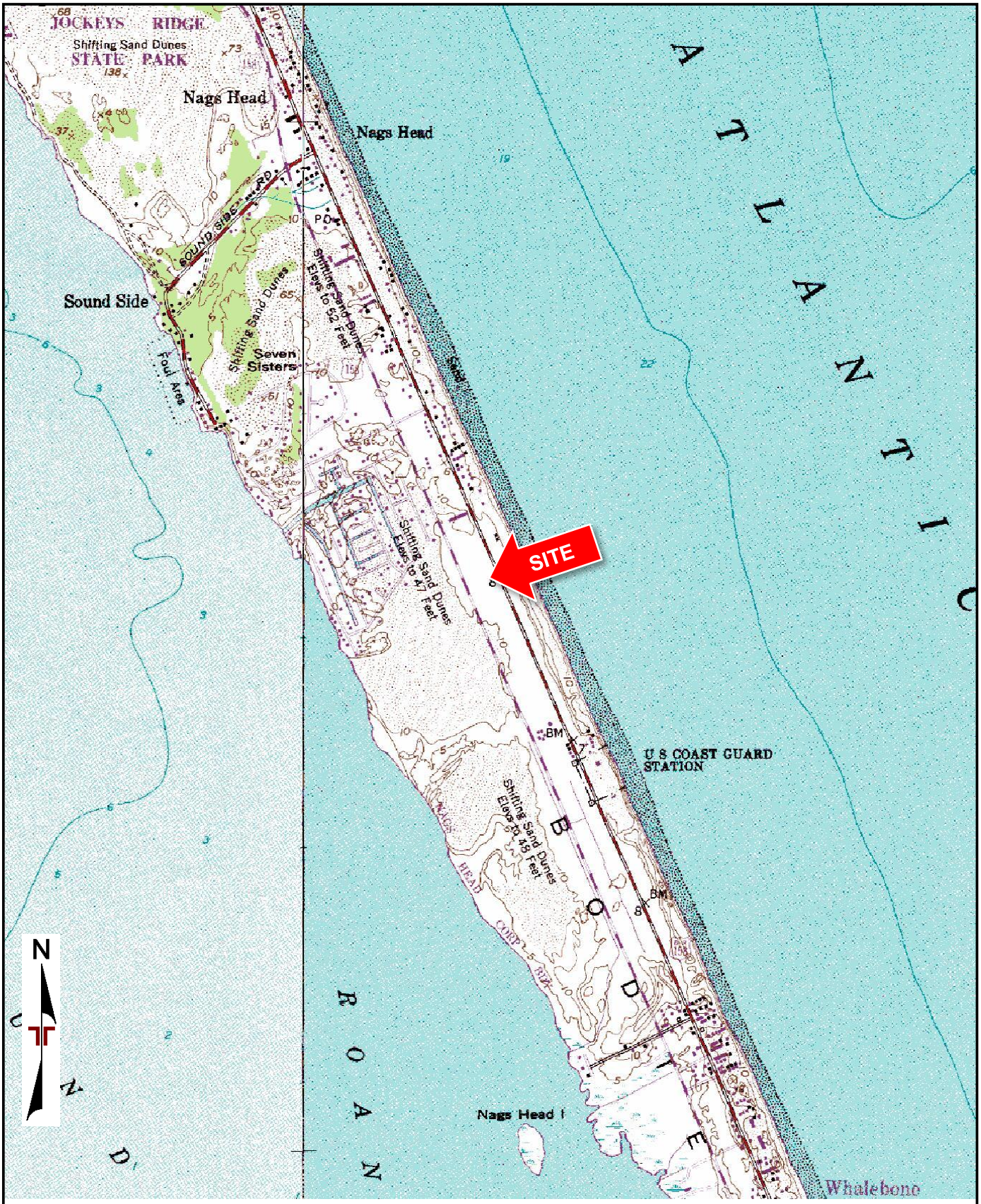
Terracon should be retained to review the final design plans and specifications so comments can be made regarding interpretation and implementation of our geotechnical recommendations in the design and specifications. Terracon also should be retained to provide observation and testing services during grading, excavation, foundation construction and other earth-related construction phases of the project.

The analysis and recommendations presented in this report are based upon the data obtained from the borings performed at the indicated locations and from other information discussed in this report. This report does not reflect variations that may occur between borings, across the site, or due to the modifying effects of construction or weather. The nature and extent of such variations may not become evident until during or after construction. If variations appear, we should be immediately notified so that further evaluation and supplemental recommendations can be provided.

The scope of services for this project does not include either specifically or by implication any environmental or biological (e.g., mold, fungi, bacteria) assessment of the site or identification or prevention of pollutants, hazardous materials or conditions. If the owner is concerned about the potential for such contamination or pollution, other studies should be undertaken.

This report has been prepared for the exclusive use of our client for specific application to the project discussed and has been prepared in accordance with generally accepted geotechnical engineering practices. No warranties, either express or implied, are intended or made. Site safety, excavation support, and dewatering requirements are the responsibility of others. In the event that changes in the nature, design, or location of the project as outlined in this report are planned, the conclusions and recommendations contained in this report shall not be considered valid unless Terracon reviews the changes and either verifies or modifies the conclusions of this report in writing.

APPENDIX A
FIELD EXPLORATION



TOPOGRAPHIC MAP IMAGE COURTESY OF THE U.S. GEOLOGICAL SURVEY
QUADRANGLES INCLUDE: MANTEO, NC (1/1/1983) and ROANOKE ISLAND NE, NC (1/1/1983).

Project Manager: AJG	Project No. 72175062	Terracon 314 Beacon Dr Winterville, NC 28590-7956	SITE LOCATION PLAN	Exhibit
Drawn by: AJG	Scale: 1"=2,000'		OBH Radiation Treatment Center S Croatan Hwy Nags Head, NC	A-1
Checked by: PCL	File Name: 72175062 EXA			
Approved by: AJG	Date: 9/1/17			



DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

AERIAL PHOTOGRAPHY PROVIDED BY MICROSOFT BING MAPS

Project Manager: AJG	Project No. 72175062	Terracon 314 Beacon Dr Winterville, NC 28590-7956	BORING LOCATION PLAN	Exhibit
Drawn by: AJG	Scale: AS SHOWN		OBH Radiation Treatment Center S Croatan Hwy Nags Head, NC	A-2
Checked by: PCL	File Name: 72175062 EXA			
Approved by: AJG	Date: 9/1/17			

Field Exploration Description

Coordinates of the borings were determined by plotting the points provided on the site plan and referencing existing site features on aerial photography. The boring locations were marked in the field by Terracon using a handheld GPS. The location of the borings should be considered accurate only to the degree implied by the means and methods used to define it.

The soil test borings were performed by a trailer mounted power drilling rig utilizing mud rotary drilling procedures to advance the boreholes. Representative soil samples were obtained at intervals of 2.5 feet above a depth of 10 feet and at 5 foot intervals below 10 feet using split-barrel sampling procedures. In the split barrel sampling procedure, the number of blows required to advance a standard 2 inch O.D. split barrel sampler the 12 inches after the first 6 inches by means of a 140 pound automatic hammer with a free fall of 30 inches, is the standard penetration resistance value (SPT-N). This value is used to estimate the in-situ relative density of cohesionless soils and consistency of cohesive soils.

An automatic SPT hammer was used to advance the split-barrel sampler in the borings performed on this site. A greater efficiency is typically achieved with the automatic hammer compared to the conventional safety hammer operated with a cathead and rope. Published correlations between the SPT values and soil properties are based on the lower efficiency cathead and rope method. This higher efficiency affects the standard penetration resistance blow count (N) value by increasing the penetration per hammer blow over what would be obtained using the cathead and rope method. The effect of the automatic hammer's efficiency has been considered in the interpretation and analysis of the subsurface information for this report.

The samples were tagged for identification, sealed to reduce moisture loss, and taken to our laboratory for further examination, testing, and classification. Information provided on the boring logs attached to this report includes soil descriptions, consistency evaluations, boring depths, sampling intervals, and groundwater conditions.

A field log of each boring was prepared by the drill crew. These logs included visual classifications of the materials encountered during drilling as well as the driller’s interpretation of the subsurface conditions between samples. Final boring logs included with this report represent the engineer's interpretation of the field logs and include modifications based on laboratory observation and tests of the samples. Additional information provided on the boring logs attached to this report includes soil descriptions, consistency evaluations, boring depths, sampling intervals, and groundwater conditions.

BORING LOG NO. B-1

PROJECT: OBH Radiation Treatment Center

CLIENT: Vidant Health
Greenville, NC

SITE: S Croatan Hwy
Nags Head, NC

LOCATION See Exhibit A-2

Latitude: 35.939153° Longitude: -75.615057°

GRAPHIC LOG	DEPTH	DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	FIELD TEST RESULTS	SAMPLE	WATER CONTENT (%)	ATTERBERG LIMITS LL-PL-PI	PERCENT FINES
	POORLY GRADED SAND (SP), tannish brown, tannish gray and dark gray, loose to medium dense								
			▽	X	3-3-3 N=6	1			
		5		X	3-4-4 N=8	2			
				X	3-4-5 N=9	3			
		10		X	5-5-6 N=11	4			
		15		X	3-4-4 N=8	5			
				X	6-7-8 N=15	6			
	20.0 ***Boring Terminated at 20 Feet***	20							

Stratification lines are approximate. In-situ, the transition may be gradual.

Hammer Type: Automatic

Advancement Method:
Mud Rotary

Abandonment Method:
Backfilled with soil cuttings upon completion.

See Exhibit A-3 for description of field procedures.
See Appendix B for description of laboratory procedures and additional data (if any).
See Appendix C for explanation of symbols and abbreviations.

Notes:

WATER LEVEL OBSERVATIONS

▽ *While drilling*

Terracon
314 Beacon Dr
Winterville, NC

Boring Started: 08-25-2017 | Boring Completed: 08-25-2017

Drill Rig: Trailer | Driller: Carolina Drilling, Inc.

Project No.: 72175062 | Exhibit: A-4

THIS BORING LOG IS NOT VALID IF SEPARATED FROM ORIGINAL REPORT. GEO SMART LOG-NO WELL 72175062 OBH RADIATION TREATMENT CENTER; NAGS HEAD, NC.GPJ TERRACON_DATATEMPLATE.GDT 9/5/17

BORING LOG NO. B-2

PROJECT: OBH Radiation Treatment Center

CLIENT: Vidant Health
Greenville, NC

SITE: S Croatan Hwy
Nags Head, NC

LOCATION See Exhibit A-2

Latitude: 35.939055° Longitude: -75.614986°

DEPTH

GRAPHIC LOG	DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	FIELD TEST RESULTS	SAMPLE	WATER CONTENT (%)	ATTERBERG LIMITS LL-PL-PI	PERCENT FINES
POORLY GRADED SAND (SP), tannish brown, light tan, tannish gray and dark gray, loose to medium dense								
		▽	X	1-2-2 N=4	1	4		
	5		X	3-4-5 N=9	2	23		
			X	3-2-4 N=6	3	26		
	10		X	4-5-7 N=12	4	26		
	15		X	3-4-5 N=9	5	23	NP	1
	20		X	4-6-9 N=15	6	23		

Stratification lines are approximate. In-situ, the transition may be gradual.

Hammer Type: Automatic

Advancement Method:
Mud Rotary

Abandonment Method:
Backfilled with soil cuttings upon completion.

See Exhibit A-3 for description of field procedures.
See Appendix B for description of laboratory procedures and additional data (if any).
See Appendix C for explanation of symbols and abbreviations.

Notes:

WATER LEVEL OBSERVATIONS

▽ *While drilling*

Terracon
314 Beacon Dr
Winterville, NC

Boring Started: 08-25-2017 | Boring Completed: 08-25-2017

Drill Rig: Trailer | Driller: Carolina Drilling, Inc.

Project No.: 72175062 | Exhibit: A-5

THIS BORING LOG IS NOT VALID IF SEPARATED FROM ORIGINAL REPORT. GEO SMART LOG-NO WELL 72175062 OBH RADIATION TREATMENT CENTER; NAGS HEAD, NC.GPJ TERRACON_DATATEMPLATE.GDT 9/5/17

BORING LOG NO. B-2

PROJECT: OBH Radiation Treatment Center

CLIENT: Vidant Health
Greenville, NC

SITE: S Croatan Hwy
Nags Head, NC

LOCATION See Exhibit A-2

Latitude: 35.939055° Longitude: -75.614986°

GRAPHIC LOG	DEPTH	DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	FIELD TEST RESULTS	SAMPLE	WATER CONTENT (%)	ATTERBERG LIMITS LL-PL-PI	PERCENT FINES
	POORLY GRADED SAND (SP), tannish brown, light tan, tannish gray and dark gray, loose to medium dense *(continued)*								
		25		X	6-7-6 N=13	7	26		
	28.0								
	SILTY SAND (SM), trace mica, dark gray, medium dense	30		X	10-11-9 N=20	8	28		
		35		X	7-9-10 N=19	9	26		
	40.0	40		X	8-11-13 N=24	10	26		
	Boring Terminated at 40 Feet								

Stratification lines are approximate. In-situ, the transition may be gradual.

Hammer Type: Automatic

Advancement Method:
Mud Rotary

Abandonment Method:
Backfilled with soil cuttings upon completion.

See Exhibit A-3 for description of field procedures.
See Appendix B for description of laboratory procedures and additional data (if any).
See Appendix C for explanation of symbols and abbreviations.

Notes:

WATER LEVEL OBSERVATIONS

▽ *While drilling*

Terracon
314 Beacon Dr
Winterville, NC

Boring Started: 08-25-2017 Boring Completed: 08-25-2017

Drill Rig: Trailer Driller: Carolina Drilling, Inc.

Project No.: 72175062 Exhibit: A-5

THIS BORING LOG IS NOT VALID IF SEPARATED FROM ORIGINAL REPORT. GEO SMART LOG-NO WELL 72175062 OBH RADIATION TREATMENT CENTER; NAGS HEAD, NC.GPJ TERRACON_DATATEMPLATE.GDT 9/5/17

BORING LOG NO. B-3

PROJECT: OBH Radiation Treatment Center

CLIENT: Vidant Health
Greenville, NC

SITE: S Croatan Hwy
Nags Head, NC

LOCATION See Exhibit A-2

Latitude: 35.939077° Longitude: -75.615147°

GRAPHIC LOG	DEPTH	DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	FIELD TEST RESULTS	SAMPLE	WATER CONTENT (%)	ATTERBERG LIMITS LL-PL-PI	PERCENT FINES
	POORLY GRADED SAND (SP), tannish brown, tannish gray, dark gray and dark brown, loose to medium dense								
				X	2-2-2 N=4	1			
		5	▽	X	4-4-4 N=8	2			
				X	3-3-4 N=7	3	24	NP	1
		10		X	3-4-4 N=8	4			
		15		X	5-6-7 N=13	5			
		20		X	6-7-7 N=14	6			
	20.0 ***Boring Terminated at 20 Feet***								

Stratification lines are approximate. In-situ, the transition may be gradual.

Hammer Type: Automatic

Advancement Method:
Mud Rotary

Abandonment Method:
Backfilled with soil cuttings upon completion.

See Exhibit A-3 for description of field procedures.
See Appendix B for description of laboratory procedures and additional data (if any).
See Appendix C for explanation of symbols and abbreviations.

Notes:

WATER LEVEL OBSERVATIONS

▽ *After 24 hours*

Terracon
314 Beacon Dr
Winterville, NC

Boring Started: 08-25-2017 | Boring Completed: 08-25-2017

Drill Rig: Trailer | Driller: Carolina Drilling, Inc.

Project No.: 72175062 | Exhibit: A-6

THIS BORING LOG IS NOT VALID IF SEPARATED FROM ORIGINAL REPORT. GEO SMART LOG-NO WELL 72175062 OBH RADIATION TREATMENT CENTER; NAGS HEAD, NC.GPJ TERRACON_DATATEMPLATE.GDT 9/5/17

BORING LOG NO. B-4

PROJECT: OBH Radiation Treatment Center

CLIENT: Vidant Health
Greenville, NC

SITE: S Croatan Hwy
Nags Head, NC

LOCATION See Exhibit A-2

Latitude: 35.939096° Longitude: -75.615277°

GRAPHIC LOG	DEPTH	DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	FIELD TEST RESULTS	SAMPLE	WATER CONTENT (%)	ATTERBERG LIMITS LL-PL-PI	PERCENT FINES
	POORLY GRADED SAND (SP), gray to dark gray and tannish brown, loose to medium dense								
				X	3-3-3 N=6	1			
			▽	X	3-2-2 N=4	2			
		5		X	2-3-2 N=5	3			
				X	2-4-5 N=9	4			
		10							
				X	6-6-8 N=14	5			
		15							
				X	4-5-8 N=13	6			
	20.0	20							
	Boring Terminated at 20 Feet								

Stratification lines are approximate. In-situ, the transition may be gradual.

Hammer Type: Automatic

Advancement Method:
Mud Rotary

Abandonment Method:
Backfilled with soil cuttings upon completion.

See Exhibit A-3 for description of field procedures.
See Appendix B for description of laboratory procedures and additional data (if any).
See Appendix C for explanation of symbols and abbreviations.

Notes:

WATER LEVEL OBSERVATIONS

▽ *After 24 hours*

Terracon
314 Beacon Dr
Winterville, NC

Boring Started: 08-25-2017 Boring Completed: 08-25-2017

Drill Rig: Trailer Driller: Carolina Drilling, Inc.

Project No.: 72175062 Exhibit: A-7

THIS BORING LOG IS NOT VALID IF SEPARATED FROM ORIGINAL REPORT. GEO SMART LOG-NO WELL 72175062 OBH RADIATION TREATMENT CENTER; NAGS HEAD, NC.GPJ TERRACON_DATATEMPLATE.GDT 9/5/17

BORING LOG NO. B-5

PROJECT: OBH Radiation Treatment Center

CLIENT: Vidant Health
Greenville, NC

SITE: S Croatan Hwy
Nags Head, NC

LOCATION See Exhibit A-2

Latitude: 35.938999° Longitude: -75.615219°

GRAPHIC LOG	DEPTH	DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	FIELD TEST RESULTS	SAMPLE	WATER CONTENT (%)	ATTERBERG LIMITS LL-PL-PI	PERCENT FINES
	POORLY GRADED SAND (SP), gray brown to dark gray and tannish brown, loose to medium dense								
			▽	X	3-3-4 N=7	1			
		5		X	2-2-2 N=4	2			
				X	2-3-3 N=6	3			
		10		X	4-4-5 N=9	4			
		15		X	6-6-6 N=12	5			
				X	5-6-6 N=12	6			
	20.0	20							
	Boring Terminated at 20 Feet								

Stratification lines are approximate. In-situ, the transition may be gradual.

Hammer Type: Automatic

Advancement Method:
Mud Rotary

Abandonment Method:
Backfilled with soil cuttings upon completion.

See Exhibit A-3 for description of field procedures.
See Appendix B for description of laboratory procedures and additional data (if any).
See Appendix C for explanation of symbols and abbreviations.

Notes:

WATER LEVEL OBSERVATIONS

▽ *While drilling*

Terracon
314 Beacon Dr
Winterville, NC

Boring Started: 08-25-2017 Boring Completed: 08-25-2017

Drill Rig: Trailer Driller: Carolina Drilling, Inc.

Project No.: 72175062 Exhibit: A-8

THIS BORING LOG IS NOT VALID IF SEPARATED FROM ORIGINAL REPORT. GEO SMART LOG-NO WELL 72175062 OBH RADIATION TREATMENT CENTER; NAGS HEAD, NC.GPJ TERRACON_DATATEMPLATE.GDT 9/5/17

APPENDIX B
LABORATORY TESTING

Laboratory Test Description

Descriptive classifications of the soils indicated on the boring logs are in accordance with the enclosed General Notes and the Unified Soil Classification System. Also shown are estimated Unified Soil Classification Symbols. A brief description of this classification system is attached to this report. Soils laboratory testing was performed under the direction of a geotechnical engineer and included visual classification, moisture content, grain size analysis, and Atterberg limits testing as appropriate. The results of the laboratory testing are shown on the borings logs and in Appendix B.

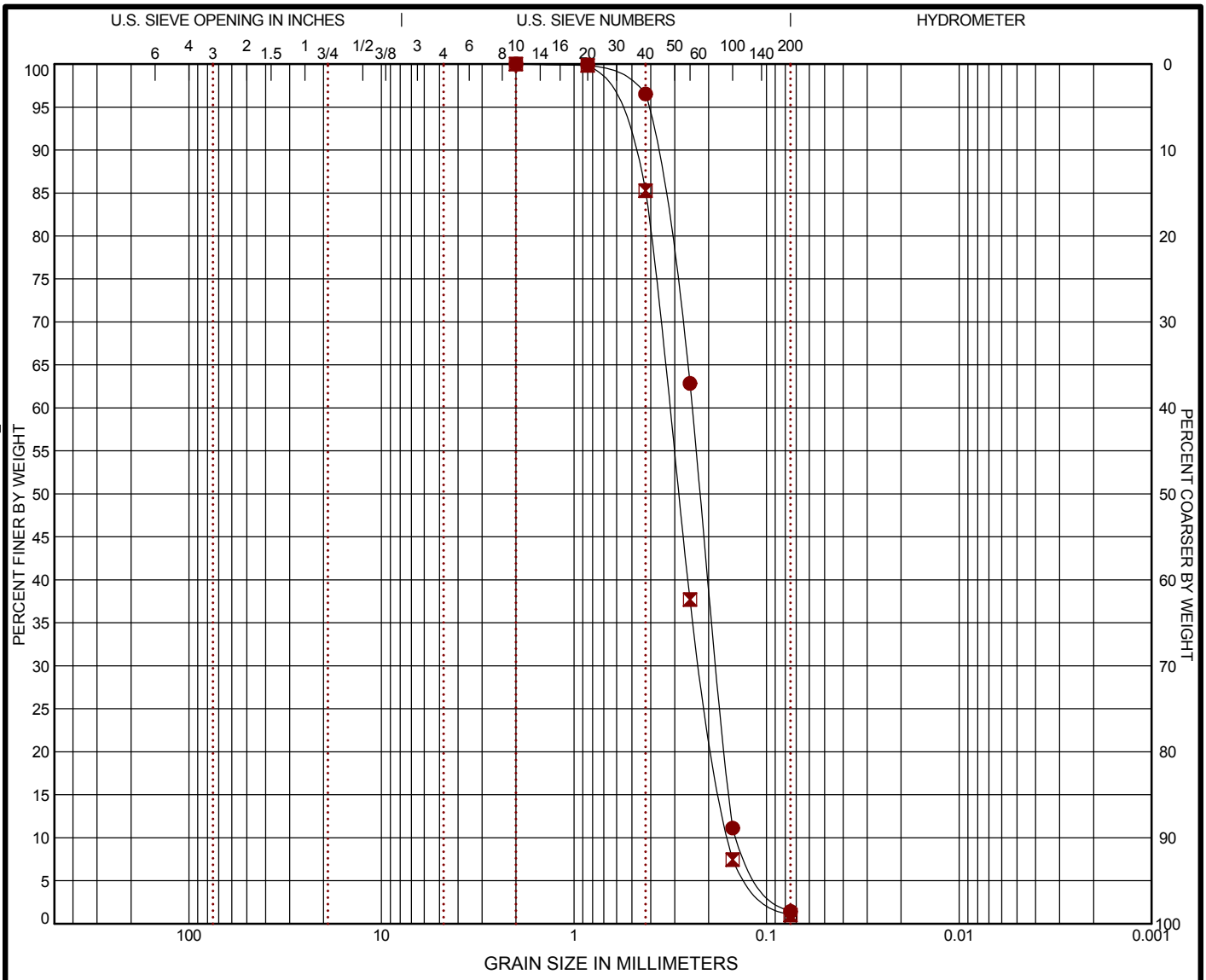
The laboratory test methods are described in the ASTM Standards listed below:

ASTM D2216 Standard Test Method of Determination of Water Content of Soil and Rock by Mass
ASTM D2487 Standard Practice for Classification of Soils for Engineering Purposes (Unified Soil Classification System)
ASTM D2488 Standard Practice of Description and Identification of Soils (Visual Manual Method)
ASTM D422 Standard Test Method for Particle-Size Analysis of Soils
ASTM D1140 Standard Test Methods for Determining the Amount of Material Finer than No. 200 Sieve in Soils by Washing
ASTM D4318 Standard Test Method for Liquid Limit, Plastic Limit and Plasticity Index of Soils

Procedural standards noted above are for reference to methodology in general. In some cases variations to methods are applied as a result of local practice or professional judgment.

GRAIN SIZE DISTRIBUTION

ASTM D422 / ASTM C136



COBBLES	GRAVEL		SAND			SILT OR CLAY
	coarse	fine	coarse	medium	fine	

	BORING ID	DEPTH	% COBBLES	% GRAVEL	% SAND	% SILT	% FINES	% CLAY	USCS
●	**B-2**	**13.5 - 15**	**0.0**	**0.0**	**98.6**		**1.4**		**SP**
⊠	**B-3**	**6 - 7.5**	**0.0**	**0.0**	**99.0**		**1.0**		**SP**

	GRAIN SIZE	
	●	⊠
D_{60}	**0.243**	**0.321**
D_{30}	**0.181**	**0.219**
D_{10}	**0.138**	**0.157**
	COEFFICIENTS	
C_C	**0.97**	**0.96**
C_U	**1.76**	**2.05**

●		⊠			
Sieve	% Finer	Sieve	% Finer	Sieve	% Finer
#10	100.0	#10	100.0		
#20	99.92	#20	99.85		
#40	96.52	#40	85.27		
#60	62.85	#60	37.7		
#100	11.13	#100	7.47		
#200	1.43	#200	1.02		

SOIL DESCRIPTION

● POORLY GRADED SAND (SP)

⊠ POORLY GRADED SAND (SP)

REMARKS

●

⊠

PROJECT: OBH Radiation Treatment Center

SITE: S Croatan Hwy
Nags Head, NC

Terracon
314 Beacon Dr
Winterville, NC

PROJECT NUMBER: 72175062

CLIENT: Vidant Health
Greenville, NC

EXHIBIT: B-2

LABORATORY TESTS ARE NOT VALID IF SEPARATED FROM ORIGINAL REPORT. GRAIN SIZE: USCS 1 72175062 OBH RADIATION TREATMENT CENTER; NAGS HEAD, NC.GPJ TERRACON_DATATEMPLATE.GDT 9/5/17

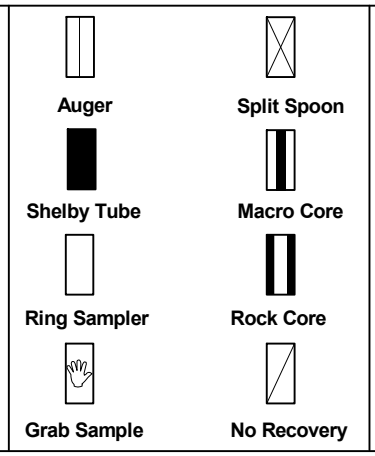
APPENDIX C

SUPPORTING DOCUMENTS

GENERAL NOTES

DESCRIPTION OF SYMBOLS AND ABBREVIATIONS

SAMPLING



WATER LEVEL



Water Initially Encountered

Water Level After a Specified Period of Time

Water Level After a Specified Period of Time

Water levels indicated on the soil boring logs are the levels measured in the borehole at the times indicated. Groundwater level variations will occur over time. In low permeability soils, accurate determination of groundwater levels is not possible with short term water level observations.

FIELD TESTS

(HP)	Hand Penetrometer
(T)	Torvane
(b/f)	Standard Penetration Test (blows per foot)
(PID)	Photo-Ionization Detector
(OVA)	Organic Vapor Analyzer

DESCRIPTIVE SOIL CLASSIFICATION

Soil classification is based on the Unified Soil Classification System. Coarse Grained Soils have more than 50% of their dry weight retained on a #200 sieve; their principal descriptors are: boulders, cobbles, gravel or sand. Fine Grained Soils have less than 50% of their dry weight retained on a #200 sieve; they are principally described as clays if they are plastic, and silts if they are slightly plastic or non-plastic. Major constituents may be added as modifiers and minor constituents may be added according to the relative proportions based on grain size. In addition to gradation, coarse-grained soils are defined on the basis of their in-place relative density and fine-grained soils on the basis of their consistency.

LOCATION AND ELEVATION NOTES

Unless otherwise noted, Latitude and Longitude are approximately determined using a hand-held GPS device. The accuracy of such devices is variable. Surface elevation data annotated with +/- indicates that no actual topographical survey was conducted to confirm the surface elevation. Instead, the surface elevation was approximately determined from topographic maps of the area.

STRENGTH TERMS

RELATIVE DENSITY OF COARSE-GRAINED SOILS (More than 50% retained on No. 200 sieve.) Density determined by Standard Penetration Resistance Includes gravels, sands and silts.			CONSISTENCY OF FINE-GRAINED SOILS (50% or more passing the No. 200 sieve.) Consistency determined by laboratory shear strength testing, field visual-manual procedures or standard penetration resistance			
Descriptive Term (Density)	**Standard Penetration or N-Value Blows/Ft.**	**Ring Sampler Blows/Ft.**	**Descriptive Term (Consistency)**	**Unconfined Compressive Strength, Qu, psf**	**Standard Penetration or N-Value Blows/Ft.**	**Ring Sampler Blows/Ft.**
Very Loose	0 - 3	0 - 6	Very Soft	less than 500	0 - 1	< 3
Loose	4 - 9	7 - 18	Soft	500 to 1,000	2 - 4	3 - 4
Medium Dense	10 - 29	19 - 58	Medium-Stiff	1,000 to 2,000	4 - 8	5 - 9
Dense	30 - 50	59 - 98	Stiff	2,000 to 4,000	8 - 15	10 - 18
Very Dense	> 50	≥ 99	Very Stiff	4,000 to 8,000	15 - 30	19 - 42
			Hard	> 8,000	> 30	> 42

RELATIVE PROPORTIONS OF SAND AND GRAVEL

Descriptive Term(s) of other constituents	Percent of Dry Weight
Trace	< 15
With	15 - 29
Modifier	> 30

GRAIN SIZE TERMINOLOGY

Major Component of Sample	Particle Size
Boulders	Over 12 in. (300 mm)
Cobbles	12 in. to 3 in. (300mm to 75mm)
Gravel	3 in. to #4 sieve (75mm to 4.75 mm)
Sand	#4 to #200 sieve (4.75mm to 0.075mm
Silt or Clay	Passing #200 sieve (0.075mm)

RELATIVE PROPORTIONS OF FINES

Descriptive Term(s) of other constituents	Percent of Dry Weight
Trace	< 5
With	5 - 12
Modifier	> 12

PLASTICITY DESCRIPTION

Term	Plasticity Index
Non-plastic	0
Low	1 - 10
Medium	11 - 30
High	> 30

UNIFIED SOIL CLASSIFICATION SYSTEM

Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests [A]					Soil Classification	
					Group Symbol	Group Name [B]
Coarse Grained Soils: More than 50% retained on No. 200 sieve	**Gravels:** More than 50% of coarse fraction retained on No. 4 sieve	**Clean Gravels:** Less than 5% fines [C]	$Cu \geq 4$ and $1 \leq Cc \leq 3$ [E]		GW	Well-graded gravel [F]
			$Cu < 4$ and/or $1 > Cc > 3$ [E]		GP	Poorly graded gravel [F]
		Gravels with Fines: More than 12% fines [C]	Fines classify as ML or MH		GM	Silty gravel [F,G,H]
			Fines classify as CL or CH		GC	Clayey gravel [F,G,H]
	Sands: 50% or more of coarse fraction passes No. 4 sieve	**Clean Sands:** Less than 5% fines [D]	$Cu \geq 6$ and $1 \leq Cc \leq 3$ [E]		SW	Well-graded sand [I]
			$Cu < 6$ and/or $1 > Cc > 3$ [E]		SP	Poorly graded sand [I]
		Sands with Fines: More than 12% fines [D]	Fines classify as ML or MH		SM	Silty sand [G,H,I]
			Fines classify as CL or CH		SC	Clayey sand [G,H,I]
Fine-Grained Soils: 50% or more passes the No. 200 sieve	**Silts and Clays:** Liquid limit less than 50	**Inorganic:**	PI > 7 and plots on or above "A" line [J]		CL	Lean clay [K,L,M]
			PI < 4 or plots below "A" line [J]		ML	Silt [K,L,M]
		Organic:	Liquid limit - oven dried	< 0.75	OL	Organic clay [K,L,M,N]
			Liquid limit - not dried			Organic silt [K,L,M,O]
	Silts and Clays: Liquid limit 50 or more	**Inorganic:**	PI plots on or above "A" line		CH	Fat clay [K,L,M]
			PI plots below "A" line		MH	Elastic Silt [K,L,M]
		Organic:	Liquid limit - oven dried	< 0.75	OH	Organic clay [K,L,M,P]
			Liquid limit - not dried			Organic silt [K,L,M,Q]
Highly organic soils:	Primarily organic matter, dark in color, and organic odor				PT	Peat

[A] Based on the material passing the 3-inch (75-mm) sieve

[B] If field sample contained cobbles or boulders, or both, add "with cobbles or boulders, or both" to group name.

[C] Gravels with 5 to 12% fines require dual symbols: GW-GM well-graded gravel with silt, GW-GC well-graded gravel with clay, GP-GM poorly graded gravel with silt, GP-GC poorly graded gravel with clay.

[D] Sands with 5 to 12% fines require dual symbols: SW-SM well-graded sand with silt, SW-SC well-graded sand with clay, SP-SM poorly graded sand with silt, SP-SC poorly graded sand with clay

[E] $Cu = D_{60}/D_{10}$ $\quad Cc = \dfrac{(D_{30})^2}{D_{10} \times D_{60}}$

[F] If soil contains ≥ 15% sand, add "with sand" to group name.

[G] If fines classify as CL-ML, use dual symbol GC-GM, or SC-SM.

[H] If fines are organic, add "with organic fines" to group name.

[I] If soil contains ≥ 15% gravel, add "with gravel" to group name.

[J] If Atterberg limits plot in shaded area, soil is a CL-ML, silty clay.

[K] If soil contains 15 to 29% plus No. 200, add "with sand" or "with gravel," whichever is predominant.

[L] If soil contains ≥ 30% plus No. 200 predominantly sand, add "sandy" to group name.

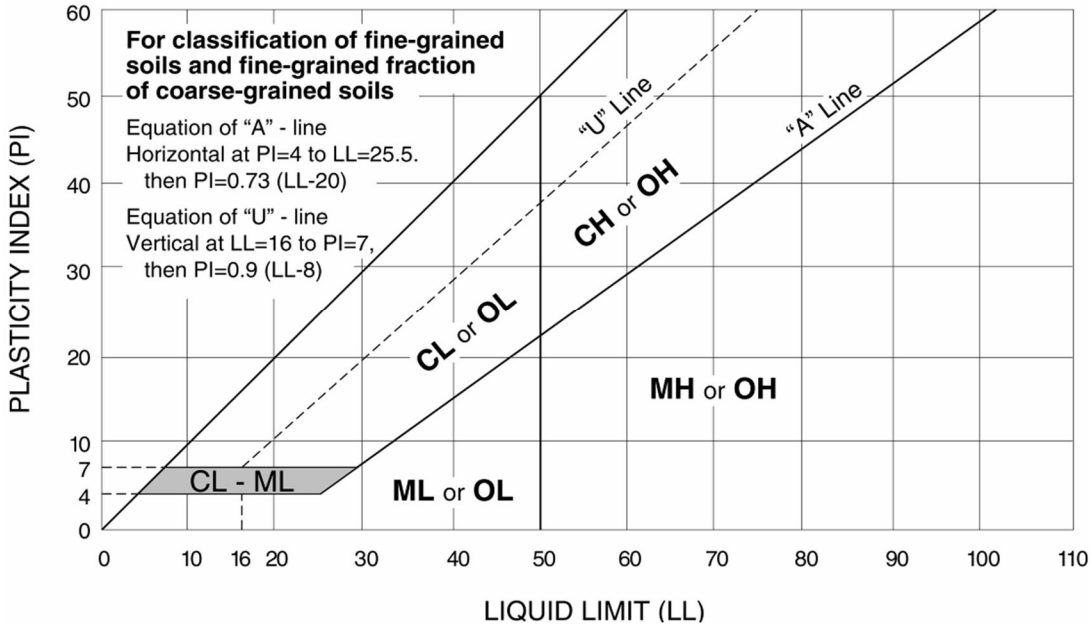
[M] If soil contains ≥ 30% plus No. 200, predominantly gravel, add "gravelly" to group name.

[N] PI ≥ 4 and plots on or above "A" line.

[O] PI < 4 or plots below "A" line.

[P] PI plots on or above "A" line.

[Q] PI plots below "A" line.



SHEET INDEX

1 EXISTING CONDITIONS/DEMOLITION PLAN
2 SITE, UTILITY & LANDSCAPING PLAN
2 GRADING & DRAINAGE PLAN
4 SOIL EROSION & SEDIMENT CONTROL PLAN
5 DRAINAGE & SESC DETAILS
6 SITE & UTILITY DETAILS

NOTES:

1. PROPERTY OWNERS: MOONGATE PARTNERS, LLC.
PO BOX 129
NAGS HEAD, NC 27959

DOUBLE L CORPORATION
PO BOX 2606
ELIZABETH CITY, NC 27906

UNIVERSITY HEALTH SYSTEMS OF EASTERN CAROLINA
C/O TIM McDONNELL
P.O. BOX 6028
GREENVILLE, NC 27835

2. PROPERTY IDENTIFICATION: 4928, 4926 & 4922 S. PASSAGE WAY
4927 & 4923 SOUTH CROATAN HIGHWAY
PIN#: 0801-1313-8895; 0801-1313-8960; 0801-1313-8936
0801-13-13-7759; 0801-1313-7809
PID#: 028839113; 028839114; 028839115
027839062; 027839063;

3. PARCEL AREA: 63,021 sq.ft. / 1.45 acres
(AREAS BY COORDINATE METHOD)

4. ZONING CLASSIFICATION: SPD-C (SPECIAL PLANNED DEVELOPMENT-COMMUNITY DISTRICT) (HOTEL DISTRICT OVERLAY)

5. PROPOSED REZONING FOR 4928, 4926 & 4922 S. PASSAGE WAY: SPD-C (SPECIAL PLANNED DEVELOPMENT-COMMUNITY DISTRICT) FROM SF2 (SINGLE FAMILY) ZONING

6. REFERENCES: D.B. 1939, PG. 480; P.C. E, SL. 134

7. FIELD SURVEY BY QUIBLE & ASSOCIATE, P.C. DATES: 06-22-2017, 09-10-2019, & 10-21-2019.
(HORIZONTAL GROUND DISTANCES)

8. VERTICAL DATUM NAVD 1988 / HORIZONTAL DATUM NAVD 1983 (2012)

9. PROPERTY IS LOCATED IN F.I.R.M. ZONES "AE" (EL. 9')
PANEL 3730080100J, DATED 09/20/06
FIRM ZONES SUBJECT TO CHANGE BY F.E.M.A.

10. SETBACKS SHOWN ARE PER TOWN OF NAGS HEAD AND DO NOT REFLECT ANY RESTRICTIVE COVENANTS THAT MAY EXIST.

11. PROJECT SCOPE: PERMITTING AND CONSTRUCTION OF A ±10,400 SQ.FT. ADDITION TO THE EXISTING CANCER CENTER WITH ASSOCIATED PARKING AND APPURTENANCES.

12. WASTEWATER: 22 EMPLOYEES @ 250 GPD/EMPLOYEE = 5,500 GPD (WASTEWATER IS PROPOSED TO BE CONVEYED TO CWS WWTP)

13. WATER SUPPLY PER TOWN OF NAGS HEAD. WATER CONNECTION MUST BE MADE IN ACCORDANCE WITH TOWN OF NAGS HEAD SPECIFICATIONS AND SHALL BE PERFORMED BY A LICENSED WATER UTILITY CONTRACTOR. NOTIFY TOWN PRIOR TO INSTALLATION.

14. ALL UTILITIES TO BE PLACED UNDERGROUND UNLESS OTHERWISE NOTED

15. LANDSCAPING AND BUFFERYARDS TO BE IN ACCORDANCE WITH ARTICLE 10 OF THE TOWN OF NAGS HEAD UNIFORM DEVELOPMENT ORDINANCES.

16. SITE WILL BE LIGHTED IN ACCORDANCE WITH ARTICLE 10, PART IV "OUTDOOR LIGHTING" OF THE TOWN OF NAGS HEAD CODE OF ORDINANCES.

17. PRIOR TO LAND DISTURBANCE, A TOWN APPROVED SOIL EROSION AND SEDIMENTATION CONTROL PLAN IS REQUIRED.

18. NO U.S.A.C.O.E. SECTION 404 JURISDICTIONAL WETLANDS EXIST ON SITE.

19. EXISTING VEGETATION TO BE PRESERVED WHERE POSSIBLE.

20. THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO PROTECT ALL PROPERTY MONUMENTS DURING CONSTRUCTION. DISTURBED OR REMOVED PROPERTY MONUMENTS SHALL BE REPLACED BY A NORTH CAROLINA LICENSED PROFESSIONAL LAND SURVEYOR.

21. ALL WORK WITHIN THE NC DOT RIGHT-OF-WAY REQUIRES AN APPROVED NC DOT RIGHT-OF-WAY ENCROACHMENT AGREEMENT.

22. A STATE HIGH DENSITY STORMWATER PERMIT IS REQUIRED IN ADVANCE OF ANY ONSITE DISTURBANCE.

23. THIS PLAN SET TO BE UTILIZED FOR THE INSTALLATION OF SITE LAYOUT IMPROVEMENTS INCLUDING, BUT NOT LIMITED TO, GRADING & DRAINAGE, INSTALLATION OF SEDIMENT CONTROL MEASURES, WATER SYSTEM AND WASTEWATER CONNECTION. FOR BUILDING DESIGN AND ASSOCIATED PLUMBING, SEE APPROPRIATE SEPARATE PLANS.

DEMOLITION NOTES:

1. CONTRACTOR SHALL LOCATE EXISTING UNDERGROUND SERVICES – TO INCLUDE BUT NOT LIMITED TO ELECTRIC, CABLE, TELEPHONE, GAS, SANITARY SEWER AND WATER – AND SHALL COORDINATE PROPER PROTECTION AND/OR RELOCATE WITH APPROPRIATE OWNER/UTILITY COMPANY.

2. CONTRACTOR SHALL WALK THE SITE AND BE FAMILIAR WITH THE SCOPE OF DEMOLITION REQUIRED. ALL DEMOLITION WORK REQUIRED TO CONSTRUCT NEW IMPROVEMENTS WILL BE PERFORMED BY THE CONTRACTOR AND BE UNCLASSIFIED EXCAVATION.

3. DEMOLITION SHALL INCLUDE BUT IS NOT LIMITED TO THE EXCAVATION, HAULING AND OFFSITE DISPOSAL OF CONCRETE CURBS AND GUTTERS, BITUMINOUS CONCRETE PAVEMENTS AND ALL MATERIALS OR VEGETATION CLEARED AND STRIPPED TO THE EXTENT NECESSARY FOR THE INSTALLATION OF NEW IMPROVEMENTS AND WITHIN THE LIMITS OF CLEARING AND GRADING. COORDINATE WITH APPROPRIATE DRAWINGS.

4. THE CONTRACTOR SHALL PROTECT ALL PROPERTY AND STRUCTURES AND UTILITIES ON THE PROPERTY NOT TO BE DEMOLISHED. DAMAGE TO THE PROPERTY DUE TO THE CONTRACTOR'S ACTIVITIES SHALL BE REPLACED IN KIND BY THE CONTRACTOR AT NO COST TO THE OWNER.

5. ALL EXISTING IMPROVEMENTS INDICATED OR REQUIRED TO BE DEMOLISHED SHALL INCLUDE REMOVAL FROM PROJECT AREA.

6. THE CONTRACTOR SHALL PRODUCE A PHOTOGRAPHIC RECORD OF DEVELOPMENT COMMENCING WITH A RECORD OF THE SITE AS IT APPEARS BEFORE DEMOLITION IS BEGUN. AFTERWARDS A PHOTOGRAPHIC RECORD SHALL BE MAINTAINED DURING THE CONSTRUCTION PROCESS.

7. EXISTING PAVEMENT, CURB AND GUTTER, LIGHTS, FENCES, TREE/VEGETATION AND UTILITIES NOT INTENDED FOR DEMOLITION SHALL BE MAINTAINED, PROTECTED, AND UNDISTURBED DURING DEMOLITION. CONTRACTOR SHALL COORDINATE THE REMOVAL OF BITUMINOUS CONCRETE PAVEMENTS AND CURB AND GUTTER WITH THE SITE PLAN.

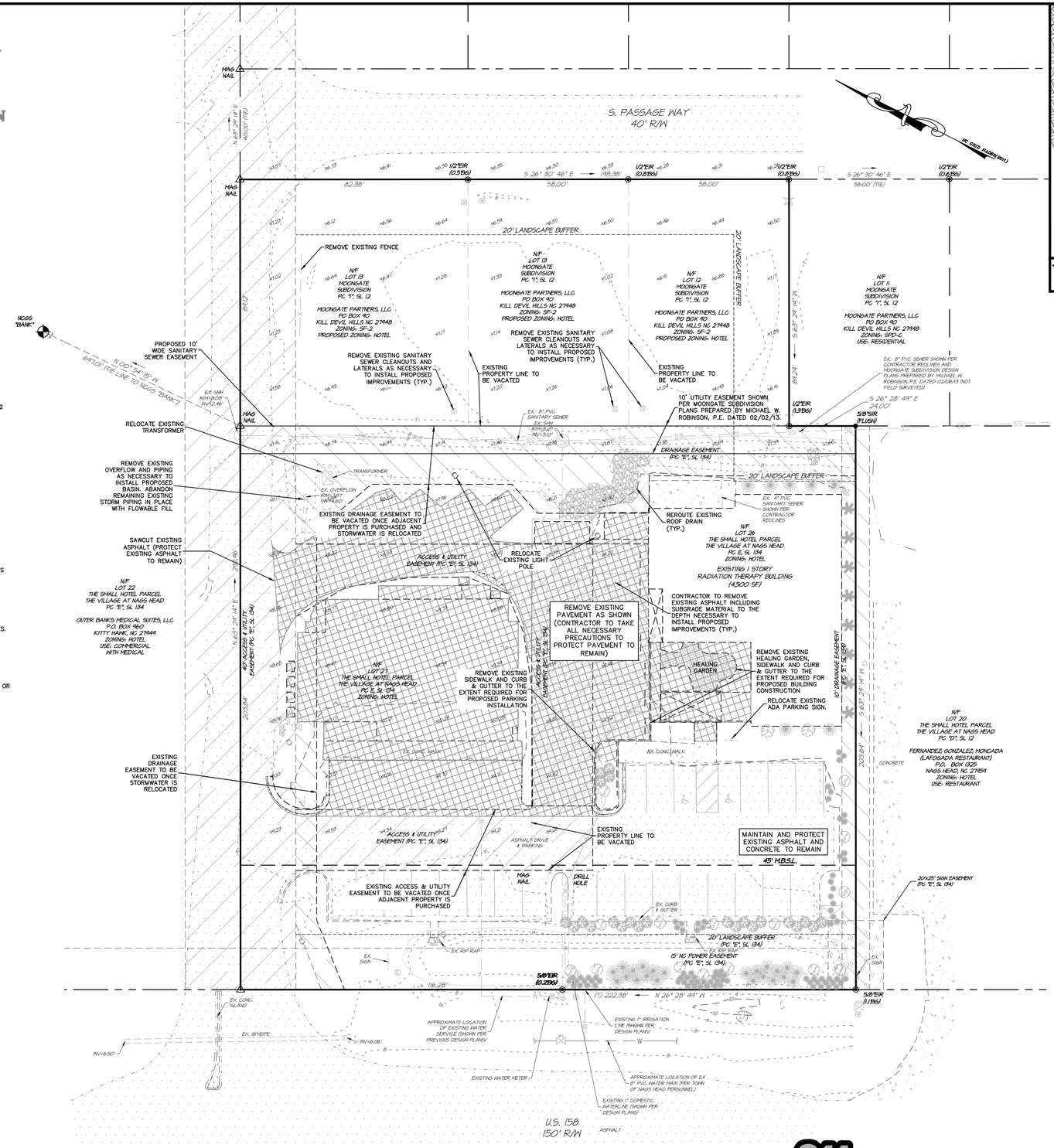
8. SMOOTH SAW CUT OF EXISTING PAVEMENTS, CURBS AND CURBS AND GUTTERS TO BE DEMOLISHED SHALL BE PROVIDED.

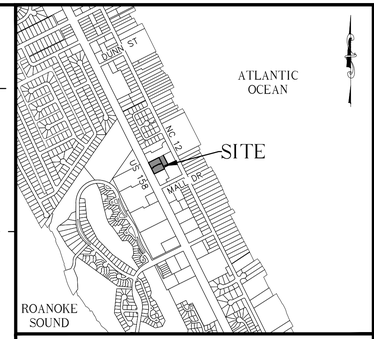
9. ALL DEMOLITION WORK SHALL BE DONE IN STRICT ACCORDANCE WITH FEDERAL, STATE AND LOCAL LAWS AS WELL AS OSHA REGULATIONS.

10. CONTRACTOR'S ACTIVITIES SHALL NOT IMPEDE USAGE OR INGRESS/EGRESS TO ADJACENT PROPERTIES. COORDINATE WITH OWNER MAINTENANCE OF TRAFFIC/PEDESTRIAN CIRCULATION DURING CONSTRUCTION.

11. MAINTAIN POSITIVE DRAINAGE AWAY FROM BUILDINGS AT ALL TIMES DURING DEMOLITION.

12. A DEMOLITION PERMIT MUST BE OBTAINED FROM THE TOWN OF NAGS HEAD PRIOR TO DEMOLITION WORK.





VICINITY MAP (Town of Nags Head)
N.T.S.

LEGEND

- EXISTING ASPHALT PAVEMENT
- EXISTING CONCRETE
- PROPOSED DEMOLITION
- EX. IRON ROD
- EX. DRILL HOLE
- EX. MAG NAIL
- EX. UTILITY POLE
- EX. FIRE HYDRANT
- EX. WATER VALVE
- EX. SEWER MANHOLE
- EX. WATER METER
- EX. ELECTRICAL CONNECTION
- EX. EXTERIOR LIGHT
- EX. LIGHT POLE
- EXISTING CONTOUR
- EXISTING SPOT GRADE

Know what's below. Call before you dig.

NOTE:
THE DATA GIVEN ON THESE PLANS IS BELIEVED TO BE ACCURATE, BUT THE ACCURACY IS NOT GUARANTEED. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL LEVELS, LOCATIONS, TYPES, AND DIMENSIONS OF THE EXISTING UTILITIES PRIOR TO CONSTRUCTION. IF A DISCREPANCY IS FOUND, WORK SHALL CEASE AND THE ENGINEER NOTIFIED. WORK MAY CONTINUE UPON ENGINEERS NOTICE TO PROCEED.

GRAPHIC SCALE
20' 0 10' 20' 40'
(IN FEET)
1 inch = 20 ft.

Quible & Associates, P.C.
NC License# C-0208 SINCE 1959
ENGINEERING** * CONSULTING * PLANNING
ENVIRONMENTAL SCIENCES * SURVEYING**
**NOT OFFERED AT THIS OFFICE
8465 CARATOKE HWY
POWELLS POINT, NC 27966
Phone: (252) 491-8146
Fax: (252) 491-8146
admin@quible.com
90 CHURCH STREET, SUITE B
BLACK MOUNTAIN, NC 28711
Phone: (828) 419-9938
Fax: (252) 491-8146
admin@quible.com

NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 040787 MICHAEL W. SMITH — CERTIFICATION

PRELIMINARY NOT FOR CONSTRUCTION

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NO.	DATE	REVISIONS
1	12/05/19	PER TOWN COMMENTS

EXISTING CONDITIONS/DEMOLITION PLAN

CANCER TREATMENT CENTER
OUTER BANKS HOSPITAL

NAGS HEAD TOWNSHIP — DARE COUNTY — NORTH CAROLINA

COMMISSION NO.	P17012.1
DESIGNED BY	CMS
DRAWN BY	JMH/CMS
CHECKED BY	MWS
ISSUE DATE	11/12/19

SHEET NO. 1 OF 6 SHEETS

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NOTES:

1. PROPERTY OWNERS: MOONGATE PARTNERS, LLC.
PO BOX 129
NAGS HEAD, NC 27959

DOUBLE L CORPORATION
PO BOX 2606
ELIZABETH CITY, NC 27906

UNIVERSITY HEALTH SYSTEMS OF EASTERN CAROLINA
C/O TIM McDONNELL
P.O. BOX 6028
GREENVILLE, NC 27835

2. PROPERTY IDENTIFICATION: 4928, 4926 & 4922 S. PASSAGE WAY
4927 & 4923 SOUTH CROATAN HIGHWAY
PIN#: 0801-1313-8895; 0801-1313-8960; 0801-1313-8936
0801-13-13-7759; 0801-1313-7809
PID#: 02839113; 02839114; 02839115
027839062; 027839063;

3. PARCEL AREA: 63,021 sq.ft. / 1.45 acres
(AREAS BY COORDINATE METHOD)

4. ZONING CLASSIFICATION: SPD-C (SPECIAL PLANNED DEVELOPMENT-COMMUNITY DISTRICT) (HOTEL DISTRICT OVERLAY)

5. PROPOSED REZONING FOR 4928, 4926 & 4922 S. PASSAGE WAY:SPD-C (SPECIAL PLANNED DEVELOPMENT-COMMUNITY DISTRICT) FROM SF2 (SINGLE FAMILY) ZONING

6. REFERENCES: D.B. 1939, PG. 480; P.C. E, SL. 134

7. FIELD SURVEY BY QUIBLE & ASSOCIATE, P.C. DATES: 06-22-2017, 09-10-2019, & 10-21-2019.
(HORIZONTAL GROUND DISTANCES)

8. VERTICAL DATUM NAVD 1988 / HORIZONTAL DATUM NAVD 1983 (2012)

9. PROPERTY IS LOCATED IN F.I.R.M. ZONES "AE" (EL. 9')
PANEL 3730080100J, DATED 09/20/06
FIRM ZONES SUBJECT TO CHANGE BY F.E.M.A.

10. SETBACKS SHOWN ARE PER TOWN OF NAGS HEAD AND DO NOT REFLECT ANY RESTRICTIVE COVENANTS THAT MAY EXIST.

11. PROJECT SCOPE: PERMITTING AND CONSTRUCTION OF A ±10,400 SQ.FT. ADDITION TO THE EXISTING CANCER CENTER WITH ASSOCIATED PARKING AND APPURTENANCES.

12. EXISTING BUILDING COVERAGE..... 9,552 SQ.FT.
VEHICULAR USE AREAS COVERAGE..... 20,017 SQ.FT.
EXISTING CONC. WALKS, & DUMPSTER PAD..... 1,072 SQ.FT.
TOTAL EXISTING LOT COVERAGE..... 30,641 SQ.FT.

EXISTING COVERAGE REMOVED..... 13,817.5 SQ.FT.
TOTAL EXISTING LOT COVERAGE TO REMAIN:..... 16,823.5 SQ.FT.

PROPOSED COVERAGE:
BUILDING (INCLUDES OVERHANG)..... 7,243 SQ.FT. (19%) {25% MAX}
PERMEABLE PAVEMENT (4,514 SQ.FT. * 0.67)..... 3,024.4 SQ.FT.
CONCRETE & ASPHALT..... 8,044.5 SQ.FT.
TOTAL PROPOSED COVERAGE..... 18,311.9 SQ.FT.

TOTAL COVERAGE (EXISTING & PROPOSED) ..... 35,135 SQ.FT. (55.7%) {30% MIN. LANDSCAPING}
TOTAL PROPOSED VEHICULAR USE AREA COVERAGE*..... 19,819 SQ.FT. (31%) {45% MAX}

*NO REDUCTION FOR PERMEABLE PAVEMENTS HAS BEEN TAKEN FROM THE VEHICULAR USE AREA COVERAGE

13. PARKING:
RADIATION THERAPY CENTER MEDICAL FACILITY

PARKING REQUIRED = 1 SPACE PER 300 SQ.FT. * 4,500 SQ.FT. = 15 SPACES
1 SPACE PER EMPLOYEE * 7 EMPLOYEES = 7 SPACES
RADIATION THERAPY PARKING REQUIRED =22 SPACES

CANCER CENTER EXPANSION
PARKING REQUIRED = 1 SPACE PER 300 SQ.FT. * 10,400 SQ.FT. = 35 SPACES
1 SPACE PER EMPLOYEE * 15 EMPLOYEES = 15 SPACES
EXPANSION PARKING REQUIRED =50 SPACES

*CONDITIONAL USE PERMIT FOR REDUCED PARKING DUE TO CAPACITY/TYPE OF USE AND ACCESS TO PUBLIC TRANSIT.
TOTAL PARKING REQUIRED = 72 SPACES
TOTAL PARKING PROVIDED = 57 SPACES

SITE SUBJECT TO INDEPENDENT STUDY TO EVALUATE PARKING 6 MONTHS AFTER OBTAINING CERTIFICATE OF OCCUPANCY. SITE SUBJECT TO PROVIDING 11 ADDITIONAL SPACES IF PARKING IS FOUND TO BE INSUFFICIENT DURING INDEPENDENT STUDY.

14. WASTEWATER: 22 EMPLOYEES @ 250 GPD/EMPLOYEE = 5,500 GPD (WASTEWATER IS PROPOSED TO BE CONVEYED TO CWS WWTP)

15. WATER SUPPLY PER TOWN OF NAGS HEAD. WATER CONNECTION MUST BE MADE IN ACCORDANCE WITH TOWN OF NAGS HEAD SPECIFICATIONS AND SHALL BE PERFORMED BY A LICENSED WATER UTILITY CONTRACTOR. NOTIFY TOWN PRIOR TO INSTALLATION.

16. ALL UTILITIES TO BE PLACED UNDERGROUND UNLESS OTHERWISE NOTED

17. LANDSCAPING AND BUFFERYARDS TO BE IN ACCORDANCE WITH ARTICLE 10 OF THE TOWN OF NAGS HEAD UNIFORM DEVELOPMENT ORDINANCES.

18. SITE WILL BE LIGHTED IN ACCORDANCE WITH ARTICLE 10, PART IV "OUTDOOR LIGHTING" OF THE TOWN OF NAGS HEAD CODE OF ORDINANCES.

19. PRIOR TO LAND DISTURBANCE, A TOWN APPROVED SOIL EROSION AND SEDIMENTATION CONTROL PLAN IS REQUIRED.

20. NO U.S.A.C.O.E. SECTION 404 JURISDICTIONAL WETLANDS EXIST ON SITE.

21. EXISTING VEGETATION TO BE PRESERVED WHERE POSSIBLE.

22. THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO PROTECT ALL PROPERTY MONUMENTS DURING CONSTRUCTION. DISTURBED OR REMOVED PROPERTY MONUMENTS SHALL BE REPLACED BY A NORTH CAROLINA LICENSED PROFESSIONAL LAND SURVEYOR.

23. ALL WORK WITHIN THE NC DOT RIGHT-OF-WAY REQUIRES AN APPROVED NC DOT RIGHT-OF-WAY ENCROACHMENT AGREEMENT.

24. A STATE HIGH DENSITY STORMWATER PERMIT IS REQUIRED IN ADVANCE OF ANY ONSITE DISTURBANCE.

25. THE ENTIRE SITE WILL BE IN FULL COMPLIANCE WITH ALL APPLICABLE NFPA REGULATIONS PERTAINING TO FIRE PROTECTION INCLUDING BUT NOT LIMITED TO NFPA 30 AS WELL AS VOLUME V OF THE NC STATE BUILDING CODE.

26. ALL BUILDING SIGNAGE SHALL BE IN ACCORDANCE WITH ARTICLE VIII SECTION 48-284 OF THE TOWN OF NAGS HEAD CODE OF ORDINANCES.

27. THIS PLAN SHALL COMPLY WITH VOLUME 1C OF THE NC BUILDING CODE.

28. THE PROPOSED BUILDING SHALL COMPLY WITH CHAPTER 10 OF THE TOWN OF NAGS HEAD CODE OF ORDINANCES.

29. BUILDING CONSTRUCTION TO CONFORM TO 2018 NC FIRE PREVENTION CODE OR LATEST EDITION.

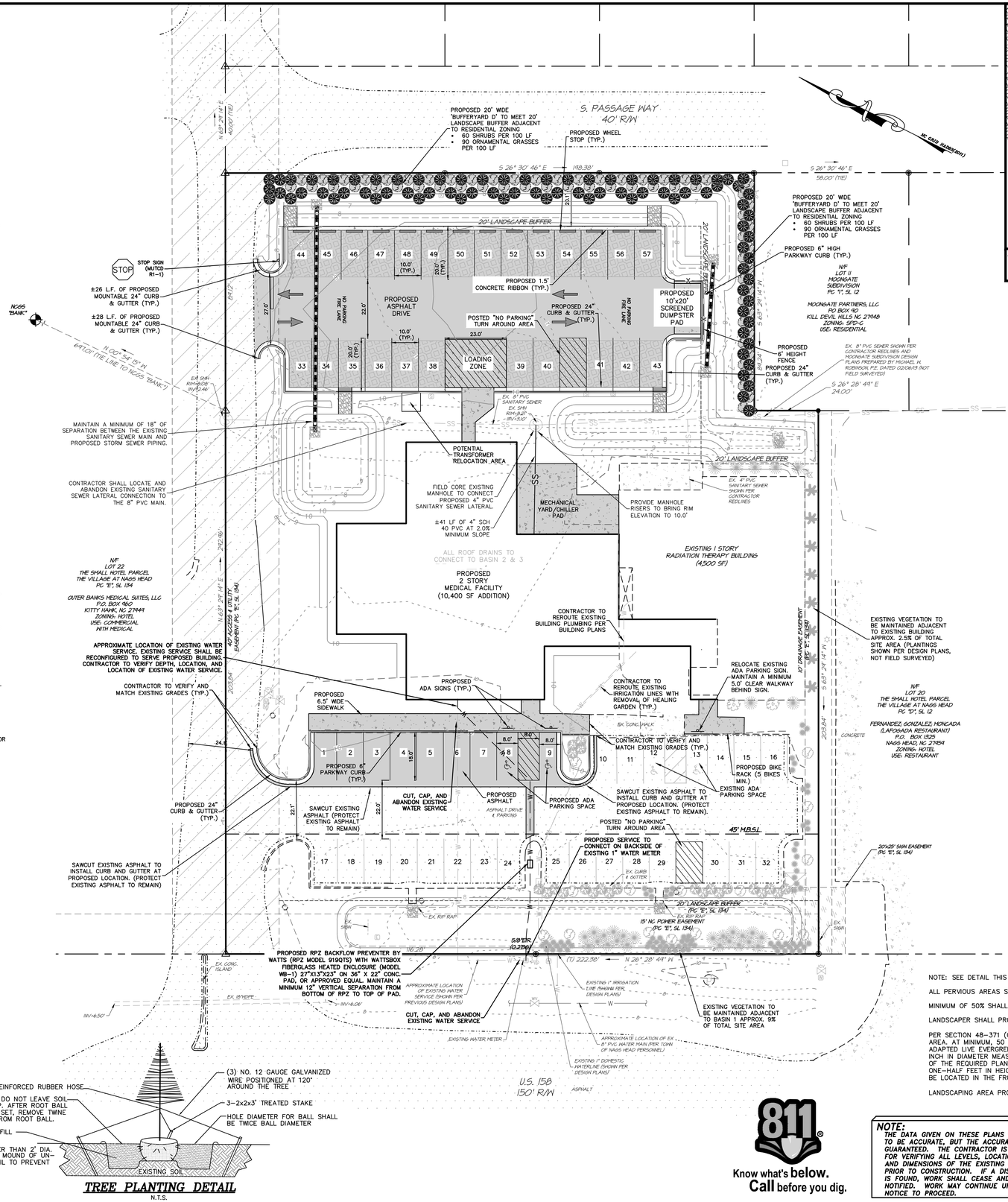
30. THE LOCATION, DIMENSIONS, AND ELEVATION OF EXISTING UTILITIES SHOWN ARE BASED ON THE BEST AVAILABLE DATA AND ARE APPROXIMATE. THE CONTRACTOR SHALL VERIFY ALL DATA IN THE FIELD PRIOR TO CONSTRUCTION TO HIS/HER OWN SATISFACTION. THE CONTRACTOR SHALL PERFORM ANY TEST PIT WORK OR PROVIDE LOCATION SERVICES AS REQUIRED TO AVOID CONFLICTS WITH EXISTING UTILITIES. CONTACT NORTH CAROLINA ONE-CALL AT TELEPHONE NO. 1-800-632-4949, 48 HOURS PRIOR TO PERFORMING ANY EXCAVATION TO HAVE UTILITIES MARKED.

31. THE CONTRACTOR SHALL PROVIDE SMOOTH TRANSITIONS FROM PROPOSED FEATURES TO EXISTING FEATURES AS NECESSARY.

32. THE CONTRACTOR SHALL SEAL THE EDGE OF EXISTING ASPHALT PAVEMENT WITH TACK COAT IN ACCORDANCE WITH THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS WHERE NEW PAVEMENT JOINS EXISTING PAVEMENT.

33. ALL PAVEMENT JOINTS SHALL BE SAW-CUT PRIOR TO PAVING TO PROVIDE A DURABLE AND UNIFORM JOINT.

34. PROOF ROLL ALL NEW PAVED AREAS. NOTIFY OWNER AND ENGINEER OF ANY UNACCEPTABLE AREAS.


S. PASSAGE WAY
40' R/W
PROPOSED 20' WIDE 'BUFFERYARD D' TO MEET 20' LANDSCAPE BUFFER ADJACENT TO RESIDENTIAL ZONING
• 60 SHRUBS PER 100 LF
• 90 ORNAMENTAL GRASSES PER 100 LF
PROPOSED WHEEL STOP (TYP.)
S 26° 30' 46" E 149.38'
S 26° 30' 46" E 58.00' (TIE)
NC GRID NORTH
20' LANDSCAPE BUFFER
PROPOSED 20' WIDE 'BUFFERYARD D' TO MEET 20' LANDSCAPE BUFFER ADJACENT TO RESIDENTIAL ZONING
• 60 SHRUBS PER 100 LF
• 90 ORNAMENTAL GRASSES PER 100 LF
PROPOSED 6" HIGH PARKWAY CURB (TYP.)
N/F LOT 11 MOONGATE SUBDIVISION PC "I", SL 12
MOONGATE PARTNERS, LLC PO BOX 40 KILL DEVIL HILLS NC 27948 ZONING: SPD-C USE: RESIDENTIAL
STOP SIGN (MUTCD R1-1)
±26 L.F. OF PROPOSED MOUNTABLE 24" CURB & GUTTER (TYP.)
±28 L.F. OF PROPOSED MOUNTABLE 24" CURB & GUTTER (TYP.)
PROPOSED ASPHALT DRIVE
PROPOSED 1.5' CONCRETE RIBBON (TYP.)
POSTED "NO PARKING" TURN AROUND AREA
PROPOSED 24" CURB & GUTTER (TYP.)
PROPOSED 10'x20' SCREENED DUMPSTER PAD
LOADING ZONE
NO PARKING FIRE LANE
PROPOSED 6" HEIGHT FENCE
PROPOSED 24" CURB & GUTTER (TYP.)
S 26° 28' 49" E 24.00'
EX. 6" PVC SEWER SHOWN PER CONTRACTOR REDLINES AND MOONGATE SUBDIVISION DESIGN PLANS PREPARED BY MICHAEL W. ROBINSON, P.E. DATED 02/06/93 (NOT FIELD SURVEYED)
NCGS "BANK"
N 00° 34' 15" W 6410.91' TIE LINE TO NCGS "BANK"
EX. SMH RIM=9.08' INV=2.46'
EX. 8" PVC SANITARY SEWER
EX. SMH RIM=9.08' INV=3.10'
MAINTAIN A MINIMUM OF 18" OF SEPARATION BETWEEN THE EXISTING SANITARY SEWER MAIN AND PROPOSED STORM SEWER PIPING.
CONTRACTOR SHALL LOCATE AND ABANDON EXISTING SANITARY SEWER LATERAL CONNECTION TO THE 8" PVC MAIN.
POTENTIAL TRANSFORMER RELOCATION AREA
FIELD CORE EXISTING MANHOLE TO CONNECT PROPOSED 4" PVC SANITARY SEWER LATERAL.
±41 LF OF 4" SCH 40 PVC AT 2.0% MINIMUM SLOPE
MECHANICAL YARD/CHILLER PAD
PROVIDE MANHOLE RISERS TO BRING RIM ELEVATION TO 10.0'
EX. 4" PVC SANITARY SEWER SHOWN PER CONTRACTOR REDLINES
20' LANDSCAPE BUFFER
ALL ROOF DRAINS TO CONNECT TO BASIN 2 & 3
PROPOSED 2 STORY MEDICAL FACILITY (10,400 SF ADDITION)
EXISTING 1 STORY RADIATION THERAPY BUILDING (4,500 SF)
CONTRACTOR TO REROUTE EXISTING BUILDING PLUMBING PER BUILDING PLANS
N/F LOT 22 THE SMALL HOTEL PARCEL THE VILLAGE AT NAGS HEAD PC "E", SL 134
OUTER BANKS MEDICAL SUITES, LLC P.O. BOX 460 KITTY HAWK, NC 27949 ZONING: HOTEL USE: COMMERCIAL WITH MEDICAL
APPROXIMATE LOCATION OF EXISTING WATER SERVICE. EXISTING SERVICE SHALL BE RECONFIGURED TO SERVE PROPOSED BUILDING. CONTRACTOR TO VERIFY DEPTH, LOCATION, AND LOCATION OF EXISTING WATER SERVICE.
CONTRACTOR TO VERIFY AND MATCH EXISTING GRADES (TYP.)
PROPOSED ADA SIGNS (TYP.)
PROPOSED 6.5' WIDE SIDEWALK
PROPOSED 6" PARKWAY CURB (TYP.)
CUT, CAP, AND ABANDON EXISTING WATER SERVICE
PROPOSED ASPHALT
ASPHALT DRIVE & PARKING
PROPOSED ADA PARKING SPACE
SAWCUT EXISTING ASPHALT TO INSTALL CURB AND GUTTER AT PROPOSED LOCATION. (PROTECT EXISTING ASPHALT TO REMAIN).
EXISTING ADA PARKING SPACE
PROPOSED BIKE RACK (5 BIKES MIN.)
RELOCATE EXISTING ADA PARKING SIGN. MAINTAIN A MINIMUM 5.0' CLEAR WALKWAY BEHIND SIGN.
EXISTING VEGETATION TO BE MAINTAINED ADJACENT TO EXISTING BUILDING APPROX. 2.5% OF TOTAL SITE AREA (PLANTINGS SHOWN PER DESIGN PLANS, NOT FIELD SURVEYED)
N/F LOT 30 THE SMALL HOTEL PARCEL THE VILLAGE AT NAGS HEAD PC "D", SL 12
FERNANDEZ, GONZALEZ, MONCADA (LAPOSADA RESTAURANT) P.O. BOX 1325 NAGS HEAD, NC 27959 ZONING: HOTEL USE: RESTAURANT
SAWCUT EXISTING ASPHALT TO INSTALL CURB & GUTTER AT PROPOSED LOCATION (PROTECT EXISTING ASPHALT TO REMAIN)
PROPOSED SERVICE TO CONNECT ON BACKSIDE OF EXISTING 1" WATER METER
EX. CURB & GUTTER
45' M.B.S.L.
20' LANDSCAPE BUFFER (PC "E", SL 134)
20'x25' 5'WIDE EASEMENT (PC "E", SL 134)
EX. RIP RAP
15' NC POWER EASEMENT (PC "E", SL 134)
5/8" ER 10.23'W
PROPOSED RPZ BACKFLOW PREVENTER BY WATTS (RPZ MODEL 919QTS) WITH WATTSBOX FIBERGLASS HEATED ENCLOSURE (MODEL WB-1) 37"x13"x23" ON 36" x 22" CONC. PAD, OR APPROVED EQUAL. MAINTAIN A MINIMUM 12" VERTICAL SEPARATION FROM BOTTOM OF RPZ TO TOP OF PAD.
(T) 222.39' N 26° 28' 49" W
EX. CONC. ISLAND
EX. 18"WDRE
INV=4.08'
INV=6.50'
APPROXIMATE LOCATION OF EXISTING WATER SERVICE (SHOWN PER PREVIOUS DESIGN PLANS)
CUT, CAP, AND ABANDON EXISTING WATER SERVICE
EXISTING WATER METER
EXISTING 1" IRRIGATION LINE (SHOWN PER DESIGN PLANS)
EXISTING VEGETATION TO BE MAINTAINED ADJACENT TO BASIN 1 APPROX. 9% OF TOTAL SITE AREA
APPROXIMATE LOCATION OF EX. 8" PVC WATER MAIN (PER TOWN OF NAGS HEAD PERSONNEL)
EXISTING 1" DOMESTIC WATERLINE (SHOWN PER DESIGN PLANS)
U.S. 158 150' R/W
ASPHALT
CONCRETE
EX. 5WM
EX. 5SMH
EX. 6WM
EX. 8WM
EX. 8SS
EX. 10SS
EX. 12SS
EX. 15SS
EX. 18SS
EX. 24SS
EX. 30SS
EX. 36SS
EX. 42SS
EX. 48SS
EX. 54SS
EX. 60SS
EX. 66SS
EX. 72SS
EX. 78SS
EX. 84SS
EX. 90SS
EX. 96SS
EX. 102SS
EX. 108SS
EX. 114SS
EX. 120SS
EX. 126SS
EX. 132SS
EX.

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PANEL 3730080100J, DATED 09/20/06
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11. SETBACKS SHOWN ARE PER TOWN OF NAGS HEAD AND DO NOT REFLECT ANY RESTRICTIVE COVENANTS THAT MAY EXIST.

12. HANDICAP PARKING SPACES SHALL NOT EXCEED 2% GRADE.

13. AREAS OF FILL SHALL BE EXCAVATED TO COMPACTED SUBGRADE AND BACKFILLED IIN 6" LIFTS.

14. THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO PROTECT ALL PROPERTY MONUMENTS DURING CONSTRUCTION. DISTURBED OR REMOVED PROPERTY MONUMENTS SHALL BE REPLACED BY A NORTH CAROLINA LICENSED PROFESSIONAL LAND SURVEYOR.

15. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THESE DRAWINGS, APPLICABLE TOWN OF NAGS HEAD CODES AND ORDINANCES, AND NCDEQ DIVISION OF ENERGY, MINERAL AND LAND RESOURCES REGULATIONS.

16. THE LOCATION, DIMENSIONS, AND ELEVATION OF EXISTING UTILITIES SHOWN ARE BASED ON THE BEST AVAILABLE DATA AND ARE APPROXIMATE. THE CONTRACTOR SHALL VERIFY ALL DATA IN THE FIELD PRIOR TO CONSTRUCTION TO HIS/HER OWN SATISFACTION. THE CONTRACTOR SHALL PERFORM ANY TEST PIT WORK OR PROVIDE LOCATION SERVICES AS REQUIRED TO AVOID CONFLICTS WITH EXISTING UTILITIES. CONTACT NORTH CAROLINA ONE-CALL AT TELEPHONE NO. 1-800-632-4949, 48 HOURS PRIOR TO PERFORMING ANY EXCAVATION TO HAVE UTILITIES MARKED.

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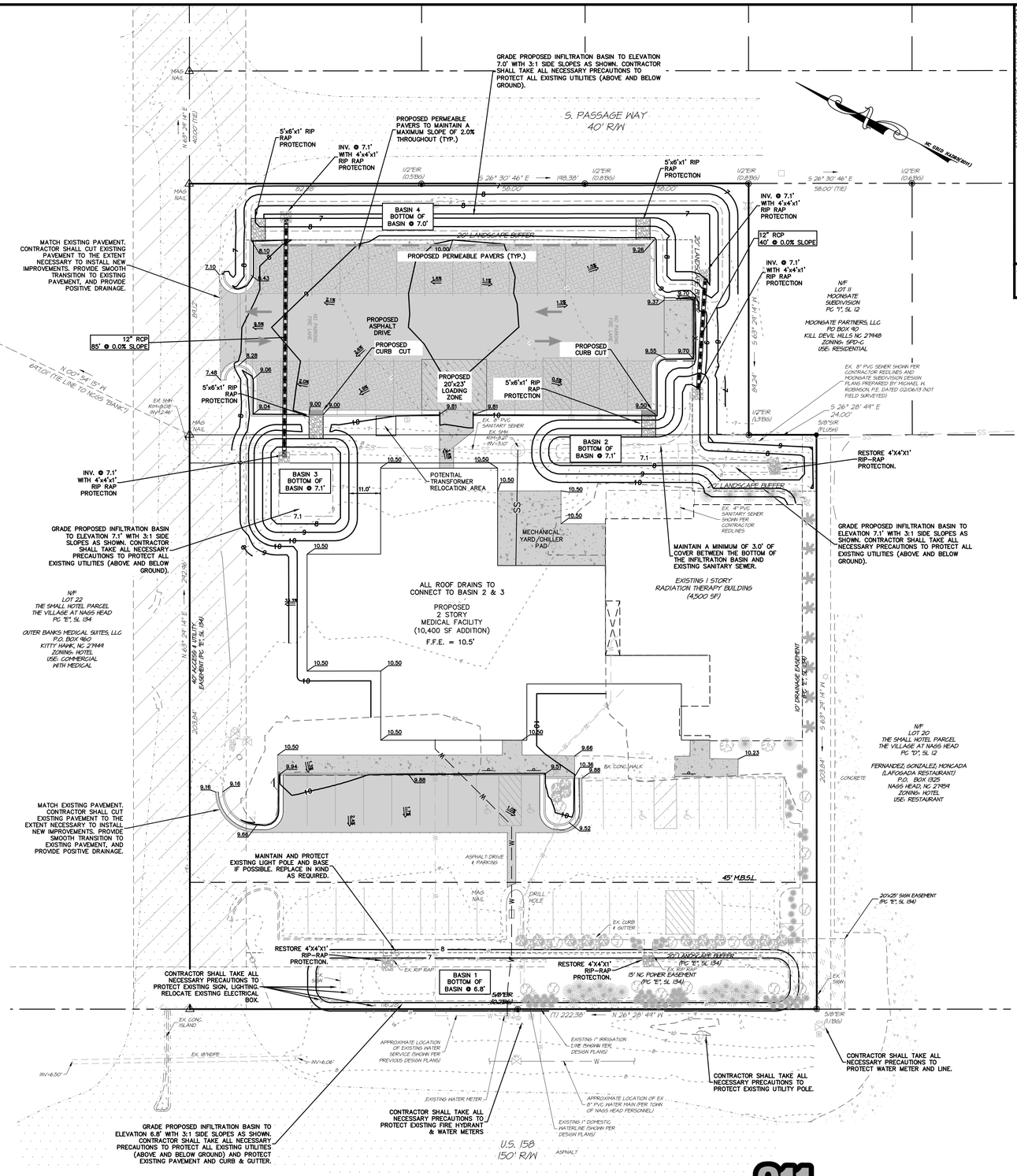
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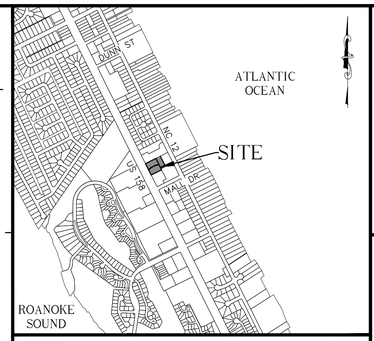
20. PROOF ROLL ALL NEW PAVED AREAS. NOTIFY OWNER AND ENGINEER OF ANY UNACCEPTABLE AREAS.

21. ALL PORTIONS OF ROOF DRAIN COLLECTION SYSTEM WITH LESS THAN 36" OF COVER IN TRAFFIC RATED CONDITIONS SHALL BE DUCTILE IRON PIPE.

22. TEMPORARY CONSTRUCTION EASEMENT MUST BE OBTAINED PRIOR TO ANY WORK ON ADJACENT PROPERTIES.

23. A STATE HIGH DENSITY STORMWATER PERMIT IS REQUIRED IN ADVANCE OF ANY ONSITE DISTURBANCE.





VICINITY MAP (Town of Nags Head)
N.T.S.

LEGEND

- EX. IRON ROD
- EX. DRILL HOLE
- EX. MAG NAIL
- EX. UTILITY POLE
- EX. FIRE HYDRANT
- EX. WATER VALVE
- EX. SEWER MANHOLE
- EX. WATER METER
- EX. ELECTRICAL CONNECTION
- EX. EXTERIOR LIGHT
- EX. LIGHT POLE
- EXISTING ASPHALT PAVEMENT
- EXISTING CONCRETE
- PROPOSED CONCRETE
- PROPOSED ASPHALT
- PROPOSED PERMEABLE PAVEMENT
- PROPOSED RIP RAP
- EXISTING CONTOUR
- EXISTING SPOT GRADE
- PROPOSED CONTOUR
- PROPOSED SPOT GRADE (TOP OF ASPHALT/FLOW LINE UNLESS OTHERWISE NOTED)
- PROPOSED TOP OF CONCRETE ELEV.
- PROPOSED FLOW DIRECTION AND SLOPE

Know what's **below.** **Call** before you dig.

NOTE:
THE DATA GIVEN ON THESE PLANS IS BELIEVED TO BE ACCURATE, BUT THE ACCURACY IS NOT GUARANTEED. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL LEVELS, LOCATIONS, TYPES, AND DIMENSIONS OF THE EXISTING UTILITIES PRIOR TO CONSTRUCTION. IF A DISCREPANCY IS FOUND, WORK SHALL CEASE AND THE ENGINEER NOTIFIED. WORK MAY CONTINUE UPON ENGINEERS NOTICE TO PROCEED.

GRAPHIC SCALE
20' 0 10' 20' 40'
(IN FEET)
1 inch = 20 ft.

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CERTIFICATION

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GRADING & DRAINAGE PLAN

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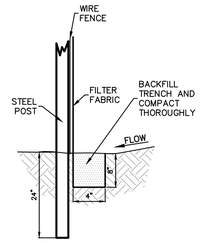
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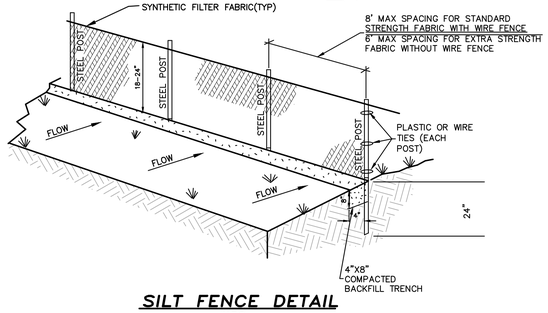
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SOIL EROSION & SEDIMENTATION CONTROL PLAN NOTES:

1. AREA TO BE DISTURBED: ±44,827 SQ.FT. (±1.02 ACRES)
2. PROVIDE A GROUNDCOVER STABILIZATION (TEMPORARY OR PERMANENT) ON ALL DENUDED DOWNSTREAM SURFACES FOLLOWING THE COMPLETION OF LAND DISTURBING ACTIVITIES PER THE CRITERIA LISTED BELOW:
   a. PERIMETER DIKES, BERMS, SWALES, DITCHES AND SLOPES SHALL BE STABILIZED IN 7 DAYS.
   b. HIGH QUALITY WATER (HQW) ZONES SHALL BE STABILIZED IN 7 DAYS.
   c. DOWNSTREAM SLOPES STEEPER THAN 3:1 SHALL BE STABILIZED IN 7 DAYS. IF SLOPES ARE 10' OR LESS AND ARE NOT STEEPER THAN 2:1, 14 DAYS ARE ALLOWED.
   d. DOWNSTREAM SLOPES 3:1 OR FLATTER AND LESS THAN 50' IN LENGTH SHALL BE STABILIZED IN 14 DAYS. SLOPES 3:1 OR FLATTER EXCEEDING 50' IN LENGTH SHALL BE STABILIZED IN 7 DAYS.
   e. ALL OTHER DOWNSTREAM AREAS WITH SLOPES 4:1 OR FLATTER SHALL BE STABILIZED WITHIN 14 DAYS.
   f. GROUND COVER SHALL BE PROVIDED ON CUT AND FOR FILL SLOPES WITHIN 21 CALENDAR DAYS AFTER COMPLETION OF ANY PHASE OF GRADING. GROUND COVER OVER OTHER AREAS SHALL BE PROVIDED WITHIN SHORTER OF 15 WORKING OR 90 CALENDAR DAYS (60 DAYS IN HQW ZONES) OF COMPLETION OF CONSTRUCTION OF DEVELOPMENT.
3. 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).
4. IF EXCESSIVE WIND EROSION OR STORMWATER RUNOFF EROSION DEVELOPS DURING TIME OF CONSTRUCTION ANY LOCATION ON THE PROJECT SITE, ADDITIONAL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE INSTALLED IMMEDIATELY AS DIRECTED BY THE ENGINEER TO ADDRESS THE PROBLEM AREA AND PREVENT DAMAGE TO ADJACENT PROPERTIES.
5. SOIL EROSION AND SEDIMENTATION CONTROLS TO BE INSPECTED, MAINTAINED AND REPAIRED AS NECESSARY UNTIL PERMANENT CONTROLS ARE ESTABLISHED.
   a. A RAIN GAUGE MUST MUST BE KEPT ON SITE.
   b. DEDICATED DEMOLITION AND OTHER WASTE AREAS AND EARTHEN MATERIAL STOCKPILES MUST BE LOCATED AT LEAST 50 FEET FROM DRAINS OR STREAMS UNLESS NO ALTERNATIVE IS FEASIBLE.
   c. ALL EROSION AND SEDIMENT CONTROL MEASURES MUST BE INSPECTED AT LEAST ONCE A WEEK AND WITHIN 24 HOURS AFTER ANY STORM EVENT GREATER THAN A HALF INCH (DURING A 24 HOUR PERIOD). IMMEDIATE CORRECTIVE ACTION MUST BE TAKEN FOR ANY DEVICE FAILURE.
   d. INSPECT ALL OUTLETS WHERE RUNOFF LEAVES SITE AND EVALUATE EFFECT ON NEARBY STREAMS. TAKE CORRECTIVE ACTION IF NECESSARY.
   e. MAINTAIN RECORDS OF INSPECTIONS AND CORRECTIVE ACTIONS.
   f. EARTHWORK NOTE: OFFSITE BORROW MATERIAL SHALL COME FROM AN NCDENR LAND QUALITY SECTION APPROVED SITE. OFFSITE DISPOSAL OF EXCESS MATERIAL SHALL BE TO AN NCDENR LAND QUALITY SECTION APPROVED SITE.

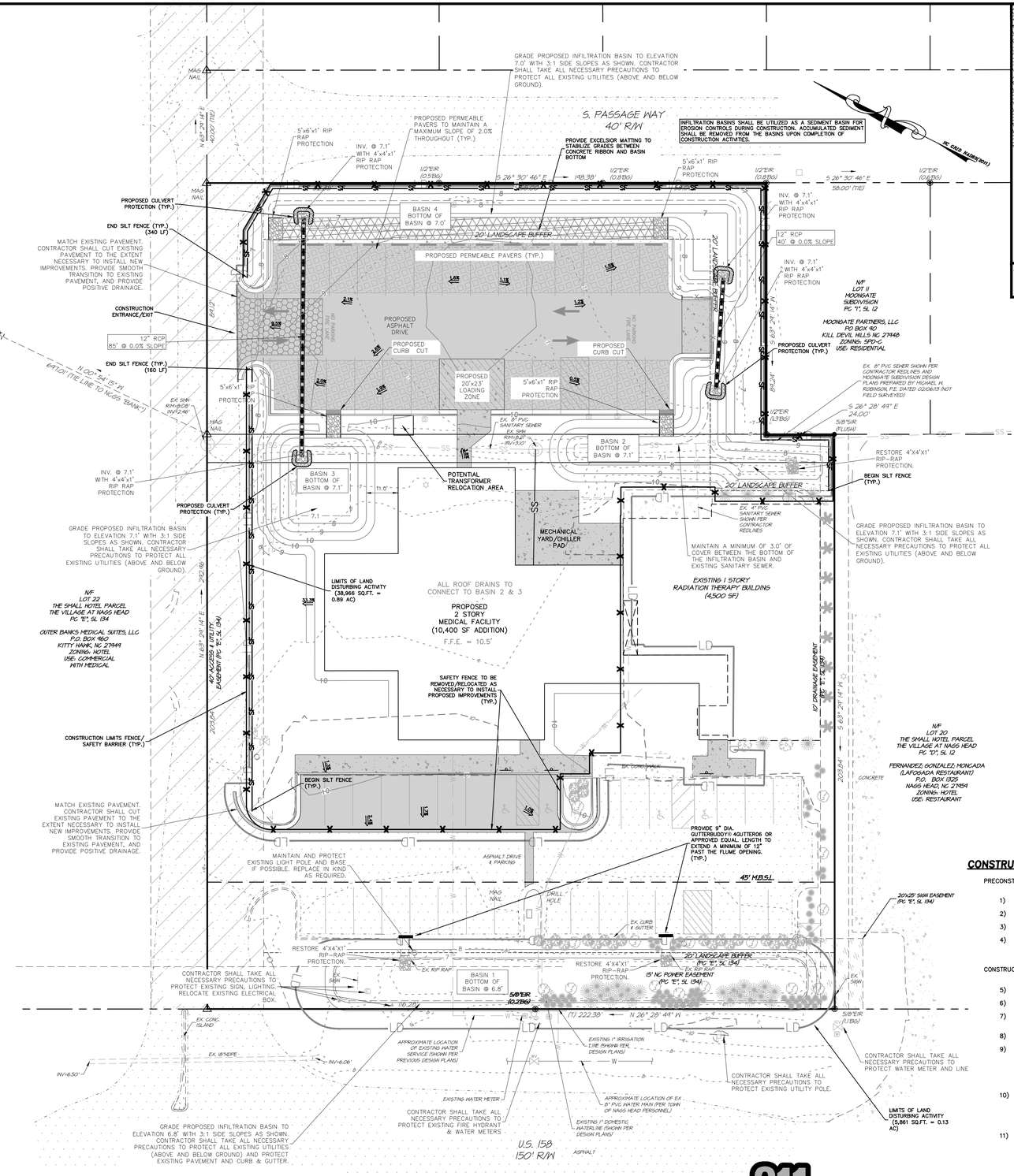
NOTE: ALL EROSION CONTROL MEASURES SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE NC EROSION AND SEDIMENT CONTROL PLANNING AND DESIGN MANUAL. CONTRACTOR SHALL INSPECT AND MAINTAIN ALL EROSION CONTROL DEVICES ON A WEEKLY BASIS AND AFTER EACH MAJOR STORM EVENT; FAILURE TO KEEP ORDER MAY RESULT IN ISSUANCE OF A STOP WORK ORDER.

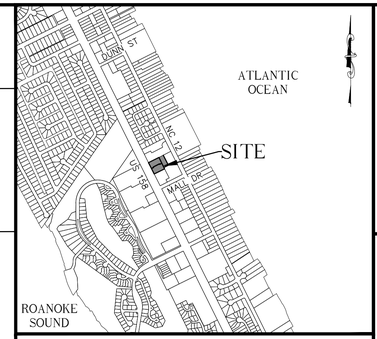




SILT FENCE DETAIL

N.T.S





VICINITY MAP (Town of Nags Head)

N.T.S.

LEGEND

- EX. IRON ROD
- EX. DRILL HOLE
- EX. MAG NAIL
- EX. UTILITY POLE
- EX. FIRE HYDRANT
- EX. WATER VALVE
- EX. SEWER MANHOLE
- EX. WATER METER
- EX. ELECTRICAL CONNECTION
- EX. EXTERIOR LIGHT
- EX. LIGHT POLE
- EXISTING ASPHALT PAVEMENT
- EXISTING CONCRETE
- PROPOSED CONCRETE
- PROPOSED ASPHALT
- PROPOSED EXCELSIOR MATTING
- EXISTING CONTOUR
- EXISTING SPOT GRADE
- PROPOSED CONTOUR
- PROPOSED FLOW DIRECTION AND SLOPE
- PROPOSED LIMITS OF DISTURBANCE
- PROPOSED CULVERT INLET PROTECTION
- PROPOSED FENCE
- PROPOSED SILT FENCE
- PROPOSED CONSTRUCTION LIMITS FENCE/SAFETY BARRIER

CONSTRUCTION SEQUENCE:

PRECONSTRUCTION:

1) OBTAIN PLAN APPROVAL AND OTHER APPLICABLE PERMITS.
2) FLAG AND/OR ROUGH STAKE WORK LIMITS.
3) FLAG EXISTING VEGETATION TO REMAIN/PROTECT.
4) HOLD PRECONSTRUCTION CONFERENCE (OWNER, CONTRACTOR, ENGINEER, AND APPROPRIATE GOVERNMENT OFFICIALS) AT LEAST ONE WEEK PRIOR TO START OF CONSTRUCTION ACTIVITIES.

CONSTRUCTION:

5) INSTALL SILT FENCING AT LOCATIONS SHOWN ON PLAN
6) COMPLETE CLEARING, GRUBBING AND DEMOLITION PROCEDURES.
7) GRADE SITE ACCORDING TO PLAN AND BEGIN CONSTRUCTION OF PROPOSED IMPROVEMENTS, INCLUDING UTILITY RECONNECTIONS.
8) INSTALL CONTRIBUTING STORM CONVEYANCES AND ASSOCIATED EROSION CONTROLS.
9) ALL EROSION & SEDIMENTATION CONTROLS SHALL BE INSPECTED WEEKLY AND AFTER HEAVY RAINFALL EVENT. NEEDED REPAIRS AND MAINTENANCE WILL BE MADE IMMEDIATELY. FURTHERMORE, IF ANY WIND OR STORMWATER RUNOFF EROSION DEVELOPS DURING THE CONSTRUCTION OF THE PROJECT, ADDITIONAL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE INSTALLED TO ADDRESS THE PROBLEM AREA.
10) ONCE THE SITE CONSTRUCTION IS COMPLETE AND DENUDED SURFACES ARE FULLY STABILIZED; ALL STORMWATER CONVEYANCES, STRUCTURES AND PIPING SHALL BE CLEANED OF ALL SILT/DEBRIS WHICH MAY HAVE ACCUMULATED DURING CONSTRUCTION. CONTRACTOR SHALL VERIFY DESIGN GRADES OF ALL STORMWATER CONVEYANCES AND RESTORE TO DESIGN SPECIFICATIONS AS NECESSARY.
11) UPON THE REMOVAL OF ACCUMULATED SEDIMENTS AND SITE STABILIZATION, ALL REMAINING EROSION CONTROLS MAY BE REMOVED FROM THE DEVELOPMENT. ALL DOWNSTREAM EROSION CONTROLS SHALL REMAIN IN PLACE UNTIL THE COMPLETION OF ALL OTHER DEVELOPMENT CONSTRUCTION ACTIVITIES.

PERMANENT VEGETATION

SEEDING DATES: APRIL 1 – AUGUST 31:

SEED MIXTURE	APPLICATION RATES/ACRE
REBEL II FESCUE	130 LBS.
COMMON BERMUDA 'SAHARA' (HULLED)	215 LBS.

SEEDING DATES: SEPT. 1 – MARCH 31:

SEED MIXTURE	APPLICATION RATES/ACRE
REBEL II FESCUE	250 LBS.
COMMON BERMUDA 'SAHARA' (UNHULLED)	215 LBS.

TEMPORARY VEGETATION

SEEDING DATES: AUG. 16 – APRIL 15:

SEED MIXTURE	APPLICATION RATES/ACRE
RYE GRAIN	120 LBS

SEEDING DATES: APRIL 16 – AUG. 15:

SEED MIXTURE	APPLICATION RATES/ACRE
GERMAN MILLET	40 LBS

SEEDBED PREPARATION:
LOOSEN SOILS TO A DEPTH OF 6–8 INCHES USING A RIPPER, HARROW, OR CHISEL PLOW, BREAK UP CLODS, REMOVE UNACCEPTABLE GROWTH (STICKS, ROOTS), STONES (>3"), AND OTHER MATERIALS, AND WORK THE TOP 3–4 INCHES OF THE SOIL INTO A SEEDBED. THE AREA TO BE SEEDED SHALL BE RE–COMPACTED UTILIZING A CULTIPACKER ROLLER AND A SMOOTH EVEN SOIL SURFACE WITH A LOOSE, UNIFORMLY FINE TEXTURE SHALL BE THE FINISHED GRADE.

SOIL AMENDMENTS:
OBTAIN A SOIL TEST TO DETERMINE APPLICATION RATES AND FOLLOW RECOMMENDATIONS OF SOILS TESTS. WHEN A SOIL TEST IS NOT POSSIBLE, APPLY 3,000 LB/ACRE GROUND AGRICULTURAL LIMESTONE AND 1,000 LB/ACRE 10–10–10 STARTER FERTILIZER.

MULCHING:
APPLY 4,000 LB/ACRE GRAIN STRAW OR EQUIVALENT COVER OF ANOTHER SUITABLE MULCH. ANCHOR STRAW BY TACKING WITH ASPHALT, NETTING, ROVING OR BY CRIMPING WITH A MULCH ANCHORING TOOL.

MAINTENANCE:
SATISFACTORY STABILIZATION AND 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 BARE SPOTS, AND THE LONGER REPAIRS ARE DELAYED, THE MORE COSTLY THEY BECOME. PROMPT ACTION WILL KEEP SEDIMENT LOSS AND REPAIR COST DOWN. NEW SEEDLINGS SHOULD BE INSPECTED FREQUENTLY AND MAINTENANCE PERFORMED AS NEEDED. IF RILLS AND GULLIES DEVELOP, THEY MUST BE FILLED IN, RE–SEEDED, AND MULCHED AS SOON AS POSSIBLE. DIVERSIONS MAY BE NEEDED UNTIL NEW PLANTS TAKE HOLD.

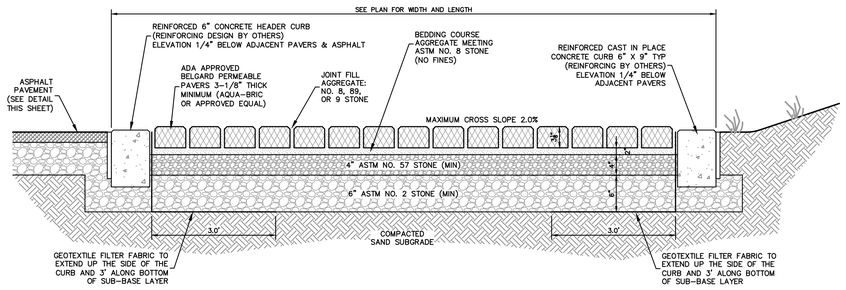
MAINTENANCE REQUIREMENTS EXTEND BEYOND THE SEEDING PHASE. (COMPLETE VEGETATIVE COVER IS REQUIRED REGARDLESS OF COUNTY ISSUANCE OF A CERTIFICATE OF OCCUPANCY AND FINAL PAYMENT WILL NOT BE AWARDED UNTIL COMPLETE ESTABLISHMENT OF VEGETATIVE COVER.)
WEAK OR DAMAGED SPOTS MUST BE RELIMED, FERTILIZED, MULCHED, AND RESEEDED AS PROMPTLY AS POSSIBLE. REFERTILIZATION MAY BE NEEDED TO MAINTAIN PRODUCTIVE STANDS.

Know what's **below.** **Call** before you dig.

NOTE:
THE DATA GIVEN ON THESE PLANS IS BELIEVED TO BE ACCURATE, BUT THE ACCURACY IS NOT GUARANTEED. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL LEVELS, LOCATIONS, TYPES, AND DIMENSIONS OF THE EXISTING UTILITIES PRIOR TO CONSTRUCTION. IF A DISCREPANCY IS FOUND, WORK SHALL CEASE AND THE ENGINEER NOTIFIED. WORK MAY CONTINUE UPON ENGINEERS NOTICE TO PROCEED.

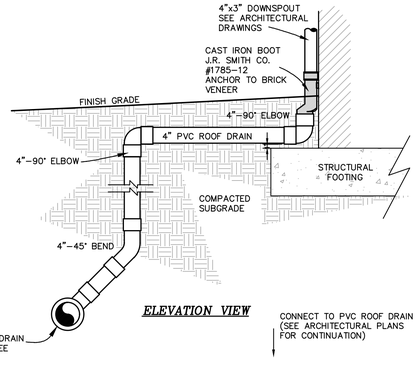
GRAPHIC SCALE
20' 0 10' 20' 40'
(IN FEET)
1 inch = 20 ft.

Quible & Associates, P.C.
NC License# C-0208 SINCE 1959
ENGINEERING** * CONSULTING * PLANNING
EN

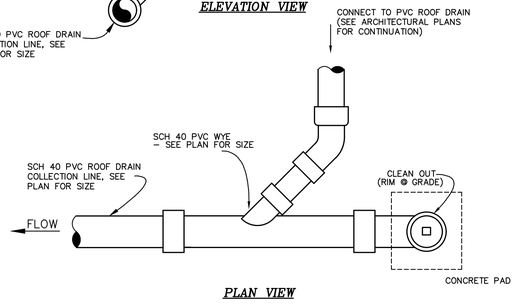


TYPICAL BELGARD® PERMEABLE PAVER INSTALLATION DETAIL

N.T.S.



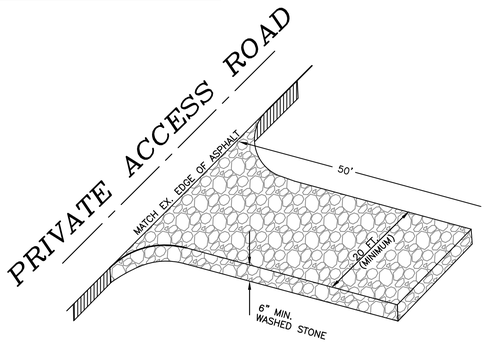
ELEVATION VIEW



PLAN VIEW

ROOF DRAIN COLLECTION LATERAL

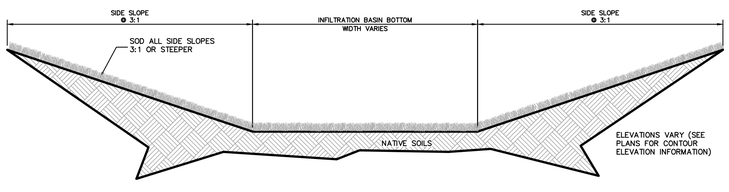
N.T.S.



GRAVEL CONSTRUCTION ENTRANCE/EXIT DETAIL

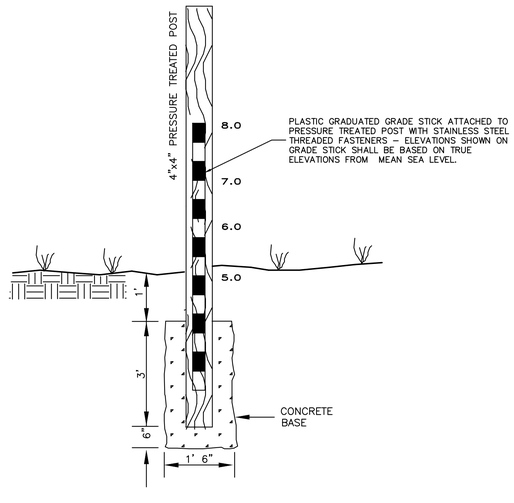
N.T.S

BASIN	BOTTOM ELEVATION	SEDIMENT SHALL BE REMOVED WHEN THE DEPTH REACHES:	TOP ELEVATION
1 (FRONT)	6.8'	7.3'	8.0'
2 (BLDG)	7.1'	7.6'	9.0'
3 (SIDE)	7.1'	7.6'	9.0'
4 (REAR)	7.0'	7.5'	8.5'



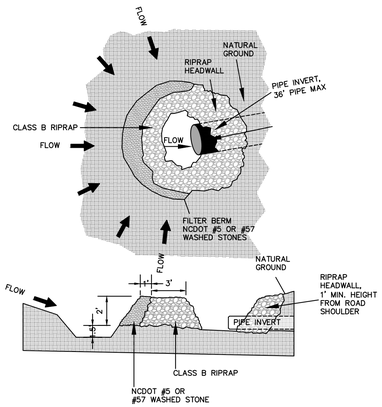
TYPICAL INFILTRATION BASIN CROSS-SECTION DETAIL

N.T.S.



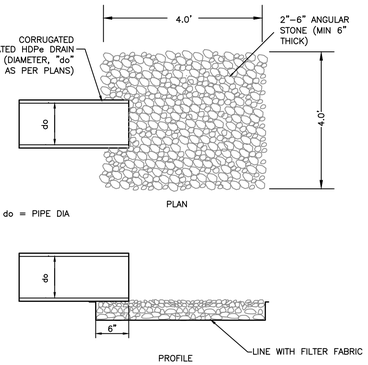
DEPTH BENCHMARK

N.T.S.



CULVERT INLET PROTECTION

N.T.S.

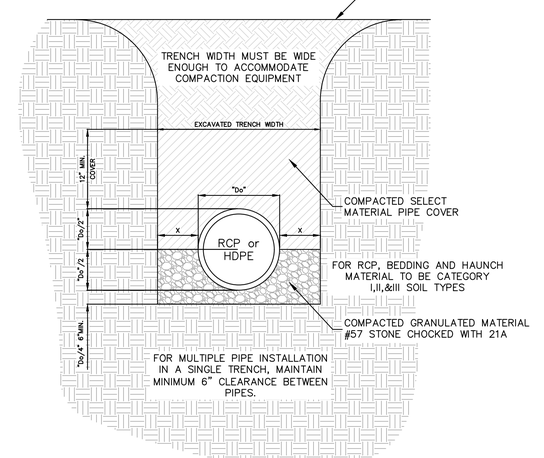


DRAIN PIPE OUTLET DETAIL

N.T.S.

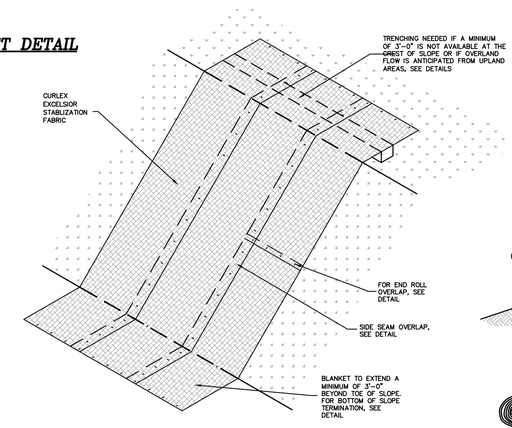
HDPE NOTES:
1. ALL PIPE SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THESE SPECIFICATIONS OR AS MODIFIED BY THE OWNER.
2. TRENCH BOX OR OTHER SHORING METHODS SHALL NOT DISTURB THE PIPE BEDDING AND BACKFILL MATERIAL AFTER THEIR COMPACTION.
3. WHERE THE TRENCH BOTTOM IS UNSTABLE, THE CONTRACTOR SHALL EXCAVATE TO A DEPTH INDICATED ON THE DRAWING OR AS DIRECTED BY THE OWNER AND REPLACE WITH BEDDING MATERIAL.
4. BEDDING MATERIAL SHALL BE CRUSHED STONE OR WASHED #67 STONE, UNLESS OTHERWISE NOTE ON THE DRAWINGS OR REQUIRED BY THE OWNER. MINIMUM BEDDING THICKNESS SHALL BE 6-INCHES.
5. BACKFILL MATERIAL SHALL CONFORM TO THE FOLLOWING:
   A. INITIAL BACKFILL:
      AGGREGATE NO. 25, 26, 21A, OR 21 B; AS INDICATED ON THE DRAWINGS OR AS DIRECTED BY THE OWNER, SHALL BE INSTALLED AS INITIAL BACKFILL IN THE PIPE ZONE EXTENDING NOT LESS THAN 12-INCHES ABOVE THE CROWN OF PIPE. MATERIAL SHALL BE INSTALLED AS REQUIRED IN ASTM 02321, LATEST EDITION.
   B. FINAL BACKFILL:
      FINAL BACKFILL MATERIALS SHALL BE THE SAME AS THE INITIAL BACKFILL UNLESS OTHERWISE INDICATED ON THE DRAWINGS OR DIRECTED BY THE OWNER.
6. MINIMUM COVER:
   TRAFFIC APPLICATIONS - MINIMUM COVER SHALL BE 24", MEASURED FROM THE TOP OF THE PIPE TO THE BOTTOM OF FLEXIBLE PAVEMENT OR TO THE TOP OF RIGID PAVEMENT.
   NON-TRAFFIC APPLICATIONS - MINIMUM COVER IN GRASS OR LANDSCAPE AREA IS 12-INCHES FROM THE TOP OF THE PIPE TO GROUND SURFACE.

NOTES:
1. SELECT MATERIAL PIPE COVER SHALL BE 12" (MINIMUM) DEEP OVER TOP OF PIPE.
2. SELECT MATERIAL BACKFILL SHALL BE CBR 20 COMPACTED TO 95% DENSITY. BACKFILL COMPACTED IN 12" LIFTS.



STORM PIPE TRENCH SECTION

N.T.S.

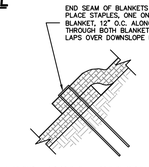


SLOPE DETAIL

N.T.S.

CURLEX® SLOPE APPLICATION DETAIL

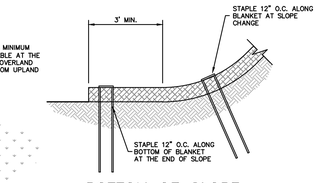
AMERICAN EXCELSIOR COMPANY
ARLINGTON, TEXAS



END ROLL OVERLAP

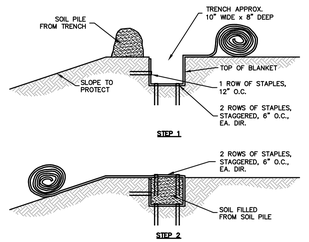
N.T.S.

NOTES:
1. STAPLE PATTERNS ARE DEPENDENT ON SITE CONDITIONS. SEE CURLEX® STAPLE PATTERN GUIDE FOR DETAILS.



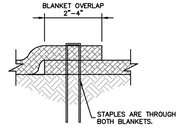
BOTTOM OF SLOPE TERMINATION

N.T.S.



SLOPE TRENCHING METHOD "B"

N.T.S.



SIDE SEAM OVERLAP STAPLE DETAIL

N.T.S.

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8446 CARATOKE HWY
POWELLS POINT, NC 27966
Phone: (252) 491-8146
Fax: (252) 491-8146
quiblesurveying@outlook.com
90 CHURCH STREET, SUITE B
BLACK MOUNTAIN, NC 28711
Phone: (828) 419-9168
Fax: (252) 491-8146
quiblesurveying@outlook.com

NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 040181 CHRISTOPHER M. STOKES
EXPIRATION DATE: 12/31/2019
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REVISIONS

NO.	DATE	
1	12/05/19	PER TOWN COMMENTS

DRAINAGE & SESC DETAILS

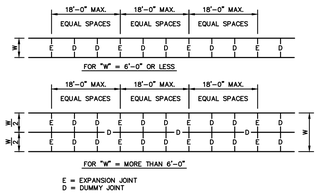
CANCER TREATMENT CENTER
OUTER BANKS HOSPITAL

NAGS HEAD TOWNSHIP DARE COUNTY NORTH CAROLINA

COMMISSION NO. P17012.1
DESIGNED BY CMS
DRAWN BY JMH/CMS
CHECKED BY MWS
ISSUE DATE 11/12/19

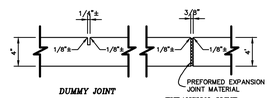
SHEET NO. 5 OF 6 SHEETS

G:\2017\P17012\Drawings\P17012 LVP17012 - Sheet.dwg 12/10/2019 10:08 AM Chris Stokes



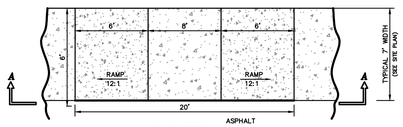
NOTES:
EXCEPT WHERE SHOWN IN THE PLAN, ALL NEW CONC. WALKS SHALL HAVE JOINTS SPACED AS SHOWN IN THESE DETAILS. AN EXPANSION JOINT SHALL BE USED TO SEPARATE THE NEW CONC. WALK FROM OTHER NEW OR EXISTING CONCRETE CONSTRUCTION.

JOINT PATTERN

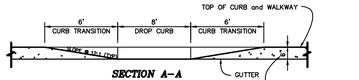


JOINT DETAIL

SIDEWALK JOINTS
N.T.S.



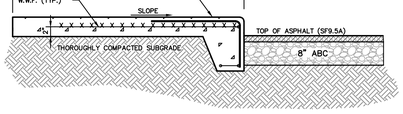
PLAN VIEW



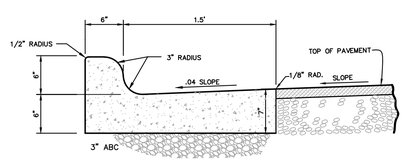
SECTION A-A

WHEELCHAIR RAMP
N.T.S.

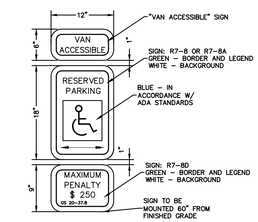
1. USE ADJACENT TO ALL HANDICAPPED SPACES



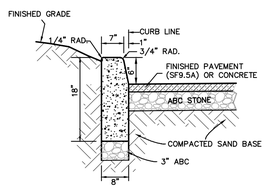
RAISED CURB SIDEWALK/ASPHALT SECTION
N.T.S.



CURB & GUTTER CROSS SECTION (1.5' GUTTER)
N.T.S.



ADA RESERVED PARKING SIGN DETAIL
N.T.S.



PARKWAY CURB
N.T.S.

TYPICAL SPECIFICATIONS

SPECIFICATIONS FOR SIDEWALKS, CURBS, ALLEYS, CONCRETE PAVEMENT

ALL REINFORCING STEEL SHALL BE GRADE 60 (ASTM A615)

ALL WELDED WIRE FABRIC SHALL BE 6 x 6, W1.4 x W1.4 (ASTM A185)

A 1-1/2" CLEAR CONCRETE COVER SHALL BE MAINTAINED ON ALL REINFORCEMENT

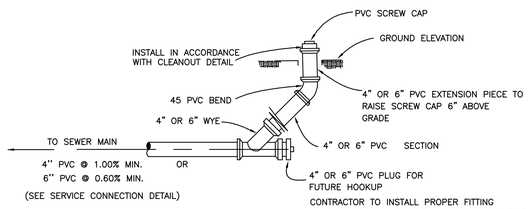
ALL CONCRETE SHALL BE 3000 PSI FIBER MESH UNLESS OTHERWISE NOTED SPECIFICATIONS OF ASPHALT

ALL ABC STONE SHALL BE COMPACTED TO 100% OF STANDARD PROCTOR (ASTM D698)

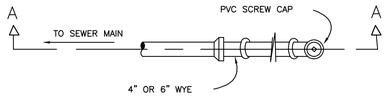
ASPHALT SHALL BE 2" SF9.5A

SPECIFICATIONS FOR SUBBASE

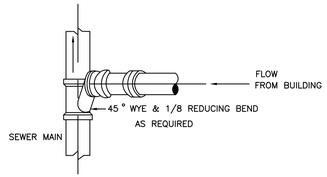
ALL SUBBASE SHALL BE COMPACTED TO 95% OF STANDARD PROCTOR (ASTM D698)



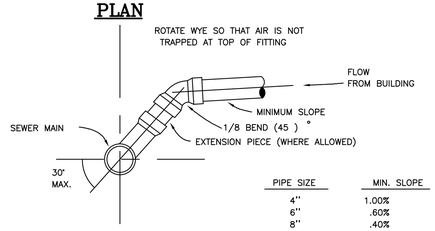
SECTION A



PLAN VIEW
SINGLE SERVICE LATERAL CONNECTION
N.T.S.



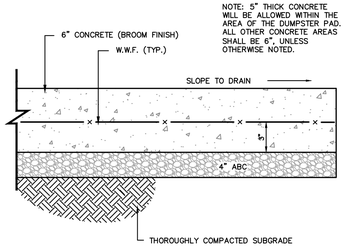
PLAN



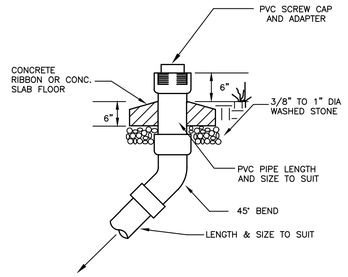
PIPE SIZE	MIN. SLOPE
4"	1.00%
6"	.60%
8"	.40%
12"	.22%

SECTION

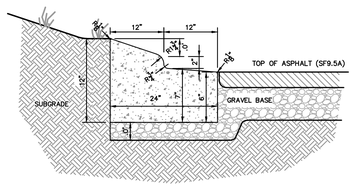
SERVICE CONNECTION
N.T.S.



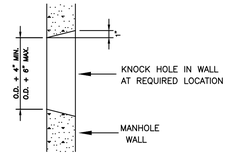
CONCRETE PAVEMENT SECTION
N.T.S.



TYPICAL SEWER CLEAN-OUT
N.T.S.

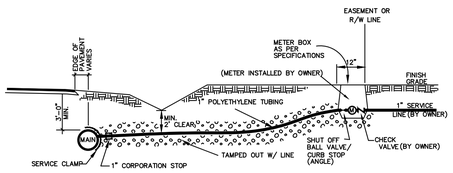


2' CONCRETE MOUNTABLE CURB & SPILL GUTTER
NTS
MODIFIED NCDOT STANDARD 846.01



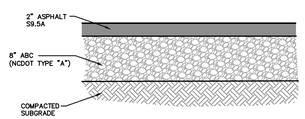
IN FIELD PIPE OPENINGS
N.T.S.

NOTES:
1. THIS APPLIES TO ALL PIPES 6" DIAMETER OR LESS UNLESS OTHERWISE SPECIFIED.
2. CLOSE WITH NON-SHRINK GROUT AFTER PIPE INSTALLATION.

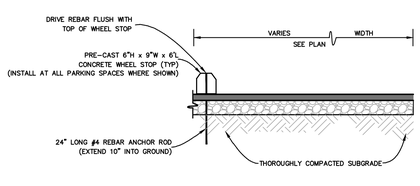


NOTE:
CONTRACTOR TO CONSULT WITH OWNER'S WATER SYSTEM MANAGING ENTITY AND OWNER'S ENGINEER PRIOR TO ORDERING METER BOX AND SHUT OFF BALL VALVE/ CURB STOP TO MAKE SURE THEY MEET THEIR REQUIREMENTS.

STANDARD 1" SERVICE LINE AND METER BOX INSTALLATION
N.T.S.



TYPICAL ASPHALT SECTION
N.T.S.



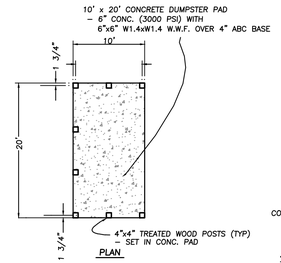
WHEEL STOP DETAIL
N.T.S.

COMPACTION NOTES:
1. PROOF ROLL ALL NEW PAVED AREAS. NOTIFY OWNER AND ENGINEER OF ANY UNACCEPTABLE AREAS.
2. COMPACT BACKFILL AND SUBGRADE TO 95% OF THE MODIFIED PROCTOR MAXIMUM DRY DENSITY (ASTM D1557) ALL BACKFILL MATERIAL SHALL BE SELECT BACKFILL UNLESS OTHERWISE SPECIFIED BY THE ENGINEER.
3. SELECT FILL SHALL CONSIST OF SAND OR GRAVEL CONTAINING LESS THAN 20% BY WEIGHT OF FINES [SP, SM, SW, GP, GW] HAVING A LIQUID LIMIT LESS THAN 20 AND PLASTIC LIMIT LESS THAN 6, AND FREE OF RUBBLE, ORGANICS, CLAY, DEBRIS, AND OTHER UNSUITABLE MATERIAL.

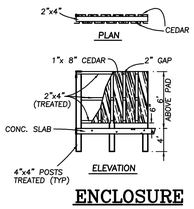
COMPACTION NOTES

811 Know what's below. Call before you dig.

NOTE:
THE DATA GIVEN ON THESE PLANS IS BELIEVED TO BE ACCURATE, BUT THE ACCURACY IS NOT GUARANTEED. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL LEVELS, LOCATIONS, TYPES, AND DIMENSIONS OF THE EXISTING UTILITIES PRIOR TO CONSTRUCTION. IF A DISCREPANCY IS FOUND, WORK SHALL CEASE AND THE ENGINEER NOTIFIED. WORK MAY CONTINUE UPON ENGINEERS NOTICE TO PROCEED.

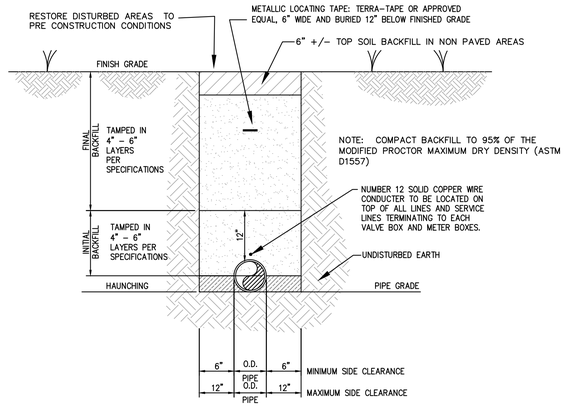


DUMPSTER PAD



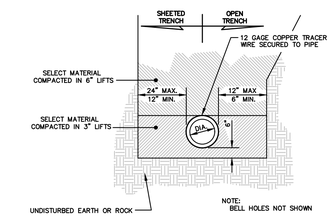
ENCLOSURE

CONCRETE DUMPSTER PAD AND ENCLOSURE
N.T.S.
(NOTE: DUMPSTER PAD DRAIN NOT SHOWN)



NOTES:
1. FOR TRENCHES REQUIRING SHORING AND BRACING, DIMENSIONS SHALL BE TAKEN FROM THE INSIDE FACE OF THE SHORING AND BRACING
2. NO ROCKS OR BOULDERS 4" AND LARGER SHALL BE USED IN INITIAL BACKFILL AREA.
3. ALL BACKFILL MATERIAL SHALL BE SATISFACTORY SOIL MATERIALS UNLESS OTHERWISE SPECIFIED BY THE ENGINEER. (SATISFACTORY SOIL FILL SHALL CONSIST OF SAND OR GRAVEL CONTAINING LESS THAN 20% BY WEIGHT OF FINES [SW, SP, SP–SM, SM] HAVING A LIQUID LIMIT LESS THAN 20 AND PLASTIC LIMIT LESS THAN 6, AND FREE OF RUBBLE, ORGANICS, CLAY, DEBRIS, AND OTHER UNSUITABLE MATERIAL.)

TYPICAL WATERLINE BACKFILLING REQUIREMENTS AND TRENCH BOTTOM DIMENSIONS
N.T.S.



STANDARD EXCAVATION

NOTES:
1. CROSSING A WATER MAIN OVER A SEWER; WHENEVER IT IS NECESSARY FOR A WATER MAIN TO CROSS OVER A SEWER, THE WATER MAIN SHALL BE LAID AT SUCH AN ELEVATION THAT THE BOTTOM OF THE WATER MAIN IS AT LEAST 18" ABOVE THE TOP OF THE SEWER, UNLESS LOCAL CONDITIONS OR BARRIERS PREVENT AN 18 INCH VERTICAL SEPARATION; IN WHICH CASE BOTH THE WATER MAIN AND SEWER SHALL BE CONSTRUCTED OF FERROUS MATERIALS AND WITH JOINTS THAT ARE EQUIVALENT TO WATER MAIN STANDARDS FOR A DISTANCE OF 10 FEET ON EACH SIDE OF THE POINT OF CROSSING.
2. CROSSING A WATER MAIN UNDER A SEWER; WHENEVER IT IS NECESSARY FOR A WATER MAIN TO CROSS UNDER A SEWER, BOTH THE WATER MAIN AND THE SEWER SHALL BE CONSTRUCTED OF FERROUS MATERIALS AND WITH JOINTS EQUIVALENT TO WATER MAIN STANDARDS FOR A DISTANCE OF 10 FEET ON EACH SIDE OF THE POINT OF CROSSING. A SECTION OF WATER MAIN PIPE SHALL BE CENTERED AT THE POINT OF CROSSING.

NOTE:
MINIMUM 30" COVER IN PIEDMONT AND COASTAL AREAS

TYPICAL SANITARY SEWER TRENCHING
N.T.S.

GRAPHIC SCALE
20' 0 10' 20' 40'
(IN FEET)
1 inch = 20 ft.

Quible & Associates, P.C.
NC License# C-0208 SINCE 1959
ENGINEERING** * CONSULTING * PLANNING
ENVIRONMENTAL SCIENCES * SURVEYING**
**NOT FOR CONSTRUCTION PURPOSES
8466 CARATOKE HWY
POWELLS POINT, NC 27966
Phone: (252) 491-8146
Fax: (252) 491-8146
quiblea@quibleassociates.com
90 CHURCH STREET, SUITE B
BLACK MOUNTAIN, NC 28711
Phone: (828) 669-8747
Fax: (252) 491-8146
quiblea@quibleassociates.com

NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 040787 CHRISTOPHER M. QUIBLE
CERTIFICATION

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NO.	DATE	REVISIONS
1	12/05/19	PER TOWN COMMENTS

SITE & UTILITY DETAILS

CANCER TREATMENT CENTER OUTER BANKS HOSPITAL

NAGS HEAD TOWNSHIP DARE COUNTY NORTH CAROLINA

COMMISSION NO.	P17012.1
DESIGNED BY	CMS
DRAWN BY	JMH/CMS
CHECKED BY	MWS
ISSUE DATE	11/12/19

SHEET NO. 6 OF 6 SHEETS

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NOTES:

1. PROPERTY OWNERS: MOONGATE PARTNERS, LLC.
PO BOX 129
NAGS HEAD, NC 27959

DOUBLE L CORPORATION
PO BOX 2606
ELIZABETH CITY, NC 27906

UNIVERSITY HEALTH SYSTEMS OF EASTERN CAROLINA
C/O TIM MCDONNELL
PO BOX 6028
GREENVILLE, NC 27835

2. PROPERTY IDENTIFICATION: 4928, 4926 & 4922 S. PASSAGE WAY
4927 & 4923 SOUTH CROATAN HIGHWAY
PIN#: 0801-1313-8895; 0801-1313-8960; 0801-1313-8936
0801-13-13-7759; 0801-1313-7809
PID#: 02839113; 02839114; 02839115
027839062; 027839063;

3. PARCEL AREA: 63,021 SQ.FT. / 1.45 ACRES
(AREAS BY COORDINATE METHOD)

4. ZONING CLASSIFICATION: SPD-C (SPECIAL PLANNED DEVELOPMENT-COMMUNITY DISTRICT) (HOTEL DISTRICT OVERLAY)

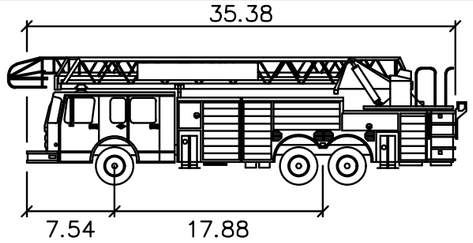
5. PROPOSED REZONING FOR 4928, 4926 & 4922 S. PASSAGE WAY: SPD-C (SPECIAL PLANNED DEVELOPMENT-COMMUNITY DISTRICT) FROM SF2 (SINGLE FAMILY) ZONING

6. REFERENCES: D.B. 1939, PG. 480; P.C. E, SL. 134

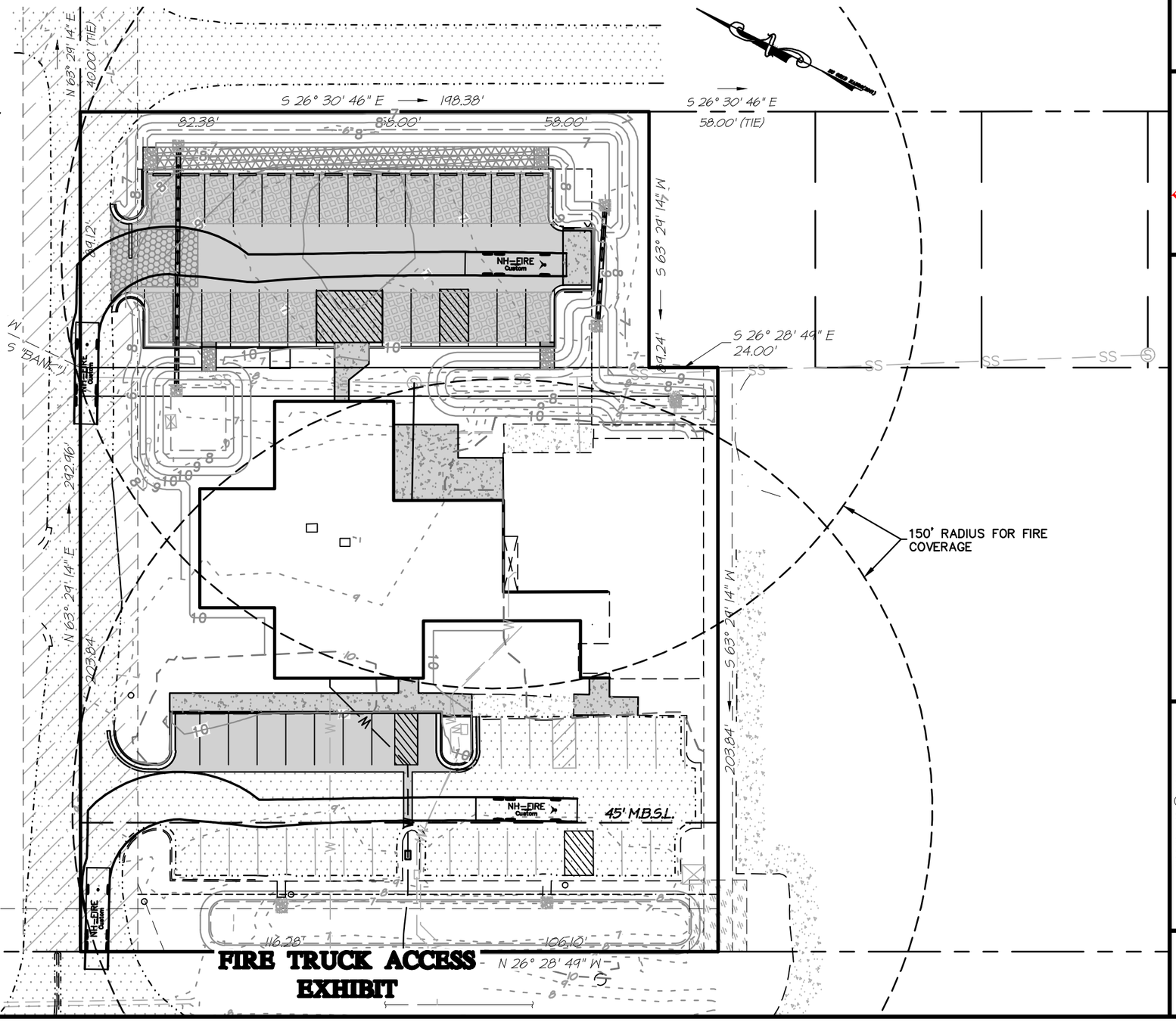
7. FIELD SURVEY BY QUIBLE & ASSOCIATE, P.C. DATES: 06-22-2017, 09-10-2019, & 10-21-2019.
(HORIZONTAL GROUND DISTANCES)

8. VERTICAL DATUM NAVD 1988 / HORIZONTAL DATUM NAVD 1983 (2012)

9. PROPERTY IS LOCATED IN F.I.R.M. ZONES "AE" (EL. 9')
PANEL 3730080100J, DATED 09/20/06
FIRM ZONES SUBJECT TO CHANGE BY F.E.M.A.



FIRE TRUCK	feet
Width	: 8.00
Track	: 8.00
Lock to Lock Time	: 6.00
Steering Angle	: 40.00



GRAPHIC SCALE
80' 0 40' 80' 160'
(IN FEET)
1 inch = 80' ft.

Quible & Associates, P.C.
SINCE 1959
NC License#: C-0208
ENGINEERING** * CONSULTING * PLANNING
ENVIRONMENTAL SCIENCES * SURVEYING**
ENG./SUR. NOT OFFERED AT BLACK MTN. OFFICE
8466 Caratoke Hwy, Powells Point, NC 27966
Phone: (252) 491-8147 Fax: (252) 491-8146
90 Church St., Ste. B, Black Mountain, NC 28711
Phone: (828) 793-0398 Fax: (252) 491-8146
administrator@quible.com

PRELIMINARY NOT FOR CONSTRUCTION

FIRE ROUTING EXHIBIT

CANCER CENTER
OUTER BANKS HOSPITAL

TOWN OF NAGS HEAD
DARE COUNTY
NORTH CAROLINA

0 40 80
GRAPHIC SCALE IN FEET 1"=40

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PROJECT	DRAWN BY	CHECKED BY	DATE
P17012.1	CMS	CMS/MWS	12/04/19

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0801-1313-7809
PID#: 02839113; 02839114; 02839115
027839062; 027839063;

3. PARCEL AREA: 63,021 SQ.FT. / 1.45 ACRES
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4. ZONING CLASSIFICATION: SPD-C (SPECIAL PLANNED DEVELOPMENT-COMMUNITY DISTRICT) (HOTEL DISTRICT OVERLAY)

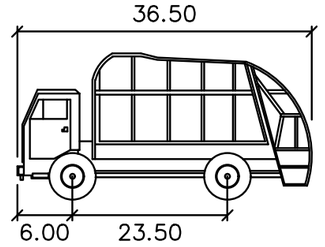
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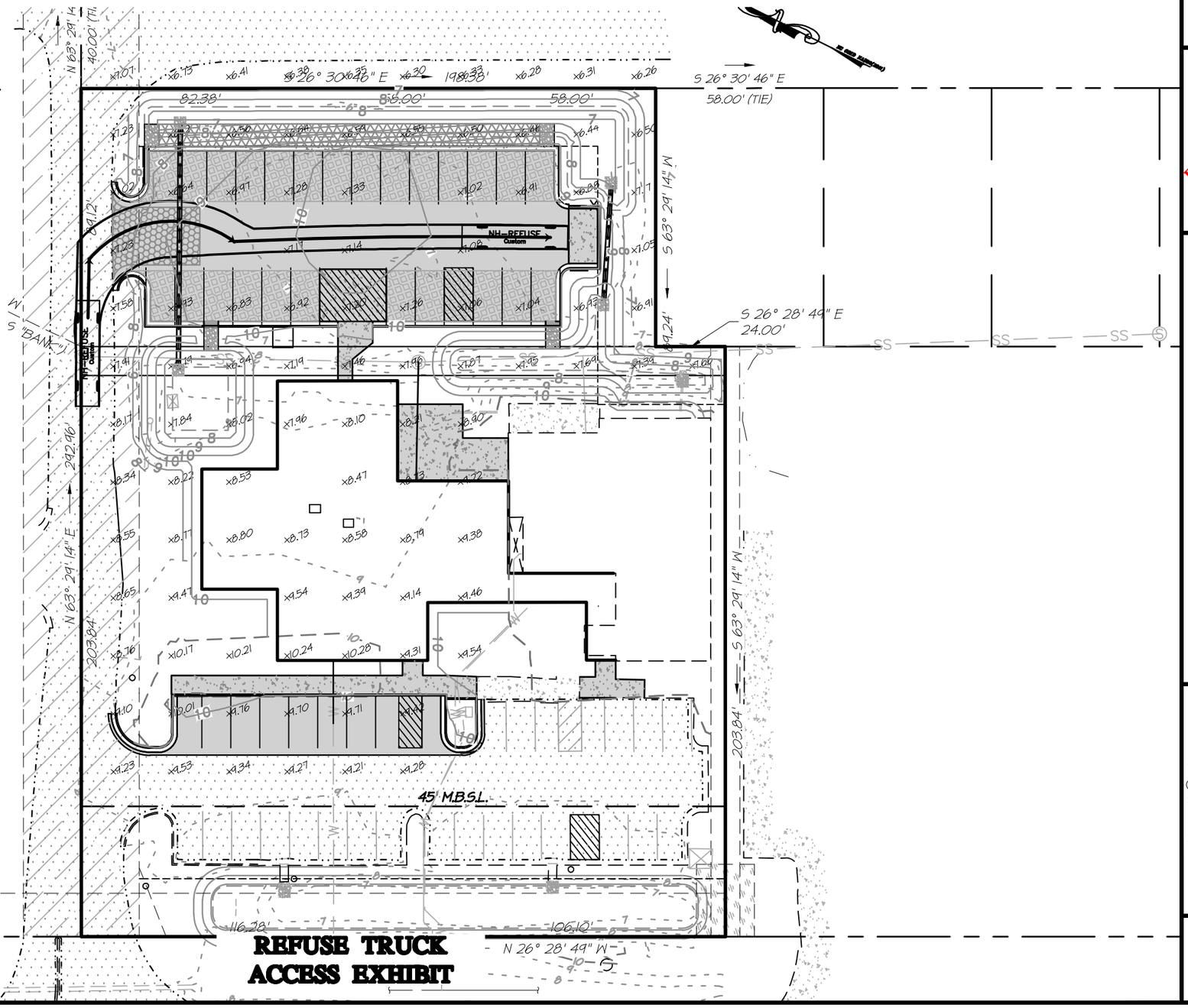
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PANEL 3730080100J, DATED 09/20/06
FIRM ZONES SUBJECT TO CHANGE BY F.E.M.A.



NH REFUSE	feet
Width	: 8.00
Track	: 8.00
Lock to Lock Time	: 6.0
Steering Angle	: 40.0



GRAPHIC SCALE

80' 0 40' 80' 160'

(IN FEET)
1 inch = 80' ft.

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Phone: (828) 793-0398 Fax: (252) 491-8146
administrator@quible.com

PRELIMINARY NOT FOR CONSTRUCTION

REFUSE ROUTING EXHIBIT

CANCER CENTER
OUTER BANKS HOSPITAL

TOWN OF NAGS HEAD
DARE COUNTY
NORTH CAROLINA

0 40 80
GRAPHIC SCALE IN FEET 1"=40

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PROJECT	DRAWN BY	CHECKED BY	DATE
P17012.1	CMS	CMS/MWS	11/14/19

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A



B



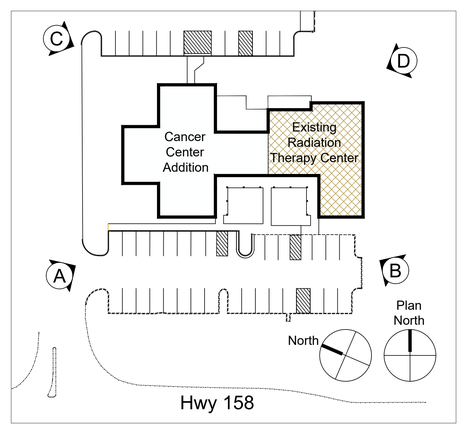
C



D

Exterior Sketch Images

Materials, colors, profiles, and details will match the existing Radiation Therapy Center



THE EAST GROUP

- Engineering
- Architecture
- Surveying
- Technology

- Corporate Office
  324 Evans Street
  Greenville, NC 27858
  Tel 252.758.3746 Fax 252.830.3954
  www.eastgroup.com
- Branch Office
  4325 Lake Boone Trail, Suite 311
  Raleigh, NC 27607
  Tel 919.784.9330 Fax 919.784.9331
- NC Engineering License No. C-0206
- NC Architectural License No. 50213
- NC Landscape Architectural License No. C-427

VIDANT HEALTH™

THE OUTER BANKS HOSPITAL
4800 South Croatan Highway
Nags Head, NC 27959
252-489-9111

THE EAST GROUP, P.A. REGISTERED ARCHITECTURAL COMPANY 50213 NORTH CAROLINA GREENVILLE, NC

PRELIMINARY DESIGN DOCUMENTS

NOT FOR CONSTRUCTION

REV	DATE	DESCRIPTION	BY	CHK
0	12-06-2019	PRELIMINARY DRAWING - NOT FOR CONSTRUCTION	CDL	CDL

TEG PROJECT NO.
20190179

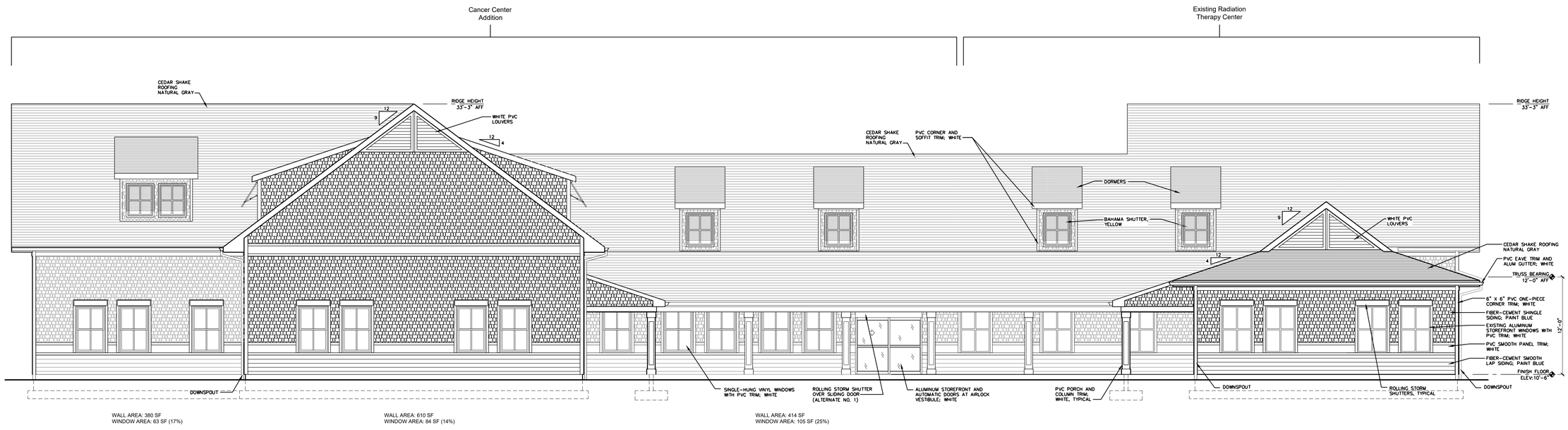
CLIENT PROJECT NO.
-

PROJECT TITLE
OBH CANCER CENTER

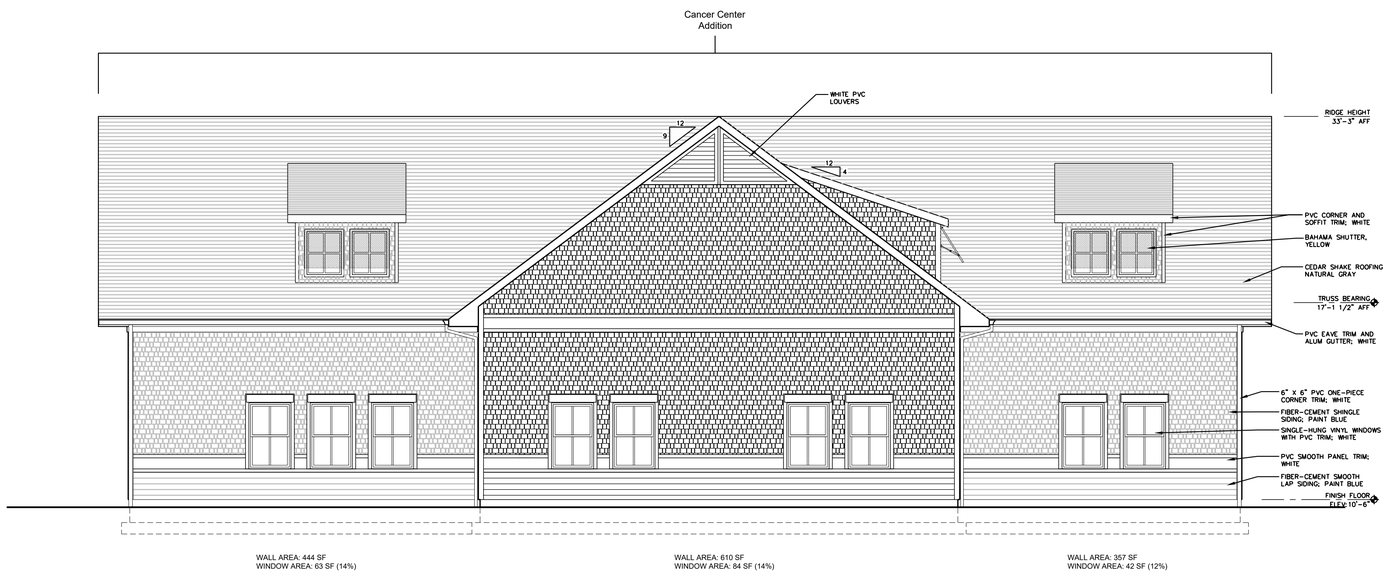
DRAWING TITLE
EXTERIOR IMAGES

DRAWING NO.
A6.3

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1 PLAN-SOUTH ELEVATION
SCALE: 3/16" = 1'-0"



2 PLAN-WEST ELEVATION
SCALE: 3/16" = 1'-0"

Exterior Appearance:

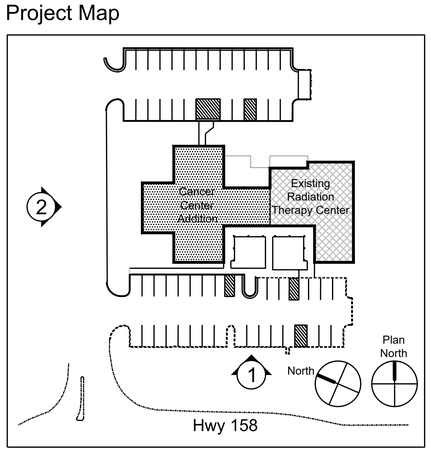
Materials, colors, profiles, and details will match the existing Radiation Therapy Center

Town of Nags Head
Architectural Style Points Schedule

(applied to building addition only)

Design Element	Formula/Element Provided	Points Earned
Porches	1st Floor Porch - p1/b1 x 150 = p1 = perimeter of 1st floor with Porch = 72' b1 = perimeter of 1st floor = 379'	28
Dormers	n = number of dormers = 9 9 x 5 = 45 1 - 17-foot wide shed dormer (1 x 10) + 5 = 15 45 + 15 = 60 25 point maximum score	25
Roofs	Compliant Form and Pitch (Minimum 6:12 pitch for commercial buildings)	25
Building Form	Combination Base Form	40
Siding Materials	Simulated Shingle Siding	12
Miscellaneous Details	Beauty Bands - 5 Porch Column Trim - 5 Windows (single-hung) - 20	30
	Total Points Earned	160

Project Map



THE EAST GROUP

■ Engineering ■ Architecture
■ Surveying ■ Technology

■ Corporate Office
324 Evans Street
Greenville, NC 27858
Tel 252.758.3746 Fax 252.830.3954
www.eastgroup.com

■ Branch Office
4325 Lake Boone Trail, Suite 311
Raleigh, NC 27607
Tel 919.784.9330 Fax 919.784.9331

■ NC Engineering License No. C-0206
■ NC Architectural License No. 50213
■ NC Landscape Architectural License No. C-427

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THE OUTER BANKS HOSPITAL
4800 South Croatan Highway
Nags Head, NC 27959
252-489-9111

THE EAST GROUP, P.A. REGISTERED ARCHITECTURAL COMPANY 50213 NORTH CAROLINA GREENVILLE, NC

PRELIMINARY DESIGN DOCUMENTS
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REV	DATE	DESCRIPTION	BY	CHK
0	12-06-2019	PRELIMINARY DRAWING - NOT FOR CONSTRUCTION	CDL	CDL

TEG PROJECT NO.
20190179

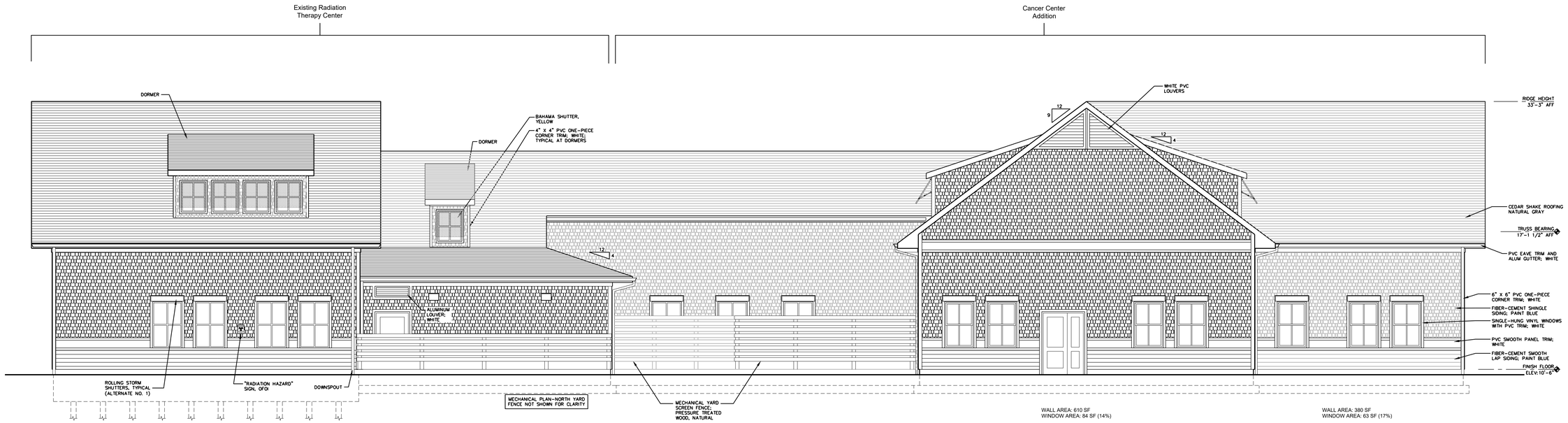
CLIENT PROJECT NO.
-

PROJECT TITLE
OBH CANCER CENTER

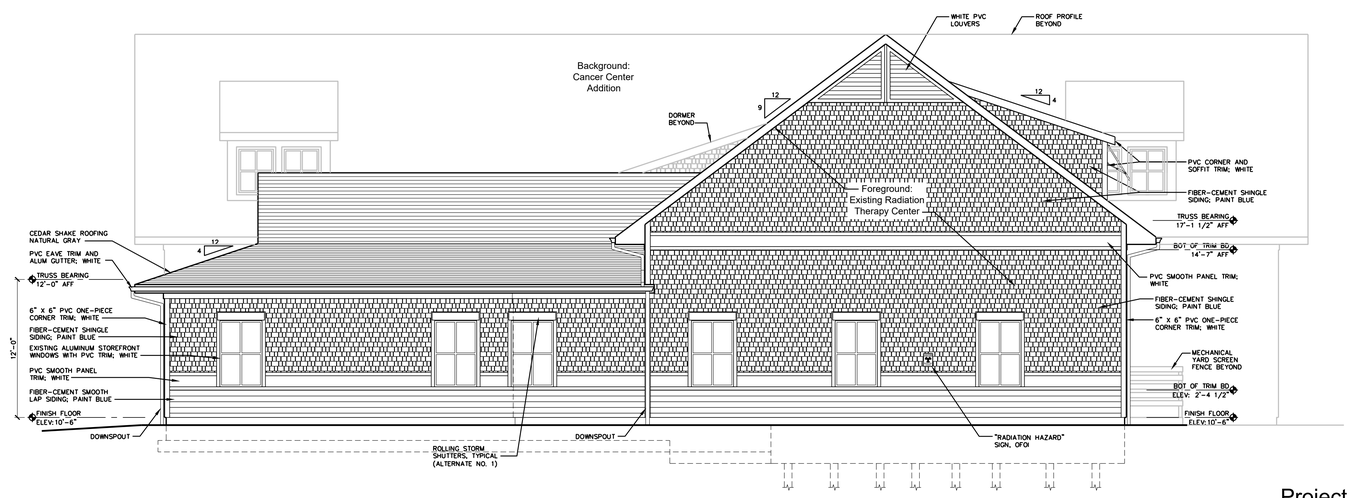
DRAWING TITLE
BUILDING ELEVATIONS

DRAWING NO.
A6.1

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1 PLAN-NORTH ELEVATION
SCALE: 3/16" = 1'-0"



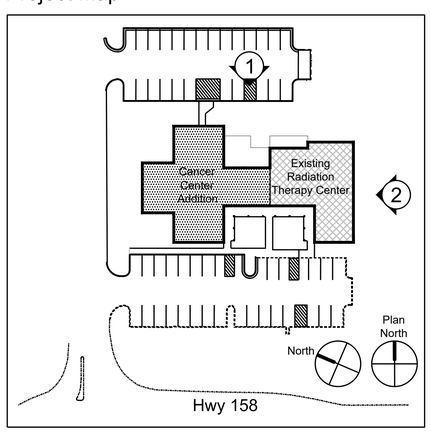
Existing Radiation Therapy Center Elevation

2 PLAN-EAST ELEVATION
SCALE: 3/16" = 1'-0"

Exterior Appearance:

Materials, colors, profiles, and details will match the existing Radiation Therapy Center

Project Map



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Tel 919.784.9330 Fax 919.784.9331
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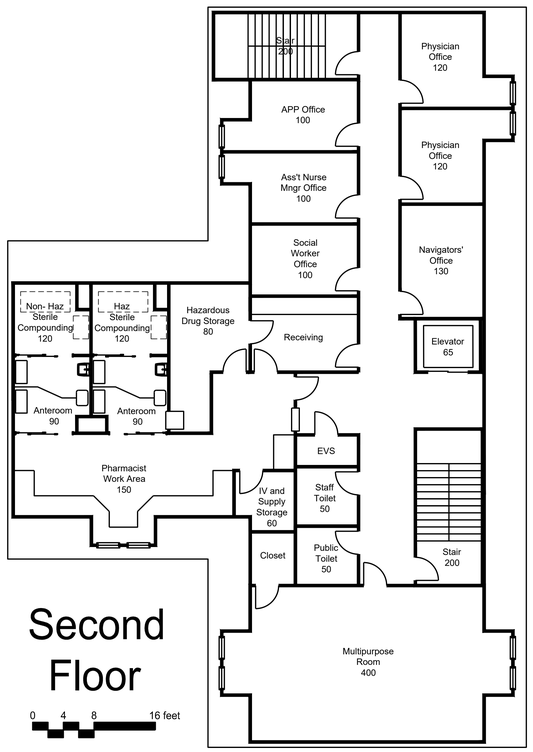
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TEG PROJECT NO.
20190179
CLIENT PROJECT NO.
-
PROJECT TITLE
OBH CANCER CENTER
DRAWING TITLE
BUILDING ELEVATIONS
DRAWING NO.
A6.2

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Second Floor

0 4 8 16 feet



First Floor

0 4 8 16 feet

Building Area

Radiation Therapy:	4,500 SF
Addition First Floor:	6,414 SF
Addition Second Floor:	3,966 SF
Total:	14,880 SF

Allowable Area Calculation:

NCSBC Table 506.2, B occupancy, Type V-B Construction, Non-sprinklered: 9,000 SF allowable area

NCSBC 506.2.3: Area for Single-occupancy Multistory Buildings

[9000 + (9000 x 41%)] x 2 = 25,380 SF allowable area

A_t NS I_f S_a A_a

NCSBC 506.3: Frontage Increase

(427 / 647 - 0.25) x 30 / 30 = 41% increase

F P W I_f

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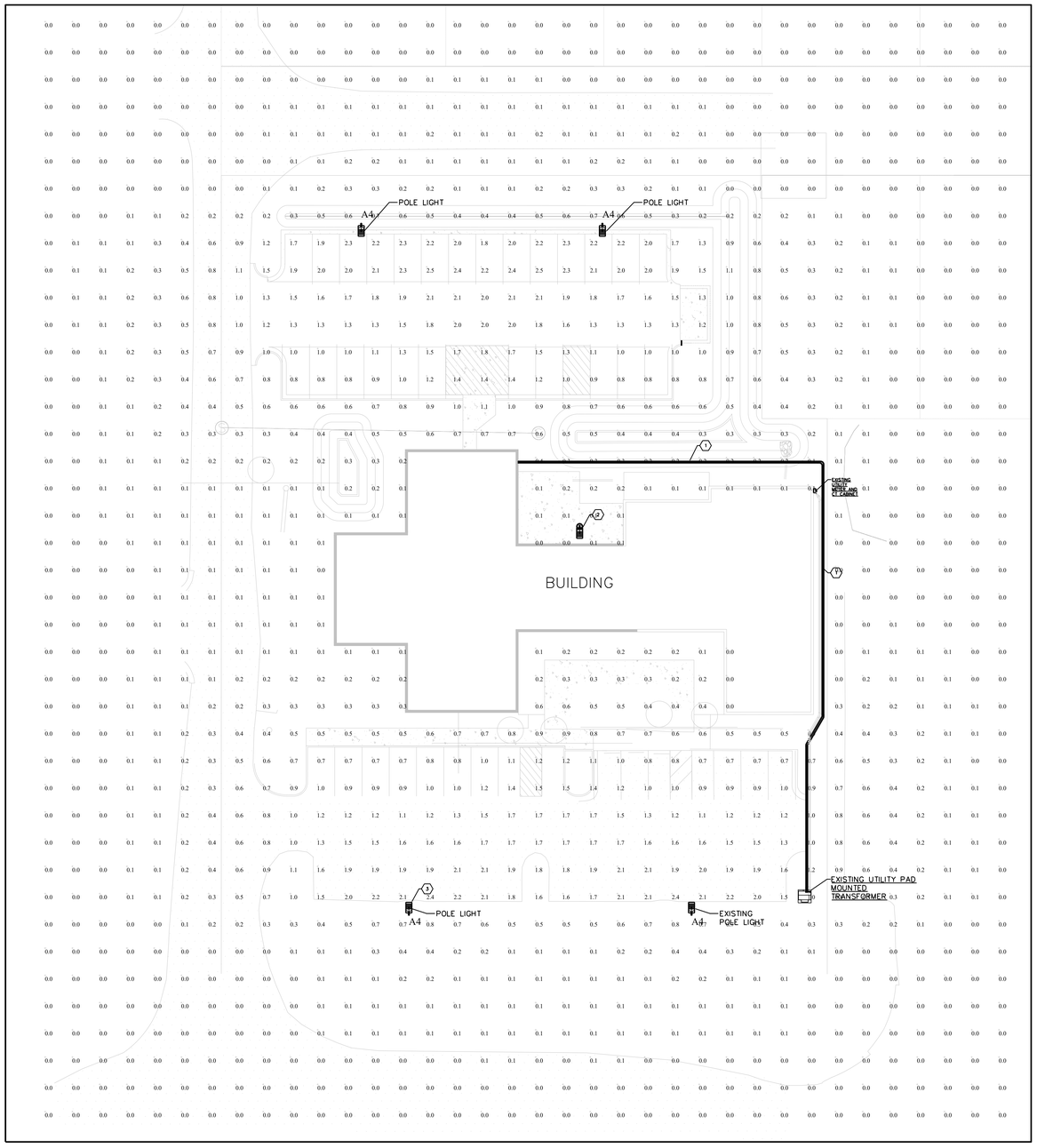
TEG PROJECT NO.
20190179

CLIENT PROJECT NO.
-

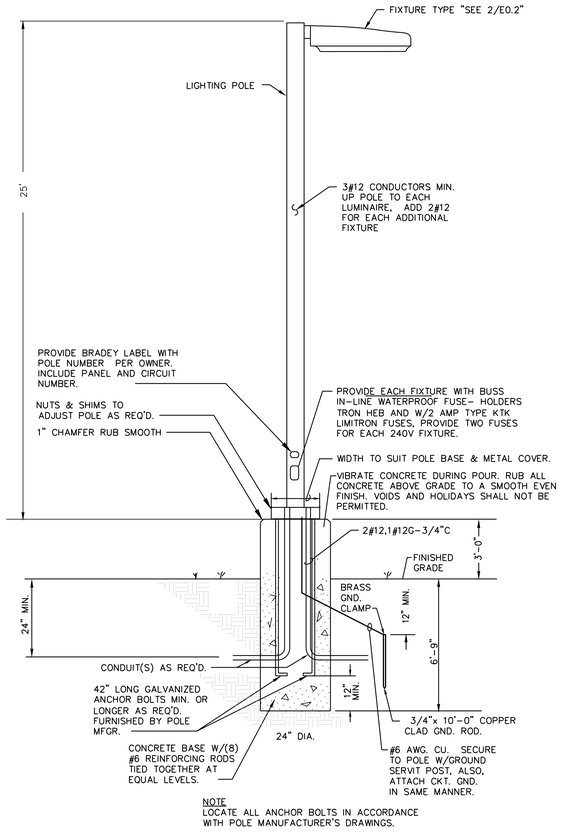
PROJECT TITLE
OBH CANCER CENTER

DRAWING TITLE
FLOOR PLANS: FIRST FLOOR AND SECOND FLOOR

DRAWING NO.
A2.1



1 ELECTRICAL SITE PLAN
SCALE: 1" = 20'



NOTE
LOCATE ALL ANCHOR BOLTS IN ACCORDANCE WITH POLE MANUFACTURER'S DRAWINGS.

2 AREA POLE LIGHT DETAIL
SCALE: N.T.S.

GENERAL NOTES:

1. PLANS ARE GENERALLY DIAGRAMMATIC. NECESSARY OFFSETS IN CONDUITS, ETC., REQUIRED TO INSTALL EQUIPMENT SHALL BE PROVIDED WITH NO ADDITIONAL EXPENSE TO THE OWNER.
2. PROVIDE ALL CUTTING AND REPAIRING OF SIDEWALKS, PAVEMENT, ETC. NECESSARY FOR THE INSTALLATION OF WORK. ANY CUTTING OF STRUCTURAL MEMBERS OR FINISHED WORK SHALL HAVE PRIOR APPROVAL OF ARCHITECT/ENGINEER.
3. ALL JUNCTION BOX COVERS AND POLE BASES ARE TO BE LABELED TO IDENTIFY SYSTEM. BOXES CONTAINING POWER CIRCUITS ARE TO BE LABELED USING PANELBOARD DESIGNATION AND CIRCUIT NUMBER (I.E., "BHMA-10"). OUTSIDE OF BOX COVER SHALL BE LABELED WITH BLACK PLASTIC LAMINOLD TAGS WITH 1/4" HIGH WHITE LETTERS FASTENED WITH BRASS SCREWS. THIS LABELING SHALL BE PROVIDED BY THE CONTRACTOR.
4. ALL UNDERGROUND CONDUIT SHALL BE SCHEDULE 40 PVC. ALL UNDERGROUND ELBOWS SHALL BE SCHEDULE 40 PVC. ALL UNDERGROUND CONDUIT SHALL BE A MINIMUM OF 24" DEPTH TO TOP OF CONDUIT. ALL ABOVE GROUND CONDUIT SHALL BE ALL FLEX SHALL BE SEALTITE G.R.C.
5. ALL SPLICES IN UNDERGROUND JUNCTION BOXES SHALL BE WATERPROOF.
6. GROUNDING SHALL BE IN ACCORDANCE WITH NEC, ARTICLE 250. ALL CONDUITS AND LIGHT POLES SHALL HAVE A GREEN EQUIPMENT GROUNDING CONDUCTOR, #12 MINIMUM.
7. ALL INGROUND HANDHOLE/PULLBOXES AND COVERS SHALL BE QUAZITE, ANSI TIER 15 MINIMUM, UL LISTED, WITH COVERS MARKED ELECTRICAL OR DATA. ALL COVERS SHALL BE LOCKABLE AND REQUIRE A SPECIAL TOOL TO OPEN. ALL BOXES SHALL BE SET ON A MINIMUM 8" DEEP BED OF GRAVEL SPREAD 6" IN ALL DIRECTIONS AROUND HANDHOLE/PULLBOX.
8. CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL UNDERGROUND UTILITIES PRIOR TO DIGGING. EXISTING UNDERGROUND UTILITIES ARE NOT SHOWN ON ELECTRICAL SITE PLANS.
9. IF REQUIRED, ALL EXISTING ASPHALT SHALL BE NEATLY SAW CUT.
10. IF REQUIRED, ALL EXISTING ASPHALT AND CONCRETE SHALL BE PATCHED TO MATCH EXISTING. REPAINT ANY EXISTING PARKING LOT STRIPING DISTURBED BY TRENCHING.
11. DO NOT TRENCH IN EXISTING TREE ROOT ZONES.
12. KEEP PANELS, PULLBOXES, AND CONTACTORS CLOSED AND LOCKED AT ALL TIMES.

NOTES KEYED TO PLAN:

1. REFER TO ELECTRICAL RISER
2. REMOVE AND RELOCATE EXITING SITE LIGHT ASSEMBLY.
3. RELOCATED SITE LIGHT ASSEMBLY.

Luminaire Schedule							
Symbol	Qty	Label	Mounting Height	LLF	Lum. Lumens	Lum. Watts	Description
	4	A4	25' - 0" AFG	0.900	14931	136	VP-L-64L-136-3K7-4W

Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Overall Area	Illuminance	Fc	0.37	2.5	0.0	N.A.	N.A.
Parking Area	Illuminance	Fc	1.53	2.5	0.7	2.19	3.57

VIPER L LITE-STRIKE
LARGE VIPER LUMINAIRE

Cat.#
Job
Type
BEACON
Approvals

SPECIFICATIONS

Intended Use:
The Beacon Viper luminaire is available in two sizes with a wide choice of different LED wattage configurations and optical distributions designed to replace HID lighting up to 1000W MH or HPS. Luminaires are suitable for wet locations.

Construction:
- Manufactured with die cast aluminum.
- Coated with a polyester finish that meets ASTM B117 corrosion test requirements and ASTM D522 cracking and loss of adhesion test requirements.
- External hardware is corrosion resistant.
- One piece optical cartridge system consisting of an LED engine, LED lamps, optics, gasket and stainless steel bezel.
- Cartridge is held together with internal brass standoffs soldered to the board so that it can be field replaced as a one piece optical system.
- Two-piece silicone and microcellular polyurethane foam gasket ensures a weather-proof seal around each individual optic.

Electrical:
- Luminaire accepts 100V through 277V, 50 Hz to 60 Hz (UNV), 347V or 480V input.
- Power factor is ≥ .90 at full load.
- Dimming drivers are standard, but must contact factory to request wiring leads for purpose of external dimming controls.
- Component-to-component wiring within the luminaire may carry no more than 80% of rated load and is certified by UL for use at 600VAC at 90°C or higher.
- Plug disconnects are certified by UL for use at 600 VAC, 13A or higher. 13A rating applies to primary (AC) side only.
- Fixture electrical compartment shall contain all LED driver components and shall be provided with a push-button terminal block for AC power connections.
- Optional 7-pin ANSI C136.41-2013 twist-lock photo control receptacle available. Compatible with ANSI C136.41 external wireless control devices.
- Ambient operating temperature -40°C to 40°C
- Surge protection - 20kA.
- Lifeshield™ Circuit - protects luminaire from excessive temperature. The device shall activate at a specific, factory-preset temperature, and progressively reduce power over a finite temperature range. Operation shall be smooth and undetectable to the eye. Thermal circuit is designed to "fail on", allowing the luminaire to revert to full power in the event of an interruption of its power supply, or faulty wiring connection to the drivers. The device shall be able to co-exist with other 0-10V control devices (occupancy sensors, external dimmers, etc.).

Controls/Options:
- Available with an optional passive infrared (PIR) motion sensor capable of detecting motion 360° around the luminaire. When no motion is detected for the specified time, the motion response system reduces the wattage to factory preset level, reducing the light level accordingly. When motion is detected by the PIR sensor, the luminaire returns to full wattage and full light output. Please contact Beacon Products if project requirements vary from standard configuration.
- Available with Energeni for optional set dimming, timed dimming with simple delay, or timed dimming based on time of night (see www.beaconproducts.com/products/energeni).
- In addition, Viper can be specified with **SiteSync™** wireless control system for reduction in energy and maintenance costs while optimizing light quality 24/7. For more details, see ordering information or visit: www.hubbelllighting.com/sitesync

Installation:
- Mounting options for horizontal arm, vertical tenon or traditional arm mounting available. Mounting hardware included.

Finish:
- IFS polyester powder-coat electrostatically applied and thermocured. IFS finish consists of a five stage pretreatment regimen with a polymer primer sealer and top coated with a thermoset super TGIC polyester powder coat finish.
- The finish meets the AAMA 2604 performance specification which includes passing a 3000 hour salt spray test for corrosion resistance and resists cracking or loss of adhesion per ASTM D522 and resists surface impacts of up to 160 inch-pounds.

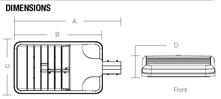
Certifications/Ratings:
- DesignLights Consortium (DLC) qualified, consult DLC website for more details: http://www.designlights.org/QPL
- Certified to UL 1598, UL 8750, and CSA C22.2
- 3G rated for ANSI C136.31 high vibration applications with MAF mounting
- IDA approved
- This product is approved by the Florida Fish and Wildlife Conservation Commission. Separate spec available at: https://www.beaconproducts.com/products/viper_large

Warranty:
Five year limited warranty for more information visit: www.hubbelllighting.com/resources/warranty

PRODUCT IMAGE(S)

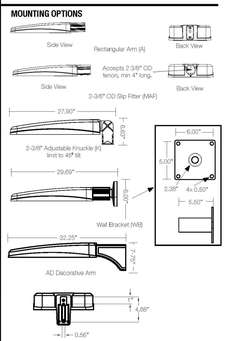


DIMENSIONS



A	B	C	D	Weight:	EPA
29.9" (741 mm)	24.19" (614 mm)	14.25" (362 mm)	4.13" (105 mm)	25.0 lbs (11.3 kg)	1.2 ft²

MOUNTING OPTIONS



CERTIFICATIONS/LISTINGS

*3000K and warmer CCTs only

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Due to our continued efforts to improve our products, product specifications are subject to change without notice.
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HUBBELL Lighting

3 POLE LIGHT
SCALE: N.T.S.

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PRELIMINARY DESIGN DOCUMENTS
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REV	DATE	DESCRIPTION	BY	CHK
0	11-14-2019	PRELIMINARY DRAWING - NOT FOR CONSTRUCTION	CCM	DJD

TEG PROJECT NO.
20190179
CLIENT PROJECT NO.
-
PROJECT TITLE
OBH CANCER CENTER
DRAWING TITLE
ELECTRICAL SITE PLAN
DRAWING NO.
E0.2

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Ben Cahoon
Mayor

Susie Walters
Mayor Pro Tem

Cliff Ogburn
Town Manager

Town of Nags Head
Post Office Box 99
Nags Head, NC 27959
Telephone 252-441-5508
Fax 252-441-0776
www.nagsheadnc.gov

M. Renée Cahoon
Commissioner

J. Webb Fuller
Commissioner

Michael Siers
Commissioner

Date: December 13, 2019

To: Kelly Wyatt, Deputy Planning Director

From: David Ryan, P.E.

RE: OB Hospital Cancer Center -Town Engineer Plan Review Comments

---

Internal Traffic Circulation Review

1. Vehicle pathing exhibits have been provided which depict the routing of emergency and sanitation vehicles. The internal traffic circulation approval is contingent on the Public Works/Fire Department approval for access of sanitation and emergency vehicle access.

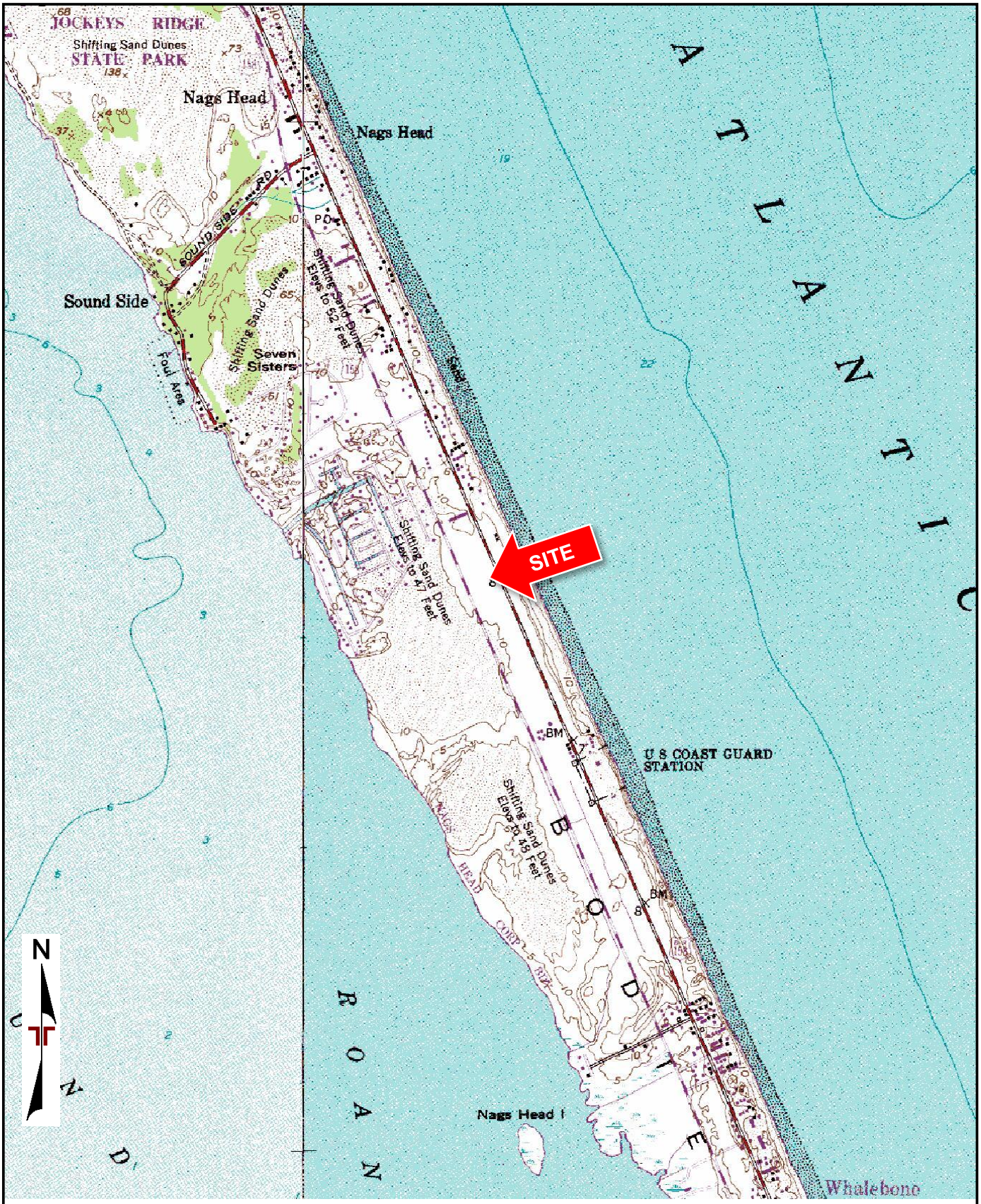
Stormwater Management Review

1. A NCDEQ high-density stormwater management permit shall be acquired for this application and submitted to the Town upon issuance. **This shall be a condition of approval.**

2. The project shall be designed, constructed, operated and maintained in accordance with Article 11. Environmental Regulations of the Town of Nags Head Unified Development Ordinance. **This shall be a condition of approval.**

3. The submitted site development plan has been determined to be in accordance with Article 11. Environmental Regulations of the Unified Development Ordinance**.**

APPENDIX A
FIELD EXPLORATION



TOPOGRAPHIC MAP IMAGE COURTESY OF THE U.S. GEOLOGICAL SURVEY
QUADRANGLES INCLUDE: MANTEO, NC (1/1/1983) and ROANOKE ISLAND NE, NC (1/1/1983).

Project Manager: AJG	Project No. 72175062	Terracon 314 Beacon Dr Winterville, NC 28590-7956	SITE LOCATION PLAN	Exhibit
Drawn by: AJG	Scale: 1"=2,000'		OBH Radiation Treatment Center S Croatan Hwy Nags Head, NC	A-1
Checked by: PCL	File Name: 72175062 EXA			
Approved by: AJG	Date: 9/1/17			



DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

AERIAL PHOTOGRAPHY PROVIDED BY MICROSOFT BING MAPS

Project Manager: AJG	Project No. 72175062	Terracon 314 Beacon Dr Winterville, NC 28590-7956	BORING LOCATION PLAN	Exhibit
Drawn by: AJG	Scale: AS SHOWN		OBH Radiation Treatment Center S Croatan Hwy Nags Head, NC	A-2
Checked by: PCL	File Name: 72175062 EXA			
Approved by: AJG	Date: 9/1/17			

Field Exploration Description

Coordinates of the borings were determined by plotting the points provided on the site plan and referencing existing site features on aerial photography. The boring locations were marked in the field by Terracon using a handheld GPS. The location of the borings should be considered accurate only to the degree implied by the means and methods used to define it.

The soil test borings were performed by a trailer mounted power drilling rig utilizing mud rotary drilling procedures to advance the boreholes. Representative soil samples were obtained at intervals of 2.5 feet above a depth of 10 feet and at 5 foot intervals below 10 feet using split-barrel sampling procedures. In the split barrel sampling procedure, the number of blows required to advance a standard 2 inch O.D. split barrel sampler the 12 inches after the first 6 inches by means of a 140 pound automatic hammer with a free fall of 30 inches, is the standard penetration resistance value (SPT-N). This value is used to estimate the in-situ relative density of cohesionless soils and consistency of cohesive soils.

An automatic SPT hammer was used to advance the split-barrel sampler in the borings performed on this site. A greater efficiency is typically achieved with the automatic hammer compared to the conventional safety hammer operated with a cathead and rope. Published correlations between the SPT values and soil properties are based on the lower efficiency cathead and rope method. This higher efficiency affects the standard penetration resistance blow count (N) value by increasing the penetration per hammer blow over what would be obtained using the cathead and rope method. The effect of the automatic hammer's efficiency has been considered in the interpretation and analysis of the subsurface information for this report.

The samples were tagged for identification, sealed to reduce moisture loss, and taken to our laboratory for further examination, testing, and classification. Information provided on the boring logs attached to this report includes soil descriptions, consistency evaluations, boring depths, sampling intervals, and groundwater conditions.

A field log of each boring was prepared by the drill crew. These logs included visual classifications of the materials encountered during drilling as well as the driller’s interpretation of the subsurface conditions between samples. Final boring logs included with this report represent the engineer's interpretation of the field logs and include modifications based on laboratory observation and tests of the samples. Additional information provided on the boring logs attached to this report includes soil descriptions, consistency evaluations, boring depths, sampling intervals, and groundwater conditions.

BORING LOG NO. B-1

PROJECT: OBH Radiation Treatment Center

CLIENT: Vidant Health
Greenville, NC

SITE: S Croatan Hwy
Nags Head, NC

LOCATION See Exhibit A-2

Latitude: 35.939153° Longitude: -75.615057°

GRAPHIC LOG	DEPTH	DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	FIELD TEST RESULTS	SAMPLE	WATER CONTENT (%)	ATTERBERG LIMITS LL-PL-PI	PERCENT FINES
	POORLY GRADED SAND (SP), tannish brown, tannish gray and dark gray, loose to medium dense								
			▽	X	3-3-3 N=6	1			
		5		X	3-4-4 N=8	2			
				X	3-4-5 N=9	3			
		10		X	5-5-6 N=11	4			
		15		X	3-4-4 N=8	5			
				X	6-7-8 N=15	6			
	20.0 ***Boring Terminated at 20 Feet***	20							

Stratification lines are approximate. In-situ, the transition may be gradual.

Hammer Type: Automatic

Advancement Method:
Mud Rotary

Abandonment Method:
Backfilled with soil cuttings upon completion.

See Exhibit A-3 for description of field procedures.
See Appendix B for description of laboratory procedures and additional data (if any).
See Appendix C for explanation of symbols and abbreviations.

Notes:

WATER LEVEL OBSERVATIONS

▽ *While drilling*

Terracon
314 Beacon Dr
Winterville, NC

Boring Started: 08-25-2017 | Boring Completed: 08-25-2017

Drill Rig: Trailer | Driller: Carolina Drilling, Inc.

Project No.: 72175062 | Exhibit: A-4

THIS BORING LOG IS NOT VALID IF SEPARATED FROM ORIGINAL REPORT. GEO SMART LOG-NO WELL 72175062 OBH RADIATION TREATMENT CENTER; NAGS HEAD, NC.GPJ TERRACON_DATATEMPLATE.GDT 9/5/17

BORING LOG NO. B-2

PROJECT: OBH Radiation Treatment Center

CLIENT: Vidant Health
Greenville, NC

SITE: S Croatan Hwy
Nags Head, NC

LOCATION See Exhibit A-2

Latitude: 35.939055° Longitude: -75.614986°

DEPTH

GRAPHIC LOG	DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	FIELD TEST RESULTS	SAMPLE	WATER CONTENT (%)	ATTERBERG LIMITS LL-PL-PI	PERCENT FINES
POORLY GRADED SAND (SP), tannish brown, light tan, tannish gray and dark gray, loose to medium dense								
		▽	X	1-2-2 N=4	1	4		
	5		X	3-4-5 N=9	2	23		
			X	3-2-4 N=6	3	26		
	10		X	4-5-7 N=12	4	26		
	15		X	3-4-5 N=9	5	23	NP	1
	20		X	4-6-9 N=15	6	23		

Stratification lines are approximate. In-situ, the transition may be gradual.

Hammer Type: Automatic

Advancement Method:
Mud Rotary

Abandonment Method:
Backfilled with soil cuttings upon completion.

See Exhibit A-3 for description of field procedures.
See Appendix B for description of laboratory procedures and additional data (if any).
See Appendix C for explanation of symbols and abbreviations.

Notes:

WATER LEVEL OBSERVATIONS

▽ *While drilling*

Terracon
314 Beacon Dr
Winterville, NC

Boring Started: 08-25-2017 | Boring Completed: 08-25-2017

Drill Rig: Trailer | Driller: Carolina Drilling, Inc.

Project No.: 72175062 | Exhibit: A-5

THIS BORING LOG IS NOT VALID IF SEPARATED FROM ORIGINAL REPORT. GEO SMART LOG-NO WELL 72175062 OBH RADIATION TREATMENT CENTER; NAGS HEAD, NC.GPJ TERRACON_DATATEMPLATE.GDT 9/5/17

BORING LOG NO. B-2

PROJECT: OBH Radiation Treatment Center

CLIENT: Vidant Health
Greenville, NC

SITE: S Croatan Hwy
Nags Head, NC

LOCATION See Exhibit A-2

Latitude: 35.939055° Longitude: -75.614986°

GRAPHIC LOG	DEPTH	DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	FIELD TEST RESULTS	SAMPLE	WATER CONTENT (%)	ATTERBERG LIMITS LL-PL-PI	PERCENT FINES
	POORLY GRADED SAND (SP), tannish brown, light tan, tannish gray and dark gray, loose to medium dense *(continued)*								
		25		X	6-7-6 N=13	7	26		
	28.0								
	SILTY SAND (SM), trace mica, dark gray, medium dense	30		X	10-11-9 N=20	8	28		
		35		X	7-9-10 N=19	9	26		
	40.0	40		X	8-11-13 N=24	10	26		
	Boring Terminated at 40 Feet								

Stratification lines are approximate. In-situ, the transition may be gradual.

Hammer Type: Automatic

Advancement Method:
Mud Rotary

Abandonment Method:
Backfilled with soil cuttings upon completion.

See Exhibit A-3 for description of field procedures.
See Appendix B for description of laboratory procedures and additional data (if any).
See Appendix C for explanation of symbols and abbreviations.

Notes:

WATER LEVEL OBSERVATIONS

▽ *While drilling*

Terracon
314 Beacon Dr
Winterville, NC

Boring Started: 08-25-2017 Boring Completed: 08-25-2017

Drill Rig: Trailer Driller: Carolina Drilling, Inc.

Project No.: 72175062 Exhibit: A-5

THIS BORING LOG IS NOT VALID IF SEPARATED FROM ORIGINAL REPORT. GEO SMART LOG-NO WELL 72175062 OBH RADIATION TREATMENT CENTER; NAGS HEAD, NC.GPJ TERRACON_DATATEMPLATE.GDT 9/5/17

BORING LOG NO. B-3

PROJECT: OBH Radiation Treatment Center

CLIENT: Vidant Health
Greenville, NC

SITE: S Croatan Hwy
Nags Head, NC

LOCATION See Exhibit A-2

Latitude: 35.939077° Longitude: -75.615147°

GRAPHIC LOG	DEPTH	DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	FIELD TEST RESULTS	SAMPLE	WATER CONTENT (%)	ATTERBERG LIMITS LL-PL-PI	PERCENT FINES
	POORLY GRADED SAND (SP), tannish brown, tannish gray, dark gray and dark brown, loose to medium dense								
				X	2-2-2 N=4	1			
		5	▽	X	4-4-4 N=8	2			
				X	3-3-4 N=7	3	24	NP	1
		10		X	3-4-4 N=8	4			
		15		X	5-6-7 N=13	5			
		20		X	6-7-7 N=14	6			
	20.0 ***Boring Terminated at 20 Feet***								

Stratification lines are approximate. In-situ, the transition may be gradual.

Hammer Type: Automatic

Advancement Method:
Mud Rotary

Abandonment Method:
Backfilled with soil cuttings upon completion.

See Exhibit A-3 for description of field procedures.
See Appendix B for description of laboratory procedures and additional data (if any).
See Appendix C for explanation of symbols and abbreviations.

Notes:

WATER LEVEL OBSERVATIONS

▽ *After 24 hours*

Terracon
314 Beacon Dr
Winterville, NC

Boring Started: 08-25-2017 | Boring Completed: 08-25-2017

Drill Rig: Trailer | Driller: Carolina Drilling, Inc.

Project No.: 72175062 | Exhibit: A-6

THIS BORING LOG IS NOT VALID IF SEPARATED FROM ORIGINAL REPORT. GEO SMART LOG-NO WELL 72175062 OBH RADIATION TREATMENT CENTER; NAGS HEAD, NC.GPJ TERRACON_DATATEMPLATE.GDT 9/5/17

BORING LOG NO. B-4

PROJECT: OBH Radiation Treatment Center

CLIENT: Vidant Health
Greenville, NC

SITE: S Croatan Hwy
Nags Head, NC

LOCATION See Exhibit A-2

Latitude: 35.939096° Longitude: -75.615277°

GRAPHIC LOG	DEPTH	DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	FIELD TEST RESULTS	SAMPLE	WATER CONTENT (%)	ATTERBERG LIMITS LL-PL-PI	PERCENT FINES
	POORLY GRADED SAND (SP), gray to dark gray and tannish brown, loose to medium dense								
				X	3-3-3 N=6	1			
			▽	X	3-2-2 N=4	2			
		5		X	2-3-2 N=5	3			
				X	2-4-5 N=9	4			
		10							
				X	6-6-8 N=14	5			
		15							
				X	4-5-8 N=13	6			
	20.0	20							
	Boring Terminated at 20 Feet								

Stratification lines are approximate. In-situ, the transition may be gradual.

Hammer Type: Automatic

Advancement Method:
Mud Rotary

Abandonment Method:
Backfilled with soil cuttings upon completion.

See Exhibit A-3 for description of field procedures.
See Appendix B for description of laboratory procedures and additional data (if any).
See Appendix C for explanation of symbols and abbreviations.

Notes:

WATER LEVEL OBSERVATIONS

▽ *After 24 hours*

Terracon
314 Beacon Dr
Winterville, NC

Boring Started: 08-25-2017 Boring Completed: 08-25-2017

Drill Rig: Trailer Driller: Carolina Drilling, Inc.

Project No.: 72175062 Exhibit: A-7

THIS BORING LOG IS NOT VALID IF SEPARATED FROM ORIGINAL REPORT. GEO SMART LOG-NO WELL 72175062 OBH RADIATION TREATMENT CENTER; NAGS HEAD, NC.GPJ TERRACON_DATATEMPLATE.GDT 9/5/17

BORING LOG NO. B-5

PROJECT: OBH Radiation Treatment Center

CLIENT: Vidant Health
Greenville, NC

SITE: S Croatan Hwy
Nags Head, NC

LOCATION See Exhibit A-2

Latitude: 35.938999° Longitude: -75.615219°

GRAPHIC LOG	DEPTH	DEPTH (Ft.)	WATER LEVEL OBSERVATIONS	SAMPLE TYPE	FIELD TEST RESULTS	SAMPLE	WATER CONTENT (%)	ATTERBERG LIMITS LL-PL-PI	PERCENT FINES
	POORLY GRADED SAND (SP), gray brown to dark gray and tannish brown, loose to medium dense								
			▽	X	3-3-4 N=7	1			
		5		X	2-2-2 N=4	2			
				X	2-3-3 N=6	3			
		10		X	4-4-5 N=9	4			
		15		X	6-6-6 N=12	5			
				X	5-6-6 N=12	6			
	20.0	20							
	Boring Terminated at 20 Feet								

Stratification lines are approximate. In-situ, the transition may be gradual.

Hammer Type: Automatic

Advancement Method:
Mud Rotary

Abandonment Method:
Backfilled with soil cuttings upon completion.

See Exhibit A-3 for description of field procedures.
See Appendix B for description of laboratory procedures and additional data (if any).
See Appendix C for explanation of symbols and abbreviations.

Notes:

WATER LEVEL OBSERVATIONS

▽ *While drilling*

Terracon
314 Beacon Dr
Winterville, NC

Boring Started: 08-25-2017 Boring Completed: 08-25-2017

Drill Rig: Trailer Driller: Carolina Drilling, Inc.

Project No.: 72175062 Exhibit: A-8

THIS BORING LOG IS NOT VALID IF SEPARATED FROM ORIGINAL REPORT. GEO SMART LOG-NO WELL 72175062 OBH RADIATION TREATMENT CENTER; NAGS HEAD, NC.GPJ TERRACON_DATATEMPLATE.GDT 9/5/17

APPENDIX B
LABORATORY TESTING

Laboratory Test Description

Descriptive classifications of the soils indicated on the boring logs are in accordance with the enclosed General Notes and the Unified Soil Classification System. Also shown are estimated Unified Soil Classification Symbols. A brief description of this classification system is attached to this report. Soils laboratory testing was performed under the direction of a geotechnical engineer and included visual classification, moisture content, grain size analysis, and Atterberg limits testing as appropriate. The results of the laboratory testing are shown on the borings logs and in Appendix B.

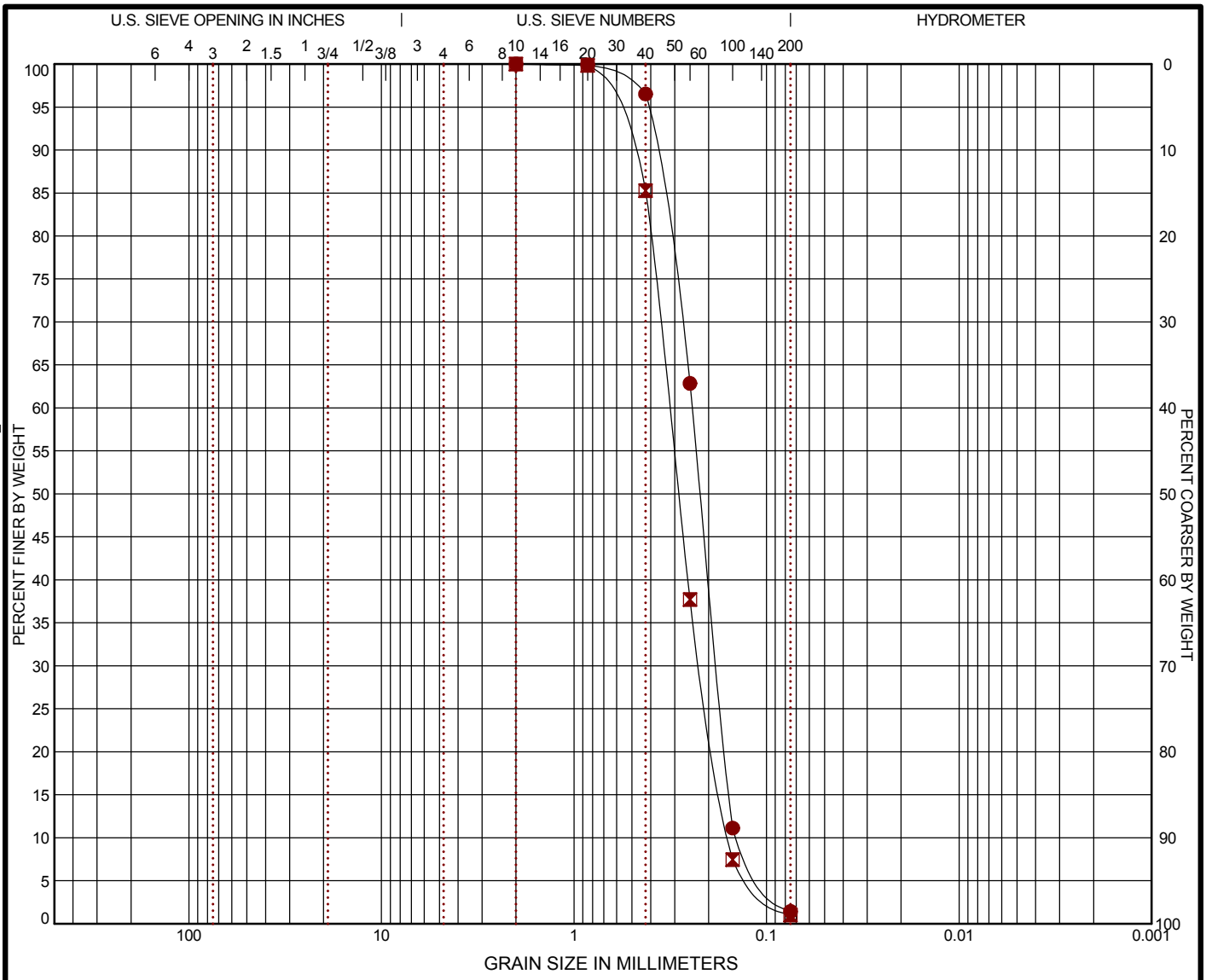
The laboratory test methods are described in the ASTM Standards listed below:

ASTM D2216 Standard Test Method of Determination of Water Content of Soil and Rock by Mass
ASTM D2487 Standard Practice for Classification of Soils for Engineering Purposes (Unified Soil Classification System)
ASTM D2488 Standard Practice of Description and Identification of Soils (Visual Manual Method)
ASTM D422 Standard Test Method for Particle-Size Analysis of Soils
ASTM D1140 Standard Test Methods for Determining the Amount of Material Finer than No. 200 Sieve in Soils by Washing
ASTM D4318 Standard Test Method for Liquid Limit, Plastic Limit and Plasticity Index of Soils

Procedural standards noted above are for reference to methodology in general. In some cases variations to methods are applied as a result of local practice or professional judgment.

GRAIN SIZE DISTRIBUTION

ASTM D422 / ASTM C136



COBBLES	GRAVEL		SAND			SILT OR CLAY
	coarse	fine	coarse	medium	fine	

	BORING ID	DEPTH	% COBBLES	% GRAVEL	% SAND	% SILT	% FINES	% CLAY	USCS
●	**B-2**	**13.5 - 15**	**0.0**	**0.0**	**98.6**		**1.4**		**SP**
⊠	**B-3**	**6 - 7.5**	**0.0**	**0.0**	**99.0**		**1.0**		**SP**

	GRAIN SIZE	
	●	⊠
D_{60}	**0.243**	**0.321**
D_{30}	**0.181**	**0.219**
D_{10}	**0.138**	**0.157**
	COEFFICIENTS	
C_C	**0.97**	**0.96**
C_U	**1.76**	**2.05**

●		⊠			
Sieve	% Finer	Sieve	% Finer	Sieve	% Finer
#10	100.0	#10	100.0		
#20	99.92	#20	99.85		
#40	96.52	#40	85.27		
#60	62.85	#60	37.7		
#100	11.13	#100	7.47		
#200	1.43	#200	1.02		

SOIL DESCRIPTION

● POORLY GRADED SAND (SP)

⊠ POORLY GRADED SAND (SP)

REMARKS

●

⊠

PROJECT: OBH Radiation Treatment Center

SITE: S Croatan Hwy
Nags Head, NC

Terracon
314 Beacon Dr
Winterville, NC

PROJECT NUMBER: 72175062

CLIENT: Vidant Health
Greenville, NC

EXHIBIT: B-2

LABORATORY TESTS ARE NOT VALID IF SEPARATED FROM ORIGINAL REPORT. GRAIN SIZE: USCS 1 72175062 OBH RADIATION TREATMENT CENTER; NAGS HEAD, NC.GPJ TERRACON_DATATEMPLATE.GDT 9/5/17

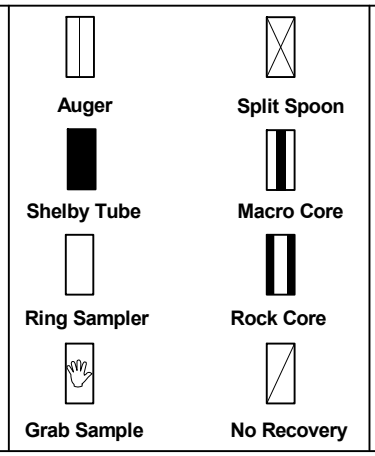
APPENDIX C

SUPPORTING DOCUMENTS

GENERAL NOTES

DESCRIPTION OF SYMBOLS AND ABBREVIATIONS

SAMPLING



WATER LEVEL



Water Initially Encountered

Water Level After a Specified Period of Time

Water Level After a Specified Period of Time

Water levels indicated on the soil boring logs are the levels measured in the borehole at the times indicated. Groundwater level variations will occur over time. In low permeability soils, accurate determination of groundwater levels is not possible with short term water level observations.

FIELD TESTS

(HP)	Hand Penetrometer
(T)	Torvane
(b/f)	Standard Penetration Test (blows per foot)
(PID)	Photo-Ionization Detector
(OVA)	Organic Vapor Analyzer

DESCRIPTIVE SOIL CLASSIFICATION

Soil classification is based on the Unified Soil Classification System. Coarse Grained Soils have more than 50% of their dry weight retained on a #200 sieve; their principal descriptors are: boulders, cobbles, gravel or sand. Fine Grained Soils have less than 50% of their dry weight retained on a #200 sieve; they are principally described as clays if they are plastic, and silts if they are slightly plastic or non-plastic. Major constituents may be added as modifiers and minor constituents may be added according to the relative proportions based on grain size. In addition to gradation, coarse-grained soils are defined on the basis of their in-place relative density and fine-grained soils on the basis of their consistency.

LOCATION AND ELEVATION NOTES

Unless otherwise noted, Latitude and Longitude are approximately determined using a hand-held GPS device. The accuracy of such devices is variable. Surface elevation data annotated with +/- indicates that no actual topographical survey was conducted to confirm the surface elevation. Instead, the surface elevation was approximately determined from topographic maps of the area.

STRENGTH TERMS

RELATIVE DENSITY OF COARSE-GRAINED SOILS (More than 50% retained on No. 200 sieve.) Density determined by Standard Penetration Resistance Includes gravels, sands and silts.			CONSISTENCY OF FINE-GRAINED SOILS (50% or more passing the No. 200 sieve.) Consistency determined by laboratory shear strength testing, field visual-manual procedures or standard penetration resistance			
Descriptive Term (Density)	**Standard Penetration or N-Value Blows/Ft.**	**Ring Sampler Blows/Ft.**	**Descriptive Term (Consistency)**	**Unconfined Compressive Strength, Qu, psf**	**Standard Penetration or N-Value Blows/Ft.**	**Ring Sampler Blows/Ft.**
Very Loose	0 - 3	0 - 6	Very Soft	less than 500	0 - 1	< 3
Loose	4 - 9	7 - 18	Soft	500 to 1,000	2 - 4	3 - 4
Medium Dense	10 - 29	19 - 58	Medium-Stiff	1,000 to 2,000	4 - 8	5 - 9
Dense	30 - 50	59 - 98	Stiff	2,000 to 4,000	8 - 15	10 - 18
Very Dense	> 50	≥ 99	Very Stiff	4,000 to 8,000	15 - 30	19 - 42
			Hard	> 8,000	> 30	> 42

RELATIVE PROPORTIONS OF SAND AND GRAVEL

Descriptive Term(s) of other constituents	Percent of Dry Weight
Trace	< 15
With	15 - 29
Modifier	> 30

GRAIN SIZE TERMINOLOGY

Major Component of Sample	Particle Size
Boulders	Over 12 in. (300 mm)
Cobbles	12 in. to 3 in. (300mm to 75mm)
Gravel	3 in. to #4 sieve (75mm to 4.75 mm)
Sand	#4 to #200 sieve (4.75mm to 0.075mm
Silt or Clay	Passing #200 sieve (0.075mm)

RELATIVE PROPORTIONS OF FINES

Descriptive Term(s) of other constituents	Percent of Dry Weight
Trace	< 5
With	5 - 12
Modifier	> 12

PLASTICITY DESCRIPTION

Term	Plasticity Index
Non-plastic	0
Low	1 - 10
Medium	11 - 30
High	> 30

UNIFIED SOIL CLASSIFICATION SYSTEM

Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests [A]					Soil Classification	
					Group Symbol	Group Name [B]
Coarse Grained Soils: More than 50% retained on No. 200 sieve	**Gravels:** More than 50% of coarse fraction retained on No. 4 sieve	**Clean Gravels:** Less than 5% fines [C]	$Cu \geq 4$ and $1 \leq Cc \leq 3$ [E]		GW	Well-graded gravel [F]
			$Cu < 4$ and/or $1 > Cc > 3$ [E]		GP	Poorly graded gravel [F]
		Gravels with Fines: More than 12% fines [C]	Fines classify as ML or MH		GM	Silty gravel [F,G,H]
			Fines classify as CL or CH		GC	Clayey gravel [F,G,H]
	Sands: 50% or more of coarse fraction passes No. 4 sieve	**Clean Sands:** Less than 5% fines [D]	$Cu \geq 6$ and $1 \leq Cc \leq 3$ [E]		SW	Well-graded sand [I]
			$Cu < 6$ and/or $1 > Cc > 3$ [E]		SP	Poorly graded sand [I]
		Sands with Fines: More than 12% fines [D]	Fines classify as ML or MH		SM	Silty sand [G,H,I]
			Fines classify as CL or CH		SC	Clayey sand [G,H,I]
Fine-Grained Soils: 50% or more passes the No. 200 sieve	**Silts and Clays:** Liquid limit less than 50	**Inorganic:**	PI > 7 and plots on or above "A" line [J]		CL	Lean clay [K,L,M]
			PI < 4 or plots below "A" line [J]		ML	Silt [K,L,M]
		Organic:	Liquid limit - oven dried	< 0.75	OL	Organic clay [K,L,M,N]
			Liquid limit - not dried			Organic silt [K,L,M,O]
	Silts and Clays: Liquid limit 50 or more	**Inorganic:**	PI plots on or above "A" line		CH	Fat clay [K,L,M]
			PI plots below "A" line		MH	Elastic Silt [K,L,M]
		Organic:	Liquid limit - oven dried	< 0.75	OH	Organic clay [K,L,M,P]
			Liquid limit - not dried			Organic silt [K,L,M,Q]
Highly organic soils:	Primarily organic matter, dark in color, and organic odor				PT	Peat

[A] Based on the material passing the 3-inch (75-mm) sieve

[B] If field sample contained cobbles or boulders, or both, add "with cobbles or boulders, or both" to group name.

[C] Gravels with 5 to 12% fines require dual symbols: GW-GM well-graded gravel with silt, GW-GC well-graded gravel with clay, GP-GM poorly graded gravel with silt, GP-GC poorly graded gravel with clay.

[D] Sands with 5 to 12% fines require dual symbols: SW-SM well-graded sand with silt, SW-SC well-graded sand with clay, SP-SM poorly graded sand with silt, SP-SC poorly graded sand with clay

[E] $Cu = D_{60}/D_{10}$ $\quad Cc = \dfrac{(D_{30})^2}{D_{10} \times D_{60}}$

[F] If soil contains ≥ 15% sand, add "with sand" to group name.

[G] If fines classify as CL-ML, use dual symbol GC-GM, or SC-SM.

[H] If fines are organic, add "with organic fines" to group name.

[I] If soil contains ≥ 15% gravel, add "with gravel" to group name.

[J] If Atterberg limits plot in shaded area, soil is a CL-ML, silty clay.

[K] If soil contains 15 to 29% plus No. 200, add "with sand" or "with gravel," whichever is predominant.

[L] If soil contains ≥ 30% plus No. 200 predominantly sand, add "sandy" to group name.

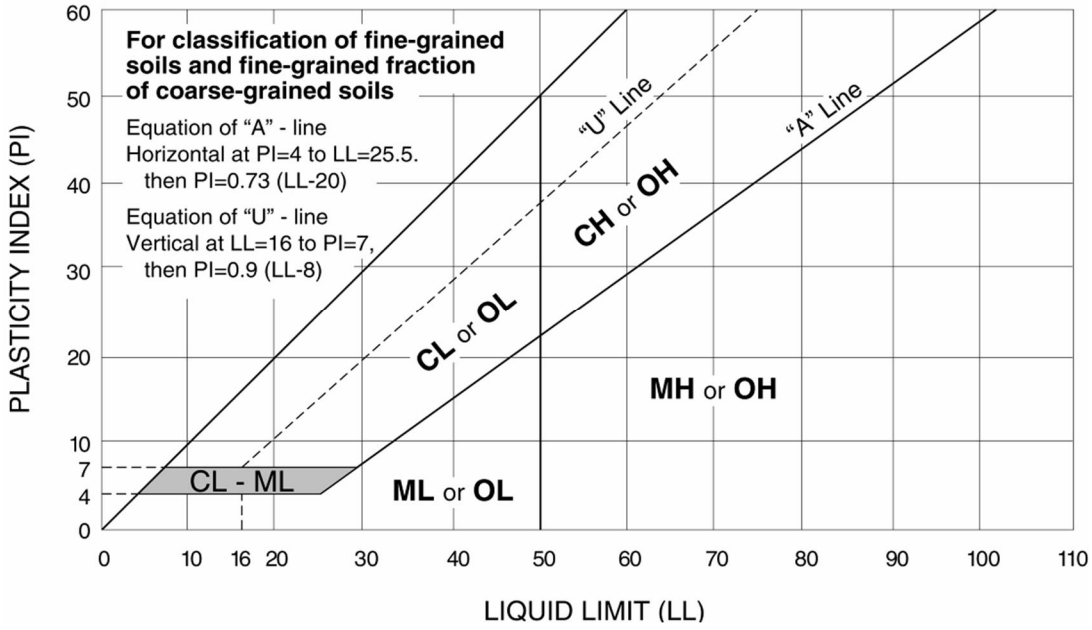
[M] If soil contains ≥ 30% plus No. 200, predominantly gravel, add "gravelly" to group name.

[N] PI ≥ 4 and plots on or above "A" line.

[O] PI < 4 or plots below "A" line.

[P] PI plots on or above "A" line.

[Q] PI plots below "A" line.



SHEET INDEX

1 EXISTING CONDITIONS/DEMOLITION PLAN
2 SITE, UTILITY & LANDSCAPING PLAN
2 GRADING & DRAINAGE PLAN
4 SOIL EROSION & SEDIMENT CONTROL PLAN
5 DRAINAGE & SESC DETAILS
6 SITE & UTILITY DETAILS

NOTES:

1. PROPERTY OWNERS: MOONGATE PARTNERS, LLC.
PO BOX 129
NAGS HEAD, NC 27959

DOUBLE L CORPORATION
PO BOX 2606
ELIZABETH CITY, NC 27906

UNIVERSITY HEALTH SYSTEMS OF EASTERN CAROLINA
C/O TIM McDONNELL
P.O. BOX 6028
GREENVILLE, NC 27835

2. PROPERTY IDENTIFICATION: 4928, 4926 & 4922 S. PASSAGE WAY
4927 & 4923 SOUTH CROATAN HIGHWAY
PIN#: 0801-1313-8895; 0801-1313-8960; 0801-1313-8936
0801-13-13-7759; 0801-1313-7809
PID#: 028839113; 028839114; 028839115
027839062; 027839063;

3. PARCEL AREA: 63,021 sq.ft. / 1.45 acres
(AREAS BY COORDINATE METHOD)

4. ZONING CLASSIFICATION: SPD-C (SPECIAL PLANNED DEVELOPMENT-COMMUNITY DISTRICT) (HOTEL DISTRICT OVERLAY)

5. PROPOSED REZONING FOR 4928, 4926 & 4922 S. PASSAGE WAY: SPD-C (SPECIAL PLANNED DEVELOPMENT-COMMUNITY DISTRICT) FROM SF2 (SINGLE FAMILY) ZONING

6. REFERENCES: D.B. 1939, PG. 480; P.C. E, SL. 134

7. FIELD SURVEY BY QUIBLE & ASSOCIATE, P.C. DATES: 06-22-2017, 09-10-2019, & 10-21-2019.
(HORIZONTAL GROUND DISTANCES)

8. VERTICAL DATUM NAVD 1988 / HORIZONTAL DATUM NAVD 1983 (2012)

9. PROPERTY IS LOCATED IN F.I.R.M. ZONES "AE" (EL. 9')
PANEL 3730080100J, DATED 09/20/06
FIRM ZONES SUBJECT TO CHANGE BY F.E.M.A.

10. SETBACKS SHOWN ARE PER TOWN OF NAGS HEAD AND DO NOT REFLECT ANY RESTRICTIVE COVENANTS THAT MAY EXIST.

11. PROJECT SCOPE: PERMITTING AND CONSTRUCTION OF A ±10,400 SQ.FT. ADDITION TO THE EXISTING CANCER CENTER WITH ASSOCIATED PARKING AND APPURTENANCES.

12. WASTEWATER: 22 EMPLOYEES @ 250 GPD/EMPLOYEE = 5,500 GPD (WASTEWATER IS PROPOSED TO BE CONVEYED TO CWS WWTP)

13. WATER SUPPLY PER TOWN OF NAGS HEAD. WATER CONNECTION MUST BE MADE IN ACCORDANCE WITH TOWN OF NAGS HEAD SPECIFICATIONS AND SHALL BE PERFORMED BY A LICENSED WATER UTILITY CONTRACTOR. NOTIFY TOWN PRIOR TO INSTALLATION.

14. ALL UTILITIES TO BE PLACED UNDERGROUND UNLESS OTHERWISE NOTED

15. LANDSCAPING AND BUFFERYARDS TO BE IN ACCORDANCE WITH ARTICLE 10 OF THE TOWN OF NAGS HEAD UNIFORM DEVELOPMENT ORDINANCES.

16. SITE WILL BE LIGHTED IN ACCORDANCE WITH ARTICLE 10, PART IV "OUTDOOR LIGHTING" OF THE TOWN OF NAGS HEAD CODE OF ORDINANCES.

17. PRIOR TO LAND DISTURBANCE, A TOWN APPROVED SOIL EROSION AND SEDIMENTATION CONTROL PLAN IS REQUIRED.

18. NO U.S.A.C.O.E. SECTION 404 JURISDICTIONAL WETLANDS EXIST ON SITE.

19. EXISTING VEGETATION TO BE PRESERVED WHERE POSSIBLE.

20. THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO PROTECT ALL PROPERTY MONUMENTS DURING CONSTRUCTION. DISTURBED OR REMOVED PROPERTY MONUMENTS SHALL BE REPLACED BY A NORTH CAROLINA LICENSED PROFESSIONAL LAND SURVEYOR.

21. ALL WORK WITHIN THE NC DOT RIGHT-OF-WAY REQUIRES AN APPROVED NC DOT RIGHT-OF-WAY ENCROACHMENT AGREEMENT.

22. A STATE HIGH DENSITY STORMWATER PERMIT IS REQUIRED IN ADVANCE OF ANY ONSITE DISTURBANCE.

23. THIS PLAN SET TO BE UTILIZED FOR THE INSTALLATION OF SITE LAYOUT IMPROVEMENTS INCLUDING, BUT NOT LIMITED TO, GRADING & DRAINAGE, INSTALLATION OF SEDIMENT CONTROL MEASURES, WATER SYSTEM AND WASTEWATER CONNECTION. FOR BUILDING DESIGN AND ASSOCIATED PLUMBING, SEE APPROPRIATE SEPARATE PLANS.

DEMOLITION NOTES:

1. CONTRACTOR SHALL LOCATE EXISTING UNDERGROUND SERVICES – TO INCLUDE BUT NOT LIMITED TO ELECTRIC, CABLE, TELEPHONE, GAS, SANITARY SEWER AND WATER – AND SHALL COORDINATE PROPER PROTECTION AND/OR RELOCATE WITH APPROPRIATE OWNER/UTILITY COMPANY.

2. CONTRACTOR SHALL WALK THE SITE AND BE FAMILIAR WITH THE SCOPE OF DEMOLITION REQUIRED. ALL DEMOLITION WORK REQUIRED TO CONSTRUCT NEW IMPROVEMENTS WILL BE PERFORMED BY THE CONTRACTOR AND BE UNCLASSIFIED EXCAVATION.

3. DEMOLITION SHALL INCLUDE BUT IS NOT LIMITED TO THE EXCAVATION, HAULING AND OFFSITE DISPOSAL OF CONCRETE CURBS AND GUTTERS, BITUMINOUS CONCRETE PAVEMENTS AND ALL MATERIALS OR VEGETATION CLEARED AND STRIPPED TO THE EXTENT NECESSARY FOR THE INSTALLATION OF NEW IMPROVEMENTS AND WITHIN THE LIMITS OF CLEARING AND GRADING. COORDINATE WITH APPROPRIATE DRAWINGS.

4. THE CONTRACTOR SHALL PROTECT ALL PROPERTY AND STRUCTURES AND UTILITIES ON THE PROPERTY NOT TO BE DEMOLISHED. DAMAGE TO THE PROPERTY DUE TO THE CONTRACTOR'S ACTIVITIES SHALL BE REPLACED IN KIND BY THE CONTRACTOR AT NO COST TO THE OWNER.

5. ALL EXISTING IMPROVEMENTS INDICATED OR REQUIRED TO BE DEMOLISHED SHALL INCLUDE REMOVAL FROM PROJECT AREA.

6. THE CONTRACTOR SHALL PRODUCE A PHOTOGRAPHIC RECORD OF DEVELOPMENT COMMENCING WITH A RECORD OF THE SITE AS IT APPEARS BEFORE DEMOLITION IS BEGUN. AFTERWARDS A PHOTOGRAPHIC RECORD SHALL BE MAINTAINED DURING THE CONSTRUCTION PROCESS.

7. EXISTING PAVEMENT, CURB AND GUTTER, LIGHTS, FENCES, TREE/VEGETATION AND UTILITIES NOT INTENDED FOR DEMOLITION SHALL BE MAINTAINED, PROTECTED, AND UNDISTURBED DURING DEMOLITION. CONTRACTOR SHALL COORDINATE THE REMOVAL OF BITUMINOUS CONCRETE PAVEMENTS AND CURB AND GUTTER WITH THE SITE PLAN.

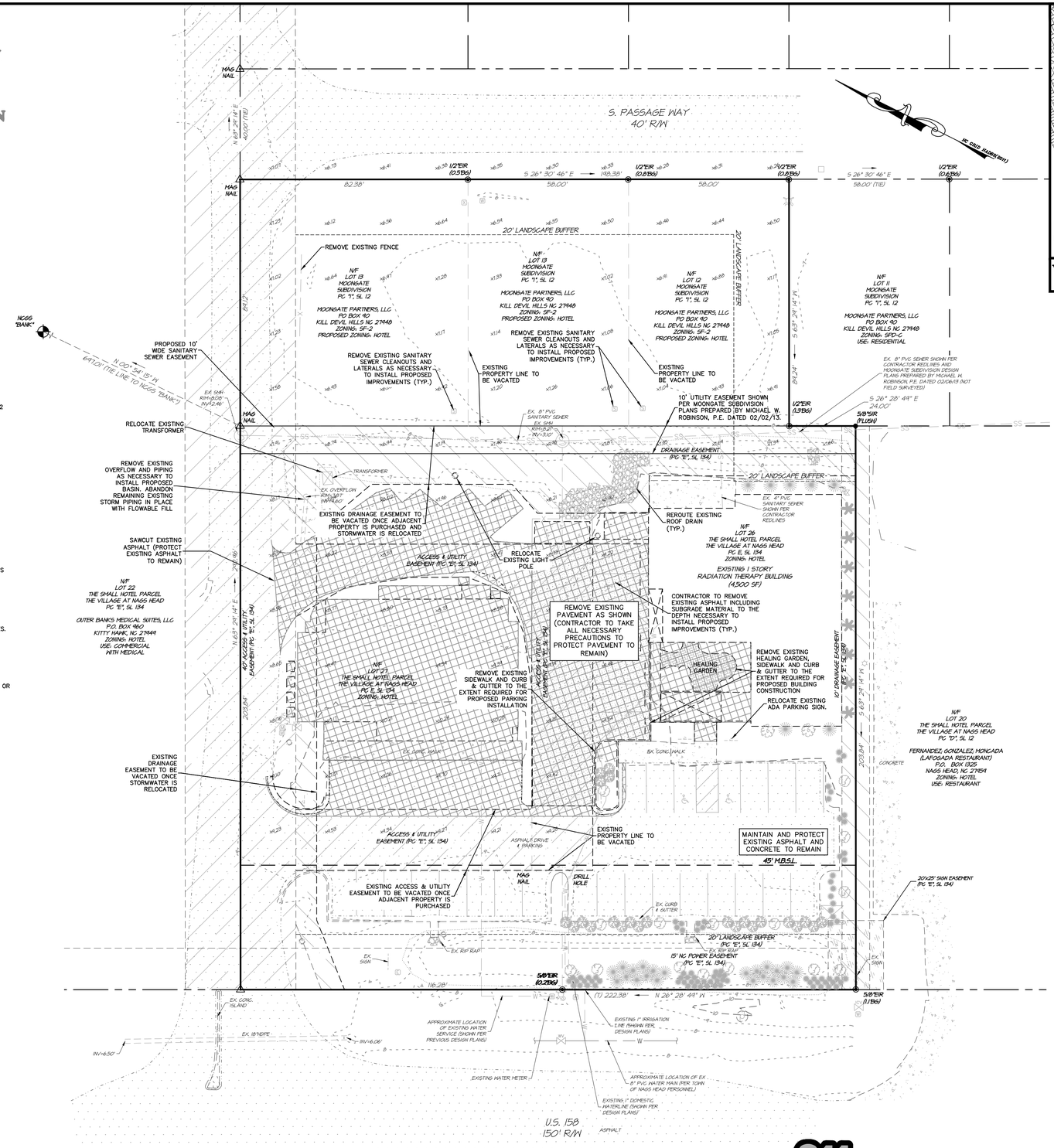
8. SMOOTH SAW CUT OF EXISTING PAVEMENTS, CURBS AND CURBS AND GUTTERS TO BE DEMOLISHED SHALL BE PROVIDED.

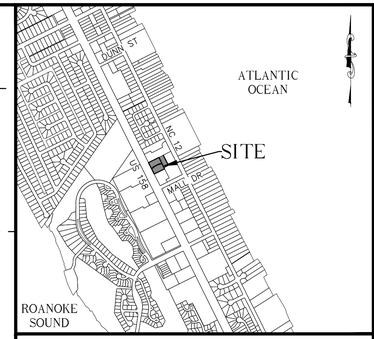
9. ALL DEMOLITION WORK SHALL BE DONE IN STRICT ACCORDANCE WITH FEDERAL, STATE AND LOCAL LAWS AS WELL AS OSHA REGULATIONS.

10. CONTRACTOR'S ACTIVITIES SHALL NOT IMPEDE USAGE OR INGRESS/EGRESS TO ADJACENT PROPERTIES. COORDINATE WITH OWNER MAINTENANCE OF TRAFFIC/PEDESTRIAN CIRCULATION DURING CONSTRUCTION.

11. MAINTAIN POSITIVE DRAINAGE AWAY FROM BUILDINGS AT ALL TIMES DURING DEMOLITION.

12. A DEMOLITION PERMIT MUST BE OBTAINED FROM THE TOWN OF NAGS HEAD PRIOR TO DEMOLITION WORK.





VICINITY MAP (Town of Nags Head)
N.T.S.

LEGEND

- EXISTING ASPHALT PAVEMENT
- EXISTING CONCRETE
- PROPOSED DEMOLITION
- EX. IRON ROD
- EX. DRILL HOLE
- EX. MAG NAIL
- EX. UTILITY POLE
- EX. FIRE HYDRANT
- EX. WATER VALVE
- EX. SEWER MANHOLE
- EX. WATER METER
- EX. ELECTRICAL CONNECTION
- EX. EXTERIOR LIGHT
- EX. LIGHT POLE
- EXISTING CONTOUR
- EXISTING SPOT GRADE

Know what's below. Call before you dig.

NOTE:
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GRAPHIC SCALE
20' 0 10' 20' 40'
(IN FEET)
1 inch = 20 ft.

Quible & Associates, P.C.
NC License# C-0208 SINCE 1959
ENGINEERING** * CONSULTING * PLANNING
ENVIRONMENTAL SCIENCES * SURVEYING**
**NOT OFFERED AT THIS OFFICE
8465 CARATOKE HWY
POWELLS POINT, NC 27966
Phone: (252) 491-8146
Fax: (252) 491-8146
admin@quible.com
90 CHURCH STREET, SUITE B
BLACK MOUNTAIN, NC 28711
Phone: (828) 419-9938
Fax: (252) 491-8146
admin@quible.com

NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 040787 MICHAEL W. SMITH — CERTIFICATION

PRELIMINARY NOT FOR CONSTRUCTION

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NO.	DATE	REVISIONS
1	12/05/19	PER TOWN COMMENTS

EXISTING CONDITIONS/DEMOLITION PLAN

CANCER TREATMENT CENTER
OUTER BANKS HOSPITAL

NAGS HEAD TOWNSHIP — DARE COUNTY — NORTH CAROLINA

COMMISSION NO.	P17012.1
DESIGNED BY	CMS
DRAWN BY	JMH/CMS
CHECKED BY	MWS
ISSUE DATE	11/12/19

SHEET NO. 1 OF 6 SHEETS

G:\2017\P17012\Drawings\P17012 V1.dwg 12/19/2019 10:58 AM Chandler

NOTES:

1. PROPERTY OWNERS: MOONGATE PARTNERS, LLC.
PO BOX 129
NAGS HEAD, NC 27959

DOUBLE L CORPORATION
PO BOX 2606
ELIZABETH CITY, NC 27906

UNIVERSITY HEALTH SYSTEMS OF EASTERN CAROLINA
C/O TIM McDONNELL
P.O. BOX 6028
GREENVILLE, NC 27835

2. PROPERTY IDENTIFICATION: 4928, 4926 & 4922 S. PASSAGE WAY
4927 & 4923 SOUTH CROATAN HIGHWAY
PIN#: 0801-1313-8895; 0801-1313-8960; 0801-1313-8936
0801-13-13-7759; 0801-1313-7809
PID#: 02839113; 02839114; 02839115
027839062; 027839063;

3. PARCEL AREA: 63,021 sq.ft. / 1.45 acres
(AREAS BY COORDINATE METHOD)

4. ZONING CLASSIFICATION: SPD-C (SPECIAL PLANNED DEVELOPMENT-COMMUNITY DISTRICT) (HOTEL DISTRICT OVERLAY)

5. PROPOSED REZONING FOR 4928, 4926 & 4922 S. PASSAGE WAY:SPD-C (SPECIAL PLANNED DEVELOPMENT-COMMUNITY DISTRICT) FROM SF2 (SINGLE FAMILY) ZONING

6. REFERENCES: D.B. 1939, PG. 480; P.C. E, SL. 134

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(HORIZONTAL GROUND DISTANCES)

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PANEL 3730080100J, DATED 09/20/06
FIRM ZONES SUBJECT TO CHANGE BY F.E.M.A.

10. SETBACKS SHOWN ARE PER TOWN OF NAGS HEAD AND DO NOT REFLECT ANY RESTRICTIVE COVENANTS THAT MAY EXIST.

11. PROJECT SCOPE: PERMITTING AND CONSTRUCTION OF A ±10,400 SQ.FT. ADDITION TO THE EXISTING CANCER CENTER WITH ASSOCIATED PARKING AND APPURTENANCES.

12. EXISTING BUILDING COVERAGE..... 9,552 SQ.FT.
VEHICULAR USE AREAS COVERAGE..... 20,017 SQ.FT.
EXISTING CONC. WALKS, & DUMPSTER PAD..... 1,072 SQ.FT.
TOTAL EXISTING LOT COVERAGE..... 30,641 SQ.FT.

EXISTING COVERAGE REMOVED..... 13,817.5 SQ.FT.
TOTAL EXISTING LOT COVERAGE TO REMAIN:..... 16,823.5 SQ.FT.

PROPOSED COVERAGE:
BUILDING (INCLUDES OVERHANG)..... 7,243 SQ.FT. (19%) {25% MAX}
PERMEABLE PAVEMENT (4,514 SQ.FT. * 0.67)..... 3,024.4 SQ.FT.
CONCRETE & ASPHALT..... 8,044.5 SQ.FT.
TOTAL PROPOSED COVERAGE..... 18,311.9 SQ.FT.

TOTAL COVERAGE (EXISTING & PROPOSED) ..... 35,135 SQ.FT. (55.7%) {30% MIN. LANDSCAPING}
TOTAL PROPOSED VEHICULAR USE AREA COVERAGE*..... 19,819 SQ.FT. (31%) {45% MAX}

*NO REDUCTION FOR PERMEABLE PAVEMENTS HAS BEEN TAKEN FROM THE VEHICULAR USE AREA COVERAGE

13. PARKING:
RADIATION THERAPY CENTER MEDICAL FACILITY

PARKING REQUIRED = 1 SPACE PER 300 SQ.FT. * 4,500 SQ.FT. = 15 SPACES
1 SPACE PER EMPLOYEE * 7 EMPLOYEES = 7 SPACES
RADIATION THERAPY PARKING REQUIRED =22 SPACES

CANCER CENTER EXPANSION
PARKING REQUIRED = 1 SPACE PER 300 SQ.FT. * 10,400 SQ.FT. = 35 SPACES
1 SPACE PER EMPLOYEE * 15 EMPLOYEES = 15 SPACES
EXPANSION PARKING REQUIRED =50 SPACES

*CONDITIONAL USE PERMIT FOR REDUCED PARKING DUE TO CAPACITY/TYPE OF USE AND ACCESS TO PUBLIC TRANSIT.
TOTAL PARKING REQUIRED = 72 SPACES
TOTAL PARKING PROVIDED = 57 SPACES

SITE SUBJECT TO INDEPENDENT STUDY TO EVALUATE PARKING 6 MONTHS AFTER OBTAINING CERTIFICATE OF OCCUPANCY. SITE SUBJECT TO PROVIDING 11 ADDITIONAL SPACES IF PARKING IS FOUND TO BE INSUFFICIENT DURING INDEPENDENT STUDY.

14. WASTEWATER: 22 EMPLOYEES @ 250 GPD/EMPLOYEE = 5,500 GPD (WASTEWATER IS PROPOSED TO BE CONVEYED TO CWS WWTP)

15. WATER SUPPLY PER TOWN OF NAGS HEAD. WATER CONNECTION MUST BE MADE IN ACCORDANCE WITH TOWN OF NAGS HEAD SPECIFICATIONS AND SHALL BE PERFORMED BY A LICENSED WATER UTILITY CONTRACTOR. NOTIFY TOWN PRIOR TO INSTALLATION.

16. ALL UTILITIES TO BE PLACED UNDERGROUND UNLESS OTHERWISE NOTED

17. LANDSCAPING AND BUFFERYARDS TO BE IN ACCORDANCE WITH ARTICLE 10 OF THE TOWN OF NAGS HEAD UNIFORM DEVELOPMENT ORDINANCES.

18. SITE WILL BE LIGHTED IN ACCORDANCE WITH ARTICLE 10, PART IV "OUTDOOR LIGHTING" OF THE TOWN OF NAGS HEAD CODE OF ORDINANCES.

19. PRIOR TO LAND DISTURBANCE, A TOWN APPROVED SOIL EROSION AND SEDIMENTATION CONTROL PLAN IS REQUIRED.

20. NO U.S.A.C.O.E. SECTION 404 JURISDICTIONAL WETLANDS EXIST ON SITE.

21. EXISTING VEGETATION TO BE PRESERVED WHERE POSSIBLE.

22. THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO PROTECT ALL PROPERTY MONUMENTS DURING CONSTRUCTION. DISTURBED OR REMOVED PROPERTY MONUMENTS SHALL BE REPLACED BY A NORTH CAROLINA LICENSED PROFESSIONAL LAND SURVEYOR.

23. ALL WORK WITHIN THE NC DOT RIGHT-OF-WAY REQUIRES AN APPROVED NC DOT RIGHT-OF-WAY ENCROACHMENT AGREEMENT.

24. A STATE HIGH DENSITY STORMWATER PERMIT IS REQUIRED IN ADVANCE OF ANY ONSITE DISTURBANCE.

25. THE ENTIRE SITE WILL BE IN FULL COMPLIANCE WITH ALL APPLICABLE NFPA REGULATIONS PERTAINING TO FIRE PROTECTION INCLUDING BUT NOT LIMITED TO NFPA 30 AS WELL AS VOLUME V OF THE NC STATE BUILDING CODE.

26. ALL BUILDING SIGNAGE SHALL BE IN ACCORDANCE WITH ARTICLE VIII SECTION 48-284 OF THE TOWN OF NAGS HEAD CODE OF ORDINANCES.

27. THIS PLAN SHALL COMPLY WITH VOLUME 1C OF THE NC BUILDING CODE.

28. THE PROPOSED BUILDING SHALL COMPLY WITH CHAPTER 10 OF THE TOWN OF NAGS HEAD CODE OF ORDINANCES.

29. BUILDING CONSTRUCTION TO CONFORM TO 2018 NC FIRE PREVENTION CODE OR LATEST EDITION.

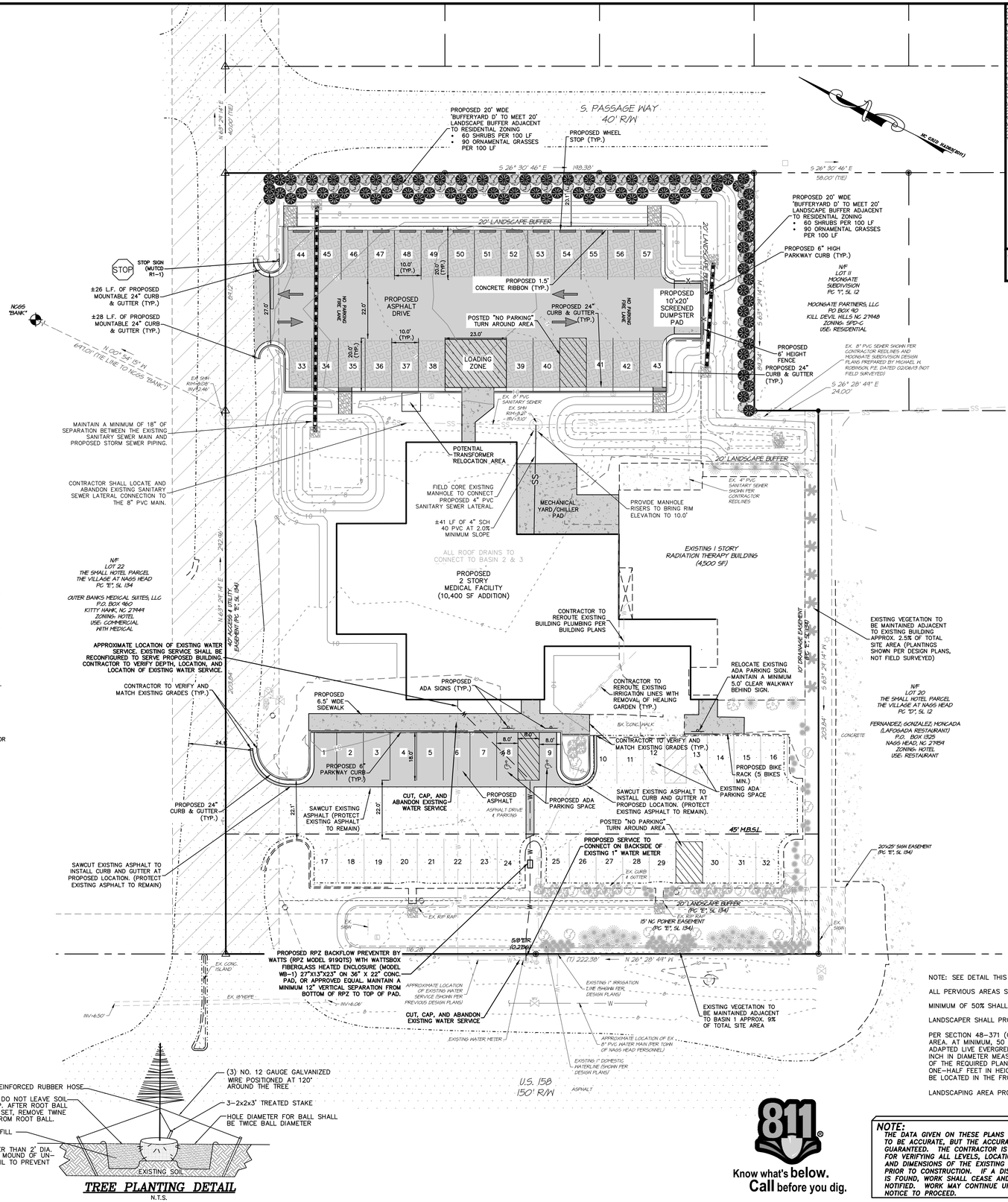
30. THE LOCATION, DIMENSIONS, AND ELEVATION OF EXISTING UTILITIES SHOWN ARE BASED ON THE BEST AVAILABLE DATA AND ARE APPROXIMATE. THE CONTRACTOR SHALL VERIFY ALL DATA IN THE FIELD PRIOR TO CONSTRUCTION TO HIS/HER OWN SATISFACTION. THE CONTRACTOR SHALL PERFORM ANY TEST PIT WORK OR PROVIDE LOCATION SERVICES AS REQUIRED TO AVOID CONFLICTS WITH EXISTING UTILITIES. CONTACT NORTH CAROLINA ONE-CALL AT TELEPHONE NO. 1-800-632-4949, 48 HOURS PRIOR TO PERFORMING ANY EXCAVATION TO HAVE UTILITIES MARKED.

31. THE CONTRACTOR SHALL PROVIDE SMOOTH TRANSITIONS FROM PROPOSED FEATURES TO EXISTING FEATURES AS NECESSARY.

32. THE CONTRACTOR SHALL SEAL THE EDGE OF EXISTING ASPHALT PAVEMENT WITH TACK COAT IN ACCORDANCE WITH THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS WHERE NEW PAVEMENT JOINS EXISTING PAVEMENT.

33. ALL PAVEMENT JOINTS SHALL BE SAW-CUT PRIOR TO PAVING TO PROVIDE A DURABLE AND UNIFORM JOINT.

34. PROOF ROLL ALL NEW PAVED AREAS. NOTIFY OWNER AND ENGINEER OF ANY UNACCEPTABLE AREAS.


S. PASSAGE WAY
40' R/W
PROPOSED 20' WIDE 'BUFFERYARD D' TO MEET 20' LANDSCAPE BUFFER ADJACENT TO RESIDENTIAL ZONING
• 60 SHRUBS PER 100 LF
• 90 ORNAMENTAL GRASSES PER 100 LF
PROPOSED WHEEL STOP (TYP.)
S 26° 30' 46" E 149.38'
S 26° 30' 46" E 58.00' (TIE)
NC GRID NORTH
20' LANDSCAPE BUFFER
PROPOSED 20' WIDE 'BUFFERYARD D' TO MEET 20' LANDSCAPE BUFFER ADJACENT TO RESIDENTIAL ZONING
• 60 SHRUBS PER 100 LF
• 90 ORNAMENTAL GRASSES PER 100 LF
PROPOSED 6" HIGH PARKWAY CURB (TYP.)
N/F LOT 11 MOONGATE SUBDIVISION PC "I", SL 12
MOONGATE PARTNERS, LLC PO BOX 40 KILL DEVIL HILLS NC 27948 ZONING: SPD-C USE: RESIDENTIAL
STOP SIGN (MUTCD R1-1)
±26 L.F. OF PROPOSED MOUNTABLE 24" CURB & GUTTER (TYP.)
±28 L.F. OF PROPOSED MOUNTABLE 24" CURB & GUTTER (TYP.)
PROPOSED ASPHALT DRIVE
PROPOSED 1.5' CONCRETE RIBBON (TYP.)
POSTED "NO PARKING" TURN AROUND AREA
PROPOSED 24" CURB & GUTTER (TYP.)
PROPOSED 10'x20' SCREENED DUMPSTER PAD
LOADING ZONE
NO PARKING FIRE LANE
PROPOSED 6" HEIGHT FENCE
PROPOSED 24" CURB & GUTTER (TYP.)
S 26° 28' 49" E 24.00'
EX. 6" PVC SEWER SHOWN PER CONTRACTOR REDLINES AND MOONGATE SUBDIVISION DESIGN PLANS PREPARED BY MICHAEL W. ROBINSON, P.E. DATED 02/06/93 (NOT FIELD SURVEYED)
NCGS "BANK"
N 00° 34' 15" W 6410.91' TIE LINE TO NCGS "BANK"
EX. SMH RIM=9.08' INV=2.46'
EX. 8" PVC SANITARY SEWER
EX. SMH RIM=9.08' INV=3.10'
MAINTAIN A MINIMUM OF 18" OF SEPARATION BETWEEN THE EXISTING SANITARY SEWER MAIN AND PROPOSED STORM SEWER PIPING.
CONTRACTOR SHALL LOCATE AND ABANDON EXISTING SANITARY SEWER LATERAL CONNECTION TO THE 8" PVC MAIN.
POTENTIAL TRANSFORMER RELOCATION AREA
FIELD CORE EXISTING MANHOLE TO CONNECT PROPOSED 4" PVC SANITARY SEWER LATERAL.
±41 LF OF 4" SCH 40 PVC AT 2.0% MINIMUM SLOPE
MECHANICAL YARD/CHILLER PAD
PROVIDE MANHOLE RISERS TO BRING RIM ELEVATION TO 10.0'
EX. 4" PVC SANITARY SEWER SHOWN PER CONTRACTOR REDLINES
20' LANDSCAPE BUFFER
ALL ROOF DRAINS TO CONNECT TO BASIN 2 & 3
PROPOSED 2 STORY MEDICAL FACILITY (10,400 SF ADDITION)
EXISTING 1 STORY RADIATION THERAPY BUILDING (4,500 SF)
CONTRACTOR TO REROUTE EXISTING BUILDING PLUMBING PER BUILDING PLANS
N/F LOT 22 THE SMALL HOTEL PARCEL THE VILLAGE AT NAGS HEAD PC "E", SL 134
OUTER BANKS MEDICAL SUITES, LLC P.O. BOX 460 KITTY HAWK, NC 27949 ZONING: HOTEL USE: COMMERCIAL WITH MEDICAL
APPROXIMATE LOCATION OF EXISTING WATER SERVICE. EXISTING SERVICE SHALL BE RECONFIGURED TO SERVE PROPOSED BUILDING. CONTRACTOR TO VERIFY DEPTH, LOCATION, AND LOCATION OF EXISTING WATER SERVICE.
CONTRACTOR TO VERIFY AND MATCH EXISTING GRADES (TYP.)
PROPOSED ADA SIGNS (TYP.)
PROPOSED 6.5' WIDE SIDEWALK
PROPOSED 6" PARKWAY CURB (TYP.)
CUT, CAP, AND ABANDON EXISTING WATER SERVICE
PROPOSED ASPHALT
ASPHALT DRIVE & PARKING
PROPOSED ADA PARKING SPACE
SAWCUT EXISTING ASPHALT TO INSTALL CURB AND GUTTER AT PROPOSED LOCATION. (PROTECT EXISTING ASPHALT TO REMAIN).
EXISTING ADA PARKING SPACE
PROPOSED BIKE RACK (5 BIKES MIN.)
RELOCATE EXISTING ADA PARKING SIGN. MAINTAIN A MINIMUM 5.0' CLEAR WALKWAY BEHIND SIGN.
EXISTING VEGETATION TO BE MAINTAINED ADJACENT TO EXISTING BUILDING APPROX. 2.5% OF TOTAL SITE AREA (PLANTINGS SHOWN PER DESIGN PLANS, NOT FIELD SURVEYED)
N/F LOT 30 THE SMALL HOTEL PARCEL THE VILLAGE AT NAGS HEAD PC "D", SL 12
FERNANDEZ, GONZALEZ, MONCADA (LAPOSADA RESTAURANT) P.O. BOX 1325 NAGS HEAD, NC 27959 ZONING: HOTEL USE: RESTAURANT
SAWCUT EXISTING ASPHALT TO INSTALL CURB & GUTTER AT PROPOSED LOCATION (PROTECT EXISTING ASPHALT TO REMAIN)
PROPOSED SERVICE TO CONNECT ON BACKSIDE OF EXISTING 1" WATER METER
EX. CURB & GUTTER
45' M.B.S.L.
20' LANDSCAPE BUFFER (PC "E", SL 134)
20'x25' 5'WIDE EASEMENT (PC "E", SL 134)
EX. RIP RAP
15' NC POWER EASEMENT (PC "E", SL 134)
5/8" ER 10.23'W
PROPOSED RPZ BACKFLOW PREVENTER BY WATTS (RPZ MODEL 919QTS) WITH WATTSBOX FIBERGLASS HEATED ENCLOSURE (MODEL WB-1) 37"x13"x23" ON 36" x 22" CONC. PAD, OR APPROVED EQUAL. MAINTAIN A MINIMUM 12" VERTICAL SEPARATION FROM BOTTOM OF RPZ TO TOP OF PAD.
(T) 222.39' N 26° 28' 49" W
EX. CONC. ISLAND
EX. 18"WDRE
INV=4.08'
INV=6.50'
APPROXIMATE LOCATION OF EXISTING WATER SERVICE (SHOWN PER PREVIOUS DESIGN PLANS)
CUT, CAP, AND ABANDON EXISTING WATER SERVICE
EXISTING WATER METER
EXISTING 1" IRRIGATION LINE (SHOWN PER DESIGN PLANS)
EXISTING VEGETATION TO BE MAINTAINED ADJACENT TO BASIN 1 APPROX. 9% OF TOTAL SITE AREA
APPROXIMATE LOCATION OF EX. 8" PVC WATER MAIN (PER TOWN OF NAGS HEAD PERSONNEL)
EXISTING 1" DOMESTIC WATERLINE (SHOWN PER DESIGN PLANS)
U.S. 158 150' R/W
ASPHALT
CONCRETE
EX. 5WM
EX. 5SMH
EX. 6WM
EX. 8WM
EX. 8SS
EX. 10SS
EX. 12SS
EX. 15SS
EX. 18SS
EX. 24SS
EX. 30SS
EX. 36SS
EX. 42SS
EX. 48SS
EX. 54SS
EX. 60SS
EX. 66SS
EX. 72SS
EX. 78SS
EX. 84SS
EX. 90SS
EX. 96SS
EX. 102SS
EX. 108SS
EX. 114SS
EX. 120SS
EX. 126SS
EX. 132SS
EX.

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11. SETBACKS SHOWN ARE PER TOWN OF NAGS HEAD AND DO NOT REFLECT ANY RESTRICTIVE COVENANTS THAT MAY EXIST.

12. HANDICAP PARKING SPACES SHALL NOT EXCEED 2% GRADE.

13. AREAS OF FILL SHALL BE EXCAVATED TO COMPACTED SUBGRADE AND BACKFILLED IIN 6" LIFTS.

14. THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO PROTECT ALL PROPERTY MONUMENTS DURING CONSTRUCTION. DISTURBED OR REMOVED PROPERTY MONUMENTS SHALL BE REPLACED BY A NORTH CAROLINA LICENSED PROFESSIONAL LAND SURVEYOR.

15. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THESE DRAWINGS, APPLICABLE TOWN OF NAGS HEAD CODES AND ORDINANCES, AND NCDEQ DIVISION OF ENERGY, MINERAL AND LAND RESOURCES REGULATIONS.

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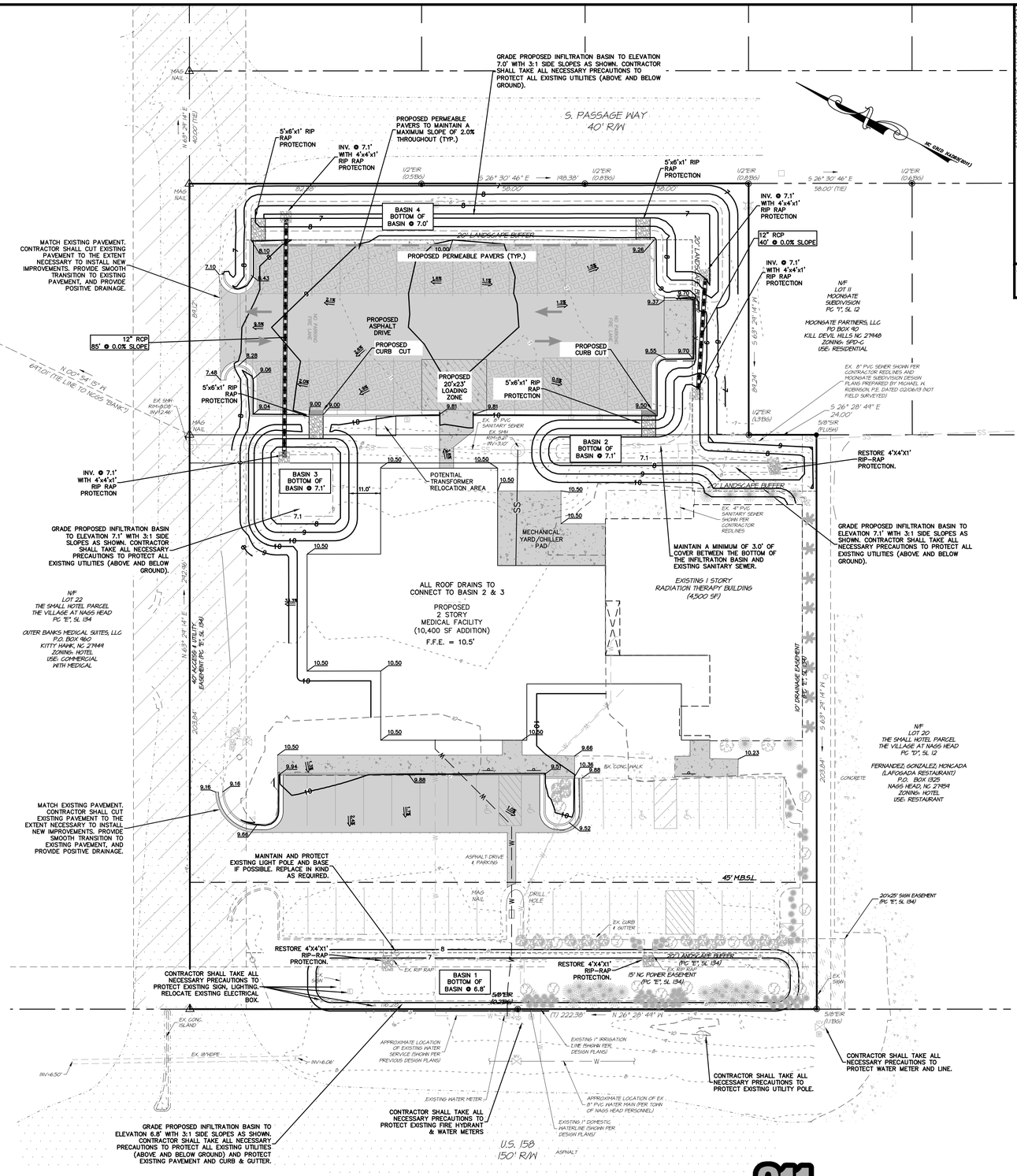
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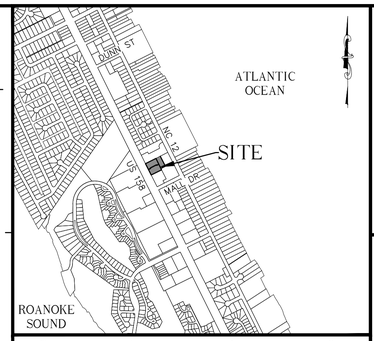
20. PROOF ROLL ALL NEW PAVED AREAS. NOTIFY OWNER AND ENGINEER OF ANY UNACCEPTABLE AREAS.

21. ALL PORTIONS OF ROOF DRAIN COLLECTION SYSTEM WITH LESS THAN 36" OF COVER IN TRAFFIC RATED CONDITIONS SHALL BE DUCTILE IRON PIPE.

22. TEMPORARY CONSTRUCTION EASEMENT MUST BE OBTAINED PRIOR TO ANY WORK ON ADJACENT PROPERTIES.

23. A STATE HIGH DENSITY STORMWATER PERMIT IS REQUIRED IN ADVANCE OF ANY ONSITE DISTURBANCE.





VICINITY MAP (Town of Nags Head)
N.T.S.

LEGEND

- EX. IRON ROD
- EX. DRILL HOLE
- EX. MAG NAIL
- EX. UTILITY POLE
- EX. FIRE HYDRANT
- EX. WATER VALVE
- EX. SEWER MANHOLE
- EX. WATER METER
- EX. ELECTRICAL CONNECTION
- EX. EXTERIOR LIGHT
- EX. LIGHT POLE
- EXISTING ASPHALT PAVEMENT
- EXISTING CONCRETE
- PROPOSED CONCRETE
- PROPOSED ASPHALT
- PROPOSED PERMEABLE PAVEMENT
- PROPOSED RIP RAP
- EXISTING CONTOUR
- EXISTING SPOT GRADE
- PROPOSED CONTOUR
- PROPOSED SPOT GRADE (TOP OF ASPHALT/FLOW LINE UNLESS OTHERWISE NOTED)
- PROPOSED TOP OF CONCRETE ELEV.
- PROPOSED FLOW DIRECTION AND SLOPE

Know what's **below.** **Call** before you dig.

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1 inch = 20 ft.

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NC License# C-0208 SINCE 1959
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8445 CARATOKE HWY
POWELLS POINT, NC 27966
Phone: (252) 491-8146
Fax: (252) 491-8146
quiblesurvey@quible.com
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Phone: (828) 669-8032
Fax: (252) 491-8146
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NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 036181 MICHAEL W. SMITH
CERTIFICATION

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NO.	DATE	REVISIONS
1	12/05/19	PER TOWN COMMENTS

GRADING & DRAINAGE PLAN

CANCER TREATMENT CENTER
OUTER BANKS HOSPITAL

NAGS HEAD TOWNSHIP DARE COUNTY NORTH CAROLINA

COMMISSION NO.	P17012.1
DESIGNED BY	CMS
DRAWN BY	JMH/CMS
CHECKED BY	MWS
ISSUE DATE	11/12/19

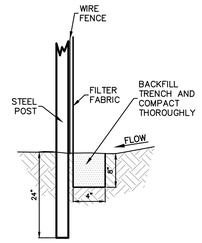
SHEET NO. 3 OF 6 SHEETS

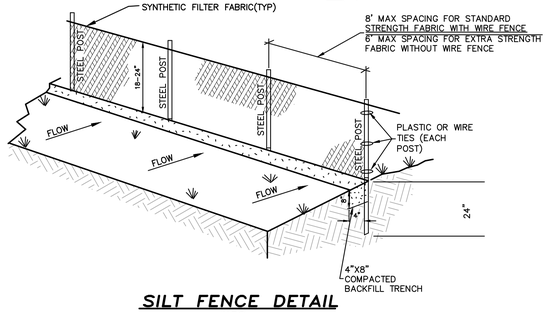
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SOIL EROSION & SEDIMENTATION CONTROL PLAN NOTES:

1. AREA TO BE DISTURBED: ±44,827 SQ.FT. (±1.02 ACRES)
2. PROVIDE A GROUNDCOVER STABILIZATION (TEMPORARY OR PERMANENT) ON ALL DENUDED DOWNSTREAM SURFACES FOLLOWING THE COMPLETION OF LAND DISTURBING ACTIVITIES PER THE CRITERIA LISTED BELOW:
   a. PERIMETER DIKES, BERMS, SWALES, DITCHES AND SLOPES SHALL BE STABILIZED IN 7 DAYS.
   b. HIGH QUALITY WATER (HQW) ZONES SHALL BE STABILIZED IN 7 DAYS.
   c. DOWNSTREAM SLOPES STEEPER THAN 3:1 SHALL BE STABILIZED IN 7 DAYS. IF SLOPES ARE 10' OR LESS AND ARE NOT STEEPER THAN 2:1, 14 DAYS ARE ALLOWED.
   d. DOWNSTREAM SLOPES 3:1 OR FLATTER AND LESS THAN 50' IN LENGTH SHALL BE STABILIZED IN 14 DAYS. SLOPES 3:1 OR FLATTER EXCEEDING 50' IN LENGTH SHALL BE STABILIZED IN 7 DAYS.
   e. ALL OTHER DOWNSTREAM AREAS WITH SLOPES 4:1 OR FLATTER SHALL BE STABILIZED WITHIN 14 DAYS.
   f. GROUND COVER SHALL BE PROVIDED ON CUT AND FOR FILL SLOPES WITHIN 21 CALENDAR DAYS AFTER COMPLETION OF ANY PHASE OF GRADING. GROUND COVER OVER OTHER AREAS SHALL BE PROVIDED WITHIN SHORTER OF 15 WORKING OR 90 CALENDAR DAYS (60 DAYS IN HQW ZONES) OF COMPLETION OF CONSTRUCTION OF DEVELOPMENT.
3. 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).
4. IF EXCESSIVE WIND EROSION OR STORMWATER RUNOFF EROSION DEVELOPS DURING TIME OF CONSTRUCTION ANY LOCATION ON THE PROJECT SITE, ADDITIONAL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE INSTALLED IMMEDIATELY AS DIRECTED BY THE ENGINEER TO ADDRESS THE PROBLEM AREA AND PREVENT DAMAGE TO ADJACENT PROPERTIES.
5. SOIL EROSION AND SEDIMENTATION CONTROLS TO BE INSPECTED, MAINTAINED AND REPAIRED AS NECESSARY UNTIL PERMANENT CONTROLS ARE ESTABLISHED.
   a. A RAIN GAUGE MUST MUST BE KEPT ON SITE.
   b. DEDICATED DEMOLITION AND OTHER WASTE AREAS AND EARTHEN MATERIAL STOCKPILES MUST BE LOCATED AT LEAST 50 FEET FROM DRAINS OR STREAMS UNLESS NO ALTERNATIVE IS FEASIBLE.
   c. ALL EROSION AND SEDIMENT CONTROL MEASURES MUST BE INSPECTED AT LEAST ONCE A WEEK AND WITHIN 24 HOURS AFTER ANY STORM EVENT GREATER THAN A HALF INCH (DURING A 24 HOUR PERIOD). IMMEDIATE CORRECTIVE ACTION MUST BE TAKEN FOR ANY DEVICE FAILURE.
   d. INSPECT ALL OUTLETS WHERE RUNOFF LEAVES SITE AND EVALUATE EFFECT ON NEARBY STREAMS. TAKE CORRECTIVE ACTION IF NECESSARY.
   e. MAINTAIN RECORDS OF INSPECTIONS AND CORRECTIVE ACTIONS.
   f. EARTHWORK NOTE: OFFSITE BORROW MATERIAL SHALL COME FROM AN NCDENR LAND QUALITY SECTION APPROVED SITE. OFFSITE DISPOSAL OF EXCESS MATERIAL SHALL BE TO AN NCDENR LAND QUALITY SECTION APPROVED SITE.

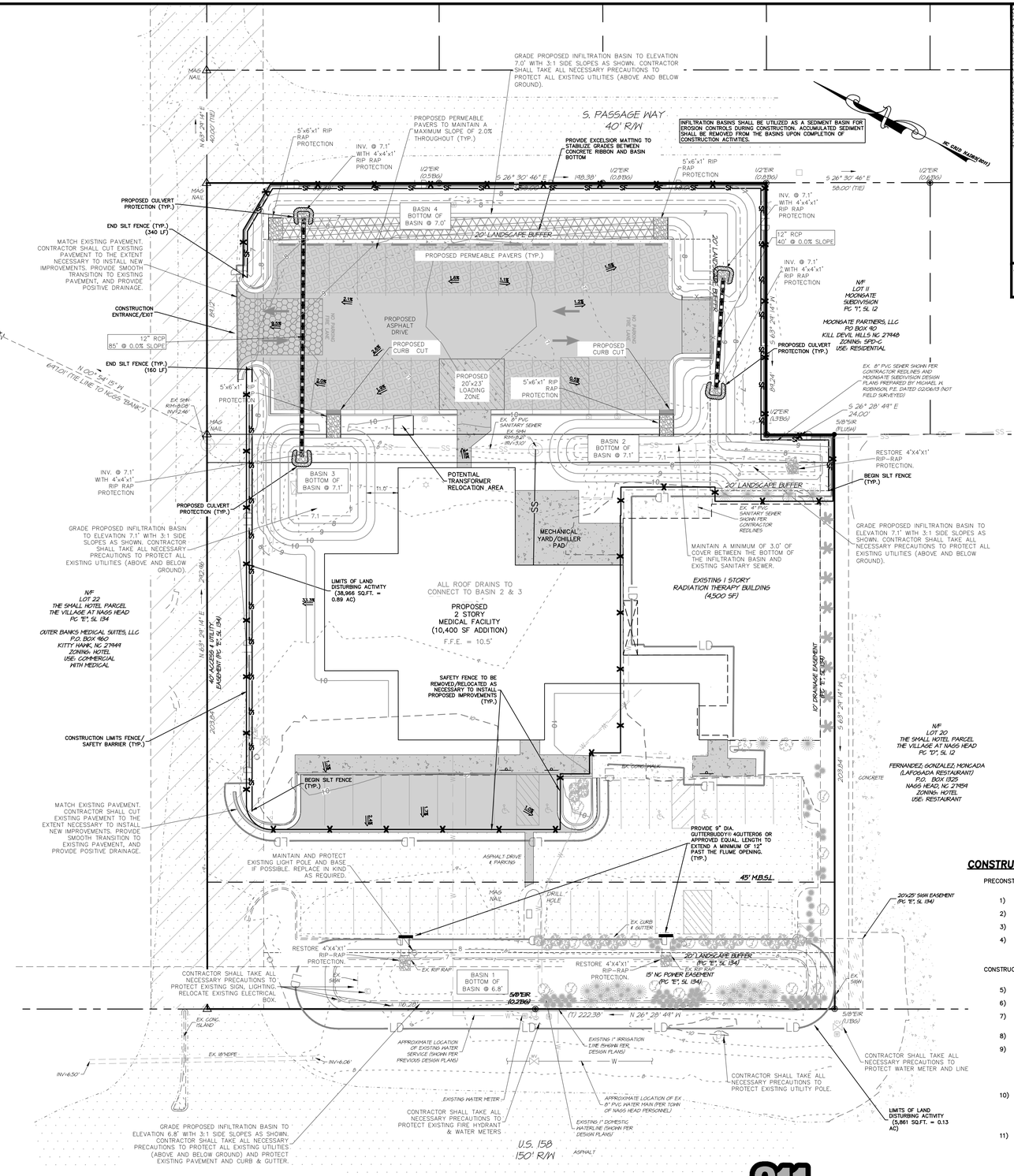
NOTE: ALL EROSION CONTROL MEASURES SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE NC EROSION AND SEDIMENT CONTROL PLANNING AND DESIGN MANUAL. CONTRACTOR SHALL INSPECT AND MAINTAIN ALL EROSION CONTROL DEVICES ON A WEEKLY BASIS AND AFTER EACH MAJOR STORM EVENT; FAILURE TO KEEP ORDER MAY RESULT IN ISSUANCE OF A STOP WORK ORDER.

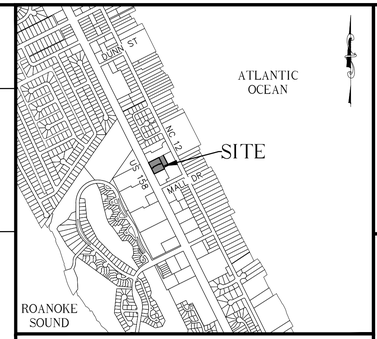




SILT FENCE DETAIL

N.T.S





VICINITY MAP (Town of Nags Head)

N.T.S.

LEGEND

- EX. IRON ROD
- EX. DRILL HOLE
- EX. MAG NAIL
- EX. UTILITY POLE
- EX. FIRE HYDRANT
- EX. WATER VALVE
- EX. SEWER MANHOLE
- EX. WATER METER
- EX. ELECTRICAL CONNECTION
- EX. EXTERIOR LIGHT
- EX. LIGHT POLE
- EXISTING ASPHALT PAVEMENT
- EXISTING CONCRETE
- PROPOSED CONCRETE
- PROPOSED ASPHALT
- PROPOSED EXCELSIOR MATTING
- EXISTING CONTOUR
- EXISTING SPOT GRADE
- PROPOSED CONTOUR
- PROPOSED FLOW DIRECTION AND SLOPE
- PROPOSED LIMITS OF DISTURBANCE
- PROPOSED CULVERT INLET PROTECTION
- PROPOSED FENCE
- PROPOSED SILT FENCE
- PROPOSED CONSTRUCTION LIMITS FENCE/SAFETY BARRIER

CONSTRUCTION SEQUENCE:

PRECONSTRUCTION:

1) OBTAIN PLAN APPROVAL AND OTHER APPLICABLE PERMITS.
2) FLAG AND/OR ROUGH STAKE WORK LIMITS.
3) FLAG EXISTING VEGETATION TO REMAIN/PROTECT.
4) HOLD PRECONSTRUCTION CONFERENCE (OWNER, CONTRACTOR, ENGINEER, AND APPROPRIATE GOVERNMENT OFFICIALS) AT LEAST ONE WEEK PRIOR TO START OF CONSTRUCTION ACTIVITIES.

CONSTRUCTION:

5) INSTALL SILT FENCING AT LOCATIONS SHOWN ON PLAN
6) COMPLETE CLEARING, GRUBBING AND DEMOLITION PROCEDURES.
7) GRADE SITE ACCORDING TO PLAN AND BEGIN CONSTRUCTION OF PROPOSED IMPROVEMENTS, INCLUDING UTILITY RECONNECTIONS.
8) INSTALL CONTRIBUTING STORM CONVEYANCES AND ASSOCIATED EROSION CONTROLS.
9) ALL EROSION & SEDIMENTATION CONTROLS SHALL BE INSPECTED WEEKLY AND AFTER HEAVY RAINFALL EVENT. NEEDED REPAIRS AND MAINTENANCE WILL BE MADE IMMEDIATELY. FURTHERMORE, IF ANY WIND OR STORMWATER RUNOFF EROSION DEVELOPS DURING THE CONSTRUCTION OF THE PROJECT, ADDITIONAL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE INSTALLED TO ADDRESS THE PROBLEM AREA.
10) ONCE THE SITE CONSTRUCTION IS COMPLETE AND DENUDED SURFACES ARE FULLY STABILIZED; ALL STORMWATER CONVEYANCES, STRUCTURES AND PIPING SHALL BE CLEANED OF ALL SILT/DEBRIS WHICH MAY HAVE ACCUMULATED DURING CONSTRUCTION. CONTRACTOR SHALL VERIFY DESIGN GRADES OF ALL STORMWATER CONVEYANCES AND RESTORE TO DESIGN SPECIFICATIONS AS NECESSARY.
11) UPON THE REMOVAL OF ACCUMULATED SEDIMENTS AND SITE STABILIZATION, ALL REMAINING EROSION CONTROLS MAY BE REMOVED FROM THE DEVELOPMENT. ALL DOWNSTREAM EROSION CONTROLS SHALL REMAIN IN PLACE UNTIL THE COMPLETION OF ALL OTHER DEVELOPMENT CONSTRUCTION ACTIVITIES.

PERMANENT VEGETATION

SEEDING DATES: APRIL 1 – AUGUST 31:

SEED MIXTURE	APPLICATION RATES/ACRE
REBEL II FESCUE	130 LBS.
COMMON BERMUDA 'SAHARA' (HULLED)	215 LBS.

SEEDING DATES: SEPT. 1 – MARCH 31:

SEED MIXTURE	APPLICATION RATES/ACRE
REBEL II FESCUE	250 LBS.
COMMON BERMUDA 'SAHARA' (UNHULLED)	215 LBS.

TEMPORARY VEGETATION

SEEDING DATES: AUG. 16 – APRIL 15:

SEED MIXTURE	APPLICATION RATES/ACRE
RYE GRAIN	120 LBS

SEEDING DATES: APRIL 16 – AUG. 15:

SEED MIXTURE	APPLICATION RATES/ACRE
GERMAN MILLET	40 LBS

SEEDBED PREPARATION:
LOOSEN SOILS TO A DEPTH OF 6–8 INCHES USING A RIPPER, HARROW, OR CHISEL PLOW, BREAK UP CLODS, REMOVE UNACCEPTABLE GROWTH (STICKS, ROOTS), STONES (>3"), AND OTHER MATERIALS, AND WORK THE TOP 3–4 INCHES OF THE SOIL INTO A SEEDBED. THE AREA TO BE SEEDED SHALL BE RE–COMPACTED UTILIZING A CULTIPACKER ROLLER AND A SMOOTH EVEN SOIL SURFACE WITH A LOOSE, UNIFORMLY FINE TEXTURE SHALL BE THE FINISHED GRADE.

SOIL AMENDMENTS:
OBTAIN A SOIL TEST TO DETERMINE APPLICATION RATES AND FOLLOW RECOMMENDATIONS OF SOILS TESTS. WHEN A SOIL TEST IS NOT POSSIBLE, APPLY 3,000 LB/ACRE GROUND AGRICULTURAL LIMESTONE AND 1,000 LB/ACRE 10–10–10 STARTER FERTILIZER.

MULCHING:
APPLY 4,000 LB/ACRE GRAIN STRAW OR EQUIVALENT COVER OF ANOTHER SUITABLE MULCH. ANCHOR STRAW BY TACKING WITH ASPHALT, NETTING, ROVING OR BY CRIMPING WITH A MULCH ANCHORING TOOL.

MAINTENANCE:
SATISFACTORY STABILIZATION AND 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 BARE SPOTS, AND THE LONGER REPAIRS ARE DELAYED, THE MORE COSTLY THEY BECOME. PROMPT ACTION WILL KEEP SEDIMENT LOSS AND REPAIR COST DOWN. NEW SEEDLINGS SHOULD BE INSPECTED FREQUENTLY AND MAINTENANCE PERFORMED AS NEEDED. IF RILLS AND GULLIES DEVELOP, THEY MUST BE FILLED IN, RE–SEEDED, AND MULCHED AS SOON AS POSSIBLE. DIVERSIONS MAY BE NEEDED UNTIL NEW PLANTS TAKE HOLD.

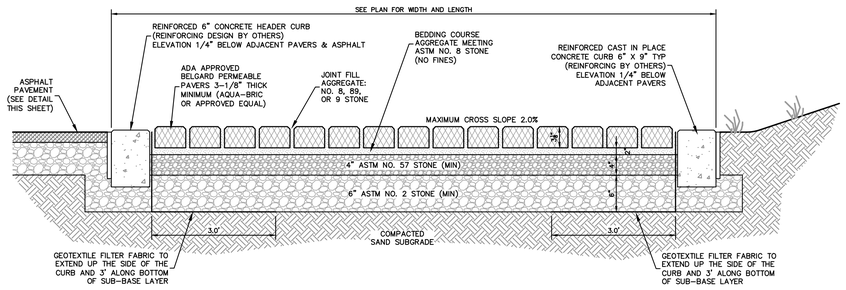
MAINTENANCE REQUIREMENTS EXTEND BEYOND THE SEEDING PHASE. (COMPLETE VEGETATIVE COVER IS REQUIRED REGARDLESS OF COUNTY ISSUANCE OF A CERTIFICATE OF OCCUPANCY AND FINAL PAYMENT WILL NOT BE AWARDED UNTIL COMPLETE ESTABLISHMENT OF VEGETATIVE COVER.)
WEAK OR DAMAGED SPOTS MUST BE RELIMED, FERTILIZED, MULCHED, AND RESEEDED AS PROMPTLY AS POSSIBLE. REFERTILIZATION MAY BE NEEDED TO MAINTAIN PRODUCTIVE STANDS.

Know what's **below.** **Call** before you dig.

NOTE:
THE DATA GIVEN ON THESE PLANS IS BELIEVED TO BE ACCURATE, BUT THE ACCURACY IS NOT GUARANTEED. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL LEVELS, LOCATIONS, TYPES, AND DIMENSIONS OF THE EXISTING UTILITIES PRIOR TO CONSTRUCTION. IF A DISCREPANCY IS FOUND, WORK SHALL CEASE AND THE ENGINEER NOTIFIED. WORK MAY CONTINUE UPON ENGINEERS NOTICE TO PROCEED.

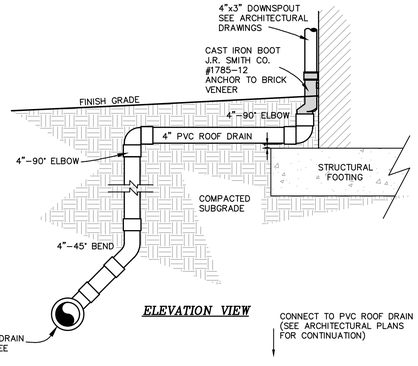
GRAPHIC SCALE
20' 0 10' 20' 40'
(IN FEET)
1 inch = 20 ft.

Quible & Associates, P.C.
NC License# C-0208 SINCE 1959
ENGINEERING** * CONSULTING * PLANNING
EN

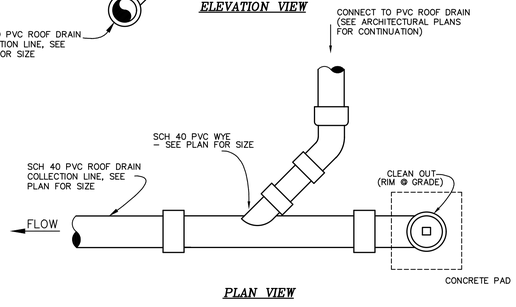


TYPICAL BELGARD® PERMEABLE PAVER INSTALLATION DETAIL

N.T.S.



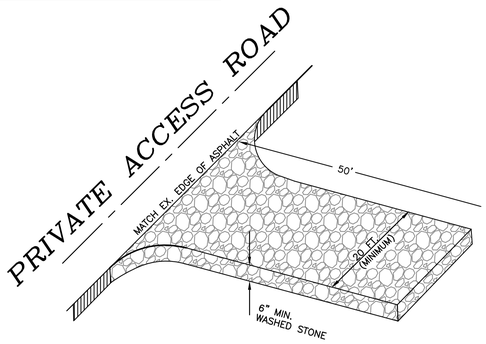
ELEVATION VIEW



PLAN VIEW

ROOF DRAIN COLLECTION LATERAL

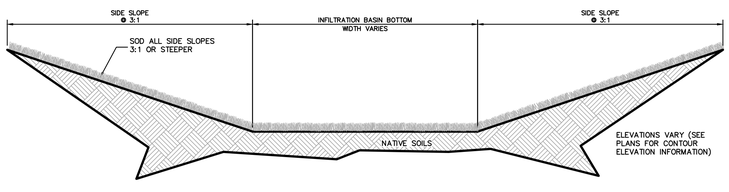
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GRAVEL CONSTRUCTION ENTRANCE/EXIT DETAIL

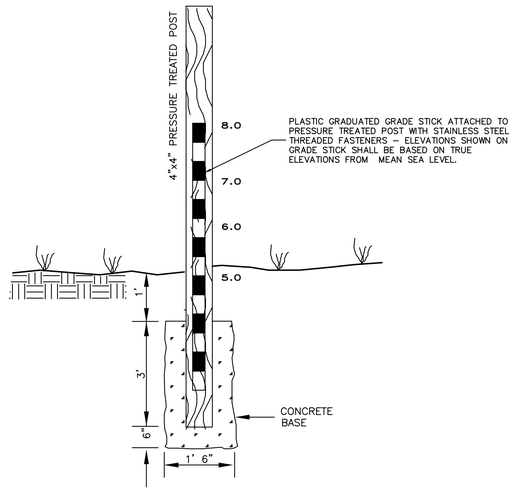
N.T.S

BASIN	BOTTOM ELEVATION	SEDIMENT SHALL BE REMOVED WHEN THE DEPTH REACHES:	TOP ELEVATION
1 (FRONT)	6.8'	7.3'	8.0'
2 (BLDG)	7.1'	7.6'	9.0'
3 (SIDE)	7.1'	7.6'	9.0'
4 (REAR)	7.0'	7.5'	8.5'



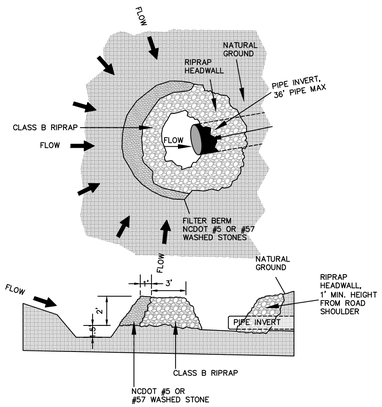
TYPICAL INFILTRATION BASIN CROSS-SECTION DETAIL

N.T.S.



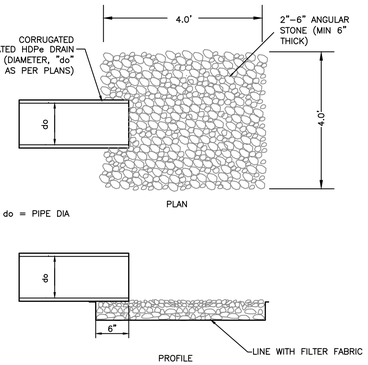
DEPTH BENCHMARK

N.T.S.



CULVERT INLET PROTECTION

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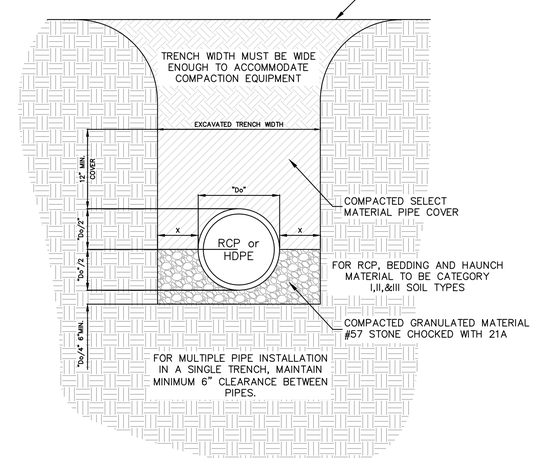


DRAIN PIPE OUTLET DETAIL

N.T.S.

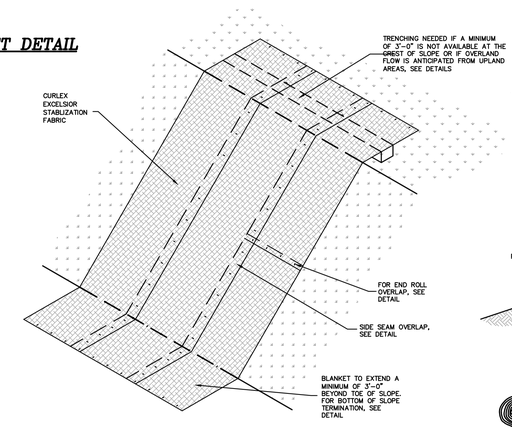
HDPE NOTES:
1. ALL PIPE SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THESE SPECIFICATIONS OR AS MODIFIED BY THE OWNER.
2. TRENCH BOX OR OTHER SHORING METHODS SHALL NOT DISTURB THE PIPE BEDDING AND BACKFILL MATERIAL AFTER THEIR COMPACTION.
3. WHERE THE TRENCH BOTTOM IS UNSTABLE, THE CONTRACTOR SHALL EXCAVATE TO A DEPTH INDICATED ON THE DRAWING OR AS DIRECTED BY THE OWNER AND REPLACE WITH BEDDING MATERIAL.
4. BEDDING MATERIAL SHALL BE CRUSHED STONE OR WASHED #67 STONE, UNLESS OTHERWISE NOTE ON THE DRAWINGS OR REQUIRED BY THE OWNER. MINIMUM BEDDING THICKNESS SHALL BE 6-INCHES.
5. BACKFILL MATERIAL SHALL CONFORM TO THE FOLLOWING:
   A. INITIAL BACKFILL:
      AGGREGATE NO. 25, 26, 21A, OR 21 B; AS INDICATED ON THE DRAWINGS OR AS DIRECTED BY THE OWNER, SHALL BE INSTALLED AS INITIAL BACKFILL IN THE PIPE ZONE EXTENDING NOT LESS THAN 12-INCHES ABOVE THE CROWN OF PIPE. MATERIAL SHALL BE INSTALLED AS REQUIRED IN ASTM 02321, LATEST EDITION.
   B. FINAL BACKFILL:
      FINAL BACKFILL MATERIALS SHALL BE THE SAME AS THE INITIAL BACKFILL UNLESS OTHERWISE INDICATED ON THE DRAWINGS OR DIRECTED BY THE OWNER.
6. MINIMUM COVER:
   TRAFFIC APPLICATIONS - MINIMUM COVER SHALL BE 24", MEASURED FROM THE TOP OF THE PIPE TO THE BOTTOM OF FLEXIBLE PAVEMENT OR TO THE TOP OF RIGID PAVEMENT.
   NON-TRAFFIC APPLICATIONS - MINIMUM COVER IN GRASS OR LANDSCAPE AREA IS 12-INCHES FROM THE TOP OF THE PIPE TO GROUND SURFACE.

NOTES:
1. SELECT MATERIAL PIPE COVER SHALL BE 12" (MINIMUM) DEEP OVER TOP OF PIPE.
2. SELECT MATERIAL BACKFILL SHALL BE CBR 20 COMPACTED TO 95% DENSITY. BACKFILL COMPACTED IN 12" LIFTS.



STORM PIPE TRENCH SECTION

N.T.S.

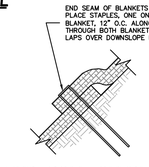


SLOPE DETAIL

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CURLEX® SLOPE APPLICATION DETAIL

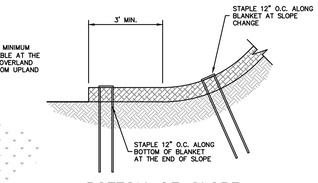
AMERICAN EXCELSIOR COMPANY
ARLINGTON, TEXAS



END ROLL OVERLAP

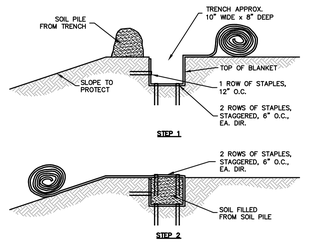
N.T.S.

NOTES:
1. STAPLE PATTERNS ARE DEPENDENT ON SITE CONDITIONS. SEE CURLEX® STAPLE PATTERN GUIDE FOR DETAILS.



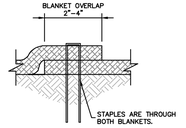
BOTTOM OF SLOPE TERMINATION

N.T.S.



SLOPE TRENCHING METHOD "B"

N.T.S.



SIDE SEAM OVERLAP STAPLE DETAIL

N.T.S.

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POWELLS POINT, NC 27966
Phone: (252) 491-8146
Fax: (252) 491-8146
quiblesurveying@outlook.com
90 CHURCH STREET, SUITE B
BLACK MOUNTAIN, NC 28711
Phone: (828) 419-9168
Fax: (252) 491-8146
quiblesurveying@outlook.com

NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 040181 CHRISTOPHER M. STOKES
EXPIRATION DATE: 12/31/2019
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CERTIFICATION

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REVISIONS

NO.	DATE	
1	12/05/19	PER TOWN COMMENTS

DRAINAGE & SESC DETAILS

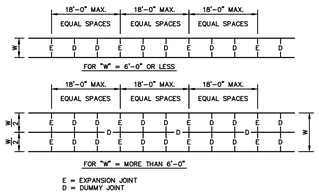
CANCER TREATMENT CENTER
OUTER BANKS HOSPITAL

NAGS HEAD TOWNSHIP DARE COUNTY NORTH CAROLINA

COMMISSION NO. P17012.1
DESIGNED BY CMS
DRAWN BY JMH/CMS
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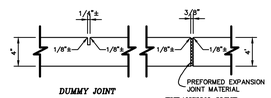
SHEET NO. 5 OF 6 SHEETS

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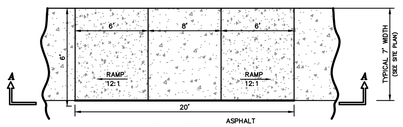
NOTES:
EXCEPT WHERE SHOWN IN THE PLAN, ALL NEW CONC. WALKS SHALL HAVE JOINTS SPACED AS SHOWN IN THESE DETAILS. AN EXPANSION JOINT SHALL BE USED TO SEPARATE THE NEW CONC. WALK FROM OTHER NEW OR EXISTING CONCRETE CONSTRUCTION.

JOINT PATTERN

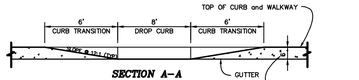


JOINT DETAIL

SIDEWALK JOINTS
N.T.S.



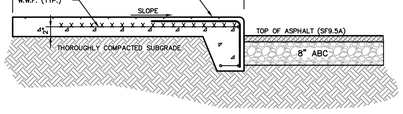
PLAN VIEW



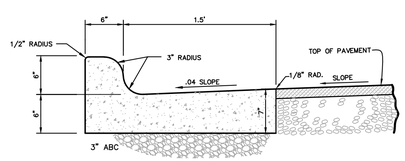
SECTION A-A

WHEELCHAIR RAMP
N.T.S.

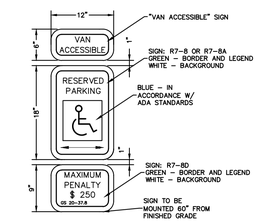
1. USE ADJACENT TO ALL HANDICAPPED SPACES



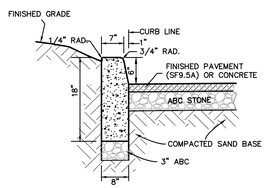
RAISED CURB SIDEWALK/ASPHALT SECTION
N.T.S.



CURB & GUTTER CROSS SECTION (1.5' GUTTER)
N.T.S.



ADA RESERVED PARKING SIGN DETAIL
N.T.S.



PARKWAY CURB
N.T.S.

TYPICAL SPECIFICATIONS

SPECIFICATIONS FOR SIDEWALKS, CURBS, ALLEYS, CONCRETE PAVEMENT

ALL REINFORCING STEEL SHALL BE GRADE 60 (ASTM A615)

ALL WELDED WIRE FABRIC SHALL BE 6 x 6, W1.4 x W1.4 (ASTM A185)

A 1-1/2" CLEAR CONCRETE COVER SHALL BE MAINTAINED ON ALL REINFORCEMENT

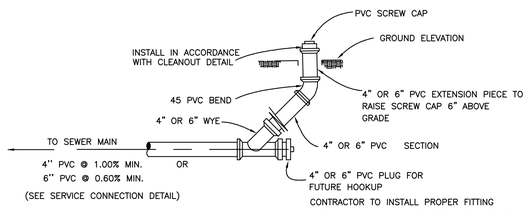
ALL CONCRETE SHALL BE 3000 PSI FIBER MESH UNLESS OTHERWISE NOTED SPECIFICATIONS OF ASPHALT

ALL ABC STONE SHALL BE COMPACTED TO 100% OF STANDARD PROCTOR (ASTM D698)

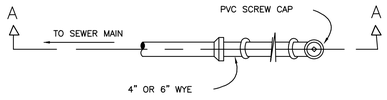
ASPHALT SHALL BE 2" SF9.5A

SPECIFICATIONS FOR SUBBASE

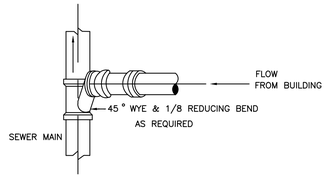
ALL SUBBASE SHALL BE COMPACTED TO 95% OF STANDARD PROCTOR (ASTM D698)



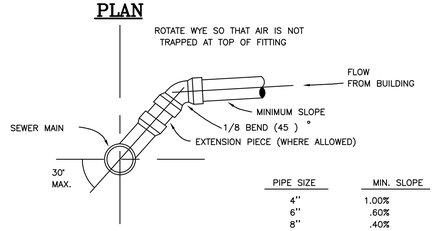
SECTION A



PLAN VIEW
SINGLE SERVICE LATERAL CONNECTION
N.T.S.



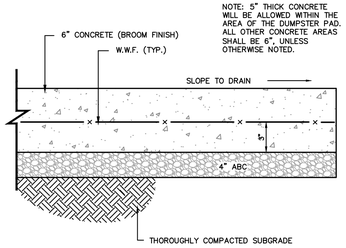
PLAN



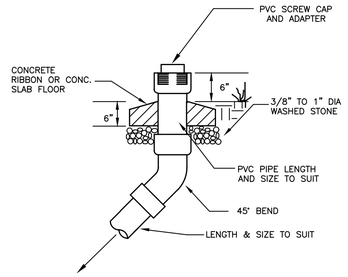
PIPE SIZE	MIN. SLOPE
4"	1.00%
6"	.60%
8"	.40%
12"	.22%

SECTION

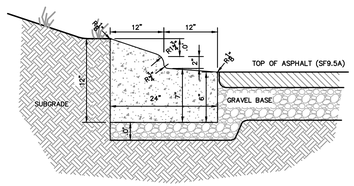
SERVICE CONNECTION
N.T.S.



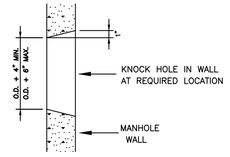
CONCRETE PAVEMENT SECTION
N.T.S.



TYPICAL SEWER CLEAN-OUT
N.T.S.

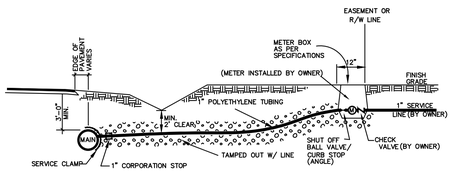


2' CONCRETE MOUNTABLE CURB & SPILL GUTTER
NTS
MODIFIED NCDOT STANDARD 846.01



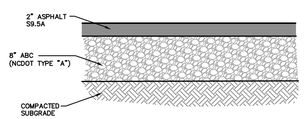
IN FIELD PIPE OPENINGS
N.T.S.

NOTES:
1. THIS APPLIES TO ALL PIPES 6" DIAMETER OR LESS UNLESS OTHERWISE SPECIFIED.
2. CLOSE WITH NON-SHRINK GROUT AFTER PIPE INSTALLATION.

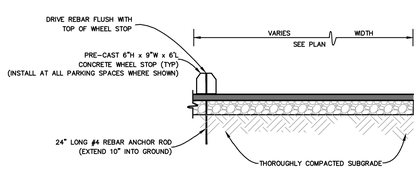


NOTE:
CONTRACTOR TO CONSULT WITH OWNER'S WATER SYSTEM MANAGING ENTITY AND OWNER'S ENGINEER PRIOR TO ORDERING METER BOX AND SHUT OFF BALL VALVE/ CURB STOP TO MAKE SURE THEY MEET THEIR REQUIREMENTS.

STANDARD 1" SERVICE LINE AND METER BOX INSTALLATION
N.T.S.



TYPICAL ASPHALT SECTION
N.T.S.



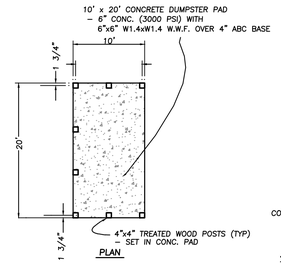
WHEEL STOP DETAIL
N.T.S.

COMPACTION NOTES:
1. PROOF ROLL ALL NEW PAVED AREAS. NOTIFY OWNER AND ENGINEER OF ANY UNACCEPTABLE AREAS.
2. COMPACT BACKFILL AND SUBGRADE TO 95% OF THE MODIFIED PROCTOR MAXIMUM DRY DENSITY (ASTM D1557) ALL BACKFILL MATERIAL SHALL BE SELECT BACKFILL UNLESS OTHERWISE SPECIFIED BY THE ENGINEER.
3. SELECT FILL SHALL CONSIST OF SAND OR GRAVEL CONTAINING LESS THAN 20% BY WEIGHT OF FINES [SP, SM, SW, GP, GW] HAVING A LIQUID LIMIT LESS THAN 20 AND PLASTIC LIMIT LESS THAN 6, AND FREE OF RUBBLE, ORGANICS, CLAY, DEBRIS, AND OTHER UNSUITABLE MATERIAL.

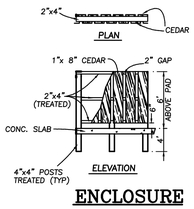
COMPACTION NOTES

811 Know what's below. Call before you dig.

NOTE:
THE DATA GIVEN ON THESE PLANS IS BELIEVED TO BE ACCURATE, BUT THE ACCURACY IS NOT GUARANTEED. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL LEVELS, LOCATIONS, TYPES, AND DIMENSIONS OF THE EXISTING UTILITIES PRIOR TO CONSTRUCTION. IF A DISCREPANCY IS FOUND, WORK SHALL CEASE AND THE ENGINEER NOTIFIED. WORK MAY CONTINUE UPON ENGINEERS NOTICE TO PROCEED.

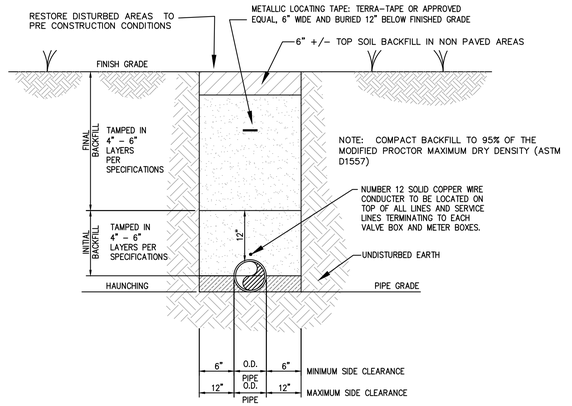


DUMPSTER PAD



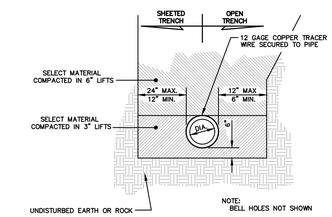
ENCLOSURE

CONCRETE DUMPSTER PAD AND ENCLOSURE
N.T.S.
(NOTE: DUMPSTER PAD DRAIN NOT SHOWN)



NOTES:
1. FOR TRENCHES REQUIRING SHORING AND BRACING, DIMENSIONS SHALL BE TAKEN FROM THE INSIDE FACE OF THE SHORING AND BRACING
2. NO ROCKS OR BOULDERS 4" AND LARGER SHALL BE USED IN INITIAL BACKFILL AREA.
3. ALL BACKFILL MATERIAL SHALL BE SATISFACTORY SOIL MATERIALS UNLESS OTHERWISE SPECIFIED BY THE ENGINEER. (SATISFACTORY SOIL FILL SHALL CONSIST OF SAND OR GRAVEL CONTAINING LESS THAN 20% BY WEIGHT OF FINES [SW, SP, SP–SM, SM] HAVING A LIQUID LIMIT LESS THAN 20 AND PLASTIC LIMIT LESS THAN 6, AND FREE OF RUBBLE, ORGANICS, CLAY, DEBRIS, AND OTHER UNSUITABLE MATERIAL.)

TYPICAL WATERLINE BACKFILLING REQUIREMENTS AND TRENCH BOTTOM DIMENSIONS
N.T.S.



STANDARD EXCAVATION

NOTES:
1. CROSSING A WATER MAIN OVER A SEWER; WHENEVER IT IS NECESSARY FOR A WATER MAIN TO CROSS OVER A SEWER, THE WATER MAIN SHALL BE LAID AT SUCH AN ELEVATION THAT THE BOTTOM OF THE WATER MAIN IS AT LEAST 18" ABOVE THE TOP OF THE SEWER, UNLESS LOCAL CONDITIONS OR BARRIERS PREVENT AN 18 INCH VERTICAL SEPARATION; IN WHICH CASE BOTH THE WATER MAIN AND SEWER SHALL BE CONSTRUCTED OF FERROUS MATERIALS AND WITH JOINTS THAT ARE EQUIVALENT TO WATER MAIN STANDARDS FOR A DISTANCE OF 10 FEET ON EACH SIDE OF THE POINT OF CROSSING.
2. CROSSING A WATER MAIN UNDER A SEWER; WHENEVER IT IS NECESSARY FOR A WATER MAIN TO CROSS UNDER A SEWER, BOTH THE WATER MAIN AND THE SEWER SHALL BE CONSTRUCTED OF FERROUS MATERIALS AND WITH JOINTS EQUIVALENT TO WATER MAIN STANDARDS FOR A DISTANCE OF 10 FEET ON EACH SIDE OF THE POINT OF CROSSING. A SECTION OF WATER MAIN PIPE SHALL BE CENTERED AT THE POINT OF CROSSING.

NOTE:
MINIMUM 30" COVER IN PIEDMONT AND COASTAL AREAS

TYPICAL SANITARY SEWER TRENCHING
N.T.S.

GRAPHIC SCALE
20' 0 10' 20' 40'
(IN FEET)
1 inch = 20 ft.

Quible & Associates, P.C.
NC License# C-0208 SINCE 1959
ENGINEERING** * CONSULTING * PLANNING
ENVIRONMENTAL SCIENCES * SURVEYING**
**NOT FOR CONSTRUCTION PURPOSES
8466 CARATOKE HWY
POWELLS POINT, NC 27966
Phone: (252) 491-8146
Fax: (252) 491-8146
quiblea@quibleassociates.com
90 CHURCH STREET, SUITE B
BLACK MOUNTAIN, NC 28711
Phone: (828) 669-8747
Fax: (252) 491-8146
quiblea@quibleassociates.com

NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 040787 CHRISTOPHER M. QUIBLE
CERTIFICATION

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NO.	DATE	REVISIONS
1	12/05/19	PER TOWN COMMENTS

SITE & UTILITY DETAILS

CANCER TREATMENT CENTER OUTER BANKS HOSPITAL

NAGS HEAD TOWNSHIP DARE COUNTY NORTH CAROLINA

COMMISSION NO.	P17012.1
DESIGNED BY	CMS
DRAWN BY	JMH/CMS
CHECKED BY	MWS
ISSUE DATE	11/12/19

SHEET NO. 6 OF 6 SHEETS

G:\2017\P17012\Drawings\P17012-1.dwg 12/10/2019 10:58 AM Christopher

NOTES:

1. PROPERTY OWNERS: MOONGATE PARTNERS, LLC.
PO BOX 129
NAGS HEAD, NC 27959

DOUBLE L CORPORATION
PO BOX 2606
ELIZABETH CITY, NC 27906

UNIVERSITY HEALTH SYSTEMS OF EASTERN CAROLINA
C/O TIM MCDONNELL
PO BOX 6028
GREENVILLE, NC 27835

2. PROPERTY IDENTIFICATION: 4928, 4926 & 4922 S. PASSAGE WAY
4927 & 4923 SOUTH CROATAN HIGHWAY
PIN#: 0801-1313-8895; 0801-1313-8960; 0801-1313-8936
0801-13-13-7759; 0801-1313-7809
PID#: 02839113; 02839114; 02839115
027839062; 027839063;

3. PARCEL AREA: 63,021 SQ.FT. / 1.45 ACRES
(AREAS BY COORDINATE METHOD)

4. ZONING CLASSIFICATION: SPD-C (SPECIAL PLANNED DEVELOPMENT-COMMUNITY DISTRICT) (HOTEL DISTRICT OVERLAY)

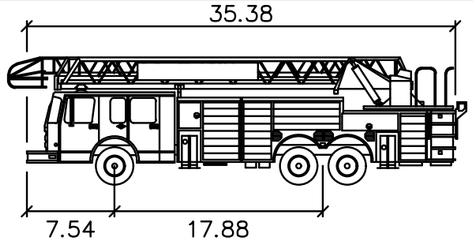
5. PROPOSED REZONING FOR 4928, 4926 & 4922 S. PASSAGE WAY: SPD-C (SPECIAL PLANNED DEVELOPMENT-COMMUNITY DISTRICT) FROM SF2 (SINGLE FAMILY) ZONING

6. REFERENCES: D.B. 1939, PG. 480; P.C. E, SL. 134

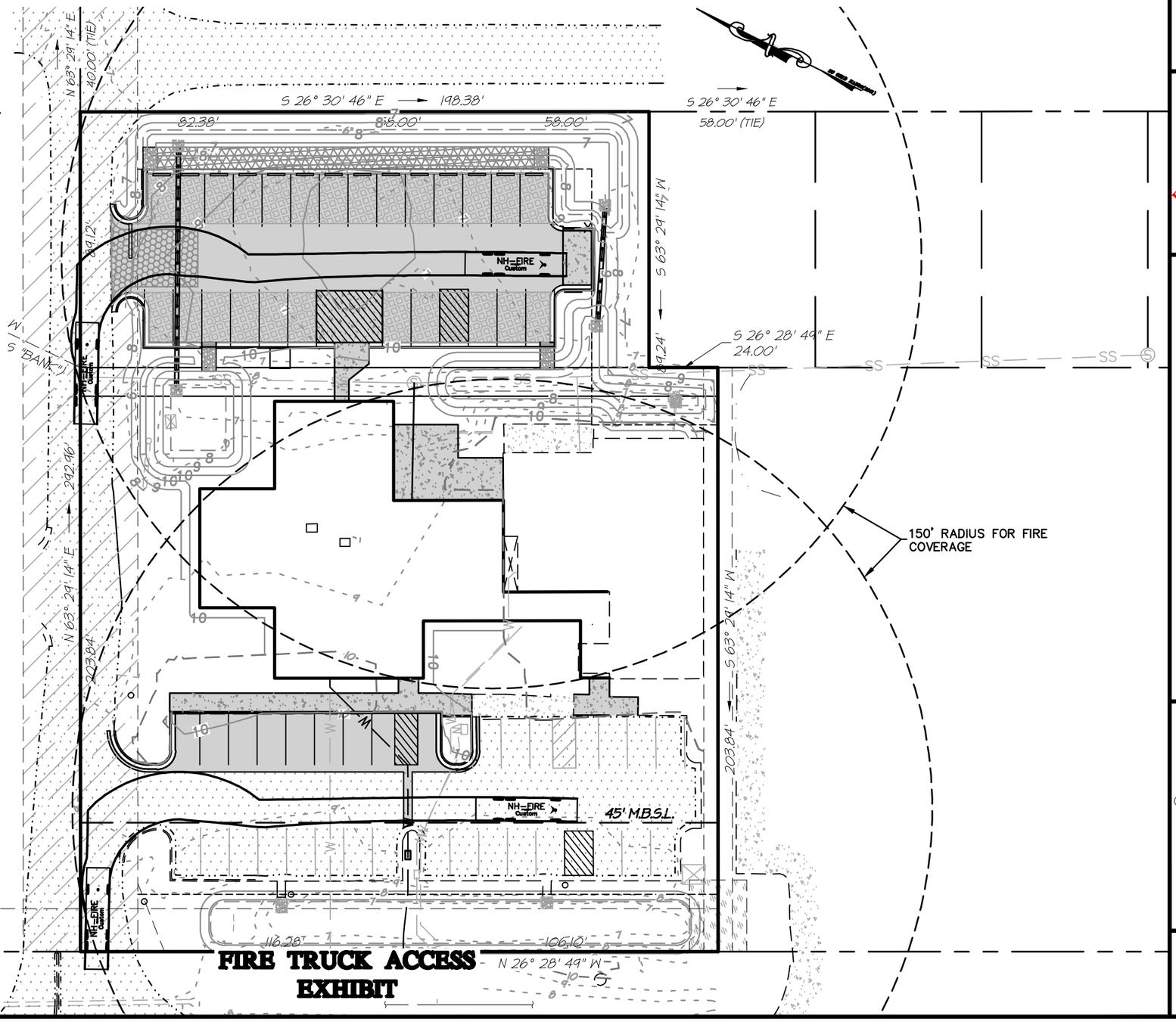
7. FIELD SURVEY BY QUIBLE & ASSOCIATE, P.C. DATES: 06-22-2017, 09-10-2019, & 10-21-2019.
(HORIZONTAL GROUND DISTANCES)

8. VERTICAL DATUM NAVD 1988 / HORIZONTAL DATUM NAVD 1983 (2012)

9. PROPERTY IS LOCATED IN F.I.R.M. ZONES "AE" (EL. 9')
PANEL 3730080100J, DATED 09/20/06
FIRM ZONES SUBJECT TO CHANGE BY F.E.M.A.



FIRE TRUCK	feet
Width	: 8.00
Track	: 8.00
Lock to Lock Time	: 6.00
Steering Angle	: 40.00



GRAPHIC SCALE
80' 0 40' 80' 160'
(IN FEET)
1 inch = 80' ft.

Quible & Associates, P.C.
SINCE 1959
NC License#: C-0208
ENGINEERING** * CONSULTING * PLANNING
ENVIRONMENTAL SCIENCES * SURVEYING**
ENG./SUR. NOT OFFERED AT BLACK MTN. OFFICE
8466 Caratoke Hwy, Powells Point, NC 27966
Phone: (252) 491-8147 Fax: (252) 491-8146
90 Church St., Ste. B, Black Mountain, NC 28711
Phone: (828) 793-0398 Fax: (252) 491-8146
administrator@quible.com

PRELIMINARY NOT FOR CONSTRUCTION

FIRE ROUTING EXHIBIT

CANCER CENTER
OUTER BANKS HOSPITAL

TOWN OF NAGS HEAD
DARE COUNTY
NORTH CAROLINA

0 40 80
GRAPHIC SCALE IN FEET 1"=40

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PROJECT	DRAWN BY	CHECKED BY	DATE
P17012.1	CMS	CMS/MWS	12/04/19

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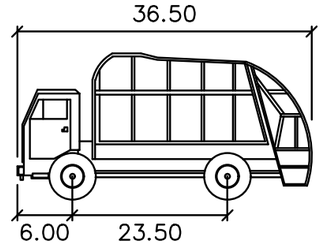
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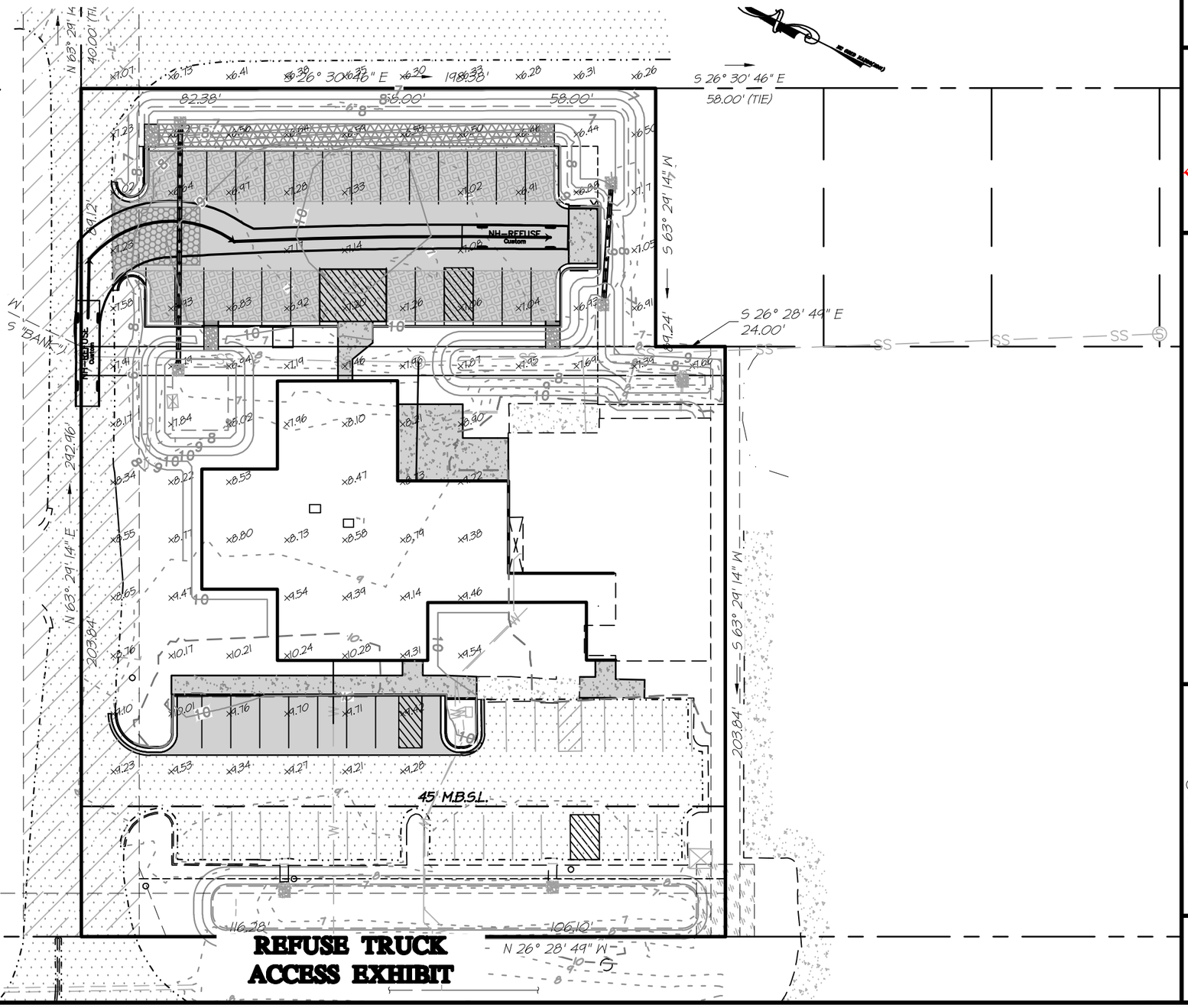
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PANEL 3730080100J, DATED 09/20/06
FIRM ZONES SUBJECT TO CHANGE BY F.E.M.A.



NH REFUSE	feet
Width	: 8.00
Track	: 8.00
Lock to Lock Time	: 6.0
Steering Angle	: 40.0



GRAPHIC SCALE

80' 0 40' 80' 160'

(IN FEET)
1 inch = 80' ft.

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Phone: (828) 793-0398 Fax: (252) 491-8146
administrator@quible.com

PRELIMINARY NOT FOR CONSTRUCTION

REFUSE ROUTING EXHIBIT

CANCER CENTER
OUTER BANKS HOSPITAL

TOWN OF NAGS HEAD
DARE COUNTY
NORTH CAROLINA

0 40 80
GRAPHIC SCALE IN FEET 1"=40

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PROJECT	DRAWN BY	CHECKED BY	DATE
P17012.1	CMS	CMS/MWS	11/14/19

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A



B



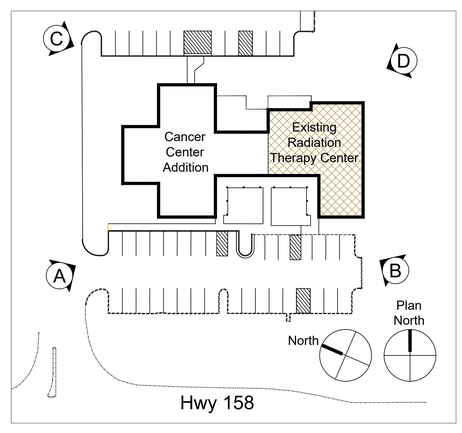
C



D

Exterior Sketch Images

Materials, colors, profiles, and details will match the existing Radiation Therapy Center



THE EAST GROUP

- Engineering
- Architecture
- Surveying
- Technology

- Corporate Office
  324 Evans Street
  Greenville, NC 27858
  Tel 252.758.3746 Fax 252.830.3954
  www.eastgroup.com
- Branch Office
  4325 Lake Boone Trail, Suite 311
  Raleigh, NC 27607
  Tel 919.784.9330 Fax 919.784.9331
- NC Engineering License No. C-0206
- NC Architectural License No. 50213
- NC Landscape Architectural License No. C-427

VIDANT HEALTH™

THE OUTER BANKS HOSPITAL
4800 South Croatan Highway
Nags Head, NC 27959
252-489-9111

THE EAST GROUP, P.A. REGISTERED ARCHITECTURAL COMPANY 50213 NORTH CAROLINA GREENVILLE, NC

PRELIMINARY DESIGN DOCUMENTS

NOT FOR CONSTRUCTION

REV	DATE	DESCRIPTION	BY	CHK
0	12-06-2019	PRELIMINARY DRAWING - NOT FOR CONSTRUCTION	CDL	CDL

TEG PROJECT NO.
20190179

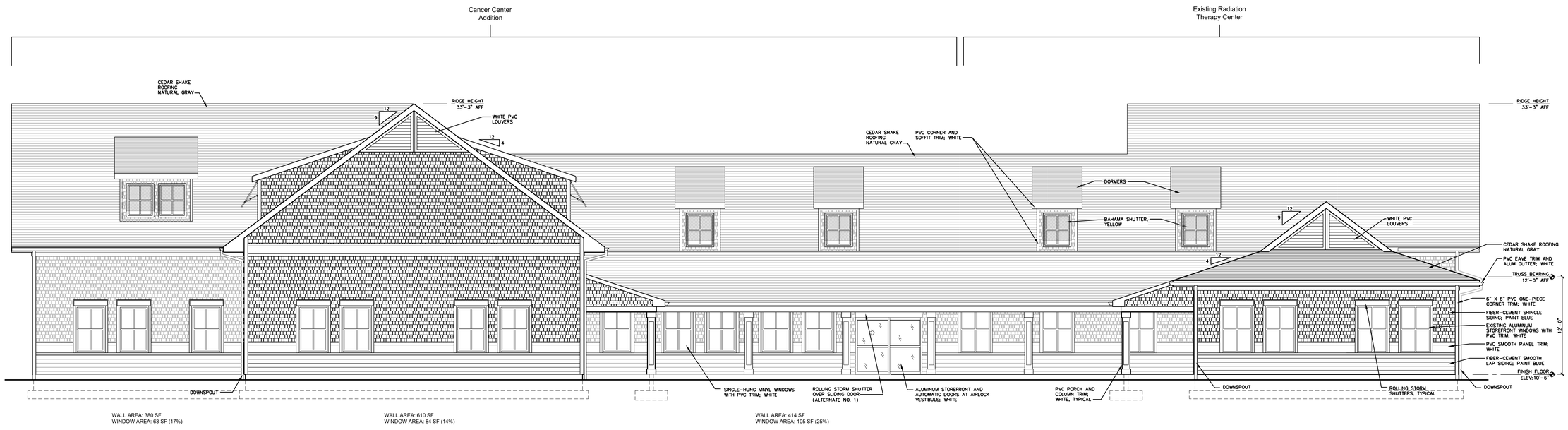
CLIENT PROJECT NO.
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PROJECT TITLE
OBH CANCER CENTER

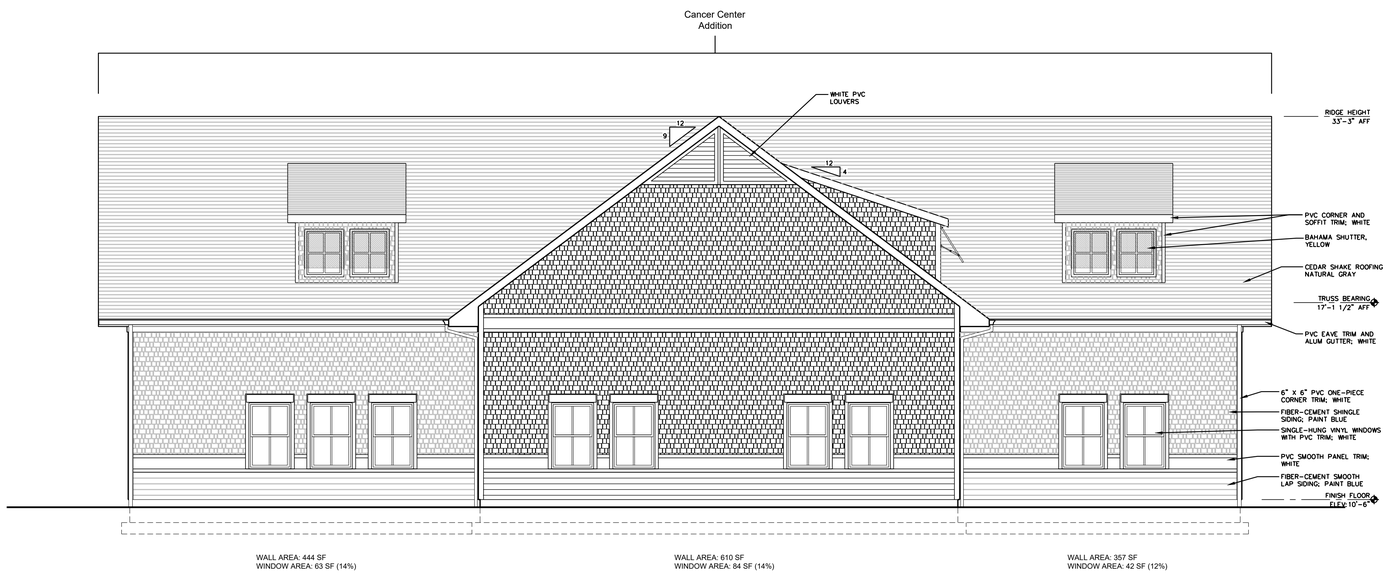
DRAWING TITLE
EXTERIOR IMAGES

DRAWING NO.
A6.3

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1 PLAN-SOUTH ELEVATION
SCALE: 3/16" = 1'-0"



2 PLAN-WEST ELEVATION
SCALE: 3/16" = 1'-0"

Exterior Appearance:

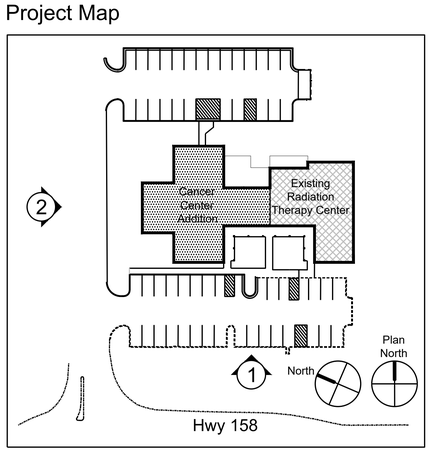
Materials, colors, profiles, and details will match the existing Radiation Therapy Center

Town of Nags Head
Architectural Style Points Schedule

(applied to building addition only)

Design Element	Formula/Element Provided	Points Earned
Porches	1st Floor Porch - p1/b1 x 150 = p1 = perimeter of 1st floor with Porch = 72' b1 = perimeter of 1st floor = 379'	28
Dormers	n = number of dormers = 9 9 x 5 = 45 1 - 17-foot wide shed dormer (1 x 10) + 5 = 15 45 + 15 = 60 25 point maximum score	25
Roofs	Compliant Form and Pitch (Minimum 6:12 pitch for commercial buildings)	25
Building Form	Combination Base Form	40
Siding Materials	Simulated Shingle Siding	12
Miscellaneous Details	Beauty Bands - 5 Porch Column Trim - 5 Windows (single-hung) - 20	30
	Total Points Earned	160

Project Map



THE EAST GROUP

■ Engineering ■ Architecture
■ Surveying ■ Technology

■ Corporate Office
324 Evans Street
Greenville, NC 27858
Tel 252.758.3746 Fax 252.830.3954
www.eastgroup.com

■ Branch Office
4325 Lake Boone Trail, Suite 311
Raleigh, NC 27607
Tel 919.784.9330 Fax 919.784.9331

■ NC Engineering License No. C-0206
■ NC Architectural License No. 50213
■ NC Landscape Architectural License No. C-427

VIDANT HEALTH™

THE OUTER BANKS HOSPITAL
4800 South Croatan Highway
Nags Head, NC 27959
252-489-9111

THE EAST GROUP, P.A. REGISTERED ARCHITECTURAL COMPANY 50213 NORTH CAROLINA GREENVILLE, NC

PRELIMINARY DESIGN DOCUMENTS
NOT FOR CONSTRUCTION

REV	DATE	DESCRIPTION	BY	CHK
0	12-06-2019	PRELIMINARY DRAWING - NOT FOR CONSTRUCTION	CDL	CDL

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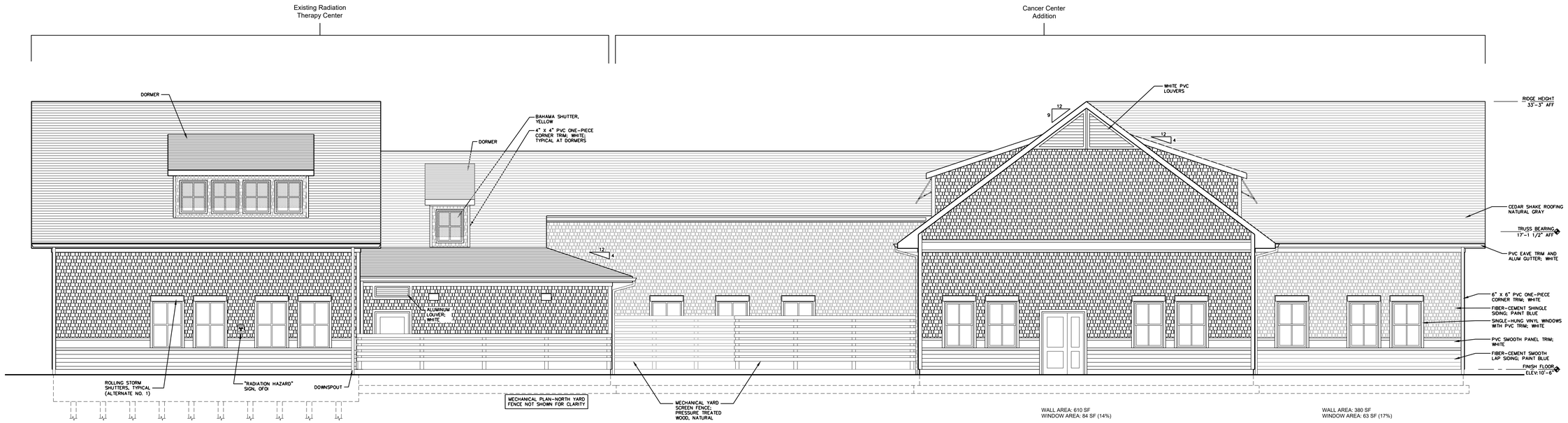
CLIENT PROJECT NO.
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PROJECT TITLE
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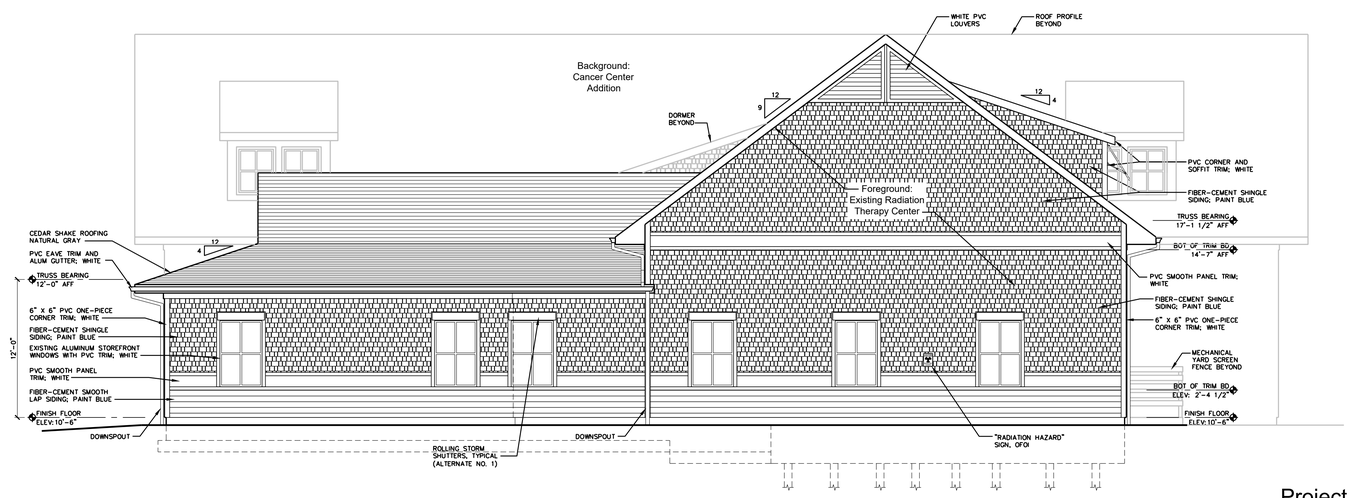
DRAWING TITLE
BUILDING ELEVATIONS

DRAWING NO.
A6.1

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1 PLAN-NORTH ELEVATION
SCALE: 3/16" = 1'-0"



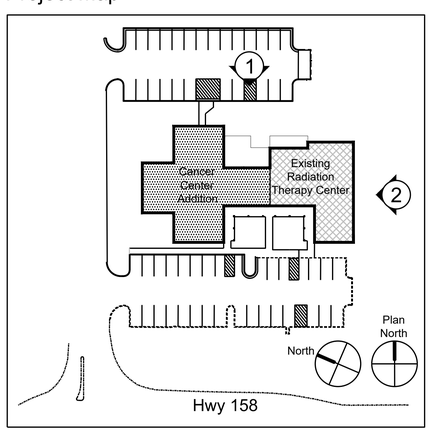
Existing Radiation Therapy Center Elevation

2 PLAN-EAST ELEVATION
SCALE: 3/16" = 1'-0"

Exterior Appearance:

Materials, colors, profiles, and details will match the existing Radiation Therapy Center

Project Map



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Engineering ■ Architecture
Surveying ■ Technology
Corporate Office
324 Evans Street
Greenville, NC 27858
Tel 252.758.3746 Fax 252.830.3954
www.eastgroup.com
Branch Office
4325 Lake Boone Trail, Suite 311
Raleigh, NC 27607
Tel 919.784.9330 Fax 919.784.9331
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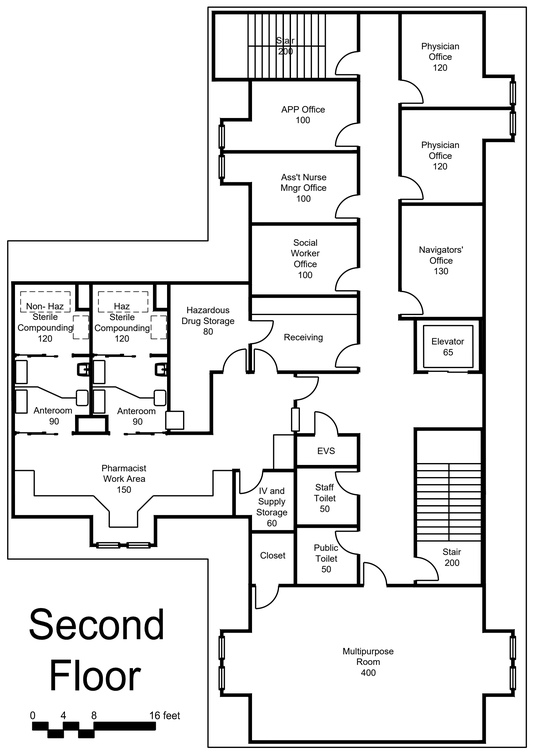
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TEG PROJECT NO.
20190179
CLIENT PROJECT NO.
-
PROJECT TITLE
OBH CANCER CENTER
DRAWING TITLE
BUILDING ELEVATIONS
DRAWING NO.
A6.2

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Second Floor

0 4 8 16 feet



First Floor

0 4 8 16 feet

Building Area

Radiation Therapy:	4,500 SF
Addition First Floor:	6,414 SF
Addition Second Floor:	3,966 SF
Total:	14,880 SF

Allowable Area Calculation:

NCSBC Table 506.2, B occupancy, Type V-B Construction, Non-sprinklered: 9,000 SF allowable area

NCSBC 506.2.3: Area for Single-occupancy Multistory Buildings

[9000 + (9000 x 41%)] x 2 = 25,380 SF allowable area

A_t NS I_f S_a A_a

NCSBC 506.3: Frontage Increase

(427 / 647 - 0.25) x 30 / 30 = 41% increase

F P W I_f

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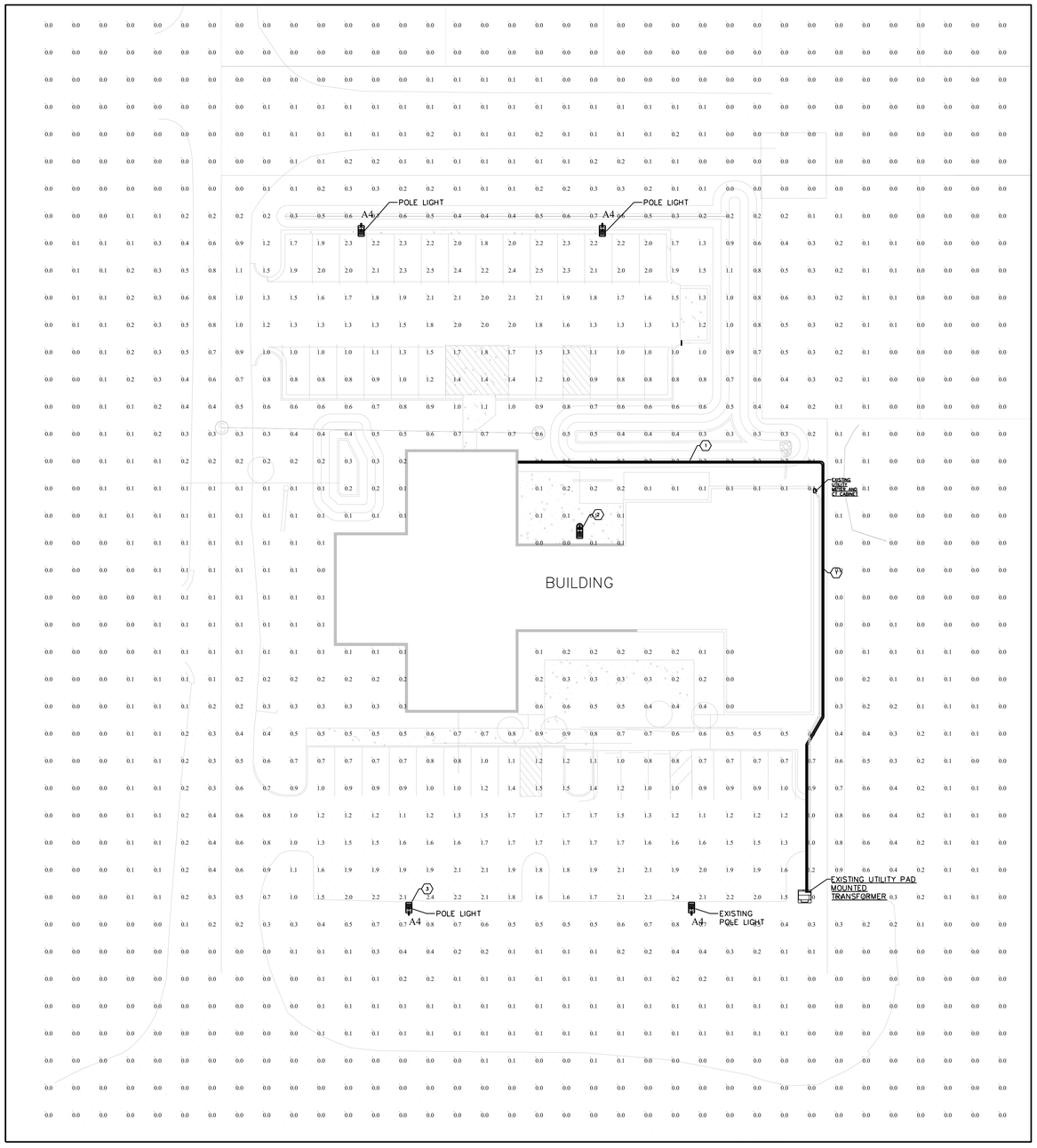
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CLIENT PROJECT NO.
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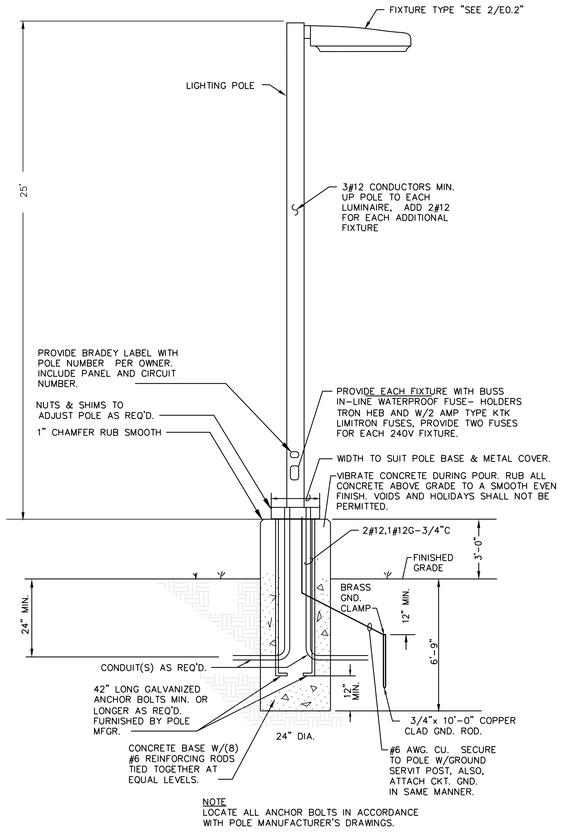
PROJECT TITLE
OBH CANCER CENTER

DRAWING TITLE
FLOOR PLANS: FIRST FLOOR AND SECOND FLOOR

DRAWING NO.
A2.1



1 ELECTRICAL SITE PLAN
SCALE: 1" = 20'



NOTE
LOCATE ALL ANCHOR BOLTS IN ACCORDANCE WITH POLE MANUFACTURER'S DRAWINGS.

2 AREA POLE LIGHT DETAIL
SCALE: N.T.S.

GENERAL NOTES:

1. PLANS ARE GENERALLY DIAGRAMMATIC. NECESSARY OFFSETS IN CONDUITS, ETC., REQUIRED TO INSTALL EQUIPMENT SHALL BE PROVIDED WITH NO ADDITIONAL EXPENSE TO THE OWNER.
2. PROVIDE ALL CUTTING AND REPAIRING OF SIDEWALKS, PAVEMENT, ETC. NECESSARY FOR THE INSTALLATION OF WORK. ANY CUTTING OF STRUCTURAL MEMBERS OR FINISHED WORK SHALL HAVE PRIOR APPROVAL OF ARCHITECT/ENGINEER.
3. ALL JUNCTION BOX COVERS AND POLE BASES ARE TO BE LABELED TO IDENTIFY SYSTEM. BOXES CONTAINING POWER CIRCUITS ARE TO BE LABELED USING PANELBOARD DESIGNATION AND CIRCUIT NUMBER (I.E., "BHMA-10"). OUTSIDE OF BOX COVER SHALL BE LABELED WITH BLACK PLASTIC LAMINOLD TAGS WITH 1/4" HIGH WHITE LETTERS FASTENED WITH BRASS SCREWS. THIS LABELING SHALL BE PROVIDED BY THE CONTRACTOR.
4. ALL UNDERGROUND CONDUIT SHALL BE SCHEDULE 40 PVC. ALL UNDERGROUND ELBOWS SHALL BE SCHEDULE 40 PVC. ALL UNDERGROUND CONDUIT SHALL BE A MINIMUM OF 24" DEPTH TO TOP OF CONDUIT. ALL ABOVE GROUND CONDUIT SHALL BE ALL FLEX SHALL BE SEALTITE G.R.C.
5. ALL SPLICES IN UNDERGROUND JUNCTION BOXES SHALL BE WATERPROOF.
6. GROUNDING SHALL BE IN ACCORDANCE WITH NEC, ARTICLE 250. ALL CONDUITS AND LIGHT POLES SHALL HAVE A GREEN EQUIPMENT GROUNDING CONDUCTOR, #12 MINIMUM.
7. ALL INGROUND HANDHOLE/PULLBOXES AND COVERS SHALL BE QUAZITE, ANSI TIER 15 MINIMUM, UL LISTED, WITH COVERS MARKED ELECTRICAL OR DATA. ALL COVERS SHALL BE LOCKABLE AND REQUIRE A SPECIAL TOOL TO OPEN. ALL BOXES SHALL BE SET ON A MINIMUM 8" DEEP BED OF GRAVEL SPREAD 6" IN ALL DIRECTIONS AROUND HANDHOLE/PULLBOX.
8. CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL UNDERGROUND UTILITIES PRIOR TO DIGGING. EXISTING UNDERGROUND UTILITIES ARE NOT SHOWN ON ELECTRICAL SITE PLANS.
9. IF REQUIRED, ALL EXISTING ASPHALT SHALL BE NEATLY SAW CUT.
10. IF REQUIRED, ALL EXISTING ASPHALT AND CONCRETE SHALL BE PATCHED TO MATCH EXISTING. REPAINT ANY EXISTING PARKING LOT STRIPING DISTURBED BY TRENCHING.
11. DO NOT TRENCH IN EXISTING TREE ROOT ZONES.
12. KEEP PANELS, PULLBOXES, AND CONTACTORS CLOSED AND LOCKED AT ALL TIMES.

NOTES KEYED TO PLAN:

1. REFER TO ELECTRICAL RISER
2. REMOVE AND RELOCATE EXITING SITE LIGHT ASSEMBLY.
3. RELOCATED SITE LIGHT ASSEMBLY.

Luminaire Schedule							
Symbol	Qty	Label	Mounting Height	LLF	Lum. Lumens	Lum. Watts	Description
	4	A4	25' - 0" AFG	0.900	14931	136	VP-L-64L-136-3K7-4W

Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Overall Area	Illuminance	Fc	0.37	2.5	0.0	N.A.	N.A.
Parking Area	Illuminance	Fc	1.53	2.5	0.7	2.19	3.57

VIPER L LITE-STRIKE
LARGE VIPER LUMINAIRE

Cat.#
Job
Type
Approvals

BEACON

SPECIFICATIONS

Intended Use:
The Beacon Viper luminaire is available in two sizes with a wide choice of different LED wattage configurations and optical distributions designed to replace HID lighting up to 1000W MH or HPS. Luminaires are suitable for wet locations.

Construction:
- Manufactured with die cast aluminum.
- Coated with a polyester finish that meets ASTM B117 corrosion test requirements and ASTM D522 cracking and loss of adhesion test requirements.
- External hardware is corrosion resistant.
- One piece optical cartridge system consisting of an LED engine, LED lamps, optics, gasket and stainless steel bezel.
- Cartridge is held together with internal brass standoffs soldered to the board so that it can be field replaced as a one piece optical system.
- Two-piece silicone and microcellular polyurethane foam gasket ensures a weather-proof seal around each individual optic.

Electrical:
- Luminaire accepts 100V through 277V, 50 Hz to 60 Hz (UNV), 347V or 480V input.
- Power factor is ≥ .90 at full load.
- Dimming drivers are standard, but must contact factory to request wiring leads for purpose of external dimming controls.
- Component-to-component wiring within the luminaire may carry no more than 80% of rated load and is certified by UL for use at 600VAC at 90°C or higher.
- Plug disconnects are certified by UL for use at 600 VAC, 13A or higher. 13A rating applies to primary (AC) side only.
- Fixture electrical compartment shall contain all LED driver components and shall be provided with a push-button terminal block for AC power connections.
- Optional 7-pin ANSI C136.41-2013 twist-lock photo control receptacle available. Compatible with ANSI C136.41 external wireless control devices.
- Ambient operating temperature -40°C to 40°C
- Surge protection - 20kA.
- Lifeshield™ Circuit - protects luminaire from excessive temperature. The device shall activate at a specific, factory-preset temperature, and progressively reduce power over a finite temperature range. Operation shall be smooth and undetectable to the eye. Thermal circuit is designed to "fail on", allowing the luminaire to revert to full power in the event of an interruption of its power supply, or faulty wiring connection to the drivers. The device shall be able to co-exist with other 0-10V control devices (occupancy sensors, external dimmers, etc.).

Controls/Options:
- Available with an optional passive infrared (PIR) motion sensor capable of detecting motion 360° around the luminaire. When no motion is detected for the specified time, the motion response system reduces the wattage to factory preset level, reducing the light level accordingly. When motion is detected by the PIR sensor, the luminaire returns to full wattage and full light output. Please contact Beacon Products if project requirements vary from standard configuration.
- Available with Energeni for optional set dimming, timed dimming with simple delay, or timed dimming based on time of night (see www.beaconproducts.com/products/energeni).
- In addition, Viper can be specified with **SiteSync™** wireless control system for reduction in energy and maintenance costs while optimizing light quality 24/7. For more details, see ordering information or visit: www.hubbelllighting.com/sitesync

Installation:
- Mounting options for horizontal arm, vertical tenon or traditional arm mounting available. Mounting hardware included.

Finish:
- IFS polyester powder-coat electrostatically applied and thermocured. IFS finish consists of a five stage pretreatment regimen with a polymer primer sealer and top coated with a thermoset super TGIC polyester powder coat finish.
- The finish meets the AAMA 2604 performance specification which includes passing a 3000 hour salt spray test for corrosion resistance and resists cracking or loss of adhesion per ASTM D522 and resists surface impacts of up to 160 inch-pounds.

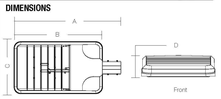
Certifications/Ratings:
- DesignLights Consortium (DLC) qualified, consult DLC website for more details: http://www.designlights.org/QPL
- Certified to UL 1598, UL 8750, and CSA C22.2
- 3G rated for ANSI C136.31 high vibration applications with MAF mounting
- IDA approved
- This product is approved by the Florida Fish and Wildlife Conservation Commission. Separate spec available at: https://www.beaconproducts.com/products/viper_large

Warranty:
Five year limited warranty for more information visit: www.hubbelllighting.com/resources/warranty

PRODUCT IMAGE(S)

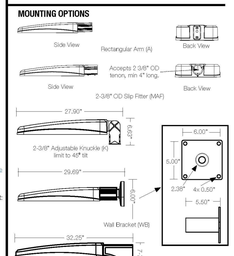


DIMENSIONS



A	B	C	D	Weight:	EPA
29.9" (741 mm)	24.19" (614 mm)	14.25" (362 mm)	4.13" (105 mm)	25.0 lbs (11.3 kg)	1.2 ft²

MOUNTING OPTIONS



CERTIFICATIONS/LISTINGS

"3000K and warmer CCTs only

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Due to our continued efforts to improve our products, product specifications are subject to change without notice.
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HUBBELL Lighting

3 POLE LIGHT
SCALE: N.T.S.

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PRELIMINARY DESIGN DOCUMENTS
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REV	DATE	DESCRIPTION	BY	CHK
0	11-14-2019	PRELIMINARY DRAWING - NOT FOR CONSTRUCTION	CCM	DJD

TEG PROJECT NO.
20190179
CLIENT PROJECT NO.
-
PROJECT TITLE
OBH CANCER CENTER
DRAWING TITLE
ELECTRICAL SITE PLAN
DRAWING NO.
E0.2

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Ben Cahoon
Mayor

Susie Walters
Mayor Pro Tem

Cliff Ogburn
Town Manager

Town of Nags Head
Post Office Box 99
Nags Head, NC 27959
Telephone 252-441-5508
Fax 252-441-0776
www.nagsheadnc.gov

M. Renée Cahoon
Commissioner

J. Webb Fuller
Commissioner

Michael Siers
Commissioner

Date: December 13, 2019

To: Kelly Wyatt, Deputy Planning Director

From: David Ryan, P.E.

RE: OB Hospital Cancer Center -Town Engineer Plan Review Comments

---

Internal Traffic Circulation Review

1. Vehicle pathing exhibits have been provided which depict the routing of emergency and sanitation vehicles. The internal traffic circulation approval is contingent on the Public Works/Fire Department approval for access of sanitation and emergency vehicle access.

Stormwater Management Review

1. A NCDEQ high-density stormwater management permit shall be acquired for this application and submitted to the Town upon issuance. **This shall be a condition of approval.**

2. The project shall be designed, constructed, operated and maintained in accordance with Article 11. Environmental Regulations of the Town of Nags Head Unified Development Ordinance. **This shall be a condition of approval.**

3. The submitted site development plan has been determined to be in accordance with Article 11. Environmental Regulations of the Unified Development Ordinance**.**

STAFF REPORT
Town of Nags Head
Planning & Development Department

To: Board of Commissioners

From: Kelly Wyatt, Deputy Planning Director

Michael Zehner, Director of Planning and Development

Date: January 29, 2020

Subject: Outer Banks Hospital Cancer Center, Rezoning and Conditional Use/Vested Right/Site Plan Application

GENERAL INFORMATION

Applicant: Quible & Associates, P.C. on behalf of Outer Banks Hospital, Inc.

Application Type: Conditional Use/Vested Right/Site Plan Review and Rezoning Application.

Purpose/Request: The scope of work associated with this project request is denoted below:

- Demolition of the existing 3,000 square foot urgent care building at 4923 S. Croatan Highway, the construction of a 10,400 square foot addition to the existing 4,500 square foot radiation therapy building located at 4927 S. Croatan Highway, to house an infusion center, and the development of parking and stormwater improvements.

- The applicant has requested consideration be given to a Conditional Use Permit request to allow a reduced loading zone berth based on the anticipated deliveries to this facility being by cargo van. The applicant has noted that medical supplies and linens will be the primary deliveries to the location and do not require the specified loading zone outlined in Section 10.17 of the UDO, Off-Street Loading. The applicant is seeking to reduce the loading zone berth from 12' x 60' to 20' x 23'.

- The applicant has requested that consideration be given to a reduction of required parking, based on a Medical Office use, as allowed by Conditional Use Permit under Section 10.15.5 and 10.15.6 of the Unified Development Ordinance. The proposed use of an infusion center is unique and not currently covered within Section 10.16 of the UDO, Required Parking by Use.

- In addition to the Site Plan application, a rezoning of three (3) lots along S. Passage Way from SPD-C/SF4 (Special Planned Development – Community District, specifically the Village at Nags Head SPD-C Zoning Ordinance, and Single-Family Four District) to SPD-C/Hotel District is also being requested to

accommodate the use of the site, and specifically the provision of requisite parking to support the use.

Property Location: 4923 and 4927 S. Croatan Highway and 4922, 4926 and 4928 S. Passage Way, Nags Head.

Existing Land Use: Medical Offices and Vacant Lots.

Zoning Classification of Property: 4923 and 4927 S. Croatan Highway is zoned SPD-C/Hotel and 4922, 4926 and 4928 S. Passage Way is zoned SPD-C/SF-2.

Zoning Classification of Surrounding Properties: Properties to the north of the proposed site is zoned SPD-C/Hotel (Outer Banks Center for Women). Properties to the south of the proposed site is zoned SPD-C/Hotel (La Fogata Restaurant). Properties to the east, directly across S. Passage Way is zoned SPD-C/SF-2 and developed residentially. Properties to the west, directly across US Highway 158 is zoned SPD-C/Commercial-1 and is developed with the Outer Banks Mall.

Flood Hazard Zone of Property: The entire project area is located within an AE 9 Flood Zone. The existing Radiation Therapy Facility has a compliant first floor elevation above the regulatory flood protection elevation of 10 feet msl. All new construction will be required to have a first-floor elevation compliant with the regulatory flood protection elevation.

POLICY AND PLAN CONSIDERATIONS

Land Use Plan Map/Policies: The 2017 Comprehensive Plan Future Land Use Map classifies the properties at 4923 and 4927 S. Croatan Highway as General Commercial and they are additionally located within the General Commercial Activity Node. Descriptions of these classifications are below:

General Commercial: General Commercial designation is located throughout the town paralleling US 158 and US 64. The General Commercial designation is intended to foster a thriving commercial business community with a variety of uses, activities, and scales. Form is as important as use within this designation and there should be a high degree of design quality for the building facade. Planned, mixed use developments are encouraged. Best practices for all types of corridors include: driveway consolidation, bicycle/pedestrian accommodations, traffic calming, and buffering/landscaping.

General Commercial Activity Node: General Commercial Activity Nodes are focal points of activity and higher intensity development in the town. These are areas that are anticipated to have future concentrations of uses that serve as destinations or hubs of activity for the town and are appropriate for shopping centers or larger footprint retail stores. General Commercial Activity Nodes are envisioned to be planned commercial development with a range of uses including retail, office, restaurant, banking, personal service establishments, gymnasium, indoor entertainment, gallery/museum, hotel (boutique/small scale), institutional uses, and multi-family. Future development is characterized by compact development patterns, walkability, and a higher standard of architectural and site design. Multiple, smaller structures are preferred over large strip development. Future development should accommodate pedestrian access from

existing pedestrian infrastructure to storefronts. Further, adequate pedestrian infrastructure should be provided to safely traverse and interconnect commercial sites.

The 2017 Comprehensive Plan Future Land Use Map classifies the properties at 4922, 4926 and 4928 S. Passage Way as Planned Unit Development Residential. The description of this classification is below:

The Planned Unit Development (PUD) residential designation is intended to accommodate residential development in the Village at Nags Head Planned Unit Development.

These properties are also located within the Village Municipal Service Character Area and the Village Municipal Service Activity Node. Table 2.4.2.A of the 2017 Comprehensive Plan, Appropriate Land Uses in the Village Municipal Service Character Area lists "Hospital/Medical Care Facilities" as an appropriate and desirable use in this character area.

When determining if the proposal is consistent with the Land Use designation, staff considered the following excerpts and policies as being relevant:

- Page 3-14, LU-5 reads, "Promote contiguous and cohesive nodes of commercial development of appropriate size and massing for the surrounding area".

- Page 3-20, LU-9 reads, "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".

- Page 3-25, LU-15 reads, "Promote architectural standards for commercial development in keeping with the Nags Head style architecture".

- Page 3-31, LU-23 reads, "Require sufficient parking for commercial businesses with parking area design regulations that limit impacts on neighbors and surrounding land uses". LU-23b further reads, "Monitor the use of parking and utilize this information to evaluate changes in parking standards".

- Page 3-117, EC-3 reads, "Meet the infrastructure and service needs of the community at appropriate levels as the community continues to grow".

Staff finds that the expansion of medical services to include a cancer center, as well as the rezoning associated with the request, to be consistent with the land use classification and stated Land Use Policies.

SPECIFIC INFORMATION

Applicable Zoning Regulations:

- Use Regulations: Section 9.36, Table of Uses and Activities for the SPD-C District, lists 6.6, Table of Uses and Activities lists "Medical Office" as a Permitted Use within the SPD-C/Hotel District, no supplemental standards are provided.

Note that Staff recommends that the Board first make a recommendation on the rezoning request as the use will not be permissible should the rezoning not occur.

- Lot Coverage: If the parcels are rezoned, they will be combined into one parcel. The SPD-C/Hotel District sets forth maximum allowable coverages based upon area encumbered with specific uses as noted below:

  Maximum Allowed Building Coverage: 25%; Proposed: 19% - Compliant.
  Maximum Parking Lot Coverage: 45%; Proposed: 31% - Compliant.
  Minimum Landscaped Area: 30%; Proposed: 49% - Compliant
  Min. Interior Parking Lot Landscaping Required: 1,174 sf. Proposed:1,491 sf.

- 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 33.3 feet therefore height is compliant. Note that the roof pitch meets the desired pitch as well with the use of 9:12 roof pitch.

- Architecture Design Standards: Section 10.82, Applicability, of the UDO, states that Commercial Design Standards shall apply to all building construction or remodeling projects requiring a conditional use permit or site plan review. Section 10.83, Design Standards, of the UDO, states that projects adding a total habitable building area of 10,000 square feet or less 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. Projects that elect to comply in this manner shall, in addition to the 150 architectural design points, incorporate specific standards into the design (attached). The proposed architectural design satisfies the minimum standards required by Section 10.83 and additionally achieves 160 architectural design points with the use of a first-floor porch, dormers, minimum 8:12 pitched roof, combination base form, simulated wood shingle siding, single hung windows and other miscellaneous architectural details.

  Note that the existing Radiation Therapy Building is compliant at 125 architectural design points as that was the requirement within the Town Code at that time. The 10,400 square foot addition must meet the current code requirements of 150 architectural design points. Staff determined compliance with the UDO based upon the proposed new construction.

- Parking: As noted above under "Purpose/Request" the applicant is requesting that consideration be given to a parking reduction as allowed by Sections 10.15.5 and 10.15.6, of the UDO, *Reduction of Required Parking for Commercial Uses with the Use of Bicycle Racks* and *Modification of Parking Requirements by Conditional Use Permit* respectively. As previously noted, the proposed Infusion Center/Cancer Center use is not specifically addressed within Article 10, Table 10-2, Required Parking by Use, of the UDO, and, while a Dialysis Center use is provided and is likely more consistent with the proposed use, the proposed use more closely meets the definition of Medical Office use.

When applying the Code, a “medical office” shall provide parking at the rate of one parking space for every 300 square feet of gross floor area of each building or portion thereof devoted to medical use, plus one parking space for each employee and for each doctor. The existing Radiation Therapy Building site provides 22 onsite parking spaces. Applying this standard would require an additional 50 parking spaces for an overall parking count of 72 parking spaces.

In support of their request for a parking reduction, the applicant has provided an article from the ITE (Institute of Transportation Engineers) Parking Generation Manual, which has evaluated anticipated parking rates for Outpatient Cancer Centers and supports a rate of 3.5 to 4.5 spaces per 1,000 square feet of floor area. If applying this standard, the proposed site would require between 52 and 67 parking spaces. The applicant is proposing to provide 57 parking spaces. Specifically, the applicant is seeking a reduction of one (1) parking space with a bike rack pursuant to Section 10.15.5 and an additional 14 parking space reduction under Section 10.15.6, and justified by the number of employees, the number of patient/treatment rooms available, the waiting room capacity, and the availability of Dare County Transit services for many of the patients receiving treatment at this facility. With the requested reduction, a total of 57 onsite parking spaces is consistent with the recommended parking ratio for this use in the ITE Manual. Staff recommends approval of the requested parking reduction, however, would recommend a condition that a parking study/assessment be conducted by a third-party, at 6 months and one-year after the issuance of a Certificate of Occupancy, to ensure onsite parking is adequate; if parking is determined to be insufficient, the applicant would be required to install up to12 additional parking spaces along the shared drive leading to the site.

Additionally, Section 10.92.14.4 requires a minimum of 20% of the surface area of the parking area and drive aisles to be constructed using permeable surface materials. An excess of 20% has been provided and is therefore compliant.

Section 10.17 of the UDO sets forth Off-street Loading Requirements. Commercial structures shall provide at least one loading space with minimum plan dimensions of 12 x 60 feet and a 14-foot overhead clearance. If a reduction in berth of a loading space is requested the Town Engineer shall determine the sufficiency of the proposed loading space.

- Buffering/Landscaping: Several sections of the UDO address Buffering and Landscaping as it applies throughout this proposed site:

  - Section 9.24.10 of the UDO, SPD-C Hotel District, Landscaping requires that all commercial and office uses install a 20-foot wide landscaped or natural buffer area when a commercial use abuts a residential use or designation. A compliant buffer has been shown along the rear property line that abuts a residential subdivision (Moongate Subdivision).

  - 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. This

buffering has not been shown however, it will be a continuation of the existing buffering provided for the Radiation Therapy Facility to the south. work with planning staff to identify the proper plantings prior to the Board of Commissioners review.

- Section 10.93.3.7 of the UDO, Interior Parking Lot Landscaping, requires parking landscaping be provided at a minimum rate equal to ten percent of the total area of parking spaces. The minimum area necessary for compliance is 1,174 square feet of vegetation. The applicant has proposed 1,491 square feet therefore interior parking lot landscaping is compliant.

- Section 10.93.3.8.2 of the UDO, Vegetation Preservation Requirements, requires that a minimum of 10% of the lots total area be preserved with existing natural vegetation. Approximately 11.5% of the vegetation throughout the site will be maintained therefore this proposal is compliant.

- Lighting: The proposed lighting plan and fixtures are compliant with the requirements of UDO. 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: This development will be served by Carolina Water Service due its location within the Village at Nags Head SPD-C District. Included in your packet is a letter from Carolina Water Service stating their commitment to serve the development as proposed (Appendix D).

Traffic Circulation: Vehicle pathing exhibits have been provided, internal traffic circulation approval is contingent upon the Public Works/Fire Department approval for access of sanitation and emergency vehicles. See memorandum from Town Engineer dated December 13, 2019 (attached).

Stormwater Management: The proposed development plan has been determined to be in accordance with Article 11, Environmental Regulations of the Unified Development Ordinance. A NCDEQ high-density stormwater management permit shall be acquired and submitted to the Town upon issuance and the project shall be designed, constructed, operated and maintained in accordance with Article 11, Environmental Regulations of the UDO. See memorandum from Town Engineer dated December 13, 2019 (attached).

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

Public Works: The Public Works Director has reviewed the proposed plan and expressed general concern about the location of the dumpster with regard to the pathing of the refuse truck. The applicant has discussed pick-up at the proposed location with the private carrier that currently serves the hospital and confirmed that this vendor would be able to provide services to the site if necessary. In addition, the plans have been revised to allow for mountable curb to help alleviate the concern for backing onto the curbing.

ANALYSIS

Analysis of Rezoning Request: Staff supports the request to rezone the parcels located at 4922, 4926 and 4928 S. Passage Way from SPD-C/SF-2 to SPD-C/Hotel. This area was originally zoned SPD-C/Hotel however in 2009 the area was rezoned to SPD-C/SF-2 to accommodate the Moongate Subdivision. The applicant has been in communication with the Village at Nags Head Architectural Control Committee, as well as the adjoining property owners, all of whom have expressed support for the development and associated rezoning. Additionally, staff finds that the rezoning is supported by the 2017 Comprehensive Plan with the land area being located within the Village Municipal Service Character Area where medical facilities are considered appropriate uses.

Analysis of Vested Right/Site Plan Application: Staff finds that the proposal is consistent with the applicable use and development standards, as well as relevant land use policies. As required by the UDO, the procedures for consideration of a site-specific, vested right, site plan are those applicable to the issuance of a Conditional Use Permit as outlined in Section 3.8, Conditional Use Permits; therefore, with regard to the affirmative findings of fact for Conditional Use Permits, pursuant to Section 3.8.4.6, Staff is of the opinion that:

1. The use will not materially endanger the public health and safety if located where proposed and developed according to the plan as submitted.

2. The use, as proposed, will not overburden the firefighting capabilities and the municipal water supply capacity of the Town as such facilities and capabilities will exist on the completion date of the conditional use for which application is made.

3. The conditional use will be in harmony with the existing development and uses within the area in which it is to be located.

4. Adequate utilities, access roads, drainage, parking or necessary facilities have been or are being provided.

Analysis of Parking Conditional Use Permit Requests: In addition to the findings noted above, applicable to all Conditional Use Permits, Section 10.15.6. provides specific findings applicable to the requested Conditional Use Permits to reduce required parking and loading zone dimensions; consistent with these findings, Staff is of the opinion that the reduction and parking and loading zone dimensions, with conditions as recommended:

1. Will not result in increased traffic congestion or otherwise negatively impact existing traffic flow or pedestrian and vehicular safety.

2. Will not create parking impacts for adjacent properties or within Town rights-of-way.

3. Will not be contrary to the objectives specified in the Comprehensive Plan.

4. Is necessary to permit the reasonable use of the subject property.

5. Will not adversely impact adjacent property or the surrounding area.

With regard to the reduction of parking, these findings are based upon the information provided identifying a methodology for determining the appropriate ratio of parking for Outpatient Cancer Treatment uses, and a recommended condition requiring the sufficiency of parking to be verified following operation and additional parking to be provided if determined to be necessary. With regard to the reduction of dimensions for the loading zone, these findings are based upon the anticipated type and frequency of deliveries, as well as a recommended condition requiring signage directing deliveries by larger vehicles to the main Outer Banks Hospital.

PLANNING BOARD RECOMMENDATION

At their December 17, 2019 meeting the Planning Board voted unanimously to recommend approval of the Rezoning Request and Vested Right/Site Plan and Conditional Use Permit applications, with conditions, as presented. It is important to note that the Planning Board reviewed a preliminary Sketch Plan for the project, including three concepts for the site based on different parking counts; ultimately, the Planning Board found that providing less parking based on the Outpatient Cancer Treatment use, with the potential to assess and provide more parking if necessary, was the ideal scenario.

STAFF RECOMMENDATION

Recommendation on Rezoning Request: Based upon the analysis above, Staff recommends approval of the requested rezoning of parcels located at 4922, 4926 and 4928 S. Passage Way from the SPD-C/SF-2 District to the SPD-C/Hotel District.

Recommendation on Vested Right/Site Plan Request and Conditional Use Permits: Based upon the above analysis, and the following recommended conditions, Staff recommends approval of the proposed Vested Right/Site Plan and Conditional Use Permits:

1. The site shall be developed in compliance with the plans dated December 05, 2019, revised as necessary to comply with conditions of approval; modifications to the project prior to the issuance of a Certificate of Occupancy shall be considered and processed as Minor Site Plans or Major Site Plans pursuant to Article 4 of the Unified Development Ordinance.

2. At 6 months and 12 months following the issuance of a Certificate of Occupancy, an assessment of the sufficiency of parking shall be conducted by a third-party traffic engineer, engaged and costs borne by the owner/developer of the property, with qualifications acceptable to the Town of Nags Head Director of Planning and Development. This assessment shall determine whether the parking provided on-site is sufficient and does not result in increased traffic congestion or otherwise negatively impact existing traffic flow or pedestrian and vehicular safety, and/or does not create parking impacts for adjacent properties or within Town rights-of-way; further, this assessment shall recommend whether the provision of additional parking spaces is necessary if on-site parking is

determined to be deficient. This assessment shall be presented to the Director of Planning and Development for acceptance and final determination as to whether additional parking is required to be provided, with any determination to be made within eighteen (18) months of the issuance of a Certificate of Occupancy, and any additional parking to be provided within twenty-four (24) months of the issuance of a Certificate of Occupancy.

3. Signage shall be installed on-site, to be approved by the Director of Planning and Development or his/her designee, directing deliveries by vehicles larger than the reduced loading zone can accommodate to the main Outer Banks Hospital located at 4800 S. Croatan Highway.

Attachments: *Conditional Use/Vested Right/Site Plan Review Application, Site Plan and Architectural Elevations, Project Narrative, Carolina Water Approval, Town Engineer Memorandum dated December 13, 2019.*

Agenda Item Summary Sheet

Item No: **G-1**
Meeting Date: **February 5, 2020**

Item Title: Update from Planning Director

Item Summary:

Attached please find a monthly update from Planning Director Michael Zehner.

Number of Attachments: 4

Specific Action Requested:

Provided for Board information and update.

Submitted By: Planning and Development Date: January 30, 2019

Finance Officer Comment:

Signature: Amy Miller Date: January 30, 2019

Town Attorney Comment:

Signature: John Leidy Date: January 30, 2019

Town Manager Comment and/or Recommendation:

The report provided by the Planning and Development Director is intended to update the Board and public on items that you have prioritized, such as building permit review and turnaround time. Staff's intent is to provide you with the attached report as well as an opportunity for Board members to ask any questions or for clarifications on any of the items in the report. A verbal presentation is not planned to accompany the attached report. Ordinarily, unless there is a specific item to be heard under this agenda item, nothing takes place.

Staff would like to know if the Board would like to use this time on the agenda to ask any questions or for any clarifications on items usually found in the monthly report.

I will participate in the discussion as necessary.

Signature: Cliff Ogburn Date: January 30, 2019

MEMORANDUM
Town of Nags Head
Planning & Development Department

To: Board of Commissioners
Planning Board
From: Michael Zehner, Director of Planning & Development
Date: January 30, 2020
Subject: Planning and Development Director's Report

This memo provides an overview of selected Planning and Development Department activities, projects, and initiatives. Should the Board wish, Staff will be prepared to discuss any of this information in detail at the meeting on February 5, 2020.

Monthly Activity Report

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

- December 4 - Board of Commissioners Meeting
- December 4 - OBX Field School Capstone Project Review
- December 5 - Dare County Updated Flood Maps Meeting
- December 12 - OBX Field School Capstone Presentation
- December 16 - NC State College of Design Coastal Resilient Design Project Presentation
- December 17 - Planning Board Meeting

Updated Flood Map; Update of Flood Damage Prevention Ordinance

As previously discussed, the Board of Commissioners and Planning Board will meet jointly at the Planning Board's meeting on February 18, 2020 to review and discuss an initial draft of the updated Flood Damage Prevention Ordinance (and updated fill provisions contained in the Stormwater, Fill, and Runoff Management Ordinance), to be considered in concert with the updated FEMA Flood Insurance Rate Map (F.I.R.M.) covering the Town. Staff anticipates distributing materials for this meeting to the boards on or before February 5, 2020.

Dowdy Park Programming

As previously noted, Staff anticipates making a presentation to the Board of Commissioners at the March 4, 2020 meeting to review the 2019 Dowdy Park Season and plans for the 2020 Season.

Regulation of Large Occupancy/Event Homes

As previously noted, the Planning Board at their January 21, 2020 meeting, discussed the regulation of large occupancy homes and/or homes regularly used for events. Please find attached a memo to the Board of Commissioners concerning the Planning Board's interest in further regulating events held at single-family homes.

Report on Planning and Development Department Permitting Processes

Please find attached an updated report for the 2nd Quarter of FY19-20 (October 2019 - December 2019). The priority task at this time is the rollout of Citizen Self Service for online trade permits, which is expected within the first week of March 2020.

Legacy Establishments/Structures

Given recent expressed interest in the future of the Blue Heron Motel at 6811 S. Virginia Dare Trail and the limitations imposed by Town Code requirements on the evolution of the current hotel use of the property, Staff intends to begin considering Code amendments that advance Comprehensive Plan policies valuing the preservation of legacy business, establishments, and structures. Staff anticipates at least an initial discussion of options at the Planning Board meeting on February 18, 2020.

Pending Applications and Discussions

As previously noted, there are three (3) recently submitted text amendments pending review by the Planning Board; the Planning Board initially reviewed these at the meeting on January 21, 2020 and will further consider the amendments and their recommendation to the Board of Commissioners at their meeting on February 18, 2020. These amendments are:

- Text amendments to the Unified Development Ordinance to allow outdoor kiosks in conjunction with/accessory to Retail Shopping Centers within the C-2, General Commercial Zoning District. Based upon discussion, the amendment will likely propose to allow reservations or ticket sales to be sold from an outdoor stand.

- Text amendments to the Unified Development Ordinance to allow temporary outdoor stand/farmers market in conjunction with/accessory to general retail uses. Based upon discussion, the amendment may propose or clarify allowances for outdoor sales in conjunction with general retail uses.

- Text amendments to the Unified Development Ordinance Amendment to allow beer and wine sales by the glass as a use in conjunction with/accessory to general retail uses.

In addition to these text amendments, the joint meeting with the Board of Commissioners and potential discussion of options pertaining to legacy establishments/ structures, at the February meeting the Planning Board will consider a Major Site Plan to construct a dock at Oceans East Bait & Tackle (7405 S. Virginia Dare Trail) and discuss potential alternatives and improvements to the residential stormwater

regulations, a FY20-21 work plan for planning-related initiatives, and be presented with a housekeeping text amendment to clean up identified errors in the UDO.

Additional Updates

- Town Workforce Housing Study & Plan - Phase 1 Report presented to the Board of Commissioners for the February 5, 2020 meeting.

- Septic Health - Staff intends to prepare and present a draft project scope for the update of the Decentralized Wastewater Plan to the Commissioners within the next few months.

- Hazard Mitigation Plan - Final multi-jurisdictional Committee Meeting for the Plan was held on January 8, 2020, and final public meetings for Dare County held January 8, 2020 at the Fessenden Center in Buxton, and on January 9, 2020 at Jockey's Ridge State Park. The draft plan has been available for review and comment until January 30, 2020. Once final, the Plan will be forwarded to the State for review and approval, and then to FEMA for final review and approval, before returning to the County and towns for adoption.

- Grants - A request is pending under the Hazard Mitigation Grant Program (Tropical Storm Michael) to update the Town's Emergency Operations Plan. Staff is considering the submission of a Letter of Interest under the Hazard Mitigation Grant Program related to Hurricane Dorian, due January 31, 2020. Additionally, Staff is reviewing a grant opportunity from Wells Fargo and the National Fish & Wildlife Fund under their Resilient Communities program.

- UDO - Staff continues to develop Reference Manual materials. Publishing on the Municode platform is pending; Staff has received a response to previously issued comments. Staff assessing budget for printing hardcopies of UDO.

- Permitting - Staff has contacted representatives of the Outer Banks Home Builders Association to coordinate a schedule for a workshop/forum for the building community.

Upcoming Meetings and Other Dates

- Wednesday, February 5, 2020 - Board of Commissioners Meeting
- Thursday, February 6, 2020 - Munis MapLink Training
- Thursday, February 6, 2020 - Meeting with representatives of Coastal Villages and Fourth Street properties
- Wednesday, February 12, 2020 - 2020 Census Dare County Complete Count Committee Meeting
- Thursday, February 13, 2020 - Board of Adjustment Meeting
- Tuesday, February 18, 2020 - Planning Board Meeting
- Wednesday, February 26, 2020 - ECU Forum on Community Flooding

TOWN OF NAGS HEAD PLANNING AND DEVELOPMENT
MONTHLY REPORT
DECEMBER 2019

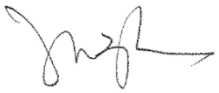
DATE SUBMITTED: January 7, 2020

	Dec-19	Dec-18	Nov-19	2019-2020 FISCAL YTD	2018-2019 FISCAL YTD	FISCAL YEAR INCREASE/ DECREASE
BUILDING PERMITS ISSUED - RESIDENTIAL						
New Single Family	0	1	1	3	12	(9)
New Single Family, 3000 sf or >	0	0	0	4	6	(2)
Duplex - New	0	0	0	0	0	0
Sub Total - New Residential	0	1	1	7	18	(11)
Miscellaneous (Total)	31	31	36	172	180	(8)
Accessory Structure	*2*	*3*	*4*	21	*19*	2
Addition	*5*	*3*	*2*	10	*8*	2
Demolition	*0*	*0*	*2*	2	*2*	0
Move	*0*	*0*	*0*	0	*0*	0
Remodel	*8*	*8*	*9*	41	*44*	(3)
Repair	*16*	*17*	*19*	98	*107*	(9)
Total Residential	**31**	**32**	**37**	**179**	**198**	(19)
BUILDING PERMITS ISSUED - COMMERCIAL						
Multi-Family - New	0	0	0	0	0	0
Motel/Hotel - New	0	0	0	0	0	0
Business/Govt/Other - New	0	0	0	0	2	(2)
Subtotal - New Commercial	0	0	0	0	2	(2)
Miscellaneous (Total)	7	6	5	39	48	(9)
Accessory Structure	*1*	*1*	*1*	7	*13*	(6)
Addition	*0*	*0*	*0*	0	*0*	0
Demolition	*1*	*1*	*0*	3	*1*	2
Move	*0*	*0*	*0*	0	*0*	0
Remodel	*1*	*3*	*4*	13	*16*	(3)
Repair	*4*	*1*	*0*	16	*18*	(2)
Total Commercial	**7**	**6**	**5**	**39**	**50**	(11)
Grand Total	**38**	**38**	**42**	**218**	**248**	(30)
SUB-CONTRACTOR PERMITS						
Electrical	33	31	28	222	236	(14)
Gas	2	4	0	11	14	(3)
Mechanical	18	24	24	162	171	(9)
Plumbing	13	13	5	41	48	(7)
Sprinkler	1	1	0	1	2	(1)
VALUE						
New Single Family	$0	$225,000	$200,000	$525,000	$2,593,000	($2,068,000)
New Single Family, 3000 sf or >	$0	$0	$0	$3,082,561	$3,950,460	($867,899)
Duplex - New	$0	$0	$0	$0	$0	$0
Misc (Total Residential)	$875,075	$818,338	$1,122,444	$4,618,747	$4,094,233	$524,514
Sub Total Residential	**$875,075**	**$1,043,338**	**$1,322,444**	**$8,226,308**	**$10,637,693**	($2,411,385)
Multi-Family - New	$0	$0	$0	$0	$0	$0
Motel/Hotel - New	$0	$0	$0	$0	$0	$0
Business/Govt/Other - New	$0	$0	$0	$0	$1,846,975	($1,846,975)
Misc (Total Commercial)	$82,500	$544,715	$388,860	$1,429,404	$2,504,989	($1,075,585)
Sub Total Commercial	**$82,500**	**$544,715**	**$388,860**	**$1,429,404**	**$4,351,964**	($2,922,560)
Grand Total	**$957,575**	**$1,588,053**	**$1,711,304**	**$9,655,712**	**$14,989,657**	**($5,333,945)**

TOWN OF NAGS HEAD PLANNING AND DEVELOPMENT
MONTHLY REPORT
DECEMBER 2019

DATE SUBMITTED: January 7, 2020

	Dec-19	Dec-18	Nov-19	2019-2020 FISCAL YTD	2018-2019 FISCAL YTD	FISCAL YEAR INCREASE/ DECREASE
ZONING						
Zoning Permits	23	29	30	143	152	(9)
CAMA						
CAMA LPO Permits	5	3	3	17	15	2
CAMA LPO Exemptions	5	11	8	35	36	(1)
CODE COMPLIANCE						
CCO Inspections	36	32	45	489	511	(22)
Cases Investigated	15	15	19	238	275	(37)
Warnings	9	6	4	42	58	(16)
NOVs Issued	10	8	14	198	197	1
Civil Citations (#)	0	0	1	1	0	1
Civil Citations ($)	$0	$0	$0	$0	$0	$0
SEPTIC HEALTH						
Tanks inspected	0	15	7	96	132	(36)
Tanks pumped	2	6	3	10	42	(32)
Water quality sites tested	0	0	0	112	115	(3)
Personnel Hours in Training/School	7	4	30	84	208	(124)



Michael D. Zehner, Director of Planning & Development

COMMENTS:

STAFF REPORT
Town of Nags Head
Planning & Development Department

To: Board of Commissioners

From: Kelly Wyatt, Deputy Director of Planning & Development, on behalf of the Planning Board

Date: January 28, 2020

Subject: Discussion of Event Home Regulations

At their December 17, 2019 meeting the Planning Board had a brief discussion about the use of single-family dwellings as “event homes,” noting that of particular concern is the ability for emergency responders to access these types of structures in the event of an emergency. Staff committed to providing additional information to the Board at their January 2020 meeting.

Attached is the report given to the Planning Board at their January meeting. Following discussion, the Planning Board was interested in perhaps pursing a type of free registration process for weddings and similar private events within the Town, similar to the Town of Duck. Before proceeding with the development of regulations, the Planning Board wanted to receive direction and feedback from the Board of Commissioners on this issue.

Planning Staff will be available for questions and to continue the discussion of potential event home regulations at the Boards pleasure.

MEMORANDUM
Town of Nags Head
Planning & Development Department

To: Planning Board

From: Kelly Wyatt, Deputy Director of Planning & Development
Michael Zehner, Director of Planning & Development

Date: January 17, 2020

Subject: Discussion of Large Occupancy/Event Home Regulations

At the Planning Board's December 17, 2019 meeting, it was brought to the Board's attention by Planning Board member David Elder that the Town of Kill Devil Hills had requested that the North Carolina Code Officials look at State Building codes and review the definition of "Single-Family Dwellings" vs. large "Event" Homes/"mini hotels". Mr. Elder noted that of particular concern is the ability for emergency responders to access these types of structures. Staff noted they would continue to review the subject and provide information to the Board at their January 2020 meeting.

Within the Town of Nags Head "Large Residential Dwellings" are defined as a single-family dwelling or two-family dwelling (duplex) that has 3,500 or more square feet of enclosed habitable living space. The following regulations apply to "Large Residential Dwellings":

- Homes with greater than 3,500 square feet of enclosed habitable living space can only be constructed on lots 16,000 square feet or greater in area, with the exception of within the SPD-C, Village at Nags Head District.
- The maximum enclosed habitable living space for a large residential dwelling is 5,000 square feet, with the exception of dwellings located within the SED-80 District.
- Large residential dwellings shall meet a side yard setback of fourteen (14) feet. This side yard setback may be reduced to the required side setback for the district in which the home is located should the owner voluntarily elect to comply with the Nags Head Residential Design Guidelines, requiring a minimum amount of architectural design points be obtained.
- Large residential dwellings shall either preserve a minimum of 10% of the lots total area with existing natural vegetation – OR – plant a minimum of 15% of the lots total area. A minimum of 50% of the plantings must be locally adaptive evergreen trees species. Height and caliper specifications are required for both tree and shrub species.
- The maximum permitted wastewater capacity for large residential dwellings shall not exceed 1,080 gallons per day.
- Height of large residential dwellings is the same as the town standard of 35 feet with the ability to increase height to 42 feet with the use of a minimum 8:12 roof pitch.

In January 2019 the Town of Duck adopted an ordinance to establish standards for the scale of residential development. This amendment was in response to the North Carolina General Assembly's passage of Session Law 2015-86 in June 2015 which revoked the authority of local governments to limit the number and types of rooms in a residence. In contrast to our ordinance, the Town of Duck does permit homes larger than 5,000 of enclosed living space, however, the permissible area is tied to the area of the lot. A chart of maximum residence sizes for the Town of Duck is provided below.

Lot Size (sf)	Maximum home size (standard)	Maximum home size (large)
9,999 or less	3,500 sf	3,500 sf
10,000 – 14,999	4,000 sf	4,000 sf
15,000 – 19,999	5,000 sf	5,000 sf
20,000 – 24,999	5,500 sf	7,000 sf
25,000 – 29,999	6,500 sf	8,000 sf
30,000 or greater	7,000 sf	9,000 sf

Keep in mind that the Town of Nags Head prohibits homes with enclosed habitable space above 5,000 sf regardless of lot size (except in the SED-80 District). Additionally, the Town of Duck has increased setbacks based upon the total size of the lot, landscape preservation or planting requirements, as well as architectural requirements for large residential dwellings.

The Town of Duck does have a "Wedding Event Registration Policy". You can review this information at the following link: https://www.townofduck.com/getting-married-in-duck/ . In short, this registration is for wedding-related gatherings with 50 or more attendees in a private residence in the Town of Duck. These events must be registered with the Town of Duck Department of Community Development at least thirty (30) days prior to the event date. The registration will provide information for notification of property owners, neighborhood associations, and public safety personnel and will also provide contact information for the responsible parties who could be contacted during the event if necessary.

The Town of Southern Shores defines a "Large Home Dwelling" as any residential structure exceeding the maximum size, maximum transient occupancy capacity or maximum septic capacity for such structures in the zoning district in which it is located. Large home dwellings are not a permitted use in any zoning district. Within the individual zoning districts, RS-1, RS-10 and R-1 Detached single-family dwelling and vacation cottages are a permitted use provided that such residential structure shall not be: (i) advertised to accommodate, designed for, constructed for or actually occupied by more than 14 overnight occupants when used as a vacation cottage; or (ii) have a maximum septic capacity sufficient to serve more than 14 overnight occupants. In addition, each zoning district restricts the maximum size of any single-family dwelling to 6,000 square feet of enclosed living space.

Of note, the Town of Southern Shores recently considered a zoning ordinance amendment which would impose regulations on the use of single-family dwellings for special events. A copy of the draft ordinance is included in this package; however, this ordinance was not adopted. It is noted that the purpose of the drafted revisions was to ensure that special events take into account and are managed such that the public health, safety or welfare of the citizens and visitors to the Town who attend those events or live in the vicinity of the events are taken into account. The draft ordinance required that a free of charge permit be sought for any event expected to have more seventy-five (75) attendees. Events held at authorized event facilities, events held at commercial facilities, events held or managed by the Town, and events within established institutional uses were exempt from the requirement to obtain a permit.

Some key takeaways of the proposed ordinance are below:

Limited Special Event (75 – 125 attendees)

- For a Limited Special Event (75 – 125 attendees) an application must be received 14 days in advance of the event.
- The applicant must provide the date, time and location of the event as well as the contact information for the person in control of the event.
- A certification by the applicant that they are aware of and intend for the event to comply with all requirements of the Town's Code of Ordinances with regard to zoning, nuisance, noise, lights and other relevant provisions.
- Sketch plan of the property and structures showing the expected location of attendees, points of ingress and egress to any structures and location of any hazardous materials such as fuel or gas.
- A certification that sufficient parking for the event has been provided via onsite parking or special offsite parking agreements.
- A certification that the contact person will at all times have on their person (i) the phone associated with the contact information; (ii) a copy of the special events permit issued; and (iii) a list of attendees that can be used to determine whether anyone is unaccounted for in an emergency.
- If the event is to be held on a property adjacent to NC 12 during the period between Memorial Day and Labor Day, the applicant must provide a traffic management plan showing how traffic to the site will be managed in such a way to avoid unreasonable additional congestion upon NC 12.
- For any special event at which food or drink will be served or that will occur over a more than four-hour period, a certification by the applicant that at least one temporary wastewater facility or portable toilet will be onsite.

Large Special Events (greater than 125 expected attendees)

- For Large Special Events (greater than 125 expected attendees) an application must be received 30 days in advance of the event. In addition to the requirements for a Limited Special Event, the applicant for Large Special Event must certify that any exterior decks being used by attendees are structurally sound to support the potential use users of the deck or, must allow the Town's building inspector to inspect the decks to determine whether an engineer's certification is required.

- In is the discretion of the police chief or the fire chief or their designee, the applicant shall allow for an inspection of the exterior grounds of the property to determine potentially dangerous conditions on the property and to determine how best to access the property and structures in case of fire or emergency during the special event.
- A traffic management plan showing how traffic will be managed to avoid unreasonable congestion on any adjacent roadways.
- A certification that sufficient parking for the event has been provided onsite and/or offsite with the appropriate agreement in place and narrative and site plan showing all proposed parking supporting the event.
- A certification that the designated person to contact under the application will have access to first-aid supplies on-site in sufficient quantities to address minor injuries to at least 10% of the expected attendees.

At any special event, if alcohol is to be served or sold, the applicant shall obtain any necessary approvals from the Alcoholic Beverage Control Commission and must make such documentation available upon request and must certify on their application that the approvals, if any were required, have been obtained and will be complied with during the event. Additionally, if tents are to be used for any special event requiring a permit, the applicant shall obtain any necessary approvals required under the North Carolina Fire Code and must make such documentation available upon request on certify that it will be complied with during the event.

In summary, reviewing the allowances of other nearby towns, the Town of Nags Head currently has the most restrictive regulations on permissible living area for large residential dwellings, however, there may be some merit to discussing certain aspects of regulating special events within the Town. While the ordinance drafted by the Town of Southern Shores was very extensive, it may provide some discussion points for the Planning Board in moving forward with regulations if so desired.

Planning staff will be available at the January 21, 2020 Planning Board to discuss this item further.



Report on Planning and Development Department Permitting Processes

FY19-20 - 2nd Quarter
October 2019 - December 2019

February 5, 2019
Board of Commissioners Meeting

Report on Planning and Development Department Permitting Processes FY19-20, 2nd Q

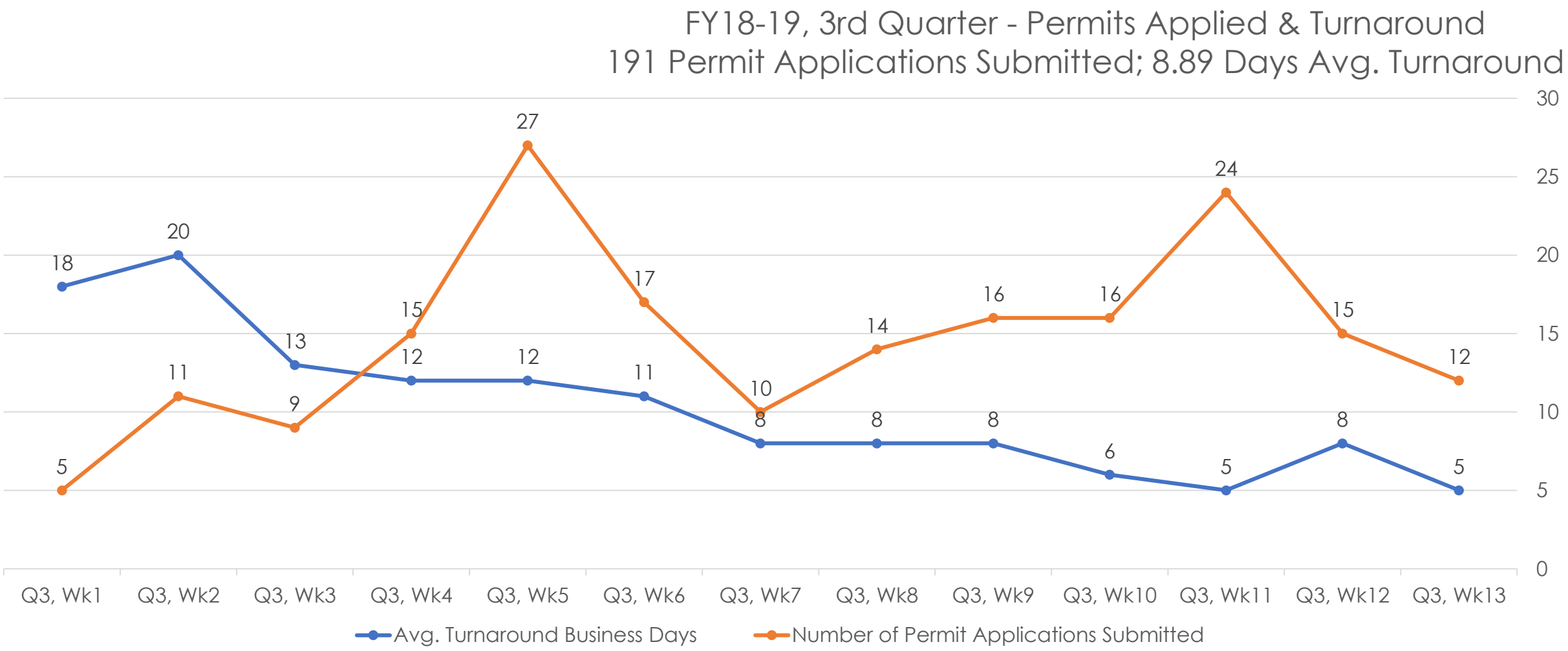
- Completed/Instituted – Since January 2019; items in green are new since December 2019

  - Bi-weekly Permit Tracking benchmarks reduced
  - Focus on internal and external communication improvements
  - Monthly Permitting, Inspections, and Enforcement Team Meeting
  - Fees increased consistent with adjacent communities and to offset cost of services
  - Coordination of zoning, E&S, and stormwater pre- and post-construction inspections
  - Require final zoning and stormwater inspections prior to final building inspections
  - Code Enforcement Officer received probationary building inspection certificate
  - Additional Munis Training for Staff - Nov. 7 & 8, 2019; addressed general use, inspection scheduling, report and form generation, and updating property owner information
  - Customer kiosk with computer installed in lobby
  - Publicly-accessible permits & inspections search portal added to Citizen Self Service: https://selfservice.nagsheadnc.gov/MSS/citizens/PermitsInspections/Default.aspx
  - Permitting staff met with Bill Newns, Chief Building Code Official for Currituck County, to review use of Munis, and specially online permitting modules.

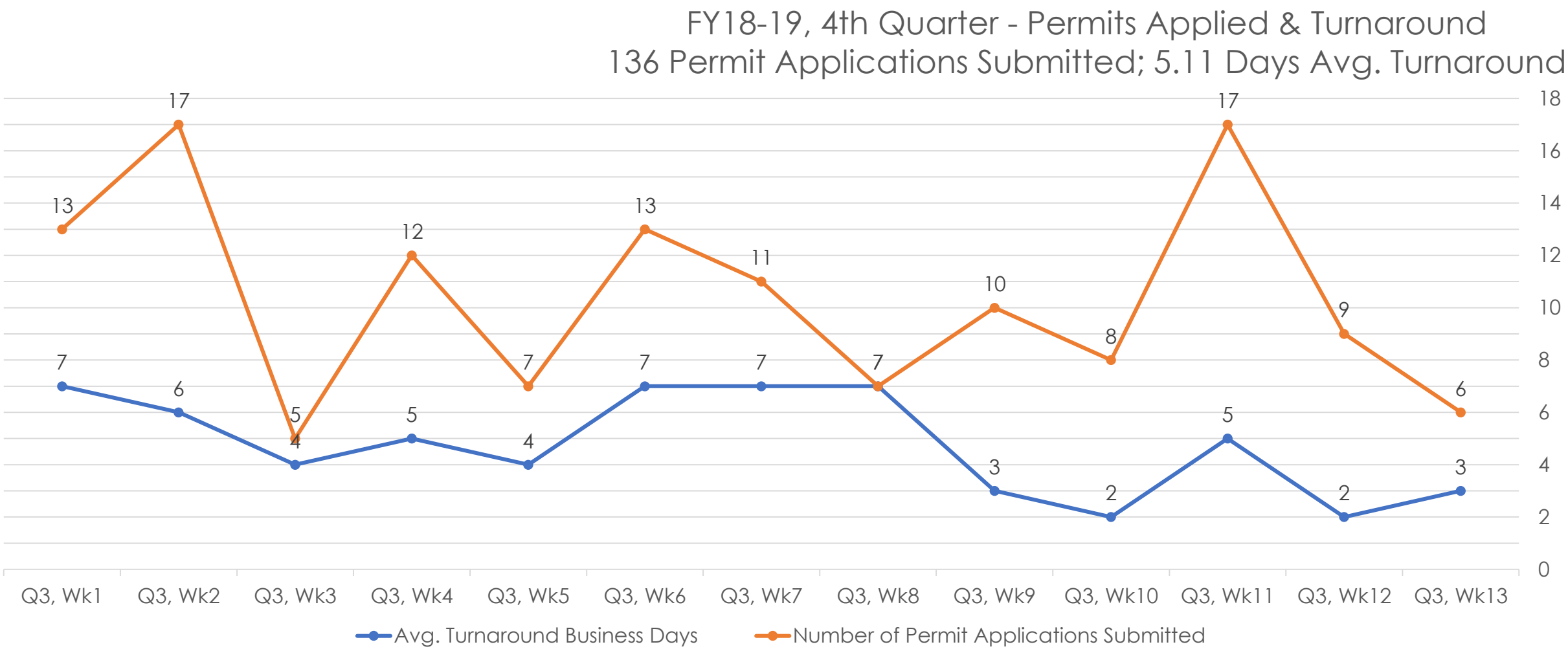
Report on Planning and Development Department Permitting Processes FY19-20, 2nd Q

- Next Steps/Moving Forward
  - Document and improve permitting workflows
  - Create separate review processes for less complicated permits/work
  - Prepare Development Manual as part of UDO adoption
  - Plan workshops for Home Builders, Real Estate Association, residents, etc.
  - Rollout Citizen Self Service for online trade permits
  - Rollout Citizen Self Service for all building permits.
  - Facilitate and encourage use of customer kiosk
  - Establish single permit record database

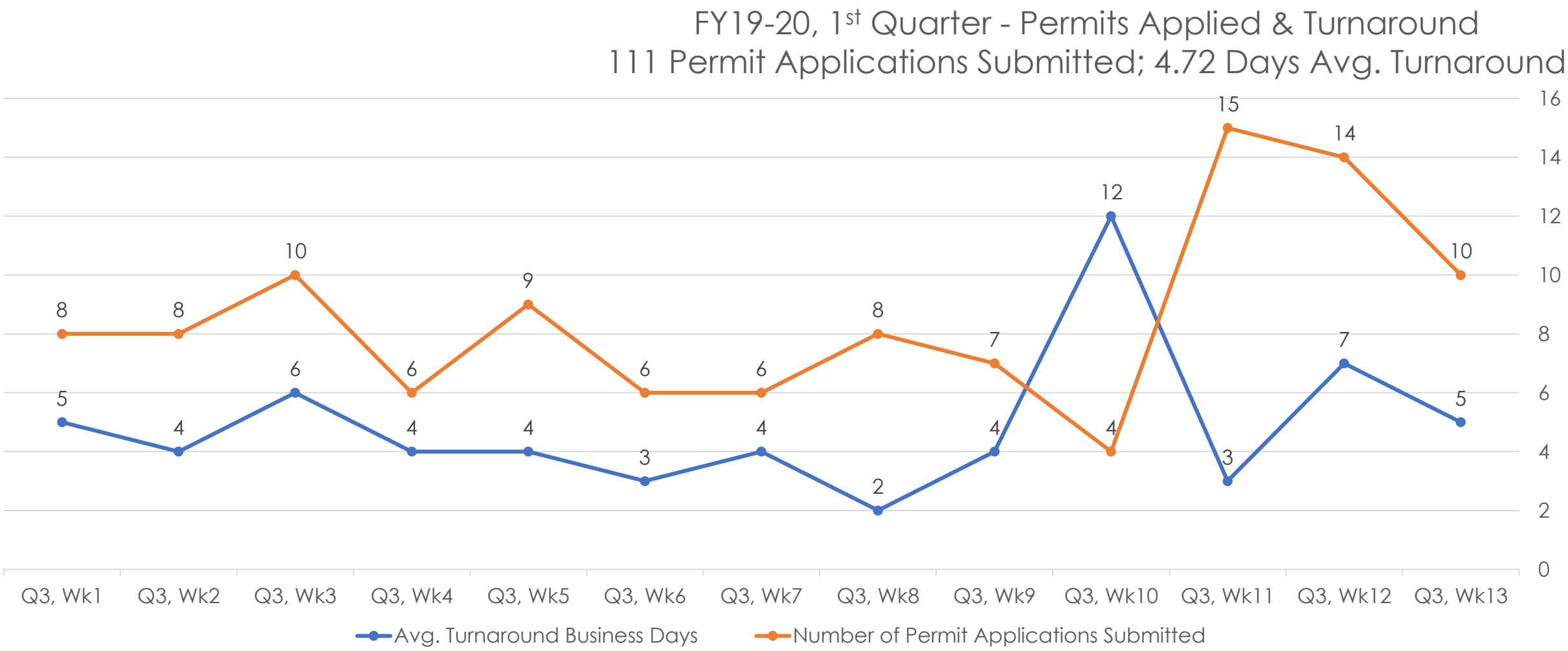
Report on Planning and Development Department Permitting Processes FY19-20, 2nd Q



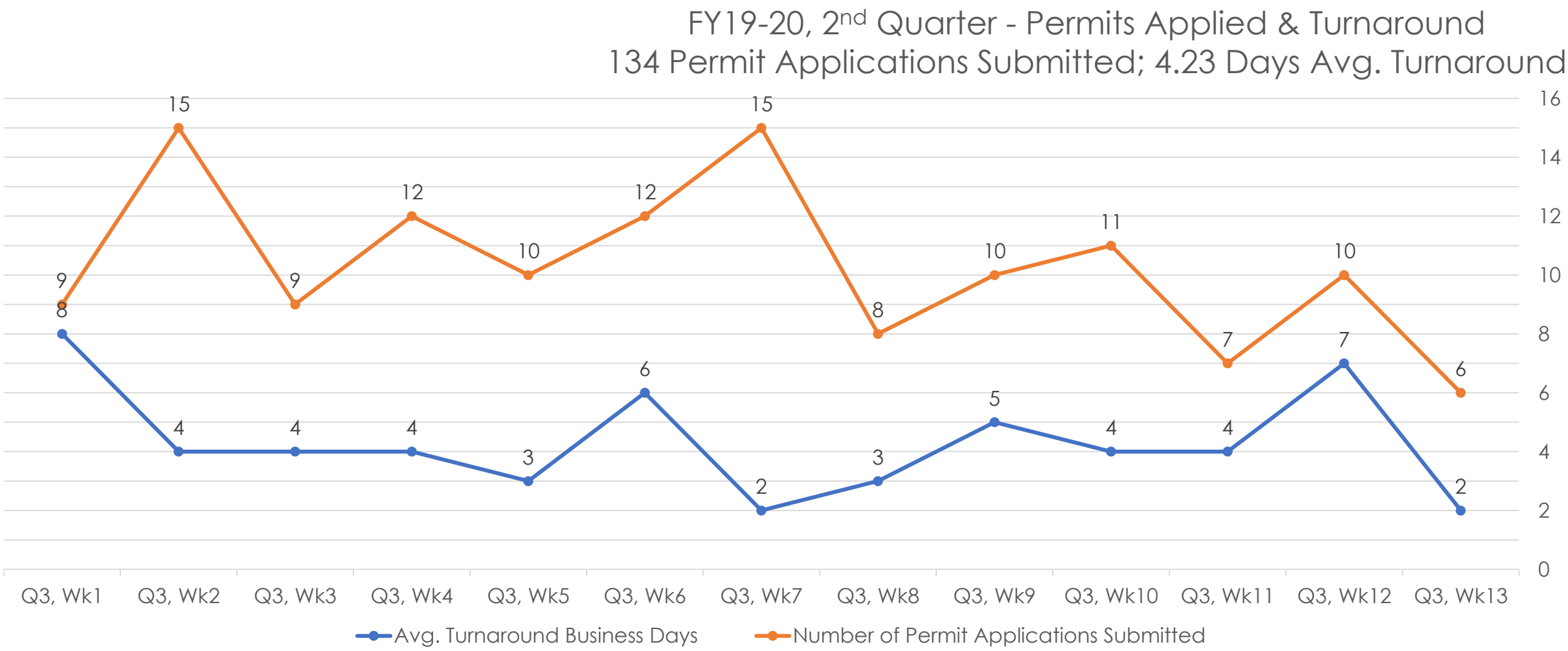
Report on Planning and Development Department Permitting Processes FY19-20, 2nd Q



Report on Planning and Development Department Permitting Processes FY19-20, 2nd Q



Report on Planning and Development Department Permitting Processes FY19-20, 2nd Q



Report on Planning and Development Department Permitting Processes FY19-20, 2nd Q

	FY18-19 3rd Quarter	FY18-19 4th Quarter	FY19-20 1st Quarter	FY19-20 2nd Quarter
Total Number of Permits	191	136	111	134
Avg. Turnaround	8.89 days	5.11 days	4.72 days	4.23 days
Residential Projects				
Total Number of Permits	164	102	91	116
Avg. Turnaround	8.68 days	4.97 days	4.21 days	4.16 days
Commercial Projects				
Total Number of Permits	27	34	20	18
Avg. Turnaround	10.25 days	5.38 days	6.90 days	3.83 days

Town of Nags Head
Planning & Development Department

Town Workforce Housing Study & Plan
Report - Phase 1 - Inventory & Assessment; Establish Goals

Overview

The intent of this project is to identify and address the housing needs of the Town's seasonal employees, specifically Ocean Rescue staff. Annually, beginning in May and ending in August, Ocean Rescue has approximately 45 seasonal employees; approximately 75% of these employees are not local residents, and therefore require housing. The primary goals of this project are to 1) identify housing needs for the Town's seasonal workforce, 2) reduce the complications association with staffing this essential service, and 3) determine the opportunities and feasibility of providing housing to meet the needs of the Town's seasonal workforce.

This Report is intended to present the findings associated with the completion of Phase 1 Tasks for the Town Workforce Housing Study & Plan. As noted in the previously reviewed and approved Project Scope, Phase 1 tasks included the following:

- Inventory Town-owned properties available or potentially available for development or reuse;
- Identification of and interviews with stakeholders;
- Determine current and projected housing needs and preferences;
- Perform preliminary *windshield* assessment of Town-owned properties for suitability and identify existing regulatory controls affecting use and development;
- Identify applicable policies, goals, and plans;
- Coordinate public input with regard to suitable sites; and
- Present findings to Board of Commissioners for acceptance/agreement before preceding to Phase 2.

Tasks were completed by assigned Town Staff, as well as staff of DJG, Inc., the Town's on-call architectural consultant ("the Consultant").

Task Findings

Task: Inventory Town-owned properties available or potentially available for development or reuse

- Town Staff developed an inventory of Town-owned properties with information on current use, property area, the presence of buildings, and the zoning of the properties. This inventory identified 96 properties owned by the Town, or for which the Town has some ownership interest (i.e. the skate park at the YMCA and the Soundside Event Site).

- Based upon this inventory, Town Staff performed a preliminary assessment of site suitability for housing, assigning a score of 3 to sites deemed suitable, 2 to sites deemed marginal, and 1 to site deemed

unsuitable. Two properties received a 3, six properties received a 2, and the remaining 88 properties received a 1.

- Based upon this scoring, and review by Town Staff and the Consultant, the following properties were selected for further consideration, with scores noted:

    - Outer Banks Medical Center, 425 Health Center Drive - 3
    - Satterfield Playing Fields, 227 Satterfield Landing Road - 3
    - Town Hall, 5401 Croatan Highway - 2
    - Bonnett Street Beach Access, 2919 South Virginia Dare Trail - 2
    - Fire Station #16, 5314 Croatan Highway - 2
    - Epstein Beach Access, 5701 South Virginia Dare Trail - 2
    - Nags Head Ocean Rescue Station, 3719 Croatan Highway - 1

- The majority of properties owned by the Town were determined to be unsuitable based on their size (66 properties are less than 0.5 acres/21,780 sq. ft. in area) and/or existing use or conditions limiting development (parks, Public Works facilities, conservation land, and marsh conditions).

- Two properties that received a 2 were ultimately not selected for further consideration. These were the skate park property, given that the Town only has an interest in the property controlled by the YMCA, and the Public Works Debris Yard on Lark Avenue, given the use of the property.

- While only receiving a 1, the Nags Head Ocean Rescue Station was selected for further consideration given previously known interest by the Board of Commissioners.

Task: Identification of and interviews with stakeholders; and
Task: Determine current and projected housing needs and preferences

- The following individuals were identified as stakeholders and interviewed by the Consultant as part of Phase 1:

    - Cliff Ogburn, Town of Nags Head, Town Manager
    - Andy Garman, Town of Nags Head, Deputy Town Manager
    - Chad Motz, Town of Nags Head, Ocean Rescue Captain
    - Ken Savage, Town of Nags Head, Ocean Rescue Supervisor
    - Mike Norris, Town of Nags Head, Facilities Maintenance Superintendent
    - Four (4) former Town of Nags Head Ocean Rescue staff persons

- The interviewees were asked the following questions, with responses summarized:

    - Is there a minimum or maximum number of employees that you would want to occupy a location?

- All +/- 25 employees can be located on the same property if there is enough separation and living spaces are only shared amongst 3-6 people.
- Ideally, all employees would be housed in one location.

- Can a portion of the building be used for the program, or is a completely unoccupied facility required? Do you prefer one location or several for the work force housing?

    - Smaller groups of employees are preferred, so the option to have several different locations for housing isn't out of the question. Location and cost are important considerations. One location makes ride sharing easier.
    - An unoccupied facility preferred.

- Will the properties need access to public transportation, or are students/residents self-sufficient for mobility? Do you need access to amenities within walking distance? Is a group minibus or van available?

    - Some students do not have vehicles. Northern Nags Head is preferred since it is closer to the stores and work. Proximity to public transportation is not as important as proximity to the stores and to work.
    - Transportation has not been an issue in the past. Employees often car pool.

- What is an acceptable distance for an employee to walk from their vehicle to their residence?

    - On-site parking is preferred, but parking should be located no further than 1/4 of a mile from the premises. If parking is far away, employees would have to walk to their car and bring the car back to their residence to pick up the items they need to bring to work.
    - 1/4 mile maximum.

- Are there any general areas or blocks of Nags Head that you deem unsuitable? Are there areas that are preferred?

    - Housing should be as close to the beach and as close to the north part of Nags Head as possible.
    - Residential neighborhoods are not suitable for work force housing unless adequately dispersed. North Nags Head is preferred.

- Is a public “dormitory” style of facility preferred over a private “apartment” style?

    - Dormitory style facilities could work for some employees, but the more desirable option is small groups of people living together and sharing a living space.
    - Either could work, but we want to be sure that the staff are receiving an option equal or better than what they would find elsewhere. It is important that there is some privacy available in whatever option is selected.

- Should sleeping spaces accommodate all residents of one gender, or will occupancy be limited to 1-2 residents per room?

    - Individual rooms of 1-2 people are strongly preferred.
    - The goal would be to provide individual rooms of 1-2 people.

- Will residents need private kitchens, restrooms, showers and washer/dryers, or can those be shared facilities?

    - Facilities can be shared, but the number of people sharing them should be limited.

- Will you need any specialized rooms for research, physical training, large gatherings, large item storage, or other specialized areas?

    - A large gathering space would be very beneficial. Work-out facilities and storage spaces for equipment and bicycles would be ideal.
    - A multi-use gathering space, maintenance room, and outdoor storage would all be beneficial.

- Are instructors’ or supervisors’ quarters required?

    - Supervisors quarters are not required but might be beneficial.

- Are there any amenities that are preferred or discouraged, such as outside spaces, grill areas, etc.?

    - An outdoor gathering space and grill would be nice to have.
    - Outdoor storage, outdoor shower, and an outdoor gathering space are recommended. Grills, fire pits, and car washing in parking lot are discouraged.

- Are there any special accommodations needed for WFH employees that would be atypical of your average tenant?

    - Storage areas, outdoor shower, and study areas.

        - No special accommodations will be required.

    - Are there specific utility requirements that may be needed for tenants? Will wi-fi and closed-circuit tv's tied to other campuses be required?

        - Wi-fi and television are desired. Closed circuit TV is not required.

    - Are all employees on the same general work schedule?

        - The life guards work 8:00 AM - 6:00 PM but they have different days off.

    - What are the general habits of WFH? Are they loud, quiet, stay up late, get up early, etc.? Will sound-attenuated study facilities be required?

        - Everyone is different and every night is different so it would be ideal if people have options based on their preference.
        - They are generally up early and up late, with some variation.

    - What are your lessons learned from living in other residences that we can apply to the prospective program?

        - Cost and location/proximity to work are very important. The ability to be close to other employees but still have separate private spaces is strongly preferred. Trash accumulates quickly.
        - Everything should be accessible, including pipes and drains. Laminate does not last. Carpet & wood flooring should be minimal. Hard surfaces are preferred. Outdoor seating would be useful.

- Primary takeaways from the interviews are as follows:

    - The work force housing employees are most concerned with the housing location, cost, and privacy. The ideal workforce housing scenario would incorporate all employees in the same location, but would also allow for some separation and privacy.
    - The selected property will ideally be located in northern Nags Head, close to the beach, and separated from residential neighborhoods.
    - A living arrangement that allows people to congregate but have their own private spaces is strongly preferred. A cottage-style living arrangement has been successful in the past.
    - The work force housing employees have a need or strong desire for outdoor showers, gathering spaces, study areas (if the living arrangement is not private), and storage areas. The selected property would ideally be able to accommodate an outdoor shower,

outdoor storage, an outdoor gathering space, an indoor multi-use gathering space, and a maintenance room.
    - The number of people sharing facilities such as kitchens and bathrooms should be limited to 3-5 in order for upkeep to be manageable.
    - It is important that we are presenting the staff with a housing option that is equal to or better than what they would find elsewhere. This includes cost, location, and living arrangement considerations.

Task: Perform preliminary windshield assessment of Town-owned properties for suitability and identify existing regulatory controls affecting use and development

- The Consultant conducted preliminary assessments of the seven (7) properties selected for further consideration; these assessments are attached, providing physical information on the properties, as well as perceived positives and negatives.

- Generally, the expectation is that only the Outer Banks Medical Center and Satterfield Playing Fields sites could accommodate development providing housing for all staff. However, in both cases building would be necessary, and at least with respect to the Satterfield Playing Fields, existing use and/or agreements may preclude such development.

- The size and use of the remaining sites (Town Hall, Bonnett Street Beach Access, Fire Station #16, Epstein Beach Access, and Nags Head Ocean Rescue Station) would preclude the housing of all workforce and/or the development of additional building area.

- Existing zoning precludes the development of multi-family, cottage court, or dormitory uses from all but two sites, the Bonnett Street Beach Access and Nags Head Ocean Rescue Station.

Task: Identify applicable policies, goals, and plans

- Generally, beyond the expressed goals of this project, existing policies, goals, and plans do not provide guidance with respect to the provision of housing for the Town's workforce. However, the Town certainly recognizes the importance of the Ocean Rescue Division and seasonal lifeguard staff, points that are echoed in the Comprehensive Plan, and the provision of housing may enhance the continued viability of the program.

- With respect to the seven (7) sites, policies within the Comprehensive Plan pertaining to the preservation of single-family neighborhoods and the defining attributes of certain Character Areas should inform decisions regarding the suitability of one or more of the sites given development potential. For example, while the Outer Banks Medical Center and Satterfield Playing Fields sites may have the most development potential based on area, any project at these locations should take into account the proximity of existing single-family neighborhoods.

Remaining Tasks and Next Steps

At this time, based on the findings developed to-date, Staff determined to delay any public input with regard to site suitability until further discussion with the Board of Commissioners. Given the sites considered, Staff felt that input and feedback from the Board was necessary before soliciting public input on these particular sites, primarily because the Board may perceive that one or more of the sites were not an option. Should the Board believe that this input is necessary before proceeding to Phase 2, Staff could coordinate public input prior to and report back at the Board's meeting on March.

Regardless, the remaining Task within Phase 1 involved presenting these findings to the Board of Commissioners for acceptance/agreement before proceeding to Phase 2. As a reminder Phase 2 involves Concept Development and Feasibility, and presumes that the Board would select up to two sites for which the feasibility for preferred housing would be investigated and preliminary fit tests developed, and further, that opportunities for partnerships in the development and/or use of housing would be identified and investigated. In considering how to proceed to Phase 2 and/or whether to proceed, Staff would suggest that the Board consider the following questions:

1. Have all Town-owned properties been sufficiently considered? Are there
2. Does the Board believe that at least one or two of the properties considered warrant further consideration?
3. Does the Board believe that one or more of the properties considered are not options and should not be considered?
4. Does the Board believe that development of housing on a singular property is possible or ideal, or should housing accommodated over multiple properties be a consideration?
5. Is the ideal property for workforce housing currently in the Town's inventory?
6. Do the considered sites present opportunities for additional uses that may increase viability or potentially offset costs to the Town?

Town of Nags Head
Work Force Housing Study

Potential Housing Locations

Outer Banks Medical Center

Site Statistics:

Address:	425 Health Center Drive
Zoning:	SED-80 (Special Environmental)
Lot Area:	3.38 Acres
Building Area:	4898 SF
Permitted Uses:	Dwelling, Large Residential (w/ Supplemental Regs)
	Dwelling, Single-Family (detached)
Conditional Uses:	Dormitory (w/ Supplemental Regulations)
Minimum Front Yard:	30'
Minimum Side Yard:	20'
Minimum Rear Yard:	20'
Approx. Buildable Area:	2.60 Acres
Existing Parking:	37 Spaces

Site Positives:

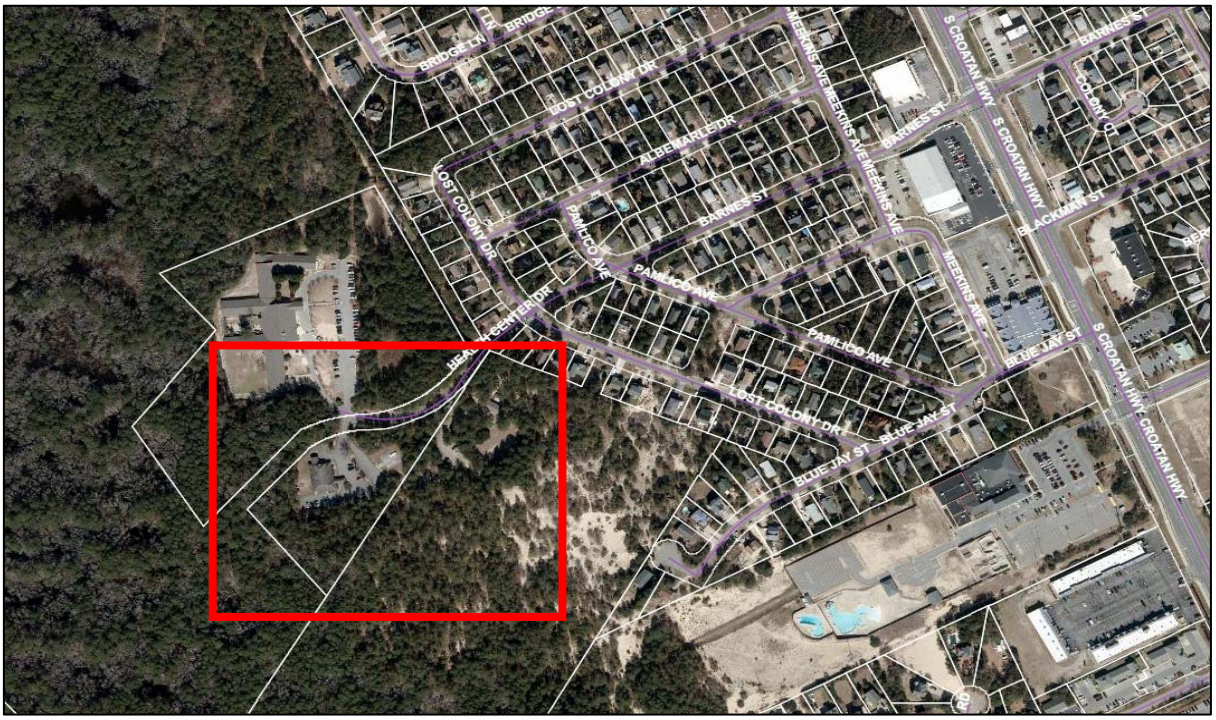
- Site is not in a residential area
- Site has adequate parking
- Site has an existing building for use

Site Negatives:

- Existing building will not house entire workforce
- Major building renovation required
- ADA upgrades required
- Rezoning required
- Property is in a special environmental zone intended to protect habitat
- Site is fairly remote from beach



Site Photograph



Location Map



Property Map

Town of Nags Head
Work Force Housing Study

Potential Housing Locations

Satterfield Playing Fields

Site Statistics:

Address:	227 Satterfield Landing Road
Zoning:	R-2 Medium Density Residential
Lot Area:	13.26 Acres
Building Area:	None (Restroom/Ancillary Only)
Permitted Uses:	Cluster Housing (w/ Supplemental Regs)
	Dwelling, Large Residential (w/ Supplemental Regs)
	Dwelling, Single-Family (detached)
	Dwelling, Two-family (duplex)
Conditional Uses:	None Applicable to Housing
Minimum Front Yard:	30'
Minimum Side Yard:	10'
Minimum Rear Yard:	20% lot depth, not to exceed 30'
Approx. Buildable Area:	10.00 Acres
Existing Parking:	126 Spaces

Site Positives:

- Site can be adequately buffered from residential area
- Site has adequate parking
- Site has substantial open space & can accommodate 100% of WFH employees
- Cluster housing permitted
- Site is in close proximity to beach and is located in the northern area of Nags Head

Site Negatives:

- Playing Fields have an ongoing lease attached that is subject to grant funds
- No existing buildings available for use
- Stormwater management is required
- Loss of public ammenity



Site Photograph



Location Map



Property Map

Town of Nags Head
Work Force Housing Study

Potential Housing Locations

Town Hall

Site Statistics:

Address:	5401 Croatan Highway
Zoning:	R-3 High Density Residential & SPD-C-I (Special Institutional)
Lot Area:	4.53 Acres
Building Area:	19,076 SF (main building) 23,460 SF (all buildings)
Permitted Uses (R-3):	Dwelling, Large Residential (w/ Supplemental Regs)
	Dwelling, Single-Family (detached)
	Dwelling, Two-family (duplex)
Permitted Use (SPD-C-I):	No residential permitted
Conditional Uses:	None applicable to Housing
Yard Requirements:	NA (Lot is developed)
Approx. Buildable Area:	NA (Lot is developed)
Existing Parking:	82 Spaces

Site Positives:

- Site is located in a highly visible area to regulate ongoing activites
- Site is in close proximity to beach

Site Negatives:

- Site zoning does not permit multifamily housing
- Site would not accommodate all work force housing employees
- Site is in the southern portion of Nags Head
- Site has very little available space
- Site parking appears fully utilized w/ little room available for additional parking
- Buildings on site have designated uses



Site Photograph



Location Map



Property Map

Town of Nags Head
Work Force Housing Study

Potential Housing Locations

Bonnett Street Beach Access

Site Statistics:

Address:	2919 South Virginia Dare Trail
Zoning:	CR (Commercial Residential
Lot Area:	1.58 Acres (Bath House Parcel Only)
Building Area:	1,476 SF
Permitted Uses (R-3):	Dwelling, Large Residential (w/ Supplemental Regs)
	Dwelling, Single-Family (detached)
	Dwelling, Two-family (duplex)
Conditional Uses:	Cottage Courts (w/ Supplemental Regulations)
	Dwelling, Multi-family (w/ Supplemental Regulations)
Minimum Front Yard:	30'
Minimum Side Yard:	8'
Minimum Rear Yard:	25' or 20% lot depth, not to exceed 30'
Approx. Buildable Area:	1.28 Acres (Bath House parcel only)
Existing Parking:	70 Spaces

Site Positives:

- Site is located in a highly visible area to regulate ongoing activites
- Site is in close proximity to beach and northern Nags Head
- Site has some available space for new construction
- Site may have some available parking

Site Negatives:

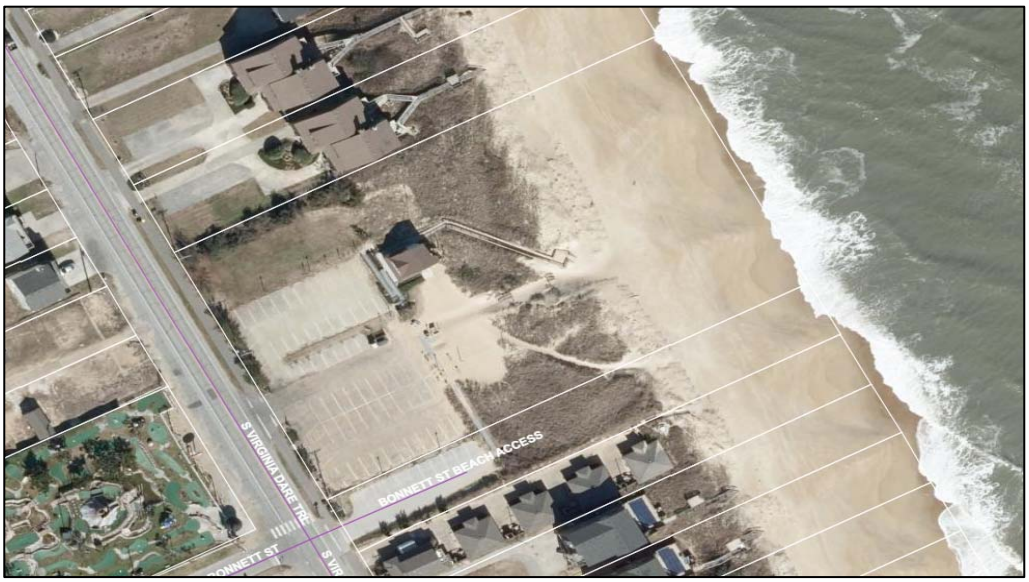
- Conditional Use Permit required for multi-family
- Site would likely not accommodate all work force housing employees
- Existing and future use limits suitability
- No existing buildings available for use.
- Site is frequented by the public



Site Photograph



Location Map



Property Map

Town of Nags Head
Work Force Housing Study

Potential Housing Locations

Fire Station #16

Site Statistics:

Address:	5314 Croatan Highway
Zoning:	SPD-C / Comm 1 (Special Planned Dev. Commercial 1)
Lot Area:	1.50 Acres
Building Area:	13,170 SF
Permitted Uses:	No residential permitted
Conditional Uses:	None applicable to Housing
Yard Requirements:	NA (Lot is developed)
Approx. Buildable Area:	NA (Lot is developed)
Existing Parking:	25 Spaces

Site Positives:

- Site is located in a highly visible area to regulate ongoing activites
- Site is in close proximity to beach

Site Negatives:

- Site zoning does not permit multifamily housing
- Site would not accommodate all work force housing employees
- Site is in the southern portion of Nags Head
- Site has very little available space
- There may be a conflict among user groups
- Buildings on site have designated uses



Site Photograph



Location Map



Property Map

Town of Nags Head
Work Force Housing Study

Potential Housing Locations

Epstein Beach Access

Site Statistics:

Address:	5701 South Virginia Dare Trail
Zoning:	SPD-C / Recreation (Special Planned Development Rec)
Lot Area:	0.84 Acres
Building Area:	None (Restroom/Ancillary Only)
Permitted Use (SPD-C-I):	No residential permitted
Conditional Uses:	None applicable to Housing
Yard Requirements:	No standard / Property - dependent
Approx. Buildable Area:	No standard / Property - dependent
Existing Parking:	44 Spaces

Site Positives:

- Site is in close proximity to beach
- Site may have some available space for new construction
- Site may have some available parking

Site Negatives:

- Site zoning does not permit multifamily housing
- Site would accommodate only a few work force housing employees
- No existing buildings available for use.
- Site is frequented by the public
- Property is only 125' wide, limiting developable area
- Site is located in the southern portion of Nags Head



Site Photograph



Location Map



Property Map

Town of Nags Head
Work Force Housing Study

Potential Housing Locations

Nags Head Ocean Rescue Station

Site Statistics:

Address:	3719 Croatan Highway
Zoning:	C-2 (General Commercial)
Lot Area:	0.15 Acres
Building Area:	1,885 SF
Permitted Uses:	Dwelling, Large Residential (w/ Supplemental Regs)
	Dwelling, Single-Family (detached)
	Dwelling, Two-family (duplex)
Conditional Uses:	Cottage Courts (w/ Supplemental Regulations)
	Dwelling, Multi-family (w/ Supplemental Regulations)
	Townhouse (w/ Supplemental Regulations)
	Dormitory (w/ Supplemental Regulations)
Minimum Front Yard:	30'
Minimum Side Yard:	8'
Minimum Rear Yard:	25' or 20% lot depth, not to exceed 30'
Approx. Buildable Area:	NA (Lot is developed w/ setback waivers)
Existing Parking:	3 Spaces

Site Positives:

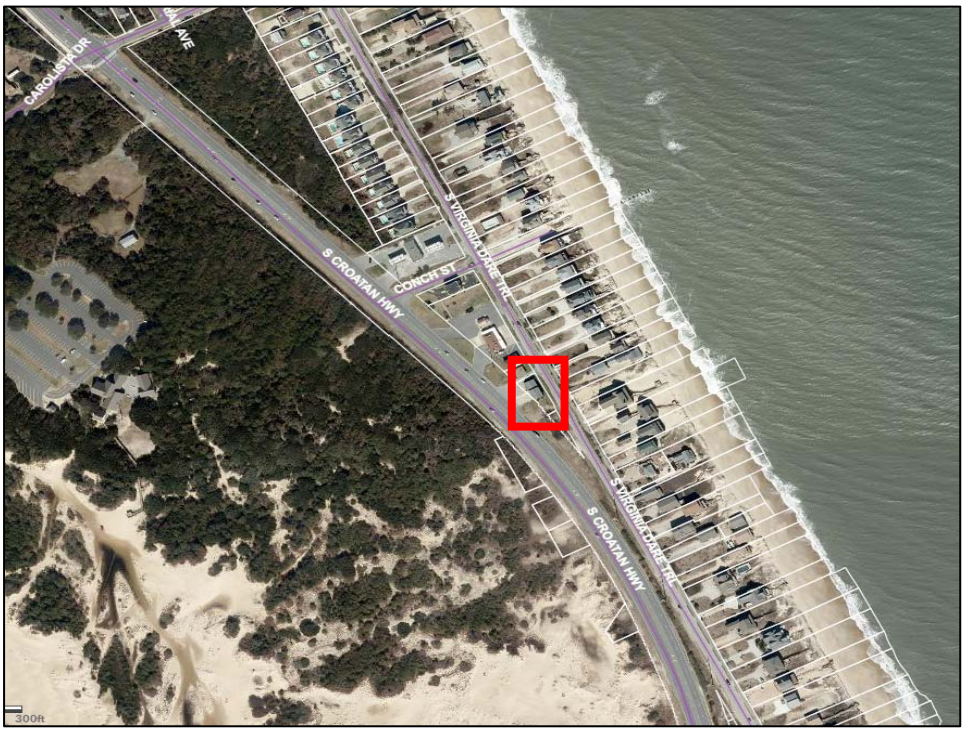
- Site is located in a highly visible area to regulate ongoing activites
- Site is in close proximity to beach and northern Nags Head
- Existing use is appripriate for WFH staff

Site Negatives:

- Site has no available space for new construction
- Site has no space for parking
- Conditional Use Permit required for multi-family
- Site accommodate very few work force housing employees
- Site configuration and size is restricting
- Existing building would require a structural assessment



Site Photograph



Location Map



Property Map

Agenda Item Summary Sheet

Item No: **H-2**
Meeting Date: **February 5, 2020**

Item Title: Consideration of Audit Contract

Item Summary:

At the February 5th Board of Commissioners meeting, staff is requesting Board approval of recommended auditor for the FY 2020 audit for a minimum of three years with up to three additional years as a renewal option. Staff is recommending that Potter & Company from Mooresville, NC be obtained – additional details may be found in Finance Director Amy Miller's memo which is attached. Also attached is a spreadsheet of the proposals received in response to the Town's advertisement.

Number of Attachments: 2

Specific Action Requested:

Request Board review and consideration of Town Auditor.

Submitted By: Amy Miller, Finance Director Date: January 29, 2020

Finance Officer Comment:

Recommendation to utilize Potter & Company from Mooresville, NC as the Town's auditor.

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment:

N/A

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation:

I concur with staff's recommendation.

Signature: Cliff Ogburn Date: January 29, 2020

Administrative Services
Finance

Town of Nags Head

Post Office Box 99
Nags Head, North Carolina 27959
Telephone 252-441-5508
Fax 252-441-4680
www.nagsheadnc.gov

Amy Miller
Finance Director

MEMORANDUM

To: Cliff Ogburn, Town Manager

From: Amy Miller, Finance Director

RE: June 30, 2020 audit contract

Staff is recommending Potter & Company out of Mooresville, NC, to perform the annual fiscal year end 2020 audit for the Town for a minimum of three years, with up to three additional years as a renewal option. The partner assigned to this audit, Bob Taylor, has earned the *Certificate of Educational Achievement in Governmental Accounting and Auditing.* Bob will keep us informed on new regulations and will be available throughout the year to provide assistance as needed. Bob is also an instructor for the Local Government Commission. Potter & Company has committed to providing a successful and timely audit of the Town's CAFR, internal controls, and grants as required by the federal and state Single Audit Acts.

In selecting an accounting firm, it is important to select the firm which will provide the very highest level of service. Potter & Company will utilize all their resources necessary to assure prompt and professional service. Their staffing permits allocation of necessary time and resources to ensure the Town of Nags Head will be a highly valued client to their firm. Their firm policy is to assign staff members who have previous experience on the engagement each year. The professionals assigned are expected to be on-site 85-95% of the time. Normally there will be two staff (one a manager level), in addition to the partner in charge, assigned to the audit. Their experience and familiarity with numerous governmental audits allow for a comprehensive and efficient audit with minimal distraction to staff.

One important aspect of the audit that sets Potter & Company apart is the amount of partner and manager involvement in all phases of the audit, including field work, as well as the staff and time commitment allocated to the engagement. Their position is that a large on-site commitment from the partner and manager in charge of the engagement increases the efficiency and understanding in the audit process. Potter & Company has built in 250 hours of audit time for our engagement. Of these hours, 96%, or 240 hours, will be performed by the partner and senior staff. One additional item to consider is their familiarity with the Outer Banks and challenges experienced by the local governments in this region.

Potter & Company's great degree of experience in governmental accounting allows them to understand the Town's needs and provide answers to unique situations. They audit several clients that receive the GFOA Certificate of Achievement for Excellence in Financial Reporting including Dare County (25 years), Cabarrus County (15 years), City of Monroe (22 years), and Town of Mooresville (18 years), to name a few. These examples demonstrate what a knowledgeable resource Potter & Company would be for the Town, as well as exemplify the value they place on long term relationships.

Town of Nags Head
FY 19/20 Audit Proposals

Company	Current Governmental Clients	References	Service Provided	Associations	Total Hours	Sr. Staff/ Partner Hours	Sr. Staff/Partner Percent of hours	FY 19/20 Average Hourly Cost	Hours Partner	Hours Sr. Staff	Hours Staff	2020 Total Cost	2021 Total Cost	2022 Total Cost	2023 Total Cost	2024 Total Cost	2025 Total Cost
S Preston Douglas & Associates Lumberton, NC	City of Elizabeth City City of Lumberton	Evelyn Benton 252-337-6861	Audit Audit	None Noted	216.00	176.00	81%	$ 129.63	88.00	88.00	40.00	$ 28,000.00	$ 28,500.00	$ 28,880.00	$ 28,920.00	$ 28,920.00	$ 28,950.00
Thompson, Price, Scott, Adams & Co Wilmington, NC	Johnston County City of Whiteville Hyde County	Chad McLamb, 919-989-5109	Single Audit Yellow Book Single Audit	None Noted	253.00	146.00	58%	$ 105.73	40.00	106.00	107.00	$ 26,750.00	$ 26,750.00	$ 26,750.00	$ 26,750.00	$ 26,750.00	$ 26,750.00
Johnson, Mizelle, Straub & Murphy Kitty Hawk, NC	Town of Duck Dare Co. Tourism Board	Chris Layton, Town Manager 252-255-1234	Audit, GASB 34 Audit, GASB 34	None Noted	203.00	198.00	98%	$ 145.32	63.00	135.00	5.00	$ 29,500.00	$ 29,500.00	$ 30,500.00	$ 32,000.00	$ 33,500.00	$ 35,000.00
Potter & Company Mooresville, NC office	Dare County Union County	David Clawson, Finance Director 252-475-5731	Financial & Compliance Audits, GASB 34, Assistance with CAFR Financial & Compliance Audits, GASB 34, Assistance with CAFR	Government Audit Quality Center Quality Center Highest Rating from United States General Acounting Office	250.00	240.00	96%	$ 154.00	40.00	200.00	10.00	$ 38,500.00	*$ 39,300.00*	*$ 40,300.00*	*$ 41,300.00*	*$ 42,300.00*	*$ 43,300.00*
Rives & Associates Raleigh, NC	Town of Pittsboro Town of Kinston	Heather Meacham, Finance Director 919-542-4621	Single Audit, GASB 34 Single Audit, GASB 34	Government Audit Quality Center	208.00	162.00	78%	$ 132.40	26.00	136.00	46.00	$ 27,540.00			Not Quoted		

Agenda Item Summary Sheet

Item No: **J-1**
Meeting Date: **February 5, 2020**

Item Title: Beach Nourishment – Proposed Municipal Service District (MSD) Discussion

Item Summary:
The Town has recently completed its second beach nourishment project and is underway preparing for future shoreline management efforts. Staff is currently interviewing consultants to provide coastal engineering and surveying services to conduct annual shoreline monitoring and begin preliminary work towards the town's next project, which is anticipated in 2025. The Board of Commissioners held a workshop in November of 2019 to discuss beach nourishment, including how the town might work with Dare County and other towns to coordinate project activities and funding. Part of this discussion included anticipating the town's future costs, available revenue sources, and how the town should distribute its share of project expenses within the community. Currently, the town levies a town wide tax of 2.7 cents per $100 of assessed value to fund a portion of its share of the project. The remainder of the funds are collected utilizing a municipal service district which includes properties east of NC 12 and SR 1243 within the previous project areas. These properties are currently taxed at 17.5 cents per $100 of assessed value.

A municipal service district (MSD) is a defined area within a town where additional property tax is levied in order to provide projects or extra services that benefit the properties in that district. The town has established a number of benefits in conducting beach nourishment and shoreline management activities, including protection of properties on the oceanfront and directly adjacent to the ocean, protection of infrastructure such as roads, waterlines, sewage systems, electrical services, and beach accesses, and maintaining a recreational beach that is attractive and usable by the public, free of structures and debris. These benefits can be assigned to different parts of the community at different levels, with oceanfront properties having the greatest benefit. Properties adjacent to but not directly on the ocean also benefit from reduced flooding and impacts to infrastructure, as well as increased property values due to their proximity to a well-maintained recreational beach. The entire town also receives a series of benefits, but to a lesser extent than these other areas. The Board will discuss the merits of creating additional MSDs to fund future nourishment activities, which would be designed to create an equitable distribution of project costs to property owners based on the benefits they receive. Primarily what is being proposed are two additional MSDs, one north of Whalebone Junction to include all properties east of US 158, and one south of Whalebone Junction to include all properties in South Nags Head. It is conceived that these areas could be taxed at a nominal rate to pay for current planning activities, which would increase once a contract for construction is executed prior to the next project. Attached is a map showing the current and proposed MSD boundaries. Also included is a presentation describing the proposal and the process for creating an MSD. The first step would include the Board directing staff to prepare a report depicting the boundaries of the proposed MSD, a statement identifying the services to be provided, and plan for providing those services.

Number of Attachments: 1

Specific Action Requested: Discuss the proposed MSD. Direct staff to prepare the report at the Board's discretion.

Submitted By: Administration Date: January 29, 2020

Finance Officer Comment:

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment: The attached materials reflect my comments on this matter.

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation: I will participate in the discussion as necessary.

Signature: Cliff Ogburn Date: January 29, 2020

BEACH NOURISHMENT PROPOSED MSD DISCUSSION

Town of Nags Head Board of Commissioners

February 2020

PROPOSED MSD DISCUSSION

Considerations:

- **The town is in the process of obtaining perpetual easements from 2/3 of oceanfront properties.**

- **The Town is in the process of hiring an engineer and surveyor to assist with future planning. These costs could be paid for either partially or wholly by new MSDs. Tax rates would likely be nominal initially based on anticipated project planning and design costs.**

- **New MSDs may be created at any time for future purposes provided contracts are let within a year. These may overlap with existing MSDs.**

- **Creating a new MSD west of NC 12 and SR 1243 would offset rising costs for future projects and better align tax rates with project benefits. This would require that oceanfront properties also be within the west MSD.**

PROPOSED MSD DISCUSSION

Review of process for creating/amending municipal service districts

What is an MSD? – A defined area within a city, town or village in which the unit's governing body levies an additional property tax in order to provide projects or extra services that benefit the properties in that district N.C.G.S. Ch. 160A, Article 23.

PROPOSED MSD DISCUSSION

Review of process for creating/amending municipal service districts

The town adopts new MSDs by ordinance.

A public hearing is required.

Prior to the public hearing, the town must prepare a report to include:

- A map of the district(s) and the proposed boundaries
- A statement identifying the services needed in the district. The statement must detail why the services needed in that district are greater than those needed in other parts of the town.
- A plan for providing services in the district.

PROPOSED MSD DISCUSSION

Review of process for creating/amending municipal service districts

- Notice of hearing is required stating the date, hour and place of the hearing and its subject. The notice shall include a map of the district and a statement that the report required for the public hearing is available for public review in the office of the town clerk.
- Published notice once at least one week prior to the hearing.
- Notice is also mailed at least four weeks before the date of the hearing to all owners of property in the proposed district.
- Owners may request exclusion from the district by submitting a written request to the Board no later than five days after the public hearing. Board may exclude the property after making a finding that it is not in need of the service.

PROPOSED MSD DISCUSSION

Review of process for creating/amending municipal service districts

- Generally, the ordinance defining an MSD takes effect at the beginning of the next fiscal year after passage.

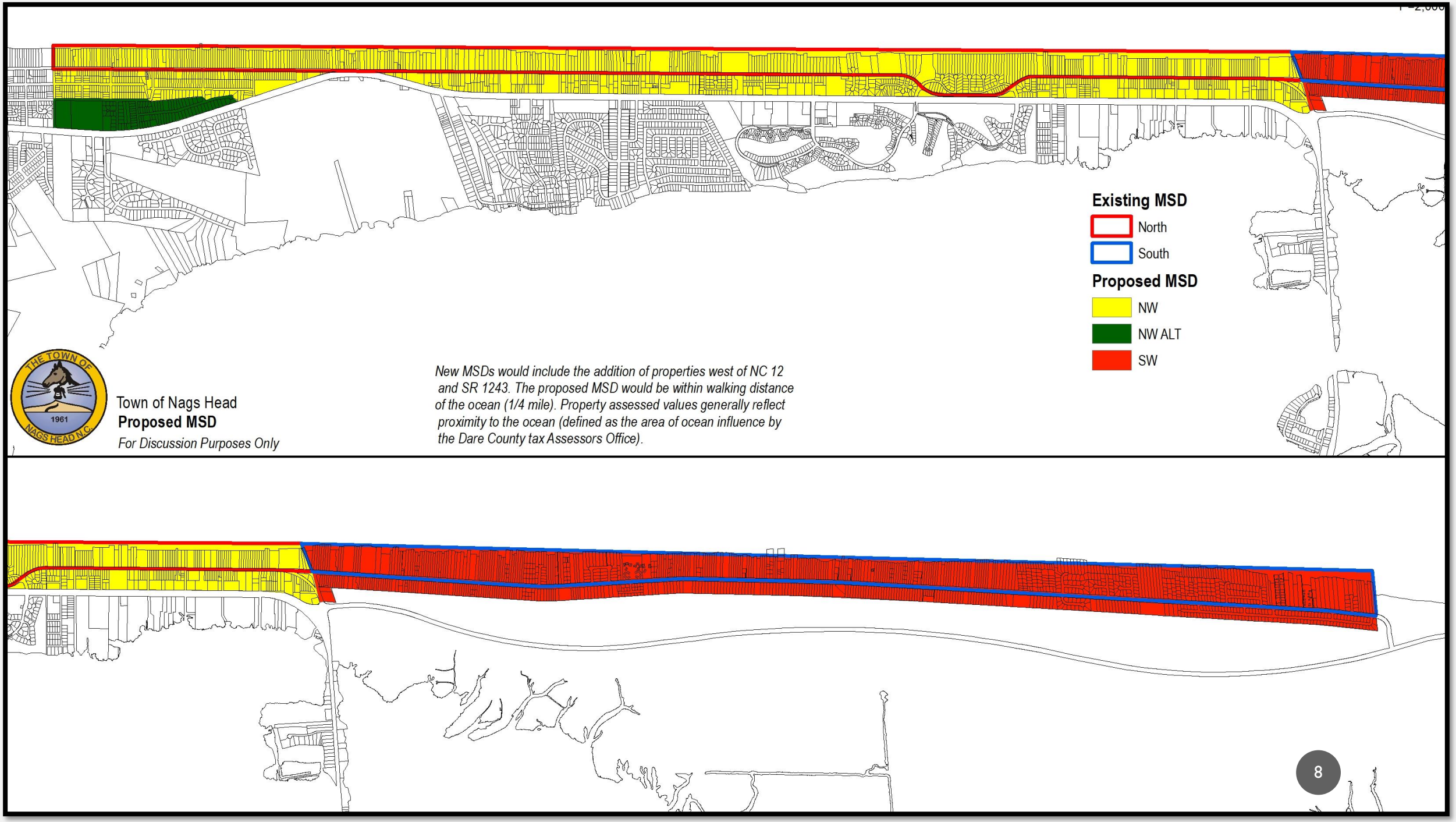
- Ordinance must be adopted by a majority vote of the board at two separate meetings.

PROPOSED MSD DISCUSSION

Review of process for creating/amending municipal service districts

Timeline

- Wed, Feb 5, 2020 BOC mtg – Board directs staff to prepare Report (map, statement, plan)
- Wed, Mar 4, 2020 BOC mtg – Report to the Board (map, statement, plan); made available for public inspection; Four (4) weeks before PH
- Notice of PH mailed to all prop owners in proposed district four (4) weeks before PH; notice of PH published at least one (1) week before PH
- Wed, May 6, 2020 BOC mtg – PH held – Adopt ordinance creating MSD at two meetings by majority vote
- Wed, Jun 3, 2020 BOC mtg – Adopt ordinance creating MSD – second reading


Existing MSD
North
South
Proposed MSD
NW
NW ALT
SW
THE TOWN OF
1961
NAGS HEAD N.C.
Town of Nags Head
Proposed MSD
For Discussion Purposes Only
New MSDs would include the addition of properties west of NC 12 and SR 1243. The proposed MSD would be within walking distance of the ocean (1/4 mile). Property assessed values generally reflect proximity to the ocean (defined as the area of ocean influence by the Dare County tax Assessors Office).

Agenda Item Summary Sheet

Item No: **J-2**
Meeting Date: **February 5, 2020**

Item Title: Town Manager Ogburn – Sanitation/Recycling

Item Summary: Due to changes in the recycling market, we have been notified from our contractor that our material is being incinerated at a plant in Portsmouth, Va. rather than being recycled. We have received a three-month approval from the NC Department of Environmental Quality and the Executive Director of the Albemarle Solid Waste Authority has agreed to allow us to temporarily divert our recycling materials to an incinerator. The state DEQ is working to provide a solution for communities in North Carolina to continue recycling and providing markets for recycling materials. However, those solutions will likely take time.

Consideration of changes to the contract - In the meantime, the Board will need to decide if it wants to amend our contract with Bay Disposal as they are currently in violation of the following section:

> **Disposition of Recyclable Materials**
> The CONTRACTOR shall be responsible for all recyclables collected in accordance with this CONTRACT. No more than 10% by weight of all collected recyclable materials is to be land filled and/or incinerated without the express, written permission from the TOWN.

We could either amend the contract, write the letter granting permission for 100% of the materials to be incinerated, or cancel the contract.

Consideration of changes to the winter sanitation/recycling schedule – Please see Attachment 1.

Consideration of ordinance to rescind Town Code Sec. 30-6(e) *Storage and removal of trash and recycling carts* - Please see Attachment 2.

Number of Attachments: 2

Specific Action Requested: Provided for Board discussion.

Submitted By: Administration Date: January 29, 2020

Finance Officer Comment:

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment: I will participate in the discussion as necessary.

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation:
However, staff was made aware through communications on Thursday, January 30 with Matt James, Division of Environmental Assistance and Customer Service with the NC Department of Environmental Quality, that there is a company interested in pursuing a recycling facility in eastern NC. Mr. James assured staff that this is a reputable company with the capital to be able to make this investment work. However it's too early to know if this will come to fruition and even if it does we still don't know the cost of the tipping fees the company would charge. We would also need to contract with a hauler to deliver the material to the potential new site. The Board may want to delay taking any action on amending the sanitation/recycling schedule to allow for more time to consider this option if it becomes more realistic.

The Board would still need to amend the contract or grant written permission to divert the material to an incinerator to coincide with the 3 months that DEQ has permitted us to do so.

Signature: Cliff Ogburn Date: January 29, 2020

Attachment 2

Ordinance No. 20-02-XXX
Rescind Trash Cart Storage
BOC Meeting February 5, 2020

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

PART I. That **Chapter 30, Solid Waste Management, Article I. IN GENERAL** be amended as follows:

Sec. 30-6. - Preparation of refuse for collection.

(a) *Generally.* The refuse collection schedule will be established by the public works director and changed as conditions warrant from season to season. Bulk containers, trash carts, or recycling carts which are obstructed or not properly positioned when the truck passes will not be collected until the next regularly scheduled pickup date. Lids must be closed when in use.

(b) *Receptacles required.* All refuse shall be placed in approved receptacles.

(c) *Access to receptacles.* Routes for access and collection of residential refuse shall be improved and maintained for the safety of refuse collectors. Access routes shall not be obstructed. Service will not be provided when dogs or other animals interfere with collectors.

(d) *Large items/bulk pickup.*

(1) *Residential collection.* Large, bulky items such as stoves, refrigerators, water heaters, sofas, box springs, etc., which cannot normally be loaded into the back of a standard refuse truck, shall be picked up with equipment designed for large, bulky items. This service does not include the pickup of building materials, roofing, soil, rock, concrete, tree stumps, etc. Tree and shrubbery trimmings must originate from a lot upon which is located a single-family or two-family dwelling unit. Tree and shrubbery trimmings must be cut in lengths of not over eight feet in length. To receive pickup of large, bulky items, an individual must make an appointment with the town from October 1 through March 31.

(2) *Commercial collection.* Large, bulky items which cannot normally be loaded into the back of a standard refuse truck shall be picked up with equipment designed for large, bulky items. This service does not include construction materials, carpet, wood, more than 25 mattresses/box springs, stumps, logs, tree and shrubbery trimmings, etc. Each pickup shall be limited to a maximum of no more than 1,500 pounds per item. To receive pickup of large, bulky items, an individual must make an appointment with the town for pickup. Pickup periods are from November 1 through December 15, and from February 15 through March 31.

(e) ~~*Storage and removal of trash and recycling carts.* Trash and recycling carts must be placed for pickup within the street right-of-way and within four feet of the improved portion of the street, but not on the improved portion of the street. Trash and recycling carts shall be placed for pickup no earlier than the day before the scheduled pickup time. Trash and recycling carts must be removed from the street right-of-way no later than the day of collection. The property owner shall be responsible for such placement and removal.~~

PART II. Effective Date.

This ordinance amendment shall be in full force and effect from and after the **5th** day of **February 2020.**

_____
Benjamin Cahoon, Mayor
Town of Nags Head

ATTEST:

_____
Carolyn F. Morris, Town Clerk

APPROVED AS TO FORM:

_____
John Leidy, Town Attorney

Date adopted: _____

Motion to adopt by Commissioner _____
Motion seconded by Commissioner _____
Vote: _____ AYES _____ NAYS

Attachment 1

Consideration of changes to winter sanitation/recycling schedule

In response to the changes in the recycling market, the Board may wish to consider reducing the towns winter sanitation schedule by eliminating a day of service and picking up all material one day a week. This would result in one trash truck picking up both trash and recycling at the same time on the same day and taking all the material to the land field. This would result in a slight savings of $6,736.10 based on the calculations from information taken from driver's daily log.

Savings from eliminating a day of service by picking up trash one day a week instead of two town wide and eliminating residential curbside recycling service from October-April:

Blue Route total driven miles in route per day for all trucks	= 264 miles
264 miles **X** 4.33 trips per week **X** 7 months	= 8001.84 total miles
8001.84 miles **/** 4 miles per gallon **X** $2.50 per gallon	= $5,001.15 fuel savings
Green/Red Route total driven miles in route per day for all trucks	= 232 miles
232 miles **X** 4.33 trips per week **X** 7 months	= 7031.92 miles
7031.92 **/** 4 miles per gallon X $2.50 per gallon	= $4,394.95 fuel savings
Estimated fuel savings for the 7 month period	= $9,396.10

Additional cost of 380 tons of recycling taken to landfill ($77 per ton at land field versus $70 per ton at recycling)

$7 a ton X 380 tons	= +$2,660
Total Savings	**= $6,736.10**

Currently the sanitation/recycling schedule is as follows

	May - Sept	Oct – Apr
Blue Route	trash – Monday and Friday recycling – Monday and Friday	trash – Monday and Friday recycling - Monday
Green Route	trash – Tuesday recycling – Wednesday	trash - Tuesday recycling - Wednesday
Red Route	trash - Tuesday and Saturday recycling – Wednesday	trash - Tuesday recycling - Wednesday

If the Board would like to remove a day of service and combine trash with recycling to be picked up one day a week, staff would recommend the following schedule:

	May - Sept	Oct – Apr
Blue Route	trash – Monday and Friday recycling – Monday and Friday	trash and recycling – Monday
Green Route	trash – Tuesday recycling – Wednesday	trash and recycling - Tuesday
Red Route	trash - Tuesday and Saturday recycling – Wednesday	trash and recycling - Tuesday

Agenda Item Summary Sheet

Item No: **L-1**
Meeting Date: **February 5, 2020**

Item Title: Mayor Ben Cahoon – Consideration of dates for CIP/Budget Workshops

Item Summary: The schedule below is being proposed for upcoming CIP/Budget Workshops – for Board consideration at the February 5th Board of Commissioners meeting:

FY 2020-2021 CIP and Budget Workshops

Capital Improvement Program Workshop	Wed, March 25, 2020; 9 am
- If continuation is needed	Wed, April 8, 2020; 9 am
Presentation of Managers Recommended Budget	Wed, May 6, 2020; 9 am
Budget Workshop	Wed, May 13, 2020; 9 am
- If continuation is needed	Wed, May 27, 2020; 9 am
Public Hearing	Wed, June 3, 2020; 9 am
Budget Workshop	Wed, June 10, 2020; 9 am
- Will incorporate comments from Public Hearing	
Adoption of Budget (mid-month meeting)	Wed, June 17, 2020; 7 pm

Number of Attachments: 0

Specific Action Requested:

Provided for Board discussion.

Submitted By: Administration Date: January 29, 2020

Finance Officer Comment:

No unbudgeted fiscal impact.

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment:

N/A

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation:

I will participate in the discussion as necessary.

Signature: Cliff Ogburn Date: January 29, 2020

Agenda Item Summary Sheet

Item No: **L-2**
Meeting Date: **February 5, 2020**

Item Title: Mayor Ben Cahoon – Discussion of "actionable" items from Envisioning Exercise – Future of Nags Head - from the Jan 23-24, 2020 Board Retreat

Item Summary:

One of the topics of discussion at last week's Board of Commissioners Retreat concerned envisioning the future of Nags Head.

At the February 5th Board of Commissioners meeting, Mayor Cahoon will present a list of "actionable" items for discussion.

Number of Attachments: 0

Specific Action Requested:

Provided for Board discussion.

Submitted By: Administration Date: January 29, 2020

Finance Officer Comment:

Insufficient information to determine fiscal impact.

Signature: Amy Miller Date: January 29, 2020

Town Attorney Comment:

N/A

Signature: John Leidy Date: January 29, 2020

Town Manager Comment and/or Recommendation:

I will participate in the discussion as necessary.

Signature: Cliff Ogburn Date: January 29, 2020