



**BOARD OF COMMISSIONERS  
AGENDA**

**MARCH 7, 2011**

# Currituck County Board of Commissioners Agenda

Historic Currituck County Courthouse

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**Date: Monday, March 07, 2011**

**Time: 7:00 PM**

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**Work Sessions**    **Work Session Cancelled**

6:00 p.m. Foreign Trade Zone Application

**Regular Agenda**

7:00 p.m.    Invocation

                  Pledge of Allegiance

Item 1        Approval of Agenda

Item 2        Public Comment

***Please limit comments to items not appearing on the regular agenda, please limit comments to 3 minutes.***

Item 3        **Public Hearing and Action:** PB 11-01 Monterey Greens:  
Request for a special use permit to establish a 27-hole miniature golf course and an 8-car spin zone on property located within Monterey Shores, PUD, and Buck Island, PUD, at the intersection of Ocean Trail (NC 12) and Malia Drive, Tax Map 116, Parcel 3W and Tax Map 116D, Parcel 3D, Poplar Branch Township.

Item 4        **Public Hearing and Action:** PB 88-66 Villages at Ocean Hill PUD:  
Request to amend an SUP to relocate an automobile parking area adjacent to NC 12 (Ocean Trail). The property is located on NC 12 and adjacent to Lakeside Drive and the Villages at Ocean Hill wastewater disposal area, Tax Map 114, Parcel 3P, Poplar Branch - Outer Banks Township.

Item 5        **Approval of amendment to rules for the Fire and EMS Advisory Board**

Item 6        **Discussion and Consideration of amendment to Article 4, Section 12-62(4) parking restrictions, Currituck Code of Ordinance, to authorize parking west end of Herring Street.**

Item 7      **Offer to Purchase Real Property Due to the Acquisition of Right of Way**

Item 8      **Appointments to Board of Adjustment**

Item 9      **Consent Agenda:**

1. Approval of February 21, 2011, Minutes
2. Budget Amendments

Item 10     Commissioner's Report

Item 11     County Manager's Report

Adjourn

**CASE ANALYSIS FOR THE  
BOARD OF COMMISSIONERS**

**DATE: March 7, 2011**

**PB 11-01 Monterey Greens, Special Use Permit**

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**ITEM:** PB 11-01 Monterey Greens request for Special Use Permit to establish a 27-hole miniature golf course and an 8-car spin zone on property located within Monterey Shores, PUD and Buck Island, PUD.

**LOCATION:** Corolla, Ocean Trail (NC12) and Malia Drive, Poplar Branch Township.

**TAX ID:** 0116-000-003W-0000  
116D-000-003D-0000

**ZONING DISTRICT:** Designated General Business (GB) in the PUD Overlay

**PRESENT USE:** Undeveloped land (including a former church site)

**OWNER/  
APPLICANT:** G. Holdings  
P. O. Box 120  
Kitty Hawk, NC 27949

**LAND USE/ZONING OF SURROUNDING PROPERTY:**

|               | <b>Land Use</b>                  | <b>Zoning</b> |
|---------------|----------------------------------|---------------|
| <b>NORTH:</b> | Open Space/Commercial/Apartments | RO1/GB        |
| <b>SOUTH</b>  | Open Space/Commercial            | RO1/GB        |
| <b>EAST:</b>  | Commercial                       | GB            |
| <b>WEST:</b>  | Open Space                       | RO1           |

**LAND USE PLAN**

**CLASSIFICATION:** The 2006 Land Use Plan classifies the site as **Full Service** within the **Corolla** subarea.

**SIZE OF SITE:** 2.01 acres

**UTILITIES:** The development will be served by a private water and wastewater treatment facility.

**PUD ALLOCATION:**            Total Land Area:    355.6 acres  
   Total Open Space: 131.94 acres  
   GB Allocation:        35.56 acres

**I. NARRATIVE OF REQUEST:**

- The developer is seeking a special use permit to establish a commercial use within the Monterey Shores, PUD and Buck Island, PUD.
- The developer requests to construct a 27-hole miniature golf course and an 8-car spin zone.

**II. QUESTION(S) BEFORE THE BOARD:**

**Special Use Permit Criteria and Staff Findings:**

Special use permits (SUP) are intended to allow the Board of Commissioners flexibility in the administration of the UDO. Through the SUP procedure, property uses which would otherwise be considered undesirable in certain districts can be developed subject to conditions of approval to minimize any negative effects they might have on surrounding properties.

In order to approve an SUP, certain criteria must be satisfied. The criteria and suggested findings of fact are outlined as follows:

1. Completeness of application.

**Suggested Findings:**

- a. The application is complete.

2. The proposed use is among those listed in the Table of Permissible Uses as a special use indicated with an "S".

**Suggested Findings:**

- a. The proposed use is listed as a permissible use in the Table of Permissible Uses.
- b. Chapter 4 of the UDO requires a special use permit for specific uses located in commercial areas of a PUD.

3. The conditions proposed meet or exceed the minimum requirements of this ordinance.

**Suggested Findings:**

- a. The conditions proposed meet the minimum requirements of this ordinance.

4. The special use will not endanger the public health or safety:

**Suggested Findings:**

- a. The proposed commercial area should have little to no negative impact on public health or safety.

5. The special use will not injure the value of adjoining or abutting property and will be in harmony with the area in which it is located

**Suggested Findings:**

- a. Existing commercial uses are located within the vicinity of the proposed development.
- b. An existing miniature golf and go-kart facility is located within TimBuck II commercial area, immediately to the south.

6. The special use will be in conformity with the Land Use Plan or other officially adopted plan.

**Suggested Findings:**

- a. The 2006 Land Use Plan classifies this site as Full Service within the Corolla subarea. The uses are in keeping with the policies of the plan, some of which are:

Policy CD2: Commercial and office development of greater than a neighborhood scale shall be encouraged to cluster in COMMERCIAL OR MIXED-USE CENTERS to curtail the proliferation of strip development, and minimize traffic generation.

Policy OB2: So as to minimize COMMERCIAL STRIP DEVELOPMENT and maximize the traffic moving capability of NC 12, Currituck County shall encourage commercial development to cluster at appropriate locations rather than dispersing along NC 12.

7. The special use will not exceed the county's ability to provide adequate public facilities, including, but not limited to, schools, fire and rescue, law enforcement, and other county facilities. Applicable state standards and guidelines shall be followed for determining when public facilities are adequate. Such facilities must be in place or programmed to be in place within two years after the initial approval of the plan (sketch plan in the case of major subdivisions).

**Suggested Findings:**

- a. The county has adequate public facilities to service this development.

**III. TECHNICAL REVIEW COMMITTEE RECOMMENDATION:**

The technical review committee recommends conditional approval of the development plan subject to the following:

**Planning**

- A. Carolina Water Service previously submitted letters of commitment to supply water and wastewater to the Corolla Fun Park proposal. Since that proposal has been withdrawn, the county requests revised letters of commitment that accurately reflect the current Monterey Greens proposal.

B. The following comments are related to the development plan submitted with the special use permit and must be corrected prior to site plan approval:

1. Parcel Z of Lot 3 in Buck Island does not have final plat approval. Prior to site plan approval the lot must receive final plat approval from the technical review committee.
2. Please submit written documentation and authorization from NCDOT for the driveway access across NCDOT property (*Staff has received an email confirmation from NCDOT*).
3. The lighting plan must comply with section 4.7.5. of the UDO.
4. A NCDOT encroachment agreement for the sidewalk and improvements in the NCDOT right-of-way must be submitted.
5. The sidewalk (adjacent to parking spaces 10-22) must maintain a 10 foot setback.

**County Engineer, Eric Weatherly**

A. Because of flooding issues near this property in front of Stan White, Burger King and Wings, we have concerns about stormwater runoff. We recommend a soil scientist verify the Seasonal High Water Table since the stormwater design uses infiltration as a means of storage on this site.

**IV. STAFF RECOMMENDATION:**

The proposed development meets the criteria for granting a Special Use Permit and therefore staff recommends **conditional approval** provided the following items can be addressed:

- A. Carolina Water Service previously submitted letters of commitment to supply water and wastewater to the Corolla Fun Park proposal. Since that proposal has been withdrawn, the county requests revised letters of commitment that accurately reflect the current Monterey Greens proposal.
- B. Because of flooding issues near this property in front of Stan White, Burger King and Wings, we have concerns about stormwater runoff. We recommend a soil scientist verify the Seasonal High Water Table since the stormwater design uses infiltration as a means of storage on this site.

Staff recommends the following permit conditions:

1. The issuance of the special use permit does not constitute site plan approval. The site plan, lighting plan, and landscape plan must be approved by the technical review committee.
2. The landscape planting shall consist of native, salt tolerant plants.

3. Low Impact Development techniques such as cisterns that capture the rainwater from the roof, bio-retention areas/rain gardens, and constructed wetlands should be considered on this site. Water captured in cisterns should be reused within the development through building design, for maintenance of the building and grounds, in LID techniques such as rain gardens or constructed wetlands, or other uses approved by the county. (LUP Policy WQ5).
4. The county initiated the Corolla Greenway multi-use path along the west side of Ocean Trail. It is anticipated that over time the path will extend the length of Ocean Trail. Staff would request the dedication of a 20 foot pedestrian easement for the future multi-use path. Should the developer install a portion of the path that is located along Ocean Trail, all state permits and encroachment agreements must be obtained prior to site plan approval. The design shall be consistent with the Corolla Greenway multi-use path and construction of the path must be of concrete.
5. The proposed development is located approximately 400 feet from Monterey Pines, a condominium development. The board should give consideration to establishing hours of operation and/or limiting amplified sound. *Staff commentary: It should be noted that the Currituck County Code of Ordinances, Noise Control Ordinance, exempts sound emanating from events for which a special use permit has been issued by the Board of Commissioners (Sec. 9-35).*
6. The development plans should include preservation of the existing features of the site including topography along NC 12 as well as vegetation. (LUP Policy WQ5)
7. The architectural style and materials of all proposed buildings shall preserve the existing coastal community character of the Currituck Outer Banks. The proposed development shall be established to protect and preserve the existing community in scale, architectural style, materials, landscaping, and site design (emphasis on uniformity and outer banks style architecture, fencing, native, salt tolerant plants. (Full Service LUC)
8. Fencing visible from NC 12, including but not limited to areas located along the NCDOT Controlled Access Right-of-Way, NC DOT property, NC 12, and Malia Drive should be designed in an architectural style and of materials emphasizing the coastal community character of the Currituck Outer Banks. Use of chainlink fencing along these areas shall be prohibited. (Full Service LUC).
9. Because of flooding issues near this property in front of Stan White, Burger King and Wings, we have concerns about stormwater runoff. We recommend a soil scientist verify the Seasonal High Water Table since the stormwater design uses infiltration as a means of storage on this site.

#### **V. PLANNING BOARD RECOMMENDATION:**

The Planning Board **recommended approval** of the special use permit with staff recommendations and the following conditions:

- Provide storage for the 10 year, 24 hour storm
- Hours of operations from 9:00 a.m. to 10:00 p.m.

## **PLANNING BOARD DISCUSSION (2/8/11)**

Mr. Kovacs stated should a deceleration lane along NC12 be required for the access since it is in a curve.

Ms. Voliva stated NCDOT will review the access and make sure it is safe.

Mr. Delucia explained what a spin zone is and provided an overview of the project. Mr. Delucia stated a soil scientist will verify the Seasonal High Water Table since the stormwater design uses infiltration as a means of storage on this site. The lighting plan will comply with the UDO requirements.

Ms. Taylor asked what the hours of operation are.

Mr. Delucia stated from 9:00 a.m. to midnight.

Mr. A. Meredith stated he and his brother own the existing putt-putt golf course in the TimBuck II shopping center which is located in the back. They have a lease with Buck Island Inc. which has a non-competition clause to prevent another putt-putt golf course. The request before you is not in harmony with the area; signage will not fit the charm of the area; there are public health and safety issues; and stormwater runoff is a concern. Mr. Meredith is asking the planning board to deny this request.

Mr. Sides stated he represented the Corolla Civic Association and presented a power point presentation. The proposed putt-putt golf course it not in harmony with the community, concerns with lighting, hours of operations, noise, pollution, stormwater runoff which will add to the flooding problem, environmental issues, traffic congestion, pedestrian traffic. Mr. Sides is asking the planning board to table the request until certain things are resolved.

Mr. Reary stated there are stormwater runoff issues, traffic issues and does not want Corolla to become a Myrtle Beach or Virginia Beach. Mr. Reary is asking the board deny this request.

Mr. M. Meredith is concerned this request will decrease property values, increase stormwater runoff, is not in harmony with Corolla. Mr. Meredith is asking the board to deny this request and keep the natural beauty of Corolla.

Mr. Wright asked how high the tallest prop will be on the course.

Mr. Delucia stated seventeen feet which includes fill.

Mr. West stated the original proposal was 38 acres and now we are at 2 acres. What happen to the other 36 acres?

Mr. Delucia stated the property was not purchased. Mr. Delucia also talked about the stormwater runoff.

The Planning Board discussed the hours of operation, the stormwater runoff issues, and using pervious surfaces vs. concrete surfaces.

Ms. Voliva stated the facilities in Buck Island do not have established hours.

**ACTION**

Ms. Wilson moved to approve PB 11-01 with the findings of fact and staff recommendations included in the case analysis and the following conditions:

- Provide storage for the 10 year, 24 hour storm
- Hours of operations from 9:00 a.m. to 10:00 p.m.

Ms. Taylor seconded the motion. Motion carried unanimously.



**PB 11-01 MONTERAY GREENS  
Special Use Permit**

0 65 130 260 390 Feet  
Currituck County Planning Department





**PB 11-01 MONTERAY GREENS**  
**Land Use Classifications**

0 65 130 260 390 Feet  
 Currituck County Planning Department



## MEMORANDUM

To: G. Holdings  
John Delucia, Albemarle and Associates

From: Planning Staff

Date: January 19, 2011

Re: Monterey Greens TRC Comments

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The following comments have been received for the January 19, 2011 TRC meeting. In order to be scheduled for the February 8, 2011 Planning Board meeting, please address all comments and resubmit a corrected plan by 3:00 p.m. on January 24, 2011. TRC comments are valid for six months from the date of the TRC meeting.

### Planning, Donna Voliva 252-232-3667

#### Resubmit

1. In accordance with the recorded plat, vehicular access to NC 12 is prohibited (G/205).
2. The site plan does not illustrate a rear property line/setback. Setbacks are provided in note #13; however, a rear setback is not provided on the lot (2.7).
3. Please provide a copy of the recorded easement or authorization to utilize off-site stormwater discharge pipes or install drainage improvements (DRP).
4. The proposed loading space restricts access to the parking aisle. Section 8.9 of the UDO requires all loading and unloading areas to be located so that operations will not obstruct or interfere with any public right-of-way, any parking space, or parking lot aisle (8.9).
5. Please correct Note 5 and remove "REZONING PENDING".
6. The location of the dumpster appears to limit access to the property. Please provide a layout for trash collection vehicle and demonstrate how adequate access to the site and dumpster can be achieved. Since the owner has access to nearby trash collection an alternate option may be considered (9.5).
7. Page C203 of the plans indicates a chain link fence and vinyl picket fence detail. The site design does not clarify where these will be used (DRP).
8. Please provide a dumpster screening detail (9.5).
9. Fences shall not be installed within drainage easements (9.6).
10. Stormwater ponds, either wet or dry, shall not be located within ten feet of any property line, except as approved by the county engineer (6.11, 9.6).
11. Land disturbing activities, excluding clearing, grubbing, vegetable gardens, drainage and stormwater improvements, and underground utilities shall not be permitted within ten feet from any property line (6.11).
12. Please demonstrate how the proposed development will comply with the following ordinance requirement: A lot shall not be filled/graded higher than the adjacent grades except for the following:
  - a. When ARHS determines that fill is necessary for a septic system to function properly, the fill area shall be limited to the septic system and drainfield areas and the maximum fill shall not exceed 24 inches.

- b. An additional 12 inches of fill above the septic system and drainfield fill may be allowed for the house pad to ensure adequate flow from the building to the septic system.
  - c. When fill is required to raise the lot elevation to the base flood elevation.
  - d. When fill is essential to meet the required pad elevation as shown on an approved preliminary plat/grading plan. (6.11)
13. The proposed lighting plan submitted is for the miniature golf course only. The plan does not meet the minimum requirements. Specifically, the plan must include all outdoor lighting for the site (golf course, buildings, and parking lot), maintain the maximum allowable footcandle measurements, meet the definition of full-cut-off, and not exceed the maximum height from natural grade/building. The minimum requirements are found in Section 4.7.5 of the UDO. (4.7.5)
  14. As the sign ordinance is currently written, a freestanding sign is not permitted for this site and only one wall sign not to exceed 32 square feet is allowed. Modifications to the sign ordinance are being proposed at this time. (4.7.4)
  15. Please provide an encroachment agreement for the sidewalk and for improvements in the NCDOT right-of-way.
  16. Please ensure the bikes located in the bike rack will not overhang into the drive aisle.
  17. Wheel stops will be required where the bumper overhang restricts access along a sidewalk. The sidewalk must remain handicap accessible.
  18. Please indicate all compact car parking and required signage.
  19. Staff recommends the proposed 20 foot pedestrian access easement be recorded prior to the final zoning inspection of the project.
  20. The Corolla Fun Park, SUP, was deferred from the Board of Commissioners meeting on Monday April 5, 2010 to address unresolved wastewater discrepancies. Please submit a written notice to withdraw this item as well as pay all notification fees associated with the deferral.
  21. Please provide suggested hours of operation.
  22. Parcel Z of Lot 3 in Buck Island does not have final plat approval. Prior to site plan approval the lot must receive final plat approval from the technical review committee.

*Suggested Plan Modifications as Part of the Special Use Permit*

1. The landscape plantings shall consist of native, salt tolerant vegetation.
2. Low Impact Development techniques such as cisterns that capture the rainwater from the roof, bio-retention areas/rain gardens, and constructed wetlands, should be considered on this site. Water captured in cisterns should be reused within the development through building design, for maintenance of the building and grounds, in LID techniques such as rain gardens or constructed wetlands, or other uses approved by the county (LUP WQ5)
3. The county initiated the Corolla Greenway multi-use path along the west side of Ocean Trail. It is anticipated that over time the path will extend the length of Ocean Trail. Staff requests dedication of a 20 foot pedestrian easement for the future multi-use path. Should the developer install a portion of the path that is located along Ocean Trail, all state permits and encroachment agreements must be obtained prior to site plan approval.
4. The development plans should include preservation of the existing features of the site including topography along NC 12 as well as vegetation. Given the fact the access along NC 12 will not be permitted, the natural berm and vegetation should remain

undisturbed (except as required for the installation of the proposed sidewalk as illustrated on the site plan) (LUP WQ5).

5. The architectural style and materials of all proposed buildings (including miniature golf buildings) shall preserve the existing coastal community character of the Currituck Outer Banks. The proposed development shall be established to protect and preserve the existing community in scale, architectural style, materials, landscaping, and site design (emphasis on uniformity and outer banks style architecture, native, salt tolerant plants. (Full Service LUC)

Currituck Soil and Water, Mike Doxey 252-232-3360

Denied/Resubmit

1. Severe flooding already occurs on NC 12 in the vicinity. Since adequate storage is not provided excess runoff will discharge from the basins onto Malia Drive right-of-way before it infiltrates into the ground. Provided the applicant can obtain authorization and easements (where necessary), the following options include:
  - a. redesign all infiltration basins overflows to the pond; or
  - b. provide a discharge from Malia Drive right-of-way; or,
  - c. provide adequate storage (6.0 inch rainfall) on site (there is plenty of room under the parking lot).
2. I'm well aware of infiltration rates and what stormwater does in real time. Please do not argue the rates.

Currituck County Utilities, Pat Irwin 252-232-2769

Approved

Currituck County Emergency Management, James Mims 252-232-6641

Approval with corrections

1. The loading area cannot extend into the turning radius of the fire access.

Currituck County Local Volunteer Fire Department Chief Rick Galganski 252-619-4442

Approval with corrections

1. Need a fire hydrant at one of the entrances.
2. Need a turnaround for emergency equipment at the south parking lot and a fire lane in the back of the building with access around the building.
- 3.

Currituck County Engineer, Eric Weatherly 252-232-6035

Approval with corrections

1. It appears that since there is inadequate storage for the 10 year, 24 hour rainfall event, excess runoff will overflow the basins into the right-of-way and/or onto Malia Drive before it has a chance to infiltrate.
2. Please provide storage for the 10 year, 24 hour storm.
3. You may want to investigate the possibility of tying into the existing nearby stormwater system that drains to the large pond.
4. It is now apparent that none of the proposed basins on-site are tying into the nearby pond. Please correct the stormwater layout for further review.
5. Please provide a culvert under the proposed driveway.

Currituck County GIS, Harry Lee  
Reviewed

Currituck County Building Inspections, Spence Castello 252-232-6020  
Approved

Currituck County Parks and Recreation, Jason Weeks 252-232-3007  
Approved

NC Division of Coastal Management, Charlan Owens 252-264-3901  
No comment

NC DENR, Land Quality, Pat McClain 252-946-6481  
Reviewed

1. An erosion and sedimentation control plan must be approved by LQS prior to beginning any grading activity.

NC State Archaeology, Lawrence Abbot  
No comment

1. An archaeological survey is not recommended.

Albemarle Regional Health Services, Joe Hobbs 252-232-6605  
Reviewed

1. Consult with NC Division of Water Quality (Surface Water Protection Section) Washington Office 252-946-6481 concerning wastewater treatment and disposal approval for this proposed project.

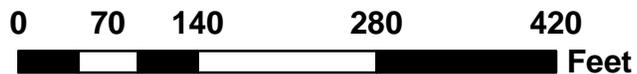
Currituck County Schools, Dr. Megan Doyle  
Currituck County Economic Development, Peter Bishop  
Currituck County Sheriff, Susan Johnson  
Navel Facilities Engineering Command, Community Plans Liaison Officer William DuFault  
NC DOT, Gretchen Byrum  
NC DENR Aquifer Protection, David May  
NC DENR Environmental Health/Onsite Wastewater, Bob Uebler  
NC DENR, Environmental Management, Roger Thorpe  
NC DENR, Marine Fisheries, Kevin Hart  
NC DENR, Public Water, Siraj Chohan  
NC DENR Water Quality, Kim Colson  
NC DENR Water Quality/Surface Water Protection, Al Hodge  
NC Wildlife, Maria Dunn  
Centurylink, Kimberly Hoevenair  
Charter Communications, Sam Scilabba  
Dominion Power, Troy Lindsey  
Embarq, Hester Jones  
US Army Corps of Engineers, Kyle Barnes





# PB 11-01 MONTERAY GREENS

## Zoning







**LANDSCAPE NOTES**

**PREPARATION:**  
LAYOUT TREE AND SHRUB LOCATIONS AND AREAS AND SECURE LANDSCAPE DESIGNERS APPROVAL BEFORE START OF PLANTING WORK. MAKE MINOR ADJUSTMENTS AS MAY BE REQUESTED. FINE GRADE LAWN AREAS TO A SMOOTH, EVEN SURFACE WITH LOOSE, UNIFORM FINE TEXTURE. ROLL, RAKE AND DRAG LAWN AREAS. REMOVE RIDGES AND FILL DEPRESSIONS, AS REQUIRED TO MEET FINAL GRADE. LIMIT FINE GRADING TO AREAS THAT CAN BE PLANTED IMMEDIATELY AFTER GRADING.

**EXCAVATION FOR TREES AND SHRUBS:**  
EXCAVATE PITS, BEDS AND TRENCHES WITH VERTICAL SIDES AND WITH BOTTOM OF EXCAVATION SLIGHTLY RAISED AT CENTER TO PROVIDE PROPER DRAINAGE. LOOSEN HARD SUBSOIL IN BOTTOM OF EXCAVATION. FOR BALLED AND BURLAPPED, AND POTTED (B&B TREES AND SHRUBS), MAKE EXCAVATIONS AT LEAST HALF AGAIN AS WIDE AS THE ROOT BALL DIAMETER AND EQUAL TO THE ROOT BALL DEPTH, PLUS ALLOWING FOR SETTING OF ROOT BALL ON A LAYER OF COMPACTED BACKFILL.

**PLANTING TREES AND SHRUBS:**  
SET BALLED AND BURLAPPED AND POTTED STOCK ON LAYER OF COMPACTED PLANTING SOIL MIXTURE. PLUMB AND IN THE CENTER OF THE PIT OR TRENCH, WITH THE TOP OF THE ROOT BALL AT THE SAME ELEVATION AS ADJACENT FINISHED LANDSCAPE GRADES. WHEN SET, PLACE ADDITIONAL BACKFILL AROUND BASE AND SIDES OF ROOT BALL, AND WORK EACH LAYER TO ELIMINATE VOIDS AND AIR POCKETS. WHEN EXCAVATION IS APPROXIMATELY 2/3 FULL, WATER THOROUGHLY BEFORE PLACING REMAINDER OF BACKFILL. WATER AGAIN AFTER PLACING FINAL LAYER OF BACKFILL. MULCH PITS, TRENCHES AND PLANTED AREAS. PROVIDE NOT LESS THAN 3" THICKNESS OF MULCH AND FINISH LEVEL WITH ADJACENT GRADE.

**SEEDING NEW LAWNS:**  
DO NOT USE WET SEED OR SEED WHICH IS SLIGHTLY MOLDY OR OTHERWISE DAMAGED IN TRANSIT OR STORAGE. SOW SEED USING A DROP SPREADER OR SEEDING MACHINE. DO NOT SEED WHEN WIND VELOCITY EXCEEDS 5 MPH UNLESS USING A DROP SPREADER. DISTRIBUTE SEED EVENLY OVER ENTIRE AREA BY SOWING EQUAL QUANTITIES IN 2 DIRECTIONS AT RIGHT ANGLES TO EACH OTHER. SOW NOT LESS THAN THE QUANTITY OF SEED SPECIFIED BY THE SEED MANUFACTURER OR SUPPLIER FOR THE TYPE OF SEED BEING SOWN. RAKE SEED LIGHTLY INTO TOP 1/8" OF SOIL. ROLL LIGHTLY AND WATER WITH A FINE SPRAY. LAY TURF STARTING IN THE CENTER AND WORKING TOWARDS THE SIDES. TURF SHALL BE LAID PARALLEL TO THE LONGEST EDGE OF FINISHED AREA AND SHALL BE LAID WITH STAGGERED SEAMS. EDGE TURF AFTER INSTALLATION IS COMPLETED. WATER THOROUGHLY.

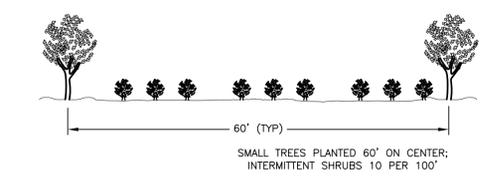
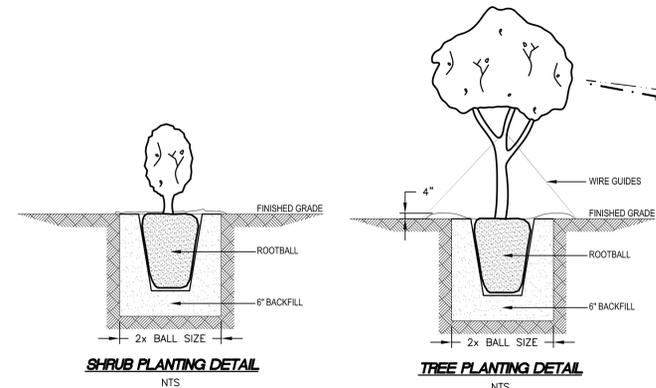
**CLEAN-UP AND PROTECTION:**  
DURING LANDSCAPE WORK, KEEP PAVEMENTS CLEAN AND WORK AREA IN AN ORDERLY CONDITION. PROTECT LANDSCAPE WORK AND MATERIALS FROM DAMAGE DUE TO LANDSCAPE OPERATIONS, OPERATIONS BY OTHER CONTRACTORS AND TRADES AND TRESPASSERS. MAINTAIN PROTECTION DURING INSTALLATION AND MAINTENANCE PERIODS. TREAT, REPAIR OR REPLACE DAMAGED LANDSCAPE WORK AS DIRECTED.

**FINAL DRAWING  
NOT FOR  
CONSTRUCTION**

N/P  
ROBERT R. DEGAIRIELLE  
MONTEREY SHORES INC.  
PARCEL 10, OPEN SPACE  
MONTEREY SHORES SUBDIVISION  
P.C. K. SL. 49  
9995 69 4485

N/P  
ROBERT R. DEGAIRIELLE  
MONTEREY SHORES INC.  
PARCEL 10, OPEN SPACE  
MONTEREY SHORES SUBDIVISION  
P.C. K. SL. 49  
9995 69 4485

N/P  
STANFORD M. WHITE  
P.C. 'B', SL. 30  
DB. 485, PG. 438



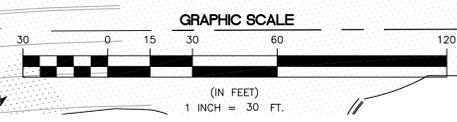
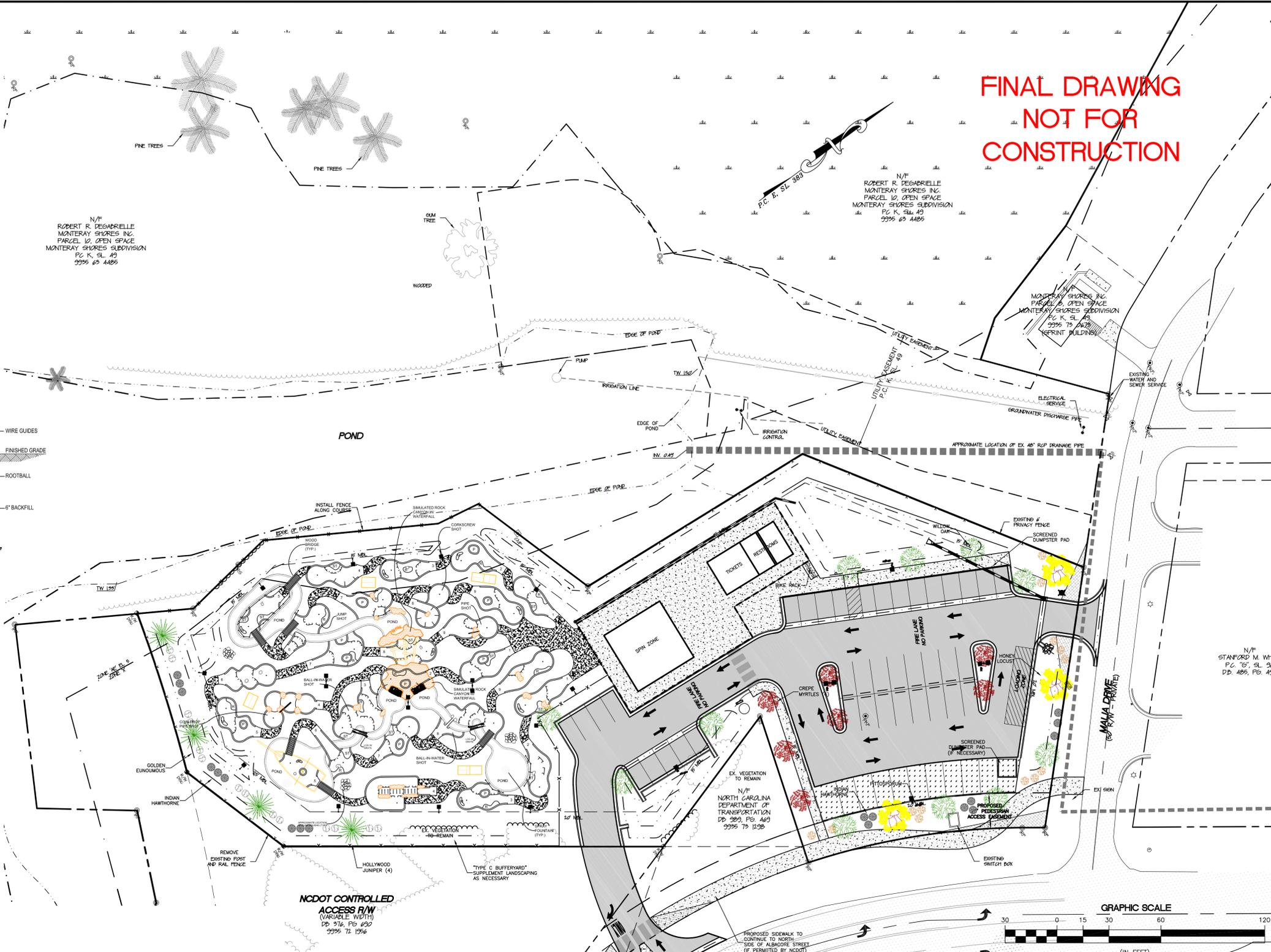
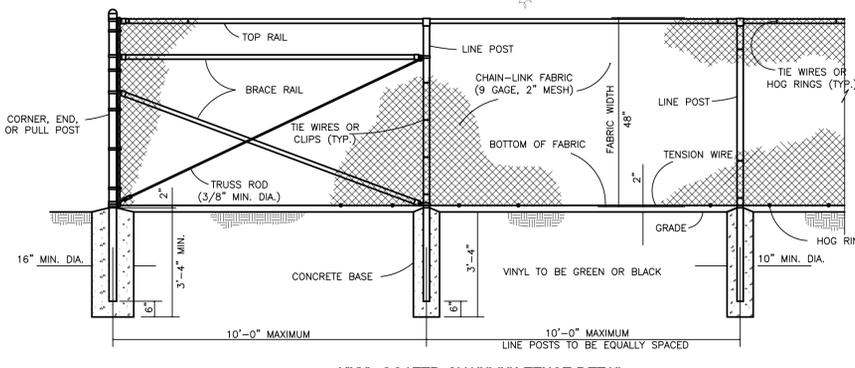
**LEGEND**

| SYMBOL        | NAME                 | COUNT | SHADING |
|---------------|----------------------|-------|---------|
| <b>TREES</b>  |                      |       |         |
| (Symbol)      | WILLOW OAK (L)       | 11    | 6 / 1   |
| (Symbol)      | HONEY LOCUST (L)     | 3     | 0 / 0   |
| (Symbol)      | CREPE MYRTLE (S)     | 7     | 3 / 4   |
| (Symbol)      | HOLLYWOOD JUNIPER(L) | 4     |         |
| <b>SHRUBS</b> |                      |       |         |
| (Symbol)      | INDIAN HAWTHORNE     | 18    |         |
| (Symbol)      | PITOSPORUM           | 14    |         |
| (Symbol)      | GOLDEN EUNOMIUMS     | 14    |         |

**SHADING REQUIREMENTS:**  
AREA TO BE SHADED = SQUARE FOOTAGE OF VEHICLE ACCOMMODATION AREA X .20  
A = 21,594 SF X .20 = 4,319 SF

**TRAFFIC ISLAND TREES**  
LARGE = 707 SF X NO. OF TREES (707 X 1 TREES) = 707 SF  
SMALL = 354 SF X NO. OF TREES (354 X 4 TREES) = 1,416 SF

**PERIMETER TREES**  
LARGE = 354 SF X NO. OF TREES (354 X 6 TREES) = 2,124 SF  
SMALL = 157 SF X NO. OF TREES (157 X 3 TREES) = 471 SF  
SHADED AREA = 4,718 SF



**Albemarle & Associates, Ltd.**  
Engineering - Surveying - Land Planning

Albemarle & Associates, Ltd.  
10000 Clear Street  
P.O. Box 988  
Kill Devil Hills, NC 27848  
Phone: (252) 441-2113  
www.AlbemarleAssociates.com  
Cent. of Licensure No. C-1027  
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**REVISIONS**

| NO. | DATE     | DESCRIPTION         | BY | CHK |
|-----|----------|---------------------|----|-----|
| 1   | 07/27/11 | PRE-BIDDER COMMENTS |    |     |

**LANDSCAPING PLAN**  
**G. HOLDINGS, LLC**  
**MONTEREY GREENS**

POPULAR BRANCH TOWNSHIP CURRITUCK COUNTY NORTH CAROLINA

DATE: 12/22/10  
SURVEYED: AAL  
DESIGNED: JMD  
DRAWN: KCA  
CHECKED: JMD  
FILE: 078198

SCALE:  
**1" = 30'**  
**C203**  
PROJ NO. 078198



**I. NARRATIVE:**

G. HOLDINGS, LLC INTENDS TO CONSTRUCT AN OUTDOOR RECREATIONAL FACILITY CONSISTING OF A 27 HOLE MINIATURE GOLF COURSE, BUMPER CARS/SPIN ZONE AND A BUILDING TO INCLUDE TICKET BOOTH AND RESTROOMS. THE SITE IS LOCATED ON 2.06 ACRES LOCATED ALONG OCEAN TRAIL AND MALIA DRIVE, COROLLA, NORTH CAROLINA. APPROXIMATELY 2.10 ACRES OF THE SITE ARE TO BE DISTURBED. CONSTRUCTION IS SCHEDULED TO BEGIN IN THE WINTER OF 2011.

THE SITE CONTAINS SANDY SOILS AND ELEVATIONS PRIMARILY RANGE BETWEEN 4.0 AND 9.0 FEET ABOVE MEAN SEA LEVEL (NAVD 1988). THE SITE CONTAINS NATIVE GRASSES, SCATTERED TREES AND A GRAVEL PARKING AREA. VEGETATION ON THE COMMERCIAL AREA OF THE SITE WILL BE CLEARED AS SHOWN.

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

**II. SOILS:**

UPLAND SOIL TYPES AS MAPPED IN THE SOIL SURVEY OF CURRITUCK COUNTY:

COROLLA FINE SAND (CoB),  
 NEWMAN-COROLLA COMPLEX (Nhc),  
 OSIER FINE SAND (Os)

**III. CONSTRUCTION SEQUENCE:**

OBTAIN PLAN APPROVAL.  
 FLAG OR STAKE WORK LIMITS.  
 HOLD PRE-CONSTRUCTION MEETING.

**PHASE ONE:**  
 INSTALL SILT FENCING.  
 INSTALL CONSTRUCTION FENCING AND IMPROVE EXISTING ENTRANCE.  
 CLEAR LOT OF EXISTING VEGETATION AS SHOWN.  
 PLACE FILL MATERIALS.  
 COMMENCE CONSTRUCTION OF NEW FACILITIES.  
 SEED, FERTILIZE AND WATER DISTURBED AREA TO STABILIZE.

**IV. SEDIMENTATION EROSION CONTROL NOTES:**

- PRIOR TO ANY LAND DISTURBING ACTIVITIES AND AFTER DELINEATION OF THE LIMITS OF CLEARING, THE CONTRACTOR SHALL SCHEDULE A PRE-CLEARING MEETING ON THE SITE WITH THE REPRESENTATIVE INDICATED IN THE SPECIFICATIONS INCLUDING THE OWNER, CONSTRUCTION MANAGER, ARCHITECT, ENGINEER AND CURRITUCK COUNTY PLANNING DEPARTMENT IN ORDER TO IDENTIFY AND MARK SPECIFIC TREES WHICH ARE TO BE PROTECTED IN ACCORDANCE WITH SECTION 3.38 OF THE NORTH CAROLINA EROSION AND SEDIMENT CONTROL HANDBOOK.
- PRIOR TO COMMENCEMENT OF ANY LAND DISTURBING ACTIVITIES, EROSION AND SEDIMENTATION CONTROL MEASURES IDENTIFIED ON THE EROSION AND SEDIMENT CONTROL AND THIS PLAN SHALL BE INSTALLED IN ACCORDANCE WITH THE PROJECT PLANS SPECIFICATIONS.
- THE CONTRACTOR SHALL ENSURE THAT AREAS OUTSIDE OF THE LIMITS OF LAND DISTURBANCE AS WELL AS EXISTING IMPROVEMENTS SPECIFICALLY NOTED FOR PROTECTION ARE NOT ADVERSELY IMPACTED BY ANY CLEARING ACTIVITIES.
- AREAS WHICH HAVE BEEN DESIGNATED IN THE PLANS TO REMAIN UNDISTURBED SHALL BE IDENTIFIED PRIOR TO CLEARING. IN ADDITION TO SECTIONS SHOWN WHERE ALL VEGETATION IS TO REMAIN, ADDITIONAL SPECIMEN TREES WITHIN AREAS DESIGNATED FOR SELECTIVE CLEARING MAY BE SPECIFIED AND FLAGGED TO REMAIN.
- EVERYTHING WITHIN "PROJECT LIMITS" ESTABLISHED BY ACTUAL ADJACENT PROPERTY AND USE LINES SHALL BE CLEARED UNLESS NOTED TO REMAIN. CONTACT THE ENGINEER IF UNCLEAR. ALL CLEARED AREAS TO BE GRUBBED AND LEVELED. ALL REMOVAL AND DISPOSAL SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE REMOVED BY THE CONTRACTOR TO AN OFF SITE LOCATION.
- THE LIMITS OF LAND DISTURBANCE SHALL BE MAINTAINED AS NOTED UNLESS OTHERWISE APPROVED. THE CONTRACTOR SHALL ENSURE THAT AREAS OUTSIDE OF THE LIMITS OF LAND DISTURBING AS WELL AS TREES SPECIFICALLY NOTED FOR PROTECTION ARE NOT ADVERSELY IMPACTED BY ANY CONSTRUCTION ACTIVITIES. ANY SPECIMEN TREES DAMAGED SHALL BE REPLACED IN KIND.
- EXPOSED SIDE SLOPES SHALL BE PLANTED OR PROVIDED WITH TEMPORARY GROUND COVER SUFFICIENT TO CONTROL EROSION WITHIN 15 WORKING DAYS OR 30 CALENDAR DAYS OF COMPLETION OF ANY PHASE OF GRADING, WHICHEVER IS SHORTER.
- IF EXCESSIVE WIND EROSION OR STORM WATER RUNOFF DEVELOPS DURING TIME OF CONSTRUCTION IN ANY LOCATION ADDITIONAL SAND OR SILT FENCING SHALL BE INSTALLED AS DIRECTED BY ENGINEER, SEE SAND OR SILT FENCE DETAIL.
- SOIL EROSION AND SEDIMENTATION CONTROLS TO BE INSPECTED, MAINTAINED AND REPAIRED AS NECESSARY.
- PERMANENT GROUND COVER MUST BE PROVIDED WITHIN THE SHORTER OF 15 WORKING DAYS OR 90 CALENDAR DAYS AFTER COMPLETION OF CONSTRUCTION.
- NO BURNING IS PERMITTED ON SITE.
- NO BORROW PERMITTED FROM THE SITE.
- PRIOR TO THE COMMENCEMENT OF ANY EXCAVATION, THE CONTRACTOR SHALL HAVE THE APPROPRIATE UNDERGROUND UTILITIES LOCATED.
- ALL CONSTRUCTION TRAFFIC SHALL UTILIZE THE CONSTRUCTION ENTRANCE AS DESIGNATED ON THIS PLAN.
- EXISTING TOPOGRAPHIC INFORMATION BASED ON THE SURVEY INFORMATION OBTAINED BY ALBEMARLE AND ASSOCIATES, LTD.

**WARNING:**

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

**SEEDING SCHEDULE**

**APRIL 1 - MAY 15 PERMANENT SEEDING**

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

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

**MAY 15 - JULY 15 PERMANENT SEEDING**

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

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

**AUGUST 15 - APRIL 1 TEMPORARY SEEDING**

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

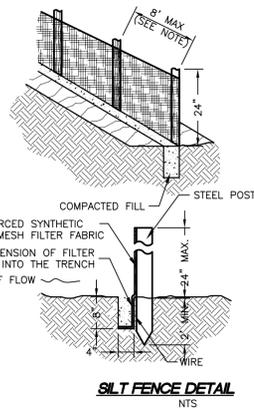
**SOIL AMENDMENTS**  
 APPLY LIME AND FERTILIZER ACCORDING TO SOIL TESTS, OR APPLY 500 LB PER ACRE OF 10-10-10 FERTILIZER.

**MULCH**

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

**MAINTENANCE**

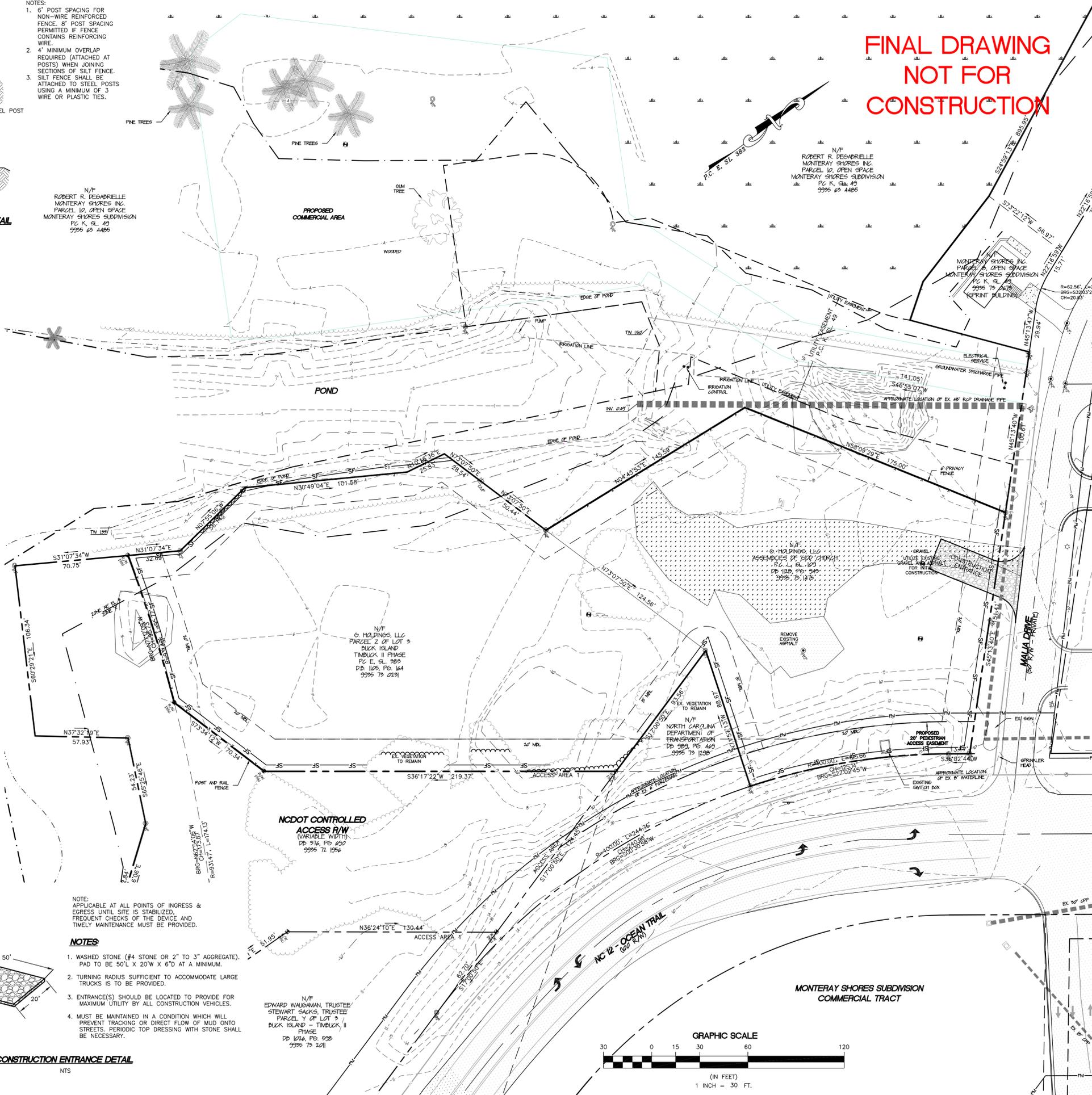
A MINIMUM OF 3 WEEKS IS REQUIRED TO FOR ESTABLISHMENT. INSPECT AND REPAIR MULCH FREQUENTLY. FERTILIZE THE FOLLOWING SPRING WITH 50 LB/ ACRE NITROGEN.



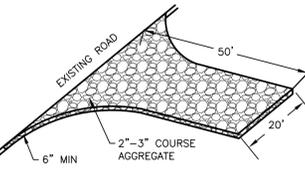
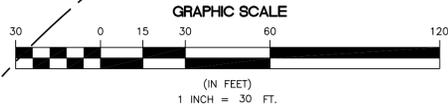
**SILT FENCE DETAIL**  
 NTS

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

N/P  
 ROBERT R. DEGABRIELLE  
 MONTEREY SHORES INC.  
 PARCEL 10, OPEN SPACE  
 MONTEREY SHORES SUBDIVISION  
 PG. K, SL. 49  
 9995 69 4485



**FINAL DRAWING  
 NOT FOR  
 CONSTRUCTION**



**CONSTRUCTION ENTRANCE DETAIL**  
 NTS

**NOTES:**

- WASHED STONE (#4 STONE OR 2" TO 3" AGGREGATE). PAD TO BE 50'L X 20'W X 6"D AT A MINIMUM.
- TURNING RADIUS SUFFICIENT TO ACCOMMODATE LARGE TRUCKS IS TO BE PROVIDED.
- ENTRANCE(S) SHOULD BE LOCATED TO PROVIDE FOR MAXIMUM UTILITY BY ALL CONSTRUCTION VEHICLES.
- MUST BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR DIRECT FLOW OF MUD ONTO STREETS. PERIODIC TOP DRESSING WITH STONE SHALL BE NECESSARY.

N/P  
 EDWARD WALSHMAN, TRUSTEE/  
 STEWART SACKS, TRUSTEE  
 PARCEL Y OF LOT 3 /  
 BUCK ISLAND - TIMBUCK II  
 PHASE  
 DP 1024, PG. 508  
 9995 75 2211



Albemarle & Associates, Ltd.  
 1000 Clear Street  
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 www.albemarle.com  
 Cent. of Licensure No. C-1027  
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| NO. | DATE | DESCRIPTION |
|-----|------|-------------|
|     |      |             |
|     |      |             |
|     |      |             |
|     |      |             |

**EROSION AND SEDIMENT CONTROL PLAN**

**G. HOLDINGS, LLC  
 MONTEREY GREENS**

POPULAR BRANCH TOWNSHIP CURRITUCK COUNTY NORTH CAROLINA  
 COROLLA

|           |          |
|-----------|----------|
| DATE:     | 12/22/10 |
| SURVEYED: | AAL      |
| DESIGNED: | JMD      |
| DRAWN:    | RCA      |
| CHECKED:  | JMD      |
| FILE:     | 078198   |

SCALE:  
**1" = 30'**

**C301**

PROJ NO. 078198

**GRADING NOTES:**

1. ALL CONSTRUCTION TRAFFIC SHALL UTILIZE THE CONSTRUCTION ENTRANCE AS DESIGNATED.
2. PRIOR TO COMMENCEMENT OF ANY LAND DISTURBING ACTIVITIES, ALL EROSION AND SEDIMENTATION CONTROL MEASURES IDENTIFIED ON THIS PLAN SHALL BE INSTALLED IN ACCORDANCE WITH THE EROSION CONTROL PLAN.
3. THE CONTRACTOR SHALL ENSURE THAT AREAS OUTSIDE OF THE LIMITS OF LAND DISTURBANCE AS WELL AS TREES SPECIFICALLY NOTED FOR PROTECTION ARE NOT ADVERSELY IMPACTED BY ANY CLEARING ACTIVITIES.
4. PRIOR TO FILLING THE SITE, THE CONTRACTOR SHALL STRIP AND STOCKPILE TOPSOIL IN ACCORDANCE WITH GEOTECHNICAL REPORTS AT THE LOCATION INDICATED. AREAS WHICH ARE TO BE FILLED SHALL BE RAISED IN COMPACTED SEQUENTIAL LIFTS NOT TO EXCEED 8 INCHES IN DEPTH. FILL MATERIAL SHALL BE CLEAN, WELL GRADED SAND. FILL LOCATED BENEATH PAVEMENT SHALL BE COMPACTED PER GEOTECHNICAL REPORT. TOPSOIL STOCKPILED CAN BE USED ON SITE FOR RESPREAD UPON COMPLETION OF FILL.
5. LIMITS OF SLOPES AND GRADING SHALL BE IN ACCORDANCE WITH THE LIMITS SHOWN HEREON.
6. EXISTING TOPOGRAPHY IS BASED UPON NAVD 1988. PROPOSED ELEVATIONS ARE BASED UPON NAVD 1988.

**DRAINAGE NOTES:**

1. PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL CONTACT NC ONE CALL (800-632-4949) TO LOCATE UNDERGROUND UTILITIES.
2. ALL STORM SEWERS SHALL BE PLACED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS. STORM SEWERS SHALL BE SMOOTH INTERIOR, DOUBLE WALLED HDPE WITH GASKETED CONNECTIONS UNLESS OTHERWISE NOTED.
3. DROP INLETS AND DRAINAGE STRUCTURES SHALL BE CONSTRUCTED PER NCDOT 840.
4. ALL OPEN PIPE ENDS SHALL BE FITTED WITH A FLARED END SECTION OF THE SAME MATERIAL AND SIZE. END SECTIONS SHALL BE PROVIDED WITH TEN CUBIC FEET OF GLASS "BT" RIP-RAP, PLACED TWELVE INCHES IN DEPTH. TOP OF RIP RAP SHALL MATCH THE F.E.S. INVERT.
5. INSTALLATION OF STORMWATER MANAGEMENT MEASURES SHALL BE IN ACCORDANCE WITH THIS PLAN AND REQUIREMENTS STIPULATED BY THE DIVISION OF WATER QUALITY STORMWATER PERMIT.
6. UPON COMPLETION OF THE WORK, THE CONTRACTOR SHALL SUPPLY A CERTIFIED AS-BUILT SURVEY. THE SURVEY SHALL INCLUDE ALL SITE IMPROVEMENTS AND STORMWATER MANAGEMENT FEATURES WITH ELEVATIONS.

**STORMWATER MANAGEMENT MAINTENANCE NOTES:**

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

**LEGEND**

|  |                          |
|--|--------------------------|
|  | RIGHT OF WAY             |
|  | PROPERTY LINE            |
|  | FLOOD ZONE               |
|  | EX POND                  |
|  | EX DRAINAGE PIPE         |
|  | PROP DRAINAGE PIPE       |
|  | EXISTING CONTOURS        |
|  | PROPOSED CONTOURS        |
|  | EXISTING SPOT ELEVATIONS |
|  | PROPOSED SPOT ELEVATIONS |
|  | DRAINAGE AREA            |
|  | LIMITS OF DISTURBANCE    |
|  | EXISTING CONCRETE        |
|  | PROPOSED CONCRETE        |
|  | EXISTING PAVEMENT        |
|  | PROPOSED PAVEMENT        |

**SEEDING SCHEDULE**

**APRIL 1 - MAY 15 PERMANENT SEEDING**

| SPECIES             | RATE         |
|---------------------|--------------|
| K-31 FESCUE         | 3 LB/1000 SF |
| COMMON BERMUDAGRASS | 1 LB/1000 SF |
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NOTE: DELETE RYE GRAIN IF OVERSEEDING ESTABLISHED RYE OR FESCUE. DELETE FESCUE IF OVERSEEDING ESTABLISHED FESCUE.

**MAY 15 - JULY 15 PERMANENT SEEDING**

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|---------------------|--------------|
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**AUGUST 15 - APRIL 1 TEMPORARY SEEDING**

| SPECIES          | RATE         |
|------------------|--------------|
| K-31 FESCUE      | 3 LB/1000 SF |
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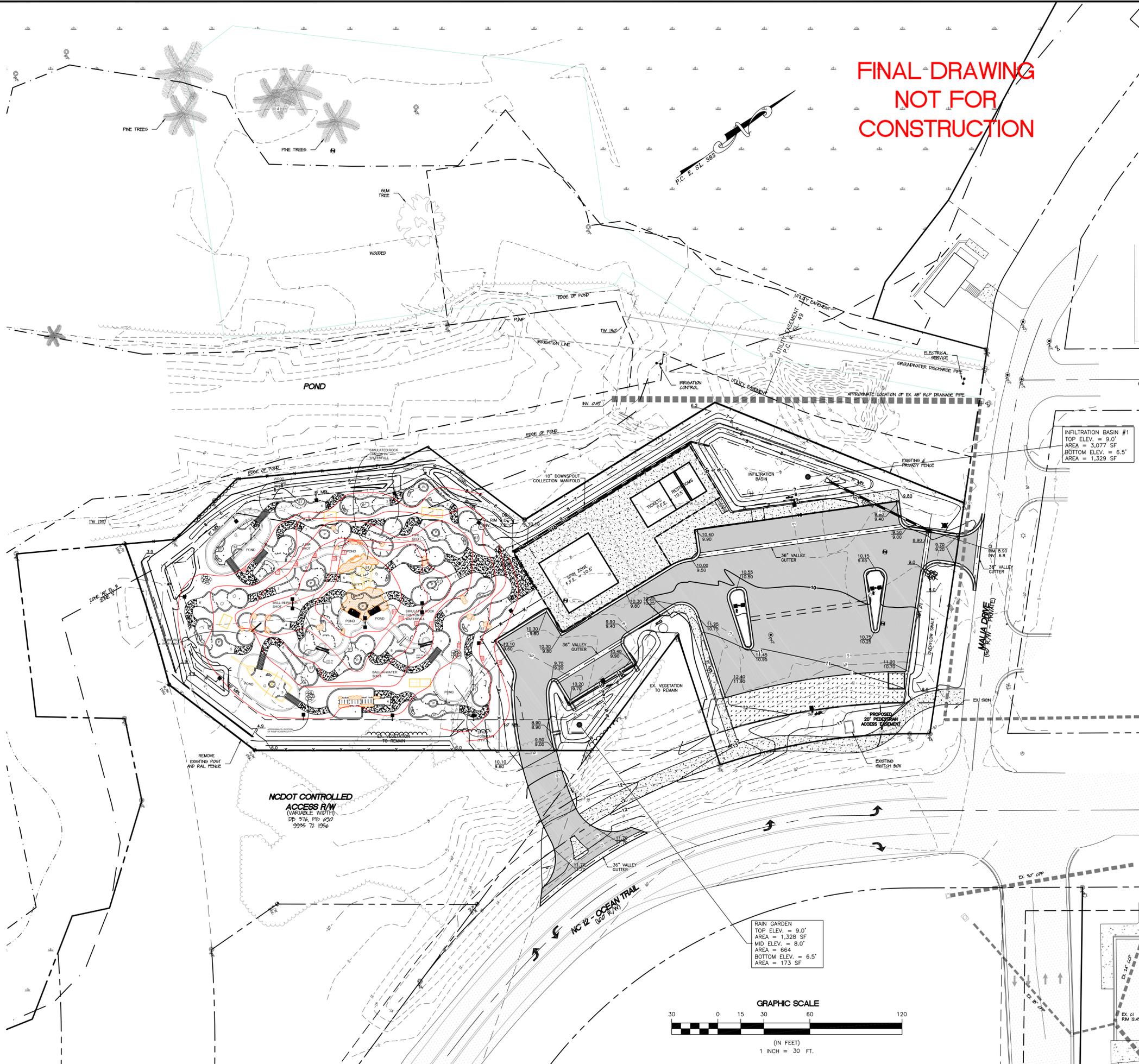
**SOIL AMENDMENTS**  
APPLY LIME AND FERTILIZER ACCORDING TO SOIL TESTS, OR APPLY 500 LB PER ACRE OF 10-10-10 FERTILIZER.

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

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

I, \_\_\_\_\_ OWNER/AGENT DO HEREBY CERTIFY THAT I WILL DEVELOP THE PROPERTY IN ACCORDANCE WITH THE APPROVED PLANS WHICH WILL BE CONSTRUCTED OR MAINTAINED SO THAT SURFACE WATERS FROM SUCH DEVELOPMENT ARE NOT UNREASONABLY COLLECTED AND CHANNLED ONTO LOWER ADJACENT PROPERTIES AT SUCH LOCATIONS OR AT SUCH VOLUMES AS TO CAUSE SUBSTANTIAL DAMAGE TO SUCH LOWER ADJACENT PROPERTIES. IN ADDITION, THE DEVELOPMENT WILL BE CONSTRUCTED OR MAINTAINED SO THAT IT WILL NOT UNREASONABLY IMPERE THE NATURAL FLOW OF WATER FROM HIGHER OR ADJACENT PROPERTIES ACROSS SUCH DEVELOPMENT, THEREBY UNREASONABLY CAUSING SUBSTANTIAL DAMAGE TO SUCH HIGHER ADJACENT PROPERTIES.

DATE: \_\_\_\_\_ OWNER/AGENT: \_\_\_\_\_



**FINAL DRAWING  
NOT FOR  
CONSTRUCTION**

**Albemarle & Associates, Ltd.**  
Engineering - Surveying - Land Planning

**NORTH CAROLINA PROFESSIONAL SEAL**  
JON M. DELUCIA, P.E., P.S.

**REVISIONS**

| NO. | DATE     | DESCRIPTION         |
|-----|----------|---------------------|
| 1   | 07/27/11 | PER REVIEW COMMENTS |

**GRADING PLAN**  
**G. HOLDINGS, LLC**  
**MONTEREY GREENS**  
POPLAR BRANCH TOWNSHIP CURRITUCK COUNTY NORTH CAROLINA  
COROLLA

DATE: 12/22/10  
SURVEYED: AAL  
DESIGNED: JMD  
DRAWN: RGA  
CHECKED: JMD  
FILE: 078198

SCALE: 1" = 30'

**C302**  
PROJ NO. 078198





## Currituck County

Department of Planning  
Post Office Box 70  
Currituck, North Carolina 27929  
252-232-3055  
FAX 252-232-3026

### MEMORANDUM

**To:** Board of Commissioners  
**From:** Planning Staff  
**Date:** March 1, 2011  
**Re:** PB 88-66 Villages at Ocean Hill – Amended Special Use Permit

---

Ocean Hill Commercial, LLC is requesting to amend a Special Use Permit (SUP) to relocate an automobile parking area adjacent to NC12 (Ocean Trail). Chapter 11 of the Unified Development Ordinance requires major amendments to be approved by the permit issuing authority, which in this case is the Board of Commissioners.

The original SUP was approved by the Board of Commissioners on July 7, 2008. In this approval, the automobile parking area was located to the rear of the property, out of view from NC12. The applicant has not proceeded with the original approval and is now requesting the parking area be shifted eastward.

During previous meetings with the applicant, staff has expressed concern with screening of the automobile parking area if it is located adjacent to NC12. At a minimum, it may be necessary for the Board to require that existing vegetation be preserved, or additional screening material be established.

After a preliminary review of the revised site plan submitted February 21, staff notes the following changes from the previously approved plan:

- The parking lot is proposed approximately 685 feet eastward of the original location leaving 20 feet of setback from NC 12.
- The proposed parking lot shows an increase in parking from 57 spaces to 128 spaces.
- The original plan showed an extensive existing vegetative buffer to shield the parking lot from view. The new plan does not indicate existing vegetation and no buffer has been proposed.

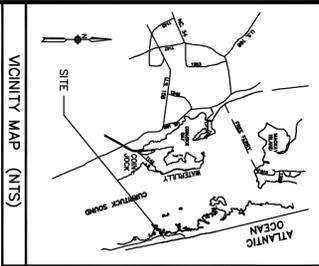
Staff recommends the following conditions be included should the Board approve the amended SUP (conditions from the original SUP are noted with a \*).

- \* The Technical Review Committee shall approve the plan prior to the use of the property beginning. The revised plan shall be submitted to the TRC for a second review.

- \* The plan shall be revised to meet the requirements of UDO Chapter 5, Landscaping, Bufferyards, & Shading; Chapter 6, Environmental Protection, and Chapter 8, Parking.
- The relocation of the parking lot will now have direct visual impacts to NC 12. LUP Policy CA1, CA2, and CA3 support increased landscaping and street trees along major highways. Existing vegetation shall be preserved in the bufferyard, and installation of native, salt tolerant street trees and an opaque buffer along NC 12 shall be provided. A minimum of 2 inch caliper trees and 3 gallon shrubs shall be used where bufferyards are required along NC 12 and adjacent to residential developments.
- \* Prior to the use beginning, the applicant shall obtain from the Corps of Engineers a letter and map stating that the proposed lot development is not a part of the violation area as described in a letter dated September 21, 2006. This shall be done before any land disturbing activities are authorized.
- A wetland delineation map shall be submitted to ensure wetland soils will not be disturbed during development.
- \* The applicant shall submit documentation and/or revised permit from the NC Division of Water Quality that the proposed new commercial area is no longer needed as a green area for drain fields.
- All vehicles parked in the parking lot shall be licensed and road ready. The site shall be for transient parking of non-commercial automobiles. The lot may not be used as an automobile impound lot.
- There shall be no outdoor storage of equipment or materials.
- \* All lot lines shall reflect their current boundaries as approved by previous subdivision maps on a revised site plan.
- \* The applicant shall record a boundary line agreement with Currituck County or execute a quitclaim deed to settle the disputed property ownership prior to the use beginning.
- \* The parking lot shall directly access NC 12 and NCDOT shall grant a driveway permit prior to the use beginning.
- The site plan shall include shading calculations.
- \* Indicate the species of trees to be used for plantings.
- \* Indicate how the parking spaces shall be marked.
- \* Indicate that the driveway meets the minimum 18' drive aisle requirements.
- The plan shall be revised to show how the outermost north and south spaces will be able to turn out onto improved parking area.
- The site plan shall include lot coverage information.
- No exterior lighting shall be permitted at the proposed parking lot.
- The permit shall expire in two years from the date of issuance. The applicant must renew the special use permit prior to the expiration to continue.

Enclosed is a copy of the original Special Use Permit, the application submitted by Mr. Friedman on behalf of Ocean Hill Commercial, LLC, and a site plan illustrating the proposed location of the automobile parking area.

Should you have any questions, do not hesitate to contact Ben Woody at 232-3055.



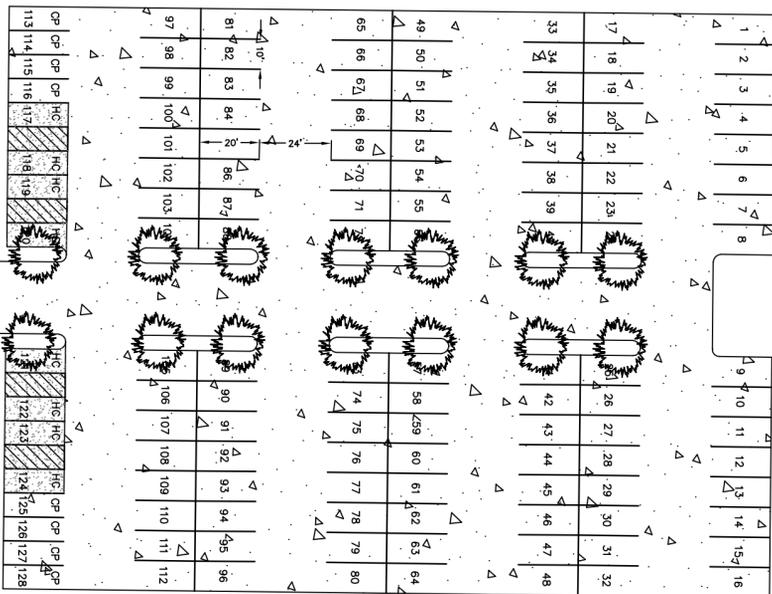
- LEGEND**
- EX. ASPHALT
  - PROP. GRAVEL
  - PROP. CONCRETE
  - HC - HANDICAP PARKING
  - CP - COMPACT PARKING
  - PROP. TREE

NOW OR FORMERLY  
DIDATLANTIC BUILDERS, LLC  
PARCEL 1  
DB 455, PG 799

NOW OR FORMERLY  
OCEAN HILL COMMERCIAL, LLC  
PARCEL 2  
DB 705, PG 210

NOW OR FORMERLY  
OCEAN HILL COMMERCIAL, LLC  
PARCEL 1  
DB 760, PG 627

VILLAGES AT OCEAN HILL  
FUTURE DEVELOPMENT



NC 12 OCEAN TRAIL  
100' R/W

CONCEPTUAL PLAN

LOT 53

LOT 54

LOT 55

BLUE WATER CT.

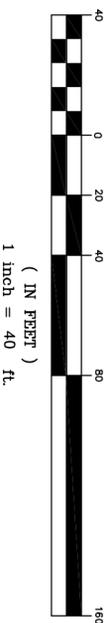
LAKE SIDE DR.

VILLAGES AT OCEAN HILL  
PHASE 1

LOT 52

**CURVE TABLE**

| CURVE | RADIUS  | DETAILED LENGTH | CHORD  | CHORD BEG. | CHORD END.      |
|-------|---------|-----------------|--------|------------|-----------------|
| 51    | 2718.71 | 107.255         | 484.19 | 483.55     | 509.574, 521.71 |



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**OCEAN HILL COMMERCIAL, LLC**  
PARKING LOT DEVELOPMENT PLAN  
POPLAR BRANCH TOWNSHIP - CURRITUCK COUNTY - NORTH CAROLINA

**Seboard Surveying & Planning, Inc. C-1536**  
103 W. WOOD HILL DRIVE - UNIT F P.O. BOX 58 NAGS HEAD, N.C. 27959 252-480-9998

| NO. | DATE | REVISIONS | BY |
|-----|------|-----------|----|
|     |      |           |    |
|     |      |           |    |
|     |      |           |    |

FILE NO.: 1105522  
SURVEYED: N/A  
DRAWN: 2/18/11 WCO  
CHECKED: 2/18/11 WCO  
SCALE: 1" = 40'  
SHEET NO. 1  
OF 1 SHEETS



# Special Use Permit Application

**OFFICIAL USE ONLY:**

Case Number: \_\_\_\_\_  
 Date Filed: \_\_\_\_\_  
 Gate Keeper: \_\_\_\_\_  
 Amount Paid: \_\_\_\_\_

**Contact Information****APPLICANT:**

Name: Ocean Hill Council LLC  
 Address: 408 Dundaff St  
#404  
 Telephone: 757-7188600  
 Fax Number: 757-6319162  
 E-Mail Address: CSFriedman1@com.net

**PROPERTY OWNER:**

Name: Same  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Fax Number: \_\_\_\_\_  
 E-Mail Address: \_\_\_\_\_

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: \_\_\_\_\_

**Property Information**

Physical Street Address: NW E  
 Location: Village at O.H.  
 Parcel Identification Number(s): 0114000003P0000  
 Total Parcel(s) Acreage: Less than ONE Acre  
 Existing Land Use of Property: G.B. / VACANT

**Request**

Proposed Use of the Property: Parking lot - Amendment to SUP PB8866  
 Total square footage of land disturbance activity: 42,000 sq  
 Total structure coverage: 0 Total vehicular area: 40,000 sq  
 Total square footage of all existing and proposed buildings: 0  
 Existing gross floor area: 0 Proposed gross floor area: 0

Purpose of Special Use Permit and Project Narrative: Amendment of previous parking  
Amendment to N.C. 12  
Adjusted to provide needed parking for parking

The applicant shall provide a response to the each one of the following issues. The Board of Commissioners must provide specific findings of fact based on the evidence submitted. All findings shall be made in the affirmative for the Board of Commissioners to issue the special use permit.

A. The use will not materially endanger the public health or safety.

*It will not*

B. The use will not substantially injure the value of adjoining or abutting property.

*It will not*

C. The use will be in harmony with the particular neighborhood or area in which it is to be located (even though the proposed use and surrounding uses are generally permissible in the same district and therefore usually compatible).

*It will be in harmony with surrounding*

D. The use will be in general conformity with the Land Use Plan or other plan officially adopted by the board.

*the use conforms with land use plan*

E. The use will not exceed the county's ability to provide adequate public facilities, including, but not limited to, schools, fire and rescue, and law enforcement.

*the use will not*

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief.

Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.

*Ocean Blvd Canal, LLC*

*Mark Asst. Mgr*

Owner

*Ocean Blvd Canal LLC*

*ASST. Mgr*

Applicant

Special Use Permit Application

Page 5 of 7

9/10



## **COUNTY OF CURRITUCK**

### **Department of Planning**

### **SPECIAL USE PERMIT GRANTED**

On the date(s) listed below, the Board of Commissioners for the County of Currituck met and held a public hearing to consider the following application:

**Owner:** Ocean Hill Commercial, LLC      Ocean Hill Properties, Inc.  
408 Dundaff Street, Apt. 110      408 Dundaff Street, Apt. 110  
Norfolk, VA 23507      Norfolk, VA 23507

**Applicant:** Bissell Professional Group  
PO Box 1068  
Kitty Hawk, NC 27949

**Property Location:** On NC 12 (Ocean Trail) and adjacent to Lakeside Drive and the Villages at Ocean Hill wastewater disposal area

**Project:** PB 88-66 Villages At Ocean Hill PUD

**Proposed Use:** Automobile Parking

**Meeting Dates:** May 13, 2008 - Planning Board Recommendation  
July 7, 2008 – Board of Commissioners' Public Hearing/Action

Having heard all the evidence and argument presented at the hearing, the Board finds that the application is complete, that the application complies with all of the applicable requirements of the Currituck County Unified Development Ordinance for the development proposed, and that therefore the application to make use of the above described property for the purpose indicated is hereby approved subject to all applicable provisions of the Unified Development Ordinance and the following conditions:

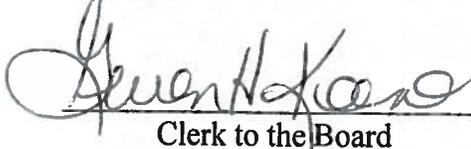
- (A) The applicant shall complete the development strictly in accordance with the plans submitted to and approved by the Board of Commissioners, a copy of which is filed in the office of the Planning Department.
- (B) If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this permit shall be void and of no effect.
- (C) This permit is valid for two years and will expire on July 7, 2010 if work has not begun on the project at that time. Once work has begun and the use begins, this special use permit shall remain valid so long as the conditions under which it was granted are met.

(D) Other conditions:

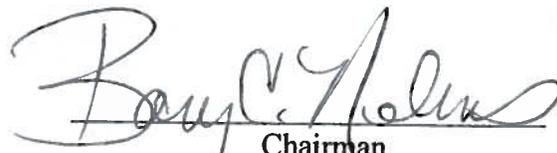
1. The Technical Review Committee shall approve the plan prior to the use of the property beginning. The revised plan shall be submitted to the TRC for a second review. The plan dated 3-25-08 has not been approved by the TRC.
2. The plan shall be revised to meet the requirements of UDO Chapter 5, Landscaping, Bufferyards, & Shading; Chapter 6, Environmental Protection, and Chapter 8, Parking.
3. Prior to the use beginning, the applicant shall obtain from the Corps of Engineers a letter and map stating that the proposed lot development is not a part of the violation area as described in a letter dated September 21, 2006. This shall be done before any land disturbing activities are authorized.
4. There shall be no parking of commercial vehicles.
5. All lot lines shall reflect their current boundaries as approved by previous subdivision maps on a revised site plan.
6. That applicant shall submit documentation and/or revised permit from the NC Division of Water Quality that the proposed new commercial area is no longer needed as a green area for drain fields.
7. The applicant shall record a boundary line agreement with Currituck County or execute a quitclaim deed to settle the disputed property ownership prior to the use beginning.
8. The parking lot shall directly access NC 12 and NCDOT shall grant a driveway permit prior to the use beginning.
9. Show a shading calculation on the plan.
10. Indicate the species of trees to be used for plantings.
11. Indicate how the parking spaces shall be marked.
12. Indicate that the driveway meets the minimum 18' drive aisle requirements.
13. Indicate what the specifications are on the seeding or sod surface to be used for the parking lot surface.

IN WITNESS WHEREOF, the County has caused this permit to be issued in its name, and the property owners/applicants of the property above described, do hereby accept this Special Use Permit together with all its conditions, as binding on them and their successors in interest.

ATTEST:

  
Clerk to the Board (Seal)

7-8-08  
Date

  
Chairman  
Board of Commissioners

(NOT VALID UNTIL FULLY EXECUTED)

**A Resolution of the County of Currituck, North Carolina  
Establishing a Fire & EMS Advisory Board**

**Section 1 Advisory Board Established**

There is hereby established a County of Currituck Fire & EMS Advisory Board

**Section 2 Duties of the Advisory Board**

The duties of the Fire & EMS Advisory Board are to serve as the advisory body to the Volunteer Fire Departments and the County Department of Fire-EMS. These duties include: suggesting policies, equipment, fire contracts, delegation of funding, strategic business planning and unification of services throughout the County. Within its powers and responsibilities as stated in this resolution, the Advisory Board shall serve as a liaison to the County and its citizens. The Advisory Board shall consult with the Volunteer Fire Department, County Department of Fire-EMS and advise the Board of Commissioners, and the county manager in matters affecting Fire and Emergency Medical Services to include:

- a. Adoption and revision of bylaws for the Advisory Board
- b. Strategic business plan for Fire and EMS Services
- c. Appropriation of funding for Volunteer Fire Departments
- d. Construction or renovation proposals of any new public safety building, fire and/or EMS station
- e. Purchase of standardized equipment to include apparatus
- f. Fire Contracts and any amendments
- g. Standardization of policies and procedures

**Section 3 Member Composition Appointment and Terms of Office**

The Fire-EMS Advisory Board should be made up of eight (8) members appointed by the Board of Commissioners. Five(5) of these members will be Currituck County Citizens, that do not have any direct affiliation with any of the county volunteer fire departments and are not fulltime employees with the County Department of Fire-EMS. Three (3) members will be representatives from the Volunteer Fire Departments that do not have any direct affiliation and are not

fulltime employees with the County Department of Fire-EMS. The three members of the volunteer fire departments shall be broken into representation as follows: Northern Section (Moyock and Knotts Island representative), Mainland Section (Crawford and Lower Currituck representative) and the Outer Banks Section (Corolla and Carova Representative). Each voting member must be a resident of Currituck County, NC. An appointment of County Commissioner along with the Department of Fire-EMS Chief shall be permanent non-voting members of the Advisory Board.

All terms will begin as of the first Board of Commissioners meeting in March of the year appointed unless the appointment is to fill the unexpired term of a vacant position in which case the appointment would be effective immediately. Initial appointments shall be arranged so that one half of the terms will expire at the end of the first year. After the initial appointments each future appointed member will serve for a (2) year term and shall hold their office until their successors are appointed and qualified. No member shall be allowed to serve for more than two consecutive terms unless extended by the Board of Commissioners under extenuating circumstances.

#### **Section 4 Officers Adoption of Rules Meeting**

The Fire-EMS Advisory Board shall select from its membership its officers each year at its March meeting. The officers shall include a Chairman and a Vice Chairman shall conduct the orderly business of the Advisory Board. The Fire-EMS Chief shall be the acting Secretary and shall take minutes and cause the minutes to be printed and made available to the county manager, Board of Commissioners and the Volunteer/Career members of the Fire-EMS system.

The Advisory Board may adopt rules and regulations covering its meetings as deemed necessary to conduct orderly business. A quorum will be necessary to conduct official business. A simple majority of those present will be required to adopt resolutions and/or give recommendations to the Board of Commissioners. The Fire-EMS Advisory Board will meet at least monthly during the year unless the chairman declares the meeting cancelled for lack of business. Meetings will be held in the Historic Currituck Courthouse Meeting Room. Members who miss two consecutive meetings in a calendar year may be removed from the

Advisory Board at recommendation of the Chairman and ultimately the Board of Commissioners.

**Section 5 Compensation**

The voting members of the Fire-EMS Advisory Board shall be paid the sum of \$50.00 per meeting. Members shall be reimbursed for approval of travel and subsistence in compliance with the general policies of the County subject to the availability of funds.

**Section 6 Effective Date**

**This resolution shall be effective upon its adoption.**

**Adopted on the 18<sup>th</sup> day of February, 2008.**



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APPROVED AS TO FORM:

\_\_\_\_\_  
Donald I. McRee, Jr., County Attorney

Date adopted: \_\_\_\_\_

Motion to adopt by Commissioner \_\_\_\_\_

Second by Commissioner \_\_\_\_\_

Vote: \_\_\_\_\_ AYES \_\_\_\_\_ NAYS

**SUMMARY STATEMENT/OFFER TO PURCHASE REAL PROPERTY  
DUE TO THE ACQUISITION OF RIGHT OF WAY AND DAMAGES**

TO: County of Currituck  
P. O. Box 39  
Currituck, NC 27929

DATE: 2/17/11  
TO: Lessee, if Applicable

TIP NO.: B-4494  
COUNTY Currituck

WBS ELEMENT: 33730.1.1  
PARCEL NO.: B-4494 007

DESCRIPTION: Bridge #3 over Tulls Creek on SR 1232, Poyner Road

Dear Property Owner:

The following offer of just compensation is based on the fair market value of the property and is not less than the approved appraised value for the appropriate legal compensable interest or interests. The approved value disregards any increase or decrease in the fair market value of the property acquired due to influence caused by public knowledge of this project. The offer of just compensation is based on an analysis of market data, comparable land sales, and, if applicable, building costs in the area of your property. Please retain this form as it contains pertinent income tax information.

|   |    |                 |
|---|----|-----------------|
| Value of Part Taken (Includes Land, Improvements<br>And Appurtenances Considered as Realty) | \$ | <u>6,195.00</u> |
| Damages, if any, to Remainder   | \$ | <u>0</u>        |
| Benefits, if any, to Remainder  | \$ | <u>0</u>        |
| TOTAL   | \$ | <u>6,195.00</u> |

The total offer includes all interests other than leases involving Federal Agencies and Tenant owned improvements.

(A) Description of the land and effects of the acquisition by easement  and deed :

Subject property described in Deed Book 321, page 179, Currituck County Registry, contains approximately 14.00 acres of which 0.114 acres is being acquired as right of way, leaving 13.886 acres remaining on the left, with access to SR 1232 the same

(B) The offer for improvements considered as realty includes payment for the improvements and appurtenances described below. Should you desire to retain these improvements, you may repurchase them for a retention value with the stipulation that you remove them from the acquisition area at no expense to the Department.

N/A

(C) Should you desire to sell the Department the portion of your property considered to be an uneconomic remnant/buildable lot, as explained to you by the Right of Way Agent, the total offer would be: \$ n/a

I will be available at your convenience to discuss this matter further with you. My telephone number is 252-332-8182, in Ahoskie, North Carolina.

The original of this form was handed/mailed, if out of state owner, to County Mgr, Mr Scanlon on 2/21/ 20 11. Owner was furnished a copy of the Right of Way Brochure/Owner's Letter.

*Elizabeth H. Northcott*

(Signed)

Elizabeth H. Northcott, Right of Way Agent

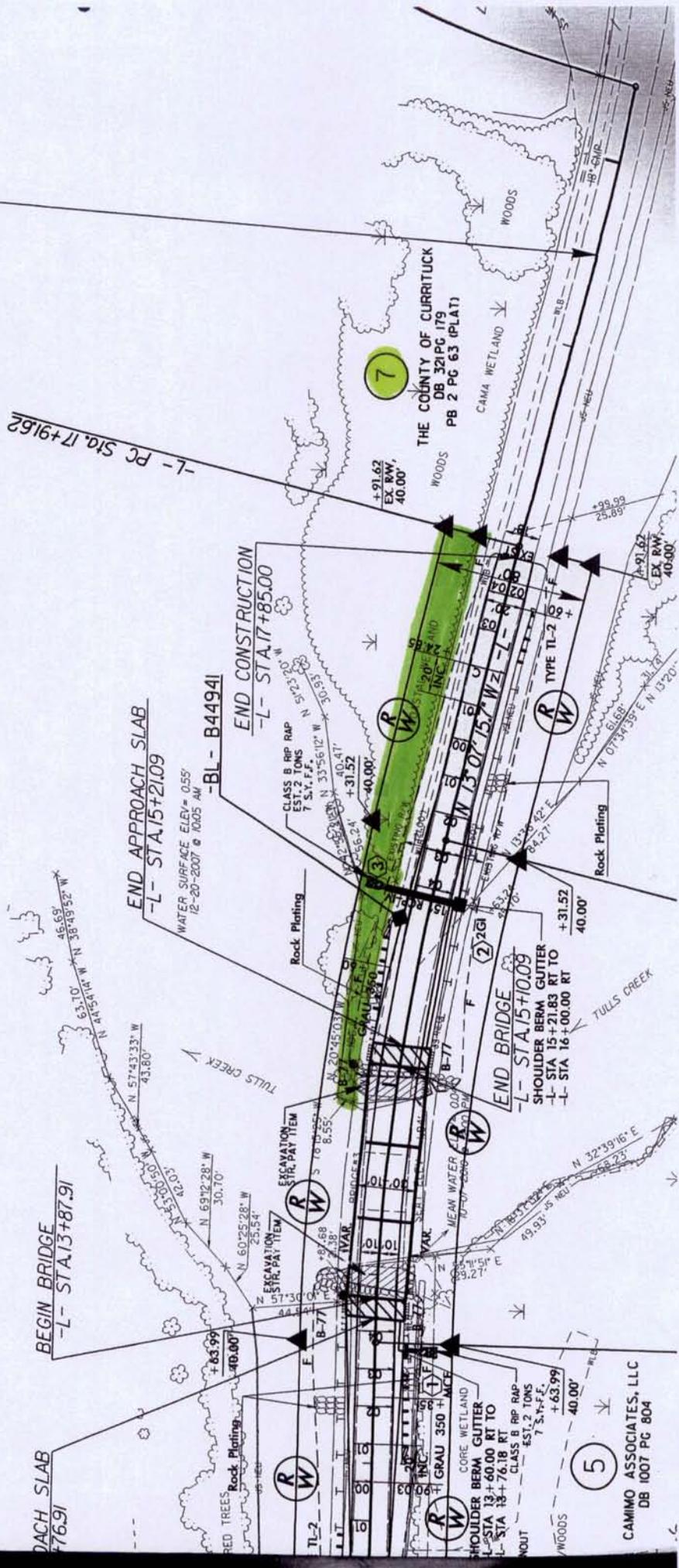


FROM -L- STA. 12+15 TO STA. 14+02 (RT.)  
 FROM -L- STA. 15+00 TO STA. 17+85 (RT.)

15

*Proposed new  
 (R/W) Right of Way =  
 0.114 ac (4953.12 sq ft)*

**END TIP PROJECT B-4494**  
**-L- POT STA 19+50.00**



CAMINO ASSOCIATES, LLC  
 DB 1007 PG 804



APPLICATION FOR ADVISORY BOARDS & COMMITTEES

Date: 2-22-11

Name: Theresa L.R. Dozier

Address: PO Box 52, Barco NC 27917

physical (245 S Currituck Rd, Currituck NC 27929)

Phone: 252-232-3895 Email: tisa8790@gmail.com

Board(s) or Committee(s) on which you would like to serve:

Please check

- ABC Board
- Agricultural Advisory Board
- Airport Advisory Board
- Board of Adjustment
- Economic Development Board
- Game Commission
- Jury Commission
- Land Transfer Tax Appeals Board
- Library Board
- Nursing Home Advisory Committee
- Planning Board
- Recreation Advisory Board
- Senior Citizens Advisory Board
- Social Services Board
- Tourism Advisory Board
- Whalehead Preservation Trust
- Workforce Development Board

Qualifications and reasons you would like to serve:

I have over 17 years banking with over half my career in real estate and construction lending. I have a common sense approach to problem solving and decision making.

1987 Graduate of CCHS 1990 Graduate of Randolph Co. College

Please mail the completed form to: County Manager's Office  
P.O. Box 39  
Currituck, NC 27929

BOARD OF ADJUSTMENT

| Incumbent                          | Nominated by      | New Appointee | Nominated by          | Date of Appointment | End of Term                    |
|------------------------------------|-------------------|---------------|-----------------------|---------------------|--------------------------------|
| Christian Conner                   | District 1        |               |                       |                     | 12/1/2012                      |
| Bryan Bass                         | District 2        |               |                       |                     | 12/31/2011                     |
| <b>Earl Wemer (1) (Alternate)*</b> | <b>District 3</b> |               | <b>Butch Petrey</b>   |                     | <b>2nd Term<br/>12/31/2010</b> |
| <b>Paul Beaumont (4)*</b>          | <b>District 4</b> |               | <b>Owen Etheridge</b> |                     | <b>2nd Term<br/>12/31/2010</b> |
| Cameron Tabor                      | District 5        |               |                       | 2/21/2011           | <b>1st Term<br/>12/31/2013</b> |
| Ralph Jones                        | At Large          |               |                       |                     | 12/31/2011                     |
| Donald Ferebee                     | At-Large          |               |                       | 12/31/2009          | 12/31/2011                     |

\* **May Not Be Reappointed**

CURRITUCK COUNTY  
NORTH CAROLINA  
February 21, 2011

The Board of Commissioners met at 5:00 p.m. with the Camden Board of Commissioners to discuss OLF.

The Board of Commissioners met at 7:00 p.m. for its regularly scheduled meeting at the Historic Courthouse in the Commissioners Meeting Room with the following members present: Chairman Aydlett, Commissioners Etheridge, O'Neal, Gilbert, Etheridge, Rorer and Martin.

### **Invocation and Pledge of Allegiance**

Reverend Scott Finicum was present for the invocation.

### **Approval of Agenda**

Commissioner Martin moved to approve by adding Item 7A, consideration of Proposed Legislation and a closed session to consult with the attorney. Commissioner O'Neal seconded the motion. Motion carried.

- Item 1            Approval of Agenda
- Item 2            Public Comment  
*Please limit comments to items not appearing on the regular agenda, please limit comments to 3 minutes.*
- Item 3            **Amy Underhill, Presentation of Currituck Community Health Assessment**
- Item 4            **Janie Mercer, EIC, presentation on the Anti-Poverty Plan**
- Item 5            **Public Hearing and Action:** PB 88-66 Villages at Ocean Hill PUD: Request to amend an SUP to relocate an automobile parking area adjacent to NC 12 (Ocean Trail). The property is located on NC 12 and adjacent to Lakeside Drive and the Villages at Ocean Hill wastewater disposal area, Tax Map 114, Parcel 3P, Poplar Branch - Outer Banks Township.
- Item 6            **Appointments to Senior Citizen Advisory Board**
- Item 7            **Appointments to the Board of Adjustment**
- Item 7A           **Consideration of Proposed Legislation**
- Item 8            **Consent Agenda:**
  - 1. Resolution for CWSRF & RLF Funding for utility projects
  - 2. Resolution for ARH to seek Legislation to amend NCGS 136-44.7
  - 3. Approval of February 7, 2011, Minutes
  - 4. Resolution to declare Surplus Property
  - 5. Order the Tax Collector to advertise the 2010 real estate tax liens
  - 6. Approval of State Airport Aid Grant Agreement
  - 7. Budget Amendments

Item 9 Commissioner's Report

Item 10 County Manager's Report

Closed Session to Consult with the Attorney

Adjourn

**Public Comment**

***Please limit comments to items not appearing on the regular agenda, please limit comments to 3 minutes.***

Chairman Aydlett opened the public comment period.

Denton Snider, Moyock, expressed concerns with the UDO that will not allow him to store his personal vehicles on empty lot.

The Board directed staff to look at the UDO and see what can be done.

Roy Hamilton, Raleigh, requested an update on the dredging at the Whalehead Club to allow for a boating access.

The Board stated that they have been working for several years to make this happen and will continue their efforts for an access.

Peter Bishop, Economic Development Director, reminded the Board and citizens of the 10<sup>th</sup> annual Chamber of Commerce Business Expo on March 5 at the Currituck County High School.

Rachel Younts, requested when county would allow her to have an easement across Ferebee Road. County Attorney McRee, explained the background for this request.

**Amy Underhill, Presentation of Currituck Community Health Assessment**

Amy Underhill, Albemarle Regional Health Services, presented the 2010 Community Health Assessment. The focus is on obesity and chronic diseases.

**Janie Mercer, EIC, presentation on the Anti-Poverty Plan**

Janie Mercer, Economic Improvement Council, reviewed the Community Services Block Program for year 2011-2012. Some of the client services are job referral and placement,

housing referral, child care assistance and weatherization assistance.

**Public Hearing and Action: PB 88-66 Villages at Ocean Hill PUD: Request to amend an SUP to relocate an automobile parking area adjacent to NC 12 (Ocean Trail). The property is located on NC 12 and adjacent to Lakeside Drive and the Villages at Ocean Hill wastewater disposal area, Tax Map 114, Parcel 3P, Poplar Branch - Outer Banks Township.**

Sworn testimony was given prior to making statements.

County Attorney McRee, reviewed the process for a special use permit.

Chairman Aydlett opened the evidential phase of the hearing.

Ben Woody, Planning Director, reviewed the request.

Ocean Hill Commercial, LLC is requesting to amend a Special Use Permit (SUP) to relocate an automobile parking area adjacent to NC 12 (Ocean Trail). Chapter 11 of the Unified Development Ordinance requires major amendments to be approved by the permit issuing authority, which in this case is the Board of Commissioners.

The original SUP was approved by the Board of Commissioners on July 7, 2008. In this approval, the automobile parking area was located to the rear of the property, out of view from NC 12. The applicant has not proceeded with the original approval and is now requesting the parking area be shifted eastward.

Staff has reviewed a conceptual drawing submitted by the applicant; however, a formal site plan has not been submitted. During previous meetings, staff has expressed concern with screening of the automobile parking area if it is located adjacent to NC 12. It may be necessary for the Board to require that existing vegetation be preserved, or additional screening material be established. Should the Board approve the amended SUP, staff recommends a revised site plan be submitted to the Technical Review Committee for approval.

Chip Friedman, applicant, stated he wanted to reserve the right for rebuttal until after comments.

James Blalock, Villages of Ocean Hill, would like the development be within the character of the neighborhood.

Fran Hamilton, VOH, would like for there to be a buffer and landscaping in harmony.

Karen Ish, VOH, questioned why there was no long term vision and questioned the access.

Chip Friedman, applicant, did not agree with providing any additional access, there also was no wetlands and stated that he found the County Attorney's comments offensive.

Commissioner Aydlett questioned if the request meets the UDO regulations.

Commissioner Etheridge stated that the parking lot would provide for additional parking and keep traffic down on the beach.

Commissioner Martin asked why applicant did not use site already approved. Mr. Friedman stated the road to site was too expensive.

Chairman Aydlett closed the public hearing.

Commissioner Etheridge moved to continue the public hearing while staff met with Mr. Friedman to review landscaping, set backs and buffer. Commissioner O'Neal seconded the motion. Motion carried.

#### **Appointments to Senior Citizen Advisory Board**

Commissioner O'Neal moved to reappoint Martha Burns, Gerri Andrews and Rosalie Rose. Commissioner Martin seconded the motion. Motion carried.

#### **Appointments to the Board of Adjustment**

Commissioner Gilbert appointed Cameron Tabor. Commissioner Martin seconded the motion. Motion carried.

Commissioner Petrey and Etheridge continued their appointments to next meeting.

#### **Proposed Legislation**

Commissioner Etheridge moved to adopt resolution. Commissioner Martin seconded the motion. Motion carried with Commissioner O'Neal voting no.

**RESOLUTION OF THE BOARD OF COMMISSIONERS FOR CURRITUCK COUNTY, NORTH CAROLINA ESTABLISHING LEGISLATIVE AGENDA AND REQUEST FOR THE INTRODUCTION OF A LOCAL ACT BY THE COUNTY'S LEGISLATIVE DELEGATION**

**WHEREAS**, the North Carolina General Assembly convened its 2011-2012 Session on January 26, 2011; and

**WHEREAS**, the Board of Commissioners for the County of Currituck desires that the county's legislative delegation introduce and support the adoption of a local act beneficial to the citizens of Currituck County.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners for the County of Currituck, North Carolina that:

Section 1. The County of Currituck requests that Representative Bill Owens and Senator Stan White sponsor and introduce the following legislation:

**Use of Electronic Means to Provide Public Notice for Certain Public Hearings**

Legislation to authorize the county, by ordinance, to provide notice of public hearings through electronic means including, but not limited to, the county website but that such ordinance may not supersede requirements for mailed notice, the posting of signs on property or the required time frame for public notice.

Section 2. The County Manager, County Attorney and Clerk to the Board of Commissioners are directed to forward a copy of this resolution to Representative Bill Owens and Senator Stan White with supporting documentation.

Section 3. This resolution shall be effective upon its adoption.

**Consent Agenda:**

1. Resolution for CWSRF & RLF Funding for utility projects
2. Resolution for ARH to seek Legislation to amend NCGS 136-44.7
3. Approval of February 7, 2011, Minutes
4. Resolution to declare Surplus Property
5. Order the Tax Collector to advertise the 2010 real estate tax liens
6. Approval of State Airport Aid Grant Agreement
7. Budget Amendments

Commissioner Petrey moved to approve. Commissioner Martin seconded the motion. Motion carried.

**RESOLUTION TO SUPPORT CURRITUCK COUNTY APPLICATION TO CLEAN WATER STATE REVOLVING FUNDS PROGRAM & NORTH CAROLINA REVOLVING LOAN & GRANT FUND PROGRAMS FOR:  
MOYOCK CENTRAL WWTP EXPANSION & MAPLE COMMERCE PARK WWTP**

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of a wastewater treatment system, and

WHEREAS, Currituck County has need for and intends to construct a wastewater treatment system project described as the Moyock Central WWTP Expansion & Maple Commerce Park WWTP, and

WHEREAS, Currituck County intends to request State grant and loan assistance for the project,

**NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF CURRITUCK:**

That Currituck County the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and grant award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the County of Currituck to make scheduled repayment of the loan, to withhold from the County of Currituck any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Daniel F. Scanlon II, Currituck County Manager the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and grant to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and

ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 21<sup>st</sup> day of February at Currituck, North Carolina.

**RESOLUTION FOR ALBEMARLE REGIONAL HEALTH SERVICES  
d/b/a INTER-COUNTY PUBLIC TRANSPORTATION AUTHORITY  
TO SEEK LEGISLATION TO AMEND N.C.G.S 136-44.27  
NORTH CAROLINA ELDERLY AND DISABLED  
TRANSPORTATION ASSISTANCE PROGRAM**

WHEREAS, Albemarle Regional Health Services d/b/a Inter-County Public Transportation Authority is a Public Transportation Authority created under N.C.G.S 160-575, which serves the counties of Chowan, Perquimans, Pasquotank, Camden, and Currituck.

WHEREAS, this amendment will, by local resolution, allow the member counties of a Regional Public Transportation Authority created under N.C.G.S 160-575 to apply for the county's Elderly & Disabled Transportation Assistance Program funding regionally through the Regional Public Transportation Authority and combine the funding to seamlessly serve the entire region.

WHEREAS, by assuming the responsibility of completing the grant application, directly receiving, and reporting on this funding regionally, the Regional Public Transportation Authority created under N.C.G.S 160-575 will assume all fiduciary, reporting, public notification, and audit requirements associated with the N.C.G.S 136-44.27.

WHEREAS, the purpose is to amend N.C.G.S 136-44.27 North Carolina Elderly and Disabled Transportation Assistance Program to accomplish the following objectives:

- ü Reduce the number of Rural Operating Assistance Program (ROAP) accounts ARHS-ICPTA manages from thirty (30) down to six (6).
- ü Allow a Regional Public Transportation Authority created under N.C.G.S 160-575 to leverage the region's current EDTAP allocation against the FTA Section 5310 Grant for Elderly Individuals and Individuals with Disabilities created under SAFETEA-LU, which is a 50/50 grant.
- ü Reduce the number of grant applications and reports NCDOT will have to review concerning North Carolina's ROAP program.

NOW, THEREFORE, be it resolved; that Albemarle Regional Health Services d/b/a Inter-County Public Transportation Authority will seek Legislation to amend N.C.G.S 136-44.27 North Carolina Elderly and Disabled Transportation Assistance Program.

**WHEREAS**, the Board of Commissioners of Currituck County, North Carolina during its regularly scheduled meeting held on February 21, 2011 authorized the following, pursuant to GS 160A and 270(b), the property listed below be declared surplus and sold at a public auction to be scheduled.

**1999 Ford Taurus 1FAFP5309XA284157  
1995 Ford CR VIC 2FALP71WOSX159535**

**1999 Ford Explorer 1FMZU34X7XUB50206  
2004 Jeep 1J4GW48S24C198167**

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of County of Currituck declare these items as surplus.

| <u>Account Number</u> | <u>Account Description</u> | <b>Debit</b>                               | <b>Credit</b>          |
|-----------------------|----------------------------|--|------------------------|
|                       |                            | Decrease Revenue<br>or<br>Increase Expense | Increase Revenue<br>or |
| 10752-519601          | Smart Start Daycare        | \$ 25,238                                  |                        |
| 10330-432800          | Daycare                    | \$ 16,393                                  |                        |
| 10752-519600          | Child Daycare              |  | \$ 41,631              |
|                       |                            | <u>\$ 41,631</u>                           | <u>\$ 41,631</u>       |

**Explanation:** *Public Assistance (10752)* - Adjust Daycare budget to the State's funding reversions.

**Net Budget Effect:** Operating Fund (10) - Decreased by \$16,393.

| <u>Account Number</u> | <u>Account Description</u> | <b>Debit</b>                               | <b>Credit</b>          |
|-----------------------|----------------------------|--|------------------------|
|                       |                            | Decrease Revenue<br>or<br>Increase Expense | Increase Revenue<br>or |
| 10796-516000          | Maintenance & Repair       |  | \$ 622                 |
| 10796-516200          | Vehicle Maintenance        | \$ 622                                     |                        |
|                       |                            | <u>\$ 622</u>                              | <u>\$ 622</u>          |

**Explanation:** *Rural Center (10796)* - Transfer funds for trailer hitch for truck at the Rural Center.

**Net Budget Effect:** Operating Fund (10) - No change.

| <u>Account Number</u> | <u>Account Description</u> | <b>Debit</b>                               | <b>Credit</b>          |
|-----------------------|----------------------------|--|------------------------|
|                       |                            | Decrease Revenue<br>or<br>Increase Expense | Increase Revenue<br>or |
| 10446-526200          | Promotional Efforts        |  | \$ 4,800               |
| 10446-511000          | Telephone & Postage        | \$ 4,800                                   |                        |
|                       |                            | <u>\$ 4,800</u>                            | <u>\$ 4,800</u>        |

**Explanation:** *Public Information (10446)* - Transfer funds for postage for the Focus for the remainder of this fiscal year.

**Net Budget Effect:** Operating Fund (10) - No change.

### **Commissioner's Report**

Commissioner Martin, stated the Board would continue future planning of the animal shelter and discuss more during budget meetings.

Commissioner Etheridge attended the Moyock VFD breakfast and the demonstration of sprinkler systems.

Commissioner O'Neal stated that the Board would meet with the Board of Education on Thursday and will continue to fulfill the county's commitment to education but would not be able to fund the cuts from the State School Budget.

Chairman Aydlett, commented on the cuts in the state budget.

Commissioner Rorer, attended the Albemarle Commission meeting and discussed the job training offered with this program.

Commissioner Petrey, commented that the Currituck County Schools rank 16 out of 115 school districts for funding.

Commissioner Gilbert stated there would be a work session with the Airport Board on Saturday at 11:00 a.m.

### **County Manager's Report**

**No comments**

**Closed Session pursuant to GS 143-328.11(a)(3) to consult with Attorney and to preserve the attorney client privilege**

Commissioner Martin moved to go into closed session as stated. Commissioner Gilbert seconded the motion. Motion carried.

### **Adjourn**

After reconvening from closed session, no action was taken.



## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 7th day of March, 2011 , passed the following amendment to the budget resolution for the fiscal year ending June 30, 2011.

| <u>Account Number</u> | <u>Account Description</u> | Debit   | Credit  |
|-----------------------|----------------------------|---|---|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10760-585000          | DSS Donations              | \$ 2,220  |   |
| 10380-487000          | DSS Donations              |   | \$ 1,155  |
| 10390-499900          | Appropriated Fund Balance  |   | \$ 1,065  |
|                       |                            | <u>\$ 2,220</u>                                 | <u>\$ 2,220</u>                                 |

**Explanation:** *Public Assistance (10760)* - Increase appropriations to account for additional DSS donations collected.

**Net Budget Effect:** Operating Fund (10) - Increased by \$2,220.

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## BUDGET AMENDMENT

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| <u>Account Number</u> | <u>Account Description</u> | Debit   | Credit  |
|-----------------------|----------------------------|---|---|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10960-539000          | Unemployment Compensation  | \$ 31   |   |
| 10960-554000          | Insurance and Bonds        |   | \$ 31   |
|                       |                            | <u>\$ 31</u>                                    | <u>\$ 31</u>                                    |

**Explanation:** *Central Services (10960)* - Transfer funds for additional unemployment compensation.

**Net Budget Effect:** Operating Fund (10) - No change.

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## BUDGET AMENDMENT

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| <u>Account Number</u> | <u>Account Description</u> | <u>Debit</u><br>Decrease Revenue or<br>Increase Expense | <u>Credit</u><br>Increase Revenue or<br>Decrease Expense |
|-----------------------|----------------------------|---|--|
| 10530-561000          | Professional Services      | \$ 385  |  |
| 10380-484001          | Insurance Recovery         |   | \$ 385   |
|                       |                            | <u>\$ 385</u>   | <u>\$ 385</u>  |

**Explanation:**     *Emergency Medical Services (10530)* - To record insurance payment for post-accident drug screening.

**Net Budget Effect:**   Operating Fund (10) - Increased by \$385.

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| <u>Account Number</u> | <u>Account Description</u> | <u>Debit</u>                                    | <u>Credit</u>                                   |
|-----------------------|----------------------------|---|---|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10460-516300          | Street Signs               | \$ 2,698  |   |
| 10380-484001          | Insurance Recovery         |   | \$ 2,698  |
|                       |                            | <u>\$ 2,698</u>                                 | <u>\$ 2,698</u>                                 |

**Explanation:** *Public Works (10460)* - To appropriate funds to replace the Grandy community sign.

**Net Budget Effect:** Operating Fund (10) - Increased by \$2,698.

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| <u>Account Number</u> | <u>Account Description</u> | <u>Debit</u>                                    | <u>Credit</u>                                   |
|-----------------------|----------------------------|---|---|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10511-531000          | Gas                        |   | \$ 1,359  |
| 10511-514000          | Travel                     |   | \$ 3,864  |
| 10511-590000          | Capital Outlay             | \$ 1,359  |   |
| 10511-554000          | Insurance & Bonds          | \$ 114  |   |
| 10511-532000          | Supplies                   | \$ 3,000  |   |
| 10511-536000          | Uniforms                   | 750   |   |
|                       |                            | <u>\$ 5,223</u>                                 | <u>\$ 5,223</u>                                 |

**Explanation:** Jail (10511) - Transfer funds for operations for the remainder of this fiscal year.

**Net Budget Effect:** Operating Fund (10) - No change.

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| <u>Account Number</u> | <u>Account Description</u>        | <u>Debit</u>                                    | <u>Credit</u>                                   |
|-----------------------|-----------------------------------|---|---|
|                       |                                   | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10560-545000          | Contract Services                 | \$ 672  |   |
| 10330-430600          | Elderly & Disabled Transportation |   | \$ 610  |
| 10390-499900          | Fund Appropriated Balance         |   | \$ 62   |
|                       |                                   | <u>\$ 672</u>                                   | <u>\$ 672</u>                                   |

**Explanation:** *Inter-County Transportation (10560) - Adjust to State funding allocation.*

**Net Budget Effect:** Operating Fund (10) - Increased by \$672.

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| <u>Account Number</u> | <u>Account Description</u> | Debit   | Credit  |
|-----------------------|----------------------------|---|---|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10750-516200          | Vehicle Maintenance        |   | \$ 3,000  |
| 10750-531000          | Gas                        |   | \$ 4,000  |
| 10750-545000          | Contract Services          |   | \$ 3,000  |
| 10750-561000          | Professional Services      | \$ 10,000                                       |   |
|                       |                            | <u>\$ 10,000</u>                                | <u>\$ 10,000</u>                                |

**Explanation:** *Social Services Administration (10750)* - Transfer funds for increases in drug screenings and child team meetings due to increased number of foster children.

**Net Budget Effect:** Operating Fund (10) - No change.

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| <u>Account Number</u> | <u>Account Description</u> | <u>Debit</u>                                    | <u>Credit</u>                                   |
|-----------------------|----------------------------|---|---|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 61818-590000          | Capital Outlay             | \$ 3,100  |   |
| 61818-532000          | Supplies                   | \$ 10,000                                       |   |
| 61818-516000          | Repairs & Maintenance      |   | \$ 13,100                                       |
|                       |                            | <u>\$ 13,100</u>                                | <u>\$ 13,100</u>                                |

**Explanation:** *Mainland Water (61818)* - Transfer funds for an automatic hydrant flusher and for increased cost of supplies for the remainder of this year.

**Net Budget Effect:** Mainland Water Fund (61) - No change.

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| <u>Account Number</u> | <u>Account Description</u> | Debit   | Credit  |
|-----------------------|----------------------------|---|---|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10535-521000          | Rent                       | \$ 78   |   |
| 10535-553000          | Dues & Subscriptions       | \$ 32   |   |
| 10541-514500          | Training & Education       | \$ 32   |   |
| 10541-514000          | Travel                     |   | \$ 32   |
| 10535-545000          | Contract Services          |   | \$ 78   |
| 10535-557100          | Software License Fees      |   | \$ 32   |
|                       |                            | <u>\$ 142</u>                                   | <u>\$ 142</u>                                   |

**Explanation:** *Communications (10535); Fire Services (10541) - Transfer funds for operations.*

**Net Budget Effect:** Operating Fund (10) - No change.

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| <u>Account Number</u> | <u>Account Description</u> | Debit   | Credit  |
|-----------------------|----------------------------|---|---|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10660-516200          | Vehicle Maintenance        | \$ 300  |   |
| 10660-532000          | Supplies                   | \$ 1,700  |   |
| 10660-526000          | Advertising                |   | \$ 2,000  |
|                       |                            | <u>\$ 2,000</u>                                 | <u>\$ 2,000</u>                                 |

**Explanation:** *Planning (10660)* - Transfer funds for operations.

**Net Budget Effect:** Operating Fund (10) - No change.

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| <u>Account Number</u> | <u>Account Description</u> | <u>Debit</u>                                    | <u>Credit</u>                                   |
|-----------------------|----------------------------|---|---|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10510-516200          | Vehicle Maintenance        | \$ 5,106  |   |
| 10380-484001          | Insurance Recovery         |   | \$ 5,106  |
|                       |                            | <u>\$ 5,106</u>                                 | <u>\$ 5,106</u>                                 |

**Explanation:** Sheriff (10660) -To appropriate insurance funds to repair vehicle damaged in an accident.

**Net Budget Effect:** Operating Fund (10) - Increased by \$5,106.

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| <u>Account Number</u> | <u>Account Description</u> | Debit   | Credit  |
|-----------------------|----------------------------|---|---|
|                       |                            | <u>Decrease Revenue or<br/>Increase Expense</u> | <u>Increase Revenue or<br/>Decrease Expense</u> |
| 10750-557700          | Crisis Intervention        | \$ 10,000                                       |   |
| 10330-431000          | DSS Admin                  |   | \$ 10,000                                       |
|                       |                            | <u>\$ 10,000</u>                                | <u>\$ 10,000</u>                                |

**Explanation:** SOCIAL SERVICES ADMIN (750) - Adjust budget to the state's Funding Authorization.

**Net Budget Effect:** Operating Fund (10) - Increased by \$10,000.

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