



**BOARD OF COMMISSIONERS
AGENDA**

JULY 7, 2014

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REVISED
Currituck County
Board of Commissioners Agenda
Historic Currituck County Courthouse

Date: Monday, July 07, 2014

Time: 7:00 PM

Work Session

6:00 PM Board of Equalization & Review

7:00 pm Call to Order

- A) Invocation-Reverend Bill Masciangelo, Moyock United Methodist Church
- B) Pledge of Allegiance
- C) Approval of Agenda
- D) Public Comment

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

Administrative Reports

- A) **Recognition of Service Presentation to Commissioner McCord.**
- B) **Presentation of Award for Excellence in Financial Reporting**

Public Hearings

- A) **Consideration and Action:** PB 14-10 Bradley Smith: Request a conditional rezoning of 20 acres from Agricultural (AG) to Conditional District- Single Family Mainland (CD-SFM) on property located in Moyock on Dustin Lane which is located on the south side of Tulls Creek Road, Tax Map 14, Parcels 18J, 18K, and 18L, Moyock Township.

New Business

A) Memorandum and Agreement to Partner with Wildlife Resources Commission for Waterlily Boating Access Area.

B) Board Appointments:

1. Commissioner Appointment to Albemarle Regional Planning Organization
2. Appointments to Whalehead Preservation Trust

C) Consent Agenda:

1. Approval of June 16, 2014 Minutes
2. ~~Budget Amendments~~
3. CDBG Monthly Status Report
4. Centennial Proclamation for NC Cooperative Extension
5. Consideration and Action: Crawford Township Volunteer Fire Department Request to Replace Failed Ladder Truck
6. Petition to NCDOT for State Maintenance of Arabian Lane.
7. Report of Insolvents and Resolution Approving the Settlement with the Tax Collector
8. Award of Contract for Parks and Rec Storage Building
9. Award of Disaster Debris Management and Recovery Contract to Crowder Gulf
10. Approval of Revised Job Description-Deputy Director of Elections
11. Approval of Revised Job Descriptions-Planning and Inspections
12. Ordinance Amending Section 10-63 of Chapter 10 of the Currituck County Code of Ordinances to Allow Certain Activities Involving Motor Vehicles on the Beach Strand and Foreshore from the Dare County Line to the North Beach Access Ramp Between May 1 and September 30.
13. First Amendment to Contract for Fire Protection and Rescue Services-Lower Currituck VFD and Corolla Fire & Rescue.

D) Commissioner's Report

E) County Manager's Report

Closed Session

Closed Session pursuant to G.S. 143-318.11(a)(3) to consult with the County Attorney in order to preserve attorney-client confidentiality in the matter entitled Swan Beach Corolla, LLC v. Currituck County, and other legal matters.

Adjourn



Currituck County Agenda Item Summary Sheet

Agenda Item Title

PB 14-10 Bradley Smith requests conditional rezoning of 20 acres from Agricultural (AG) to Conditional District- Single Family Mainland (CD-SFM) on property located in Moyock on Dustin Lane which is located on the south side of Tulls Creek Road, PIN 0014-000-018L-000, 0014-000-018J-0000, and 0014-000-018K-0000, Moyock Township.

Brief Description of Agenda Item

The applicant is conditional rezoning of 20 acres located in Moyock on Dustin Lane. The proposed development will consist of 13 residential lots; including 2 family subdivision lots. The applicant proposes the following zoning conditions:

1. Residential use
2. Minimum lot size 40,000 square feet
3. Property lines and road lines may be shifted to accommodate stormwater drainage, utilities, wetland issues, And to meet the UDO requirements.

A community meeting was held on April 15, 2014 at Moyock Library and attendees had questions regarding the proposed development.

Planning Board Recommendation:

Mr. Cooper moved to approve PB 14-10 due to its consistency with the goals, objectives, and policies of the Moyock Small Area Plan, compatible with existing and proposed uses surrounding the land subject to the application, and is the appropriate zoning district and uses for the land with the following conditions:

- If surrounding land becomes an active agricultural use prior to preliminary plat approval, the farmland compatibility buffer shall be addressed.
- Allow a reduction in the minimum index score if the adjacent properties are developed at the time of preliminary and final plat with the possibility of establishing a pedestrian access to the rear of the property.

Ms. Bell seconded the motion and motion carried unanimously.

Board Action Requested

Action

Person Submitting Agenda Item

Ben Woody

Presenter of Agenda Item

Ben Woody

**CASE ANALYSIS FOR THE
BOARD OF COMMISSIONERS
DATE: July 7, 2014
PB 14-10 Bradley Smith**

ITEM: PB 14-10 Bradley Smith: a conditional rezoning of 20 acres from Agricultural (AG) to Conditional District- Single Family Mainland (CD-SFM).

LOCATION: Moyock -Dustin Lane, off Tulls Creek Road.

TAX ID: 0014-000-018L-0000
0014-000-018J-0000
0014-000-018K0000

OWNER: Anthony Smith
113 Soundview Drive
Aydlett, NC
Bradley Smith
113 Palmer Road
Camden, NC 27921

Michelle Smith
113 Palmer Road
Camden, NC 27921

APPLICANT: Bradley Smith

LAND USE/ZONING OF SURROUNDING PROPERTY:

	Land Use	Zoning
NORTH:	Undeveloped/Residential	SFM
SOUTH	Undeveloped	SFM/PUD Overlay
EAST:	Undeveloped/Residential	AG
WEST:	Undeveloped/Residential	AG

**LAND USE PLAN
CLASSIFICATION:**

The 2006 Land Use Plan classifies the site as Rural within the Moyock subarea.

MOYOCK SAP:

The Moyock Small Area Plan classifies the property as Limited Service.

The Limited Service designation typically has limited availability to infrastructure and services and low to moderate residential densities. Residential densities in the limited service area range between 1 – 1.5 units per acre. Policies supporting the request include:

Policy TR 2 Ensure that all development is designed with an interconnected, multi-modal transportation network between neighborhoods, activity centers, and other destinations to improve mobility and emergency access. Development of an interconnected road network east and west of Highway 168 that allows north-south movement for local residential traffic is strongly encouraged.

CURRENT ZONING: Agricultural (AG)

PROPOSED ZONING: Conditional District-Single Family Mainland (CD-SFM)

CURRENT USE: Undeveloped/Residential (under construction)

SIZE OF SITE: 19.83 acres (calculated lot area)
20 acres (including right of way)

ZONING HISTORY: Residential Agriculture-20 (RA-20) 1973 Zoning Map
Agriculture-40 (A-40) 1974 Zoning Map
Agriculture (A) 1989 Zoning Map

UTILITIES: County water is available to serve this development and sewer will be handled by on-site septic.

TRANSPORTATION: The proposed development fronts on Tulls Creek Road and the proposed road within the development will be constructed to NCDOT standards.

FLOOD ZONE: The proposed development is predominately located in the Shaded X flood zone (500-year) and approximately 1.4 acres is located in the X flood zone.

WETLANDS: The county wetland inventory maps indicate the property has wetland characteristics; however, a wetland delineation is not required until submittal of the subdivision. The surveyor has indicated no wetlands are thought to exist on the subject property. The county wetland inventory maps do not confirm the existence of wetlands on the property.

SOILS: The proposed development is located on Roanoke soils and are considered poorly drained and unsuitable for conventional on-site septic systems. All lots must be evaluated for on-site septic systems prior to the submittal of the preliminary subdivision plat.

PLAN REQUEST: 13 residential lots (including 2 family subdivision lots)

PROPOSED ZONING CONDITIONS:

1. Residential use.
2. Minimum lot size 40,000 square feet.
3. Property lines and road lines may be shifted to accommodate stormwater drainage, utilities, wetland issues, and to meet UDO requirements.

COMMUNITY MEETING:

A community meeting was held on April 15, 2014 at the Moyock Library. The attendees had questions regarding the proposed development including size of properties, types of homes, home sizes, property drainage, and impacts to surrounding properties.

TECHNICAL REVIEW COMMITTEE RECOMMENDATION:

The conditional zoning process provides an opportunity for an applicant to propose use limitations or development conditions that ensure development proposals are consistent with the policies set forth in adopted plans. The TRC recommends approval of the proposed request. The conditional rezoning

request is consistent with the goals, objectives, and policies of the Moyock Small Area Plan, and is compatible with existing and proposed uses surrounding the land subject to the application, and is the appropriate zoning district and uses for the land.

Additional Staff Comments:

The lands immediately adjacent to the development do not contain an active agricultural use. According to the applicant, a crop was not planted on the adjacent properties in the past year. It was determined that a farmland compatibility buffer will not be required unless the lands are in an active agricultural use associated with a bona fide farm at the time of preliminary plat submittal.

In addition, street connectivity is proposed to an adjacent lot that was part of an exempt subdivision more than 10 acres in area which is required to meet internal street connectivity requirements of the UDO. Although the placement of this interconnection meets the requirements of the UDO it may not be consistent with the purpose and intent of the internal street connectivity requirements of the UDO. Staff suggests the board establish a condition that would allow a reduction in the minimum index score if the adjacent properties are developed at the time of preliminary and final plat with the possibility of establishing a pedestrian access to the N/F Ward lands.

PLANNING BOARD RECOMMENDATION:

The Planning Board recommended approval of the conditional rezoning request with staff recommendations and the following conditions:

- If surrounding land becomes an active agricultural use prior to preliminary plat approval, the farmland compatibility buffer shall be addressed.
- Allow a reduction in the minimum index score if the adjacent properties are developed at the time of preliminary and final plat with the possibility of establishing a pedestrian access to the rear of the property.

THE APPLICATION AND RELATED MATERIALS ARE AVAILABLE ON THE COUNTY'S WEBSITE
<http://www.co.currituck.nc.us/board-of-commissioners-minutes-current.cfm>

PLANNING BOARD DISCUSSION (6-10-14)

Mr. Cooper asked what are the allowable surfaces for the pedestrian access.

Ms. Voliva said it would have to meet the ADA requirements and it could be concrete, asphalt, or wood surface.

Mr. Cooper said lots 1 and 13 are currently under construction. Mr. Cooper asked if the five foot non-access easement was incorporated in the current site plan for these two houses.

Ms. Voliva said yes.

Mr. Smith provided a brief overview of the family subdivision. The affordable homes will range from \$250,000 to \$350,000.

Mr. Cooper asked Mr. Smith his thoughts on the pedestrian access to the rear of the property.

Mr. Smith said he is okay with it if it happens.

Ms. Bell stated she does not see \$250,000 to \$350,000 as affordable housing to the average person who is on a fixed income.

Mr. Cooper said land and development costs have increased and construction material continues to go up.

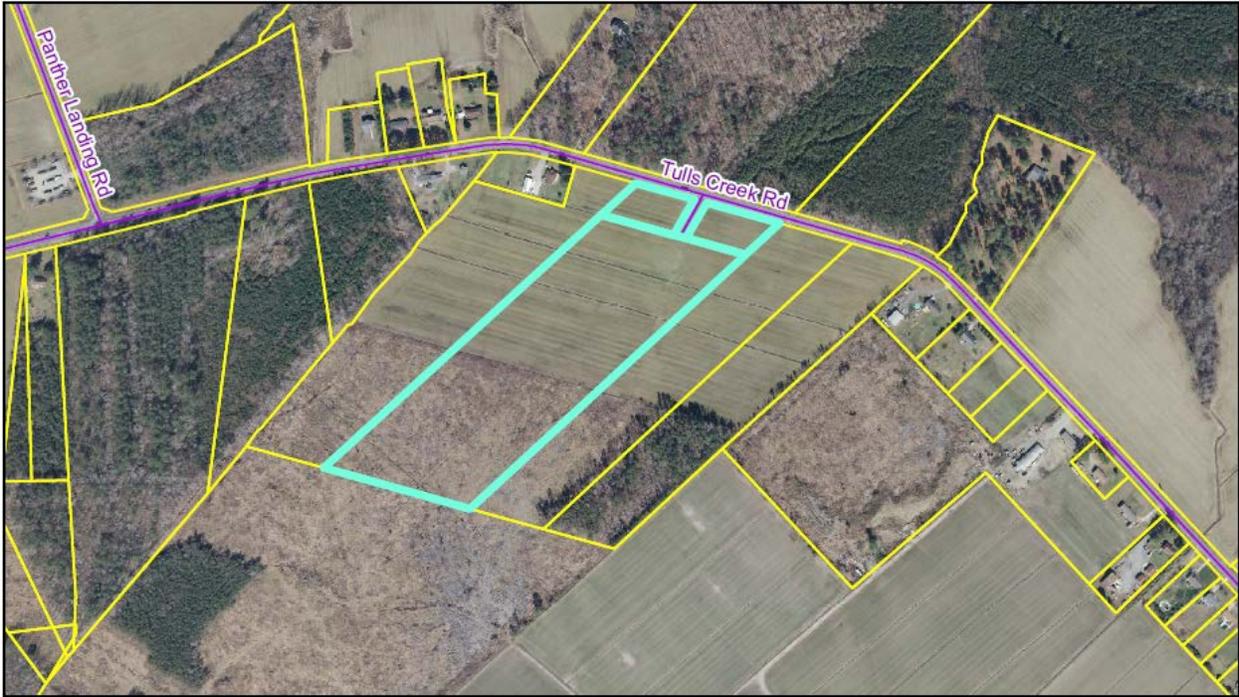
Ms. Overstreet said the building codes requirements can make the cost of homes increase too.

ACTION

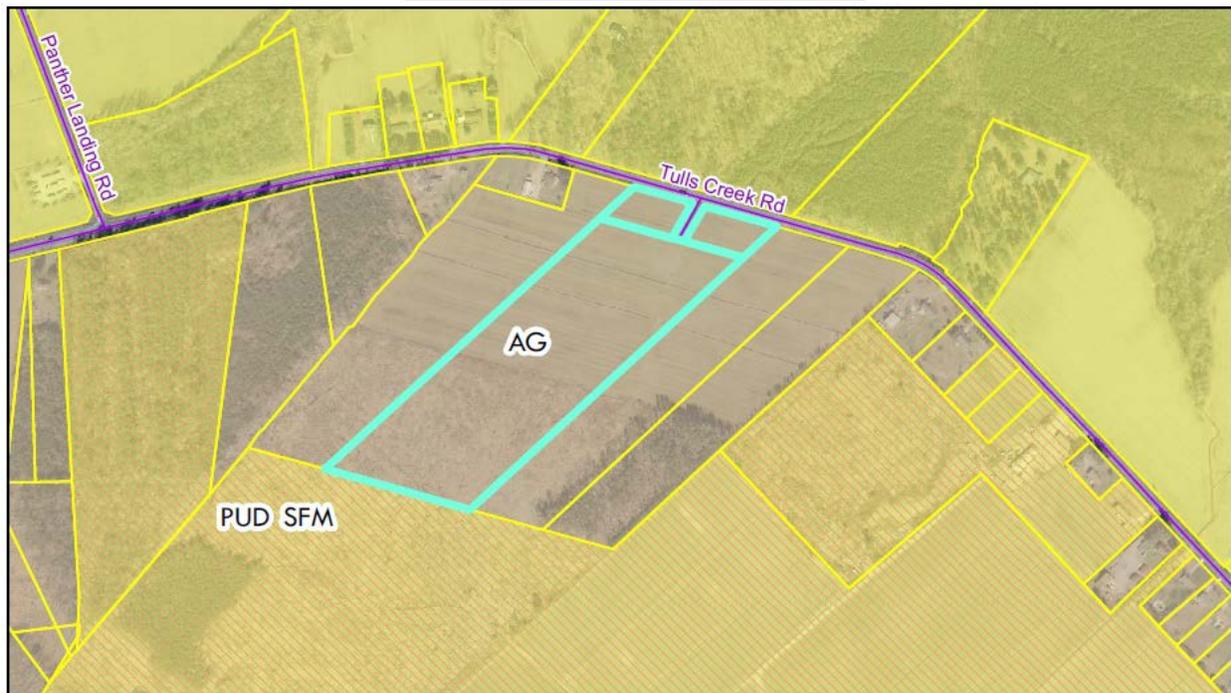
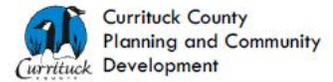
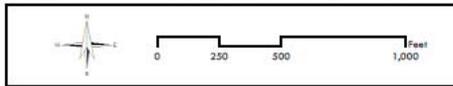
Mr. Cooper moved to approve PB 14-10 due to its consistency with the goals, objectives, and policies of the Moyock Small Area Plan, compatible with existing and proposed uses surrounding the land subject to the application, and is the appropriate zoning district and uses for the land with the following conditions:

- If surrounding land becomes an active agricultural use prior to preliminary plat approval, the farmland compatibility buffer shall be addressed.
- Allow a reduction in the minimum index score if the adjacent properties are developed at the time of preliminary and final plat with the possibility of establishing a pedestrian access to the rear of the property.

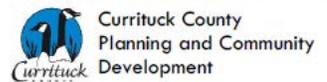
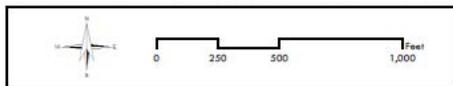
Ms. Bell seconded the motion and motion carried unanimously.

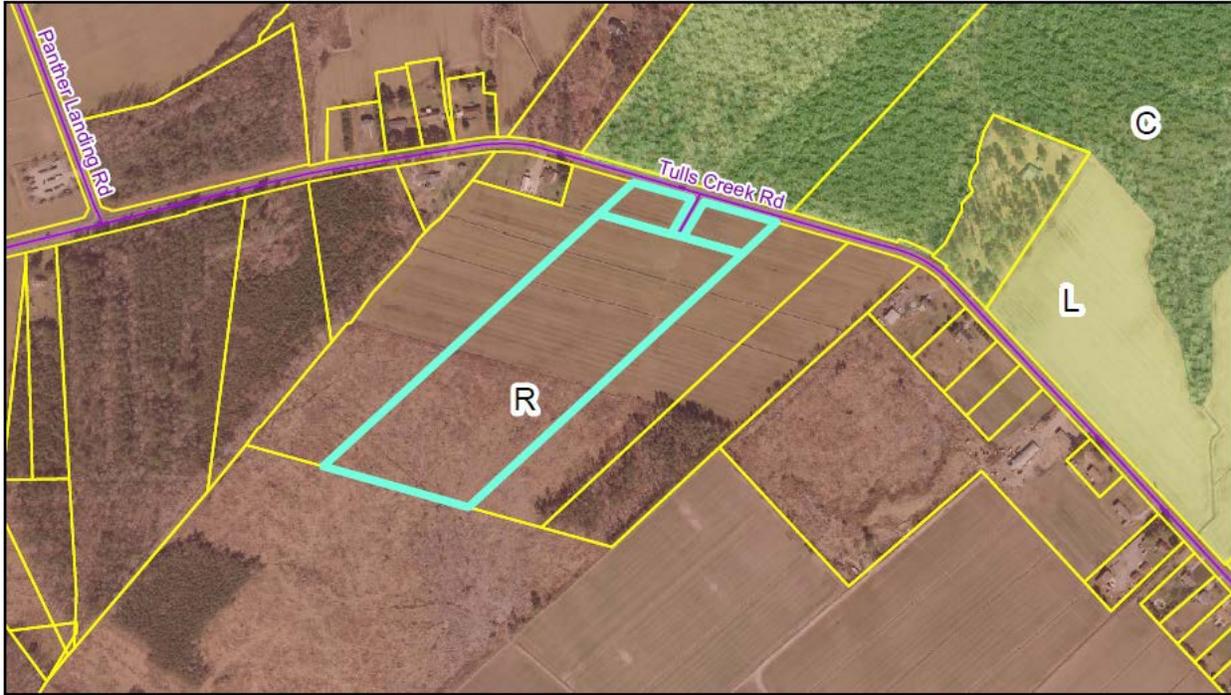


PB 14-10
Bradley Smith
Conditional Rezoning - Aerial

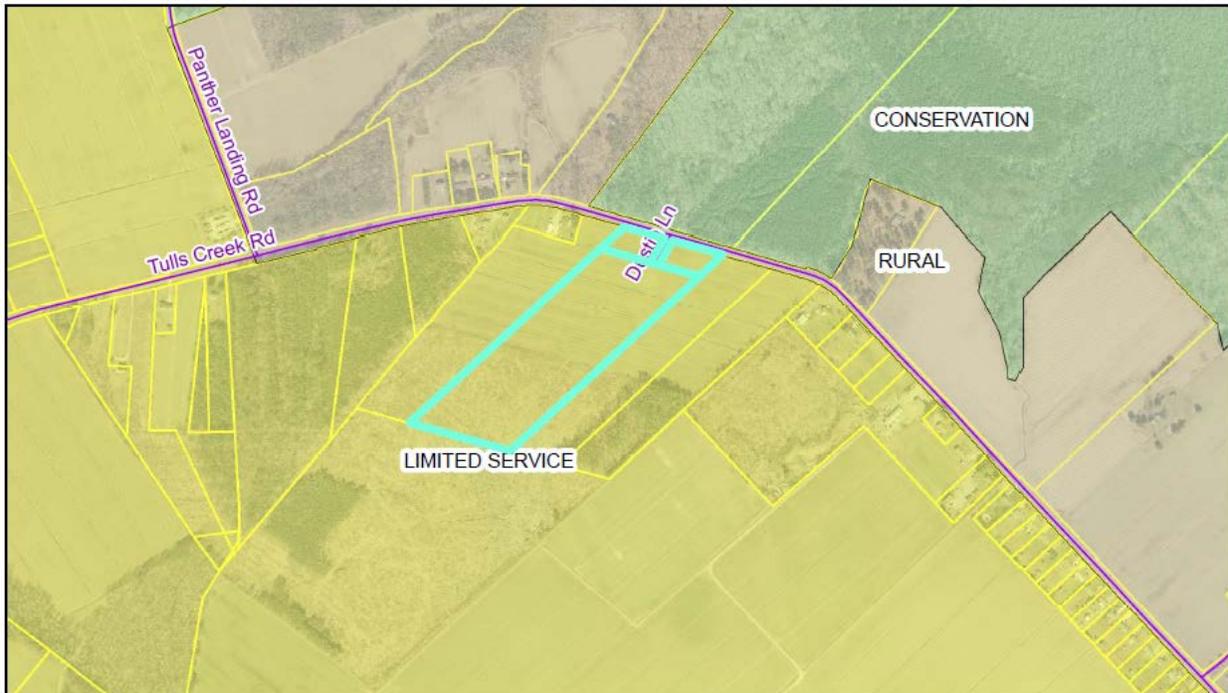
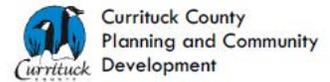
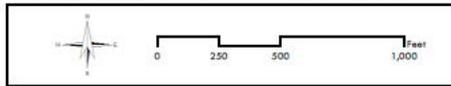


PB 14-10
Bradley Smith
Conditional Rezoning - Zoning

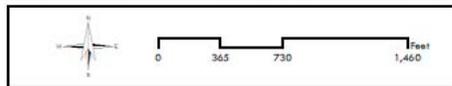




PB 14-10
Bradley Smith
 Conditional Rezoning - LUC



PB 14-10
Bradley Smith
 Moyock SAP FLU Map



TRC COMMENTS:

To: Bradley Smith
Anthony Smith

From: Donna Voliva, Senior Planner

Date: May 21, 2014

Subject: PB 14-10 Bradley Smith - Conditional Rezoning

The following comments have been received for the May 21, 2014 TRC meeting. Modifications of the request must be submitted by May 27, 2014 in order to remain on the June 10, 2014 Planning Board agenda. TRC comments are valid for six months from the date of the TRC meeting.

Planning, Donna Voliva

Reviewed

1. All property owners of the request must sign the application (Bradley K. Smith and Michelle K. Smith) A two lot family subdivision was approved for Bradley K. Smith and Michelle K. Smith and recorded on March 27, 2014. A single family dwelling is under construction on each of the two lots that are intended for sale. The rezoning includes the two family subdivision lots and it appears as the family subdivision was created as a part of the major subdivision and should be included in the major subdivision. This would affect the open space calculations and recreation and park area dedication that are part of the subdivision requirements.
2. The proposed Interconnectivity does not meet the requirements (road design). Further discussion regarding the interconnectivity and pedestrian circulation may be necessary.
3. Staff suggests the applicant modify one zoning condition that would require the minimum lot size to be a square footage measurement instead of an acreage calculation (i.e. 40,000 square feet).
4. Please provide approximate drainage patterns.
5. Please indicate the farmland compatibility buffer.

Currituck County Engineer, Eric Weatherly

Currituck Soil and Water, Mike Doxey

Approved

1. Refer to the UDO and the new Stormwater Manual for stormwater design rules and guidance (2yr, wooded, pre-developed/10yr post-developed). Stormwater forms, plans, and calculations will be required at construction submittal. A stormwater narrative will be required at preliminary plat submittal.

Currituck County Utilities, Pat Irwin

Approved

Albemarle Regional Health Services, Joe Hobbs

Reviewed

1. DEVELOPER NEEDS TO CONSULT WITH KEVIN CARVER RS WITH CURRITUCK COUNTY HEALTH DEPT.(252-232-6603) IN ORDER TO EVALUATE EACH LOT TO DETERMINE SOIL SUITABILITY FOR SEWAGE TREATMENT AND DISPOSAL FOR THIS PROPOSED SUB-DIVISION.

Currituck County GIS, Harry Lee

Reviewed

Currituck County Fire Marshal, James Mims

No comment

NC State Archaeology, Lawrence Abbot

No comment

1. No previously recorded archaeological sites noted within the project area. An archaeological survey is not recommended.

NC Division of Coastal Management, Charlan Owens

No comment

US Postal Service, Moyock Postmaster

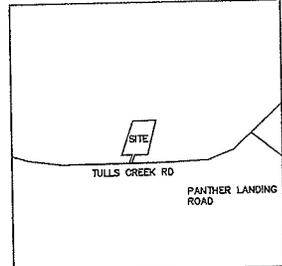
1. Please contact the local postmaster (Moyock) to determine the mode of delivery and type of delivery equipment.

The following TRC member did not provide comments:

Currituck County Building Inspections, Spence Castello

STATE OF NORTH CAROLINA
 COUNTY OF CURRITUCK
 REVIEW OFFICER OF CURRITUCK COUNTY,
 CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION
 IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR
 RECORDING.

DATE _____ REVIEW OFFICER _____



VICINITY MAP
(NOT TO SCALE)

OWNERS: *Bradley K. Smith*
 MICHELLE K. SMITH
 ANTHONY P. SMITH
 113 PALMER ROAD
 CAMDEN, NC 27921
 PHONE: 757-286-9950
 EMAIL: buildwithlandmark.com

PIN 0014000018J0000
 PIN 0014000018K0000
 PIN 0014000018L0000

SUBJECT PROPERTY IS
 CURRENTLY ZONED: AG
 PROPOSED ZONING: SFM
 PROPOSED USE: RESIDENTIAL

TOAL NUMBER OF LOTS: 13
 TOTAL LOT AREA: 534,568 SF / 12.27 ACRES
 OPEN SPACE: 263,468 SF / 6.05 ACRES
 TOTAL AREA: 871,687 SF / 20.01 ACRES

FLOOD ZONES: X & SHD X
 F.I.R.M. 3721803200 J
 DATED: DEC 16, 2005

NO WETLANDS ARE THOUGHT TO EXIST
 ON THE SUBJECT PROPERTY.

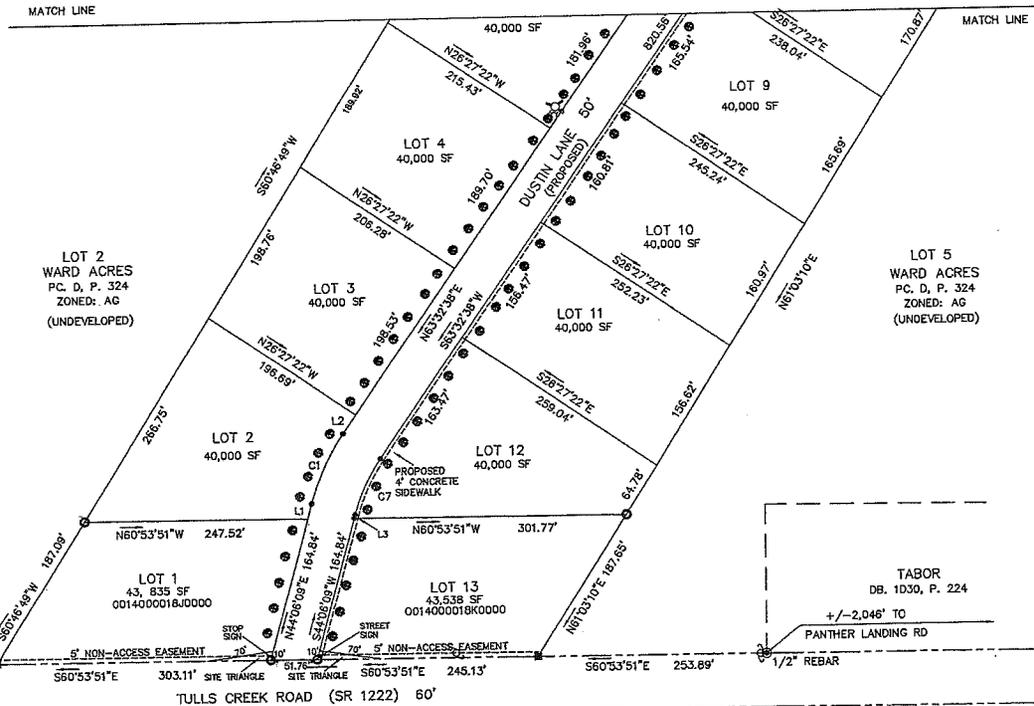
UTILITY/DRAINAGE EASEMENTS:
 15' ALONG ALL FRONT LOT LINES
 10' ALONG ALL REAR LOT LINES
 10' CENTERED ALONG ALL INTERIOR
 LOT LINES.

LOT LINE SWALES TO STORE AND
 CONVEY STORM WATER DRAINAGE

TREES WILL BE PLACED ACCORDING TO
 UDO REQUIREMENTS, LOCATIONS SHOWN
 HERE ARE APPROXIMATE.



3/8" REBAR
 N60°39'03"W 290.44'
 N60°53'40"W 218.41'
 5' NON-ACCESS EASEMENT
 303.11' SITE TRIANGLE
 51.76'
 70' 5' NON-ACCESS EASEMENT
 245.13'
 N60°53'51"E 245.13'
 TULLS CREEK ROAD (SR 1222) 60'



LEGEND
 FOUND MONUMENTATION ○
 SET MONUMENTATION ○ 1/2" REBAR
 DITCH ---
 RIGHT-OF-WAY ---
 PROPERTY LINE ---
 ADJOINING PROPERTY LINES ---
 UTILITY POLE ---
 FIRE HYDRANT ---
 BENCHMARK ---
 CONTROL CORNER ---
 PROPOSED TREES ●

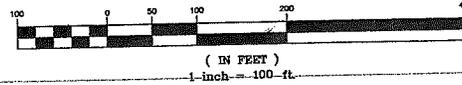
SURVEYED DATE	04/17/2014
SCALE	1" = 100'
REVISIONS	
FILE #	14-025R2
DRAWN BY	SLC
SHEET	1 OF 2

PROPOSED 13 LOT SUBDIVISION
 FOR
 BRADLEY K. SMITH

MOYOCK TOWNSHIP

LINE	DIRECTION	DISTANCE
L1	S44°06'09" W	17.50'
L2	S83°32'38" W	23.57'
L3	N44°06'09" E	3.50'

GRAPHIC SCALE



CURVE	RADIUS	LENGTH	TANGENT	CHORD	BEARING	DELTA
C1	255.00'	85.53'	43.68'	86.11'	S53°49'23" W	19°26'29"
C2	28.00'	21.03'	11.18'	20.41'	S39°26'56" W	28°11'23"
C3	50.00'	43.08'	22.98'	41.70'	S40°02'44" W	43°21'58"
C4	50.00'	94.59'	68.31'	81.10'	N61°05'00" W	108°23'32"
C5	50.00'	103.52'	84.24'	85.99'	N52°25'23" E	118°37'14"
C6	25.00'	21.03'	11.18'	20.41'	N67°38'10" E	45°11'23"
C7	205.00'	69.56'	35.12'	69.22'	S53°49'23" W	19°26'29"

I, STEPHEN L. CARDWELL, CERTIFY THAT THIS PLAT WAS DRAWN
 FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED
 DESCRIPTION RECORDED IN BOOK 1284, PAGE 491); THAT THE BOUNDARIES
 NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION
 FOUND IN BOOK _____ PAGE _____; THAT THE RATIO OF PRECISION AS CALCULATED
 IS 1: 10,000+; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30
 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND
 SEAL THIS 22ND DAY OF MAY, A.D. 2014.

Stephen L. Cardwell
 STEPHEN L. CARDWELL, PLS.
 L-4340 F-1287

S. L. CARDWELL, SURVEYING
 106 MARINA BLVD
 CAMDEN, NC 27921
 252-336-5627
 PROFESSIONAL SURVEYING - MEASUREMENTS - ESTABLISHMENTS
 SURVEYING EQUIPMENT - INVENTORY



Conditional Rezoning Application

OFFICIAL USE ONLY:

Case Number: _____
Date Filed: _____
Gate Keeper: _____
Amount Paid: _____

Contact Information**APPLICANT:**

Name: Bradley Smith
Address: 113 Palmer Rd
CANDLER NC 27921
Telephone: 252-336-4122
C-757-286-9990
E-Mail Address: brsawdms@yahoo.com

PROPERTY OWNER:

Name: Anthony Smith
Address: 113 Sawanville Dr.
Ayolett NC
Telephone: 252-722-2127
E-Mail Address: boog5-1999-27923@yahoo.com

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: SON

Property Information

Physical Street Address: DUSTIN LANE, 100 + 101 + Residential
Location: Moyock
Parcel Identification Number(s): 0014-000-018L-0000 0014-000-018J-0000
0014-000-018K-0000
Total Parcel(s) Acreage: 20-
Existing Land Use of Property: Residential / Agriculture

Request

Current Zoning of Property: AG Proposed Zoning District: SFM

Community Meeting

Date Meeting Held: April 15, 2014 Meeting Location: Moyock Library

Conditional Rezoning Request

To Chairman, Currituck County Board of Commissioners:

The undersigned respectfully requests that, pursuant to the Unified Development Ordinance, a conditional zoning district be approved for the following use(s) and subject to the following condition(s):

Proposed Use(s):

Single Family Residential Homes

Proposed Zoning Condition(s):

Residential use

minimum lot size ~~30,000~~ 40,000 sq. ft

Property lines + Road Lines may be shifted to accommodate storm water drainage, utilities, wetland issues, and to meet LCO requirements.

An application has been duly filed requesting that the property involved with this application be rezoned from:

AG to SFM

It is understood and acknowledged that if the property is rezoned as requested, the property involved in this request will be perpetually bound to the conceptual development plan, use(s) authorized, and subject to such condition(s) as imposed, unless subsequently changed or amended as provided for in the Currituck County Unified Development Ordinance. It is further understood and acknowledged that final plans for any development be made pursuant to any such conditional zoning district so authorized and shall be submitted to the Technical Review Committee.

[Signature]

4/21/14

Date

NOTE: Form must be signed by the owner(s) of record. If there are multiple property owners a signature is required for each owner of record.

BC

Michelle Smith

April 15, 2014

Currituck County Planning Department
153 Courthouse Road, Suite 110
Currituck, NC 27929

RE: Community Meeting conducted on April 15, 2014 at the Moyock Library in reference to the re-zoning application for the Smith Family Subdivision.

Attendees: Mr. and Mrs. Tabor, adjacent property owner, Gale, family member representing adjacent property owners, Donna Voliva, planning department, and Brad Smith, applicant.

To Whom It May Concern:

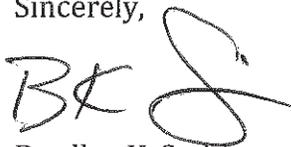
I conducted the Community Meeting on April 15, 2014 at the Moyock Library. I presented the attendees with copies of my conceptual plan, surrounding property zoning information, and stated my future intentions.

Each member asked questions that generally pertained to size of the properties, types of homes, home sizes, property drainage, and how it may impact surrounding properties. We had an open dialogue and I provided them the information requested and everyone present seemed satisfied with the responses. No one voiced opposition to my proposal.

I assured them that my plan was a limited number of lots, not to exceed 12 new lots in the 17.82 acre parcel, residential use, lot size minimum .9 acres, and the site has been reviewed to control drainage on the existing property. Our goal is to build quality single family homes that will positively affect the surrounding area and property values. We intend to set up a homeowners association, with home size restrictions, stick built only, and other restrictive covenants promoting a small community neighborhood.

In conclusion, the attendees seemed satisfied and positive about my proposal. I provided everyone present with contact information should they have further questions or concerns. Ms. Voliva also made everyone aware of the process and timing of future meetings that would be associated with my application.

Sincerely,


Bradley K. Smith

W. James Rivera, P.E.

P.O. Box 593
Kitty Hawk, NC 27949
757/287-7441 Fax: 252/261-7426

April 3, 2014

Landmark Custom Homes and Design, Inc.
113 Palmer Road
Camden, NC 27921
bsmith@buildwithlandmark.com

Attn: Brad Smith

Re: Stormwater Plan
Smith Family Subdivision
(formerly Lots 3 & 4 Ward Acres)
(PIN 0014000018F0000 & 0014000018G0000)
Tulls Creek Road
Moyock, Currituck County, NC
Project # 14003 - JCD

Dear Brad:

As requested, I have examined the properties referenced above and have also reviewed the survey information prepared by Stephen Cardwell, PLS for your proposed new subdivision. My preliminary assessment is as follows.

The proposed part of the subdivision currently cultivated is drained by a series of agricultural ditches in various conditions. Because the ditches intersect the proposed lot lines at odd angles, the ditches within the property boundaries should be filled. However, the outflow from a new series of swales will be directed to the existing ditches and regulated to only allow current estimated peak stormwater flow rates or less to flow into the existing ditches. Control structures to be designed at a later date.

The rear part of the property which remains woods or harvested woods slopes in multiple directions with some flowing to the north and into existing ditches and some flowing to the southeast into another collector and presumably towards the rear of the lot and eventually through a series of other ditches off property into Shingle Landing Creek. Since most of this land will remain open space, no stormwater provisions are offered at this time. Parts of lots behind the current field/woods line will be drained forward into the proposed collection system.

The front two ditches on the southeast side of the subject property crossing Ward Acres lots 1 and 2 are well maintained and have positive slope from the property to a larger ditch running along the left boundary of Lot 1. It is also free flowing and intersects the roadside swale along Tulls Creek Road and proceeds to cross under Tulls Creek Road via two state owned culverts. The rear ditch along the woods line on the southeast side again runs to the larger ditch along Lot 1. This rear ditch is not as well maintained as the front two but does flow from the subject property to the bigger ditch. However, the larger ditch at the point of intersection appears to slope to the rear of Lot 1. Further exploration should be done following the proposed rezoning.

* Road new w/o
Storm Manual

* Revised SPT 1

Fire Hydrant w/in 500 FT
1,000 MAX ROAD

There are four agricultural ditches to the northwest of the subject property. The front ditch runs from the center of the property northwest crossing Lot 5 of Ward Acres and then along the back property line of Cameron Tabor, discharging into a larger ditch along the northwest (right side) property line of Lot 5. That ditch flows from the woods line forward to Tulls Creek Road and flows under the road via a culvert. The side ditch was free flowing with only minor debris.

The front ditch across lot 5 is clear but has no slope. The ditch section along the rear Tabor property has not been recently maintained and the bottom is several inches higher than the section across Lot 5. Stormwater flow from this area should probably be directed to the front of the property and into the NCDOT swale along Tulls Creek Road.

The second and third ditches running northwest are in line with the first two ditches on the southeast side. They are maintained and slope towards the larger ditch on the right side of Lot 5.

The last ditch is the northeast extension of the rear ditch along the woods line mentioned above. The slope of this section is northwest where it intersects the larger ditch along lot 5 and runs to the culvert crossing Tulls Creek Road.

The front right ditch will remain open as is. The sections of the other ditches crossing the property will be filled in as they are not compatible to an efficient lot layout. The net loss of onsite storage capacity from filling these ditches is approximately 10,870 cubic feet.

Based upon the proposed subdivision as shown on the preliminary layout "Sketch of Proposed 12 Lot Subdivision" by S. L. Cardwell Surveying dated 03/20/2014, new lot swales will replace the filled in ditches. The NCDOT subdivision road standards require 2 foot deep roadside swales with 1:3 side slope yielding a new capacity of 25,057 cubic feet. Currituck stormwater rules require side swales 18 inches deep at a 1:3 side slope. ARHS preliminary septic approval requires drainfield areas to be drained by similar 18 inch deep swales making the sides and rear of each lot surrounded by swales. The new swale capacity for the side and rear swales is 30,543 cubic feet.

The net swale capacity increases to $(30543+25057-10870)$ 44,730 cubic feet.

Based upon an estimated house foundation area of 1,500 square feet (2,000+ house floor plan) and an 80 foot by 12 foot driveway, the lot impervious area is 2,460 square feet. Based upon 10 lots shown on the Cardwell plan, the net lot impervious area is 24,600 square feet. The area of the paved road is approximately 21,222 square feet. The total impervious area is 45,822 square feet. Four inches of stormwater needs to be retained on site during a major rain event per the Currituck UDO. The total retained volume is required to be 15,274 cubic feet; 34% of the swale capacity. By implementing flow control devices at the inlets to the existing ditches, the site easily can retain the required new stormwater volumes without nuisance water levels in the swales.

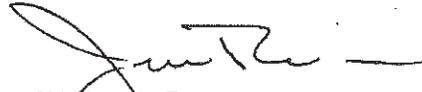
It should be noted that the soil type on this property is Roanoke, the typical clay soil found in northern Currituck County. The transmissivity rate of the clay has been tested and found to be only of a fraction of an inch per day meaning that the soil does not infiltrate much of the rainfall in any rain event but runs off or puddles in low areas. By providing more swale/ditch

area than currently exists and use of flow control devices, this project will decrease the offsite flow rates lessening impact to downstream properties.

This analysis is based upon two site visits where all the existing ditches were explored from the wood line to Tulls Creek Road including examining the cross-road culverts. Some elevation work was done for the two significant agricultural ditches to determine average depths and slopes. In the event the rezoning and subdivision proceeds, a formal stormwater plan will be developed for approval by Currituck County.

Please let me know if you have any questions.

Respectfully submitted,

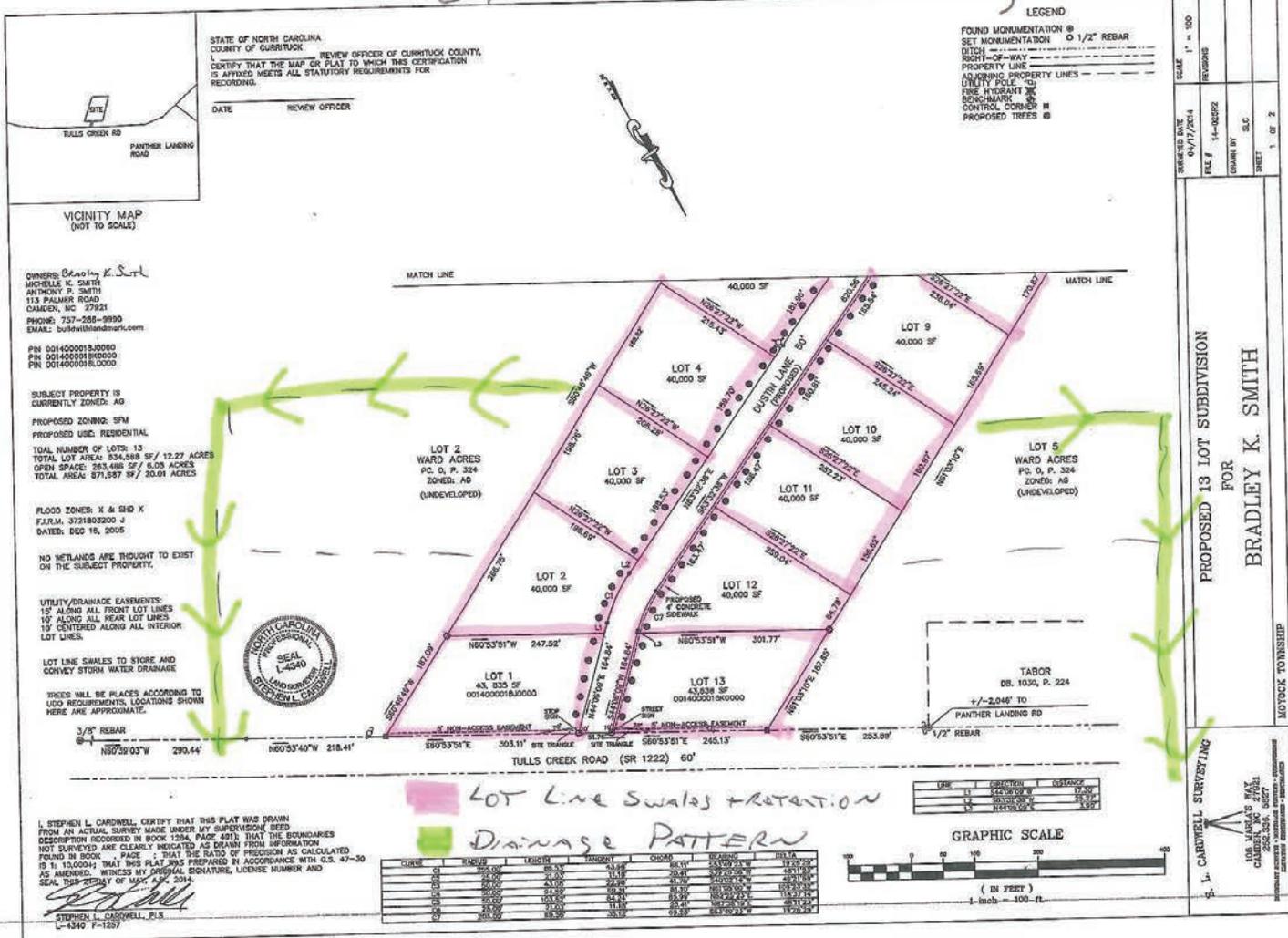


W. James Rivera, PE
(NC, NV, VA)

Drawing attached.



* Storm Water Drainage *





FRONT ELEVATION

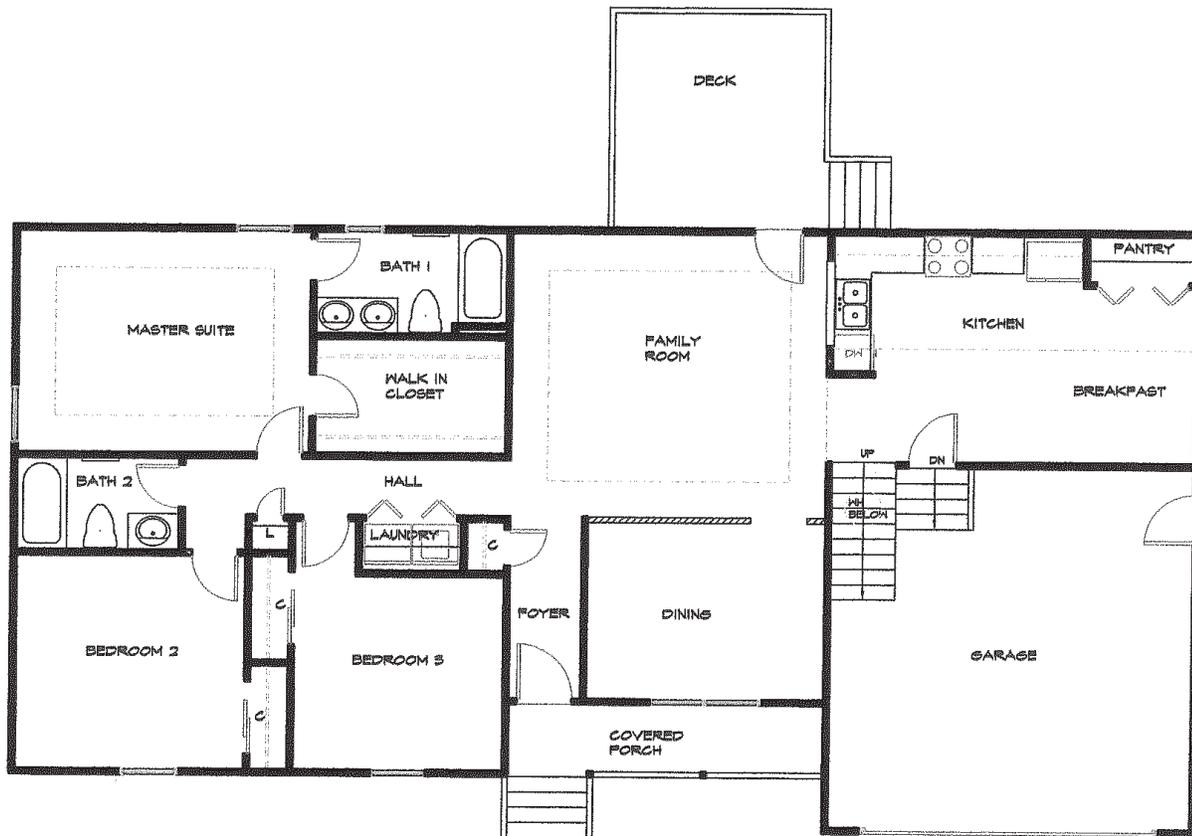
1/4" = 1'-0"



FRONT ELEVATION

1/4" = 1'-0"





FIRST FLOOR PLAN

1/4" = 1'-0"









Currituck County Agenda Item Summary Sheet

Agenda Item Title

Memorandum and Agreement for Waterlily Public Access Boat Ramp Improvements

Brief Description of Agenda Item

Review and approval of the Memorandum and Agreement between NC Wildlife Resources Commission and Currituck County to partner in the design, permitting, and building of a dock and gazebo(s) along the waterfront located at the Waterlily Public Access Boat Ramp.

Board Action Requested

Person Submitting Agenda Item

Presenter of Agenda Item

MEMORANDUM OF AGREEMENT

AGREEMENT TO DESIGN, PERMIT, RENOVATE, OPERATE AND MAINTAIN A PUBLIC BOATING ACCESS AND PUBLIC FISHING PIER

This agreement is made and entered into this the X day of XXX, 2014, by and between the NORTH CAROLINA WILDLIFE RESOURCES COMMISSION, hereinafter referred to as the COMMISSION, and CURRITUCK COUNTY, hereinafter referred to as the COUNTY.

I. PURPOSE OF THE AGREEMENT

It is mutually agreed that the COMMISSION and the COUNTY will cooperate to provide free public boating access, a boardwalk for fishing and shoreline stabilization at the Coinjock Boating Access Area, located at 482 Waterlily Road in Coinjock, Currituck County.

II. RESPONSIBILITIES

A. The COMMISSION agrees to:

Boating Access Area

1. Provide design development for shoreline stabilization, boardwalk and parking lot improvements of the existing public boating access area.
2. Obtain all regulatory permits required for construction and improvements to the boating access area.
3. Bid out and provide construction administration for the construction of all improvements to the boating access area.
4. Fund the shoreline stabilization improvements.
5. Allow COUNTY to install two gazebos at a COMMISSION approved location along the new boardwalk.
6. Ensure that the contractor will leave the site in a condition to mow, after the construction of the boardwalk and parking lot improvements.
7. Agree to maintain major infrastructure at the site, which includes the ramp, floating docks and gravel driveway and parking lot.

B. The COUNTY agrees to:

1. Fund the construction of the boardwalk and associated parking lot improvements.
2. Maintain the grounds surrounding the site keeping the grass mowed at regular intervals year round and litter removed regularly.
3. Provide design (or contractor design-build) for the gazebo.
4. Make any future necessary repairs to the boardwalk and gazebo.

C. The COUNTY and the COMMISSION agree to:

5. Manage the access area as a COMMISSION facility with no closure of the site except for repair purposes, emergency situations, limited special uses or best management practices. The facility will be posted with COMMISSION boating access area regulations using kiosks and signage.

III. TERMINATION

It is mutually agreed that either party may terminate its involvement in this agreement by written notice to the other at least 120 days in advance of the date on which termination is to become effective. If the agreement is terminated before the end of the agreement as described below, the County will reimburse the Commission for the cost of infrastructure improvements on a pro-rated cost share.

IV. TERM OF AGREEMENT

This agreement shall become effective upon full execution and shall continue in effect for a period equal to 25 years.

IN TESTIMONY WHEREOF, this Cooperative Agreement has been executed by the parties hereto, in duplicate originals, as of the date first above written.

Curritick County

Daniel Scanlon II, County Manager

ATTEST

Leeann Walton, Clerk to Board of Commissioners

NORTH CAROLINA WILDLIFE RESOURCES
COMMISSION

Erik Christofferson, Division Chief
Engineering and Lands Management

ATTEST

Mark Hamlett, Design Services Section Chief
Engineering and Lands Management

WHALEHEAD PRESERVATION TRUST BOARD OF DIRECTORS
2 Year Terms

Incumbent	Nominated by	New Appointee	Nominated by	Date of Appointment	End of Term
Cliff Scott	District 1	*	Aydlett	6/3/2013	2nd Term 5/1/2016
				Eff. 5/1/2010	
Andy Newbern	District 2	*	Griggs	3/1/2010	1st Term 5/1/2015
				Eff. 5/1/2010	
Carl Ross	District 3	*	Petrey	10/3/2011	1st Term 5/1/2016
				Eff. 5/1/2010	
Jeanne Meiggs	District 4	*	McCord	3/1/2010	1st Term 5/1/2016
				Eff. 5/1/2010	
Josh Bass**	District 5	*	Gilbert	3/1/2010	1st Term 5/1/2014
				Eff. 5/1/2010	
Don Cheek*	At-Large	*	Martin	6/3/2013	1st Term 5/1/2016
				Eff. 5/1/2013	
Sharon Twiddy	At-Large	*	O'Neal	3/1/2010	1st Term 5/1/2015
				Eff. 5/1/2010	
Travis Morris		**		6/3/2013	2nd Term 5/1/2016
				Eff. 5/1/2013	
Penny Leary-Smith		**		6/3/2013	1st Term 5/1/2016
				Eff. 5/1/2010	
		**		6/3/2013	Unexpired Term
				Eff. 5/1/2010	
Kimberlee Hoey		**		3/1/2010	1st Term 5/1/2015
				Eff. 5/1/2010	

* Resigned-To Be Replaced

**May be Reappointed

* 7 Members Must Be County Residents

** 4 Members May Be Non-Residents

Commissioner Griggs

CURRITUCK COUNTY
NORTH CAROLINA
June 16, 2014

The Board of Commissioners met in the Historic Courthouse Conference Room at 6:00 PM for a work session on Moyock Wastewater with Eric Weatherly, County Engineer. Discussion included current and projections for commercial and residential use.

The Board of Commissioners met at 7:00 PM for its regularly scheduled meeting at the Historic Courthouse in the Board Meeting Room with the following members present: Chairman Paul O'Neal, Vice-Chair Paul Martin, Commissioners Aydlett, Gilbert, Griggs, McCord and Petrey.

Chairman O'Neal called the meeting to order at 7:02 PM and announced that the Board had met in a work session at 6:00 PM on Moyock Wastewater.

A) Invocation

Reverend Dawne Hollis of Mt. Zion United Methodist Church gave the invocation.

B) Pledge of Allegiance

Reverend Dawne Hollis led the Pledge of Allegiance.

C) Approval of Agenda

Commissioner Gilbert moved to approve the agenda as presented. Commissioner Martin seconded the motion. Motion carried unanimously.

APPROVED AGENDA

Work Session

6:00 PM. Moyock Wastewater

7:00 pm Call to Order

- A) Invocation-Reverend Dawne Hollis, Mt. Zion United Methodist Church
- B) Pledge of Allegiance
- C) Approval of Agenda
- D) Public Comment

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

Administrative Reports

- A) **Presentation of Certificate of Appreciation to Mary S. Gilbert, Clerk to the Board of Commissioners**

Public Hearings

- A) **Public Hearing and Possible Action on Annual Budget for the Fiscal Year Ending June 30, 2015.**

- B) **PB 14-03 Currituck County - Outdoor Shooting Ranges:** Request to amend the Unified Development Ordinance to establish Outdoor Shooting Ranges as a permitted use in the Resource Conservation (RC), Agricultural (AG), and Heavy Industrial (HI) zoning districts with use specific standards

Old Business

- A) **An Ordinance of the Currituck County Board of Commissioners Amending Section 10-64 of Chapter 10 of the Currituck County Code of Ordinances to Authorize Law Enforcement Seizure of ATV Permits that are Expired, Revoked, Cancelled, Suspended, Unlawfully or Erroneously Issued or Unlawfully Used.**
- B) **An Ordinance of the Currituck County Board of Commissioners Defining and Regulating Peddlers and Solicitors in Currituck County.**

New Business

- A) **Board Appointments:**
1. Appointments to Game Commission
- B) **Consent Agenda:**
1. Approval of June 2, 2014, minutes.
 2. Budget Amendments
 3. Approval of ABC Board Lease for Corolla Store Space.
 4. Authorize County Manager to execute Dominion Power agreement to provide service to Corolla Public Access facility located on Corolla Village Road.
 5. Consideration and Action-Purchasing Requests for Moyock Fire Department.
- C) **Commissioner's Report**
- D) **County Manager's Report**

Special Meeting

TOURISM DEVELOPMENT AUTHORITY

- A) Public Hearing and Possible Action on the Fiscal Year 2015 Tourism Development Authority Budget.
- B) Discussion of Travel and Tourism Department's Support of Funds Program Procedures.

Closed Session

Closed Session pursuant to G.S. 143-318.11(a)(3) to consult with the County Attorney in order to preserve attorney-client confidentiality in the matter entitled Swan Beach Corolla, LLC v. Currituck County, and other legal matters.

Adjourn

D) Public Comment

Chairman O'Neal opened the Public Comment period.

Mary Etheridge, Shawboro, stated her family is involved in litigation with the County regarding approval of a junkyard in Shawboro. She felt she had been bullied by Chairman O'Neal at the last BOC meeting, and she is only trying to inform residents of her situation. She stated she was not disrespectful but felt Chairman O'Neal was trying to intimidate her and her family with regard to a lot that they inherited, from which he claims contaminants from gasoline tanks are leaking into the groundwater and poisoning neighboring wells. Ms. Etheridge said no one should be treated the way she has been, when a citizen dares to speak at a public meeting.

Chairman O'Neal said all of his statements can be backed up by staff and documentation. Chairman O'Neal asked County Attorney Ike McRee to recount the process that resulted in the zoning for the recycling center. Mr. McRee did so, also addressing the intimidation claims against Chairman O'Neal, and recalling the history of the litigation, appeals and the current status of the case with regard to the recycling center and noted that the state is working on remediation for the contaminated lot.

Ginger Sikes, Currituck, Animal Lover's Assistance League (ALAL), told everyone about Wheels for Paws event, Saturday, June 21, at Currituck County High School, a free event for attendees. Summer program, Fun with Animals, begins June 17, at the Currituck County Animal Shelter.

Sharon Martz, Point Harbor, thanked the Board for taking action to find answers with regard to EMS situation. She asked the Board to look deep and not just accept the superficial findings. Ms. Martz supports reinstatement of Teresa Wheeler. She supports the Animal Lover's Assistance League and feels the Board should as well due to ALAL's experience and reputation. She showed a current article from The Shopper magazine about ALAL.

Walter Williams, Knotts Island, was impressed with the Ranchland development improvements. He spoke of County spending on marketing, media, and advertising and suggested looking for businesses in Currituck who can provide these services rather than spending our dollars outside our community.

Sybil O'Neal, Maple, stated that 78 employees have left EMS since Chief Glover's arrival. She also said that the lot is owned by Kitty's brother-in-law and it is not Kitty's fight.

There being no further comments, Chairman O'Neal closed the Public Comment period.

Administrative Reports

A) Presentation of Certificate of Appreciation to Mary S. Gilbert, Clerk to the Board of Commissioner

Chairman O'Neal asked Mary, the Board, County Manager and County Attorney to come to the front for the presentation of a plaque and certificate. Chairman O'Neal thanked Mary for her outstanding service over the years. Each Commissioner and member of staff said a few words to Mary and wished her well in her retirement. Mary thanked the Board and Dan Scanlon, County Manager, for their kind wishes, and said she has enjoyed working for the County. She stated she enjoyed all of the Board members she had come to know over the years, they have all been very kind to her and that her Board is the best.

Public Hearings

A) Public Hearing and Possible Action on Annual Budget for the Fiscal Year Ending June 30, 2015.

Chairman O'Neal opened the public hearing and stated no one signed up for comment. Chairman O'Neal closed the public hearing and noted the good job by the County Manager, Finance Director and department heads in their ability to decrease the budget by 2% and

include a ½ cent property tax decrease. Commissioner Petrey moved to approve the budget. Commissioner Gilbert seconded. Motion carried unanimously.

CURRITUCK COUNTY
NORTH CAROLINA

SALARY AND COMPENSATION RESOLUTION
FOR THE 2014-2015 FISCAL YEAR

BE IT RESOLVED by the County Commissioners that the following salaries and other compensation

SECTION 1 - BOARDS

Board of Adjustments

Members \$50. per meeting

Airport Advisory Board

Members \$50. per meeting

Board of Commissioners

Chairman \$1300. per month

Members \$1200. per month

Stormwater Advisory Board

Members \$50. per meeting

Economic Development Board

Members \$50. per meeting

<u>Tourism Development Authority</u> Members	\$50. per meeting
<u>Board of Elections</u> Chairman	\$75. per month plus \$8.00 per meeting hour plus travel reimbursement at per diem rate
Members	\$25. per month plus \$8.00 per meeting hour plus travel reimbursement at per diem rate
Chief Judge	\$150. on election day, \$20. on canvass day, \$15. on instruction day plus travel reimbursement at per diem rate
Judge	\$100. on election day, \$15. on instruction day plus travel reimbursement at per diem rate
Assistants	\$85 on election day, \$15. on instruction day plus travel reimbursement at per diem rate
<u>Board of Equalization</u> Members	\$100. per day; \$50. per half day
<u>Land Transfer Tax Appeals Board</u> Members	\$50. per meeting
<u>Library Board of Trustees</u> Members	\$50. per meeting
<u>Other</u> Jury Commission	\$50. per day
<u>Planning Board</u> Members	\$50. per meeting

Social Services Board

Members	\$50. per meeting	
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Chairman	\$75. per meeting	
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Parks and Recreation Board

Members	\$50. per meeting	meeting	\$50. per
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Fire And EMS Board

Members	\$50. per meeting	
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<u>Senior Citizens Advisory Board</u>	\$50. per meeting	
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<u>Nutrition Board</u>	\$50. per meeting	
------------------------	-------------------	--

Payments made to board members (except the Board of Commissioners and Board of Elections) are considered fees for the payment of all expenses incurred while serving in a voluntary capacity unless additional compensation is provided for in the enacting ordinance.

SECTION 3 - NEW APPOINTMENTS

Compensation

The County Manager is authorized without further approval to enroll new personnel at a grade level not to exceed that of step 3; however, no new position may be established or salaries increased without the approval of the County Board of Commissioners.

Minimum Wage

Notwithstanding the above, the County Manager may raise the salary of any employee to the Federal minimum wage level without further approval from the County Board of Commissioners.

SECTION 4 - PART-TIME AND TEMPORARY EMPLOYEE BENEFITS

County employee benefits, including but not limited to vacation leave, holiday leave, sick leave, retirement, 401k, and health insurance, shall not be provided for part-time and temporary employees unless otherwise provided for by the Board of Commissioners.

PART-TIME/TEMPORARY PAY RATES

Hourly

EMT Basic - Temporary	\$13.94 - \$14.47	per hr
EMT Intermediate - Temporary	\$15.76 - \$16.37	per hr
EMT Paramedic - Temporary	\$19.04 - \$19.78	per hr
Airport Lineman - Part-time	\$13.68	per hr
Airport Manager - Temporary	\$25.56	per hr
Library Assistant I -Part-time	\$12.79	per hr
Deputy I -Part-time	\$16.36	per hr
Detention Officer - Part-time	\$13.94	per hr
Maintenance Helper - Temporary	\$11.90	per hr
Camp Counselors - Seasonal	\$9.00	per hr
Visitor Relations Coordinator - Temporary	\$12.79	per hr

Parks & Recreation Temporary Staff

Janitor - All Sports	\$7.25	per hr
Scorekeeper - All Sports	\$7.25	per hr
Score Board Operator - Tackle Football	\$18.00	per game
Site Coordinator - All Sports	\$14.50	per hr
Referee - 5 - 9 yr old Basketball	\$18.00	per game
Referee - 10 - 15 yr old Basketball	\$20.00	per game

Referee - Flag Football	\$18.00	per game
Referee - Youth Volleyball	\$18.00	per game
Referee - Soccer	\$18.00	per game
Umpire - Baseball Ages 7 - 8	\$18.00	per game
Umpire - Softball 8U	\$18.00	per game
Umpire - Baseball Ages 9 - 10	\$24.00	per game
Umpire - Softball 10U - 16U	\$24.00	per game
Umpire - Baseball Ages 11 - 15	\$27.00	per game
Umpire - Softball 18U	\$30.00	per game

SECTION 5 - TRAVEL

Per Diem Rate

Subject to the approval of their department head, employees are entitled to travel reimbursement for use of a personal vehicle while transacting County business at the current standard mileage rate allowed by the Internal Revenue Service.

Adopted this 16th of June 2014.

**CURRITUCK
COUNTY
CLASSIFICATION BY SALARY GRADE
FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

SALARY GRADE	SALARY RANGE	CLASSIFICATION
50	\$22,889-\$31,373	Custodian
50.5	\$24,186-\$33,765	Senior Center Assistant Coordinator
51	\$24,747-\$33,974	Maintenance Helper Park Attendant Rural Attendant SOS Assistant
52	\$26,603-\$36,611	Accounting Clerk I Community Social Services Assistant DSS DCI CP/Clerk Deputy Register of Deeds Library Assistant I Meter Reader Permit Officer Processing Assistant IV Public Information Assistant IV Recreation Assistant

		Secretary I Tax Clerk I Visitor Relations Coordinator
53	\$28,462-\$39,177	Line Maintenance Mechanic Helper Library Assistant II Maintenance/Repair Worker Sales & Market Associate Lineman - Airport Tax Clerk II Utilities Customer Service Representative
53.5	\$28,998-\$40,157	Detention Officer
54	\$30,319-\$41,776	4H Program Associate Animal Control Officer Assistant Register of Deeds Deputy Director of Elections District Administrator F&C Sciences Associate Income Maintenance Caseworker I Library Associate I Permit Officer II Public Info Asst V Accounting Clerk II

		Rural Center Manager Telecommunicator Trainee
54.5	\$30,892-\$42,821	Intake Officer
55	\$32,178-\$44,380	*Library Associate II Accounting Clerk III *Administrative Assistant I Deputy Tax Collector Line Maintenance Mechanic Maintenance/Repair Worker Electrician Park Superintendent Promo Coordinator Recreation Specialist Supervisor Visitor Center Telecommunicator I Tourism Promo & Event Coordinator Utilities Customer Service Supervisor
55.5	\$32,788-\$45,489	EMT Basic/Firefighter EMT Intermediate Firefighter
56	\$34,037-\$46,983	Water Plant Operator Trainee Deputy Trainee Emergency Management Program Assistant Income Maint Caseworker II Planner Technician

		Social Worker I Support Technician Telecommunicator II Wastewater ORC Trainee
56.5	\$35,343-\$49,609	Animal Control Supervisor Sergeant Detention Officer
57	\$35,894-\$49,582	*Administrative Assistant II Accounting Technician Building Inspector I Deputy Emergency Management Coordinator Deputy Sheriff I Development Code Enforcement Officer Human Resources Assistant
57	\$35,894-\$49,582	Maintenance Supervisor Rural Center Director Wastewater ORC Water Plant Operator Water Plant Operator/Lab Technician
58	\$37,752-\$52,185	Deputy Sheriff II Income Maint Caseworker III Income Maint Investigator II Training Officer
59	\$39,609-\$54,786	Building Inspector II probationary/ FQ Inspect I

		Deputy Sheriff III Detective I EMT Paramedic/Firefighter Financial & Budget Assistant Marketing Program Manager Planner I Tax Appraiser
60	\$41,468-\$57,388	*Administrative Officer I *Communications Supervisor *Income Maintenance Supervisor II *Lieutenant Detention Officer Detective II E-Marketing/Web Development Specialist Fire Marshal GIS Specialist Lieutenant - EMS Risk Manager Social Worker II Soil & Water Technician Water Distribution Supervisor Trainee Web/AV Specialist
60.5	\$42,264-\$58,823	*Senior Center Coordinator
61	\$43,326-\$59,990	Building Inspector III probationary/FQ BI II

		Detective II Director of Elections GIS Coordinator Paralegal Planner II Public Information Officer Sergeant
61	\$43,326-\$59,990	Water Distribution Supervisor
62	\$45,184-\$62,592	*Building Superintendent Social Worker III Social Worker Invest/Assess Treatment
63	\$47,041-\$65,192	Building Inspector III FQ Engineering Technician *Social Work Supervisor II *Water Treatment Plant Supervisor
64	\$48,900-\$67,794	*Chief Building Inspector *Jail Superintendent *Recreation Director *Senior Planner
65	\$51,156-\$70,954	*Administrative Assistant/Clerk to Board *Airport Manager *Captain - EMS

		*Manager Business Development/Airport Oper. *Project Coordinator
66	\$52,617-\$72,999	*Public Utilities Superintendent *Social Worker Supervisor III *Tourism Director
67	\$54,472-\$75,597	*Emergency Management Director *Lieutenant - Sheriff
68	\$56,330-\$78,198	*Human Resources Director *IT Director *Tax Administrator
69	\$58,188-\$80,800	*Captain - Sheriff
70	\$60,102-\$83,480	*Chief Deputy - Sheriff
71	\$61,904-\$86,003	
72	\$63,763-\$88,606	
73	\$65,619-\$91,205	*Economic Development Director
74	\$67,478-\$93,809	
75	\$69,335-\$96,409	*Chief of EMS
76	\$71,194-\$99,011	*Director of Social Services *Finance Director *Public Utilities Director
77	\$73,051-\$101,611	
78	\$74,910-\$104,215	

79	\$76,768-\$106,816	
80	\$78,398-\$109,098	
81	\$80,357-\$121,693	
82	\$82,366-\$124,735	
83	\$84,426-\$127,853	
84	\$86,536-\$131,050	
85	\$88,700-\$134,326	
86	\$90,917-\$137,684	
87	\$93,054-\$140,921	*County Manager
88	\$93,977-\$142,318	*Planning Director
89	\$96,326-\$145,876	
90	\$98,735-\$149,523	
91	\$101,203-\$153,261	
92	\$103,347-\$156,508	*Engineer
93	\$105,931-\$160,421	
94	\$108,579-\$164,432	
95	\$111,294-\$168,542	
96	\$114,076-\$172,756	
97	\$116,928-\$177,075	
98	\$119,851-\$181,502	
99	\$122,848-\$186,039	
100	\$125,919-\$190,690	

101	\$129,067-\$195,458	
102	\$132,293-\$200,344	
103	\$135,601-\$205,353	
104	\$138,991-\$210,486	
105	\$142,465-\$215,749	
106	\$146,027-\$221,142	
107	\$149,678-\$226,671	
108	\$153,420-\$232,338	
109	\$157,255-\$238,146	
110	\$161,187-\$244,100	
111	\$165,206-\$250,187	*Attorney

* indicates exempt status

Board determined

*County Manager's salary

Board determined

*Sheriff's salary

Board determined

*Register of Deeds' salary

Board determined

*Attorney's salary

**COUNTY OF CURRITUCK
BUDGET ORDINANCE**

For the Year Ending June 30, 2015

BE IT ORDAINED by the Board of Commissioners, County of Currituck, North Carolina that the following estimated resources, appropriations, and memoranda are adopted for the fiscal year commencing July 1, 2014 and ending June 30, 2015.

SECTION 1. GENERAL FUND

A. Estimated Resources:

	\$	
Ad Valorem Taxes	26,480,015	
Other Taxes and Licenses		5,576,760
Intergovernmental Revenues		3,112,939
Permits and Fees		2,230,122
Sales and Services		614,244
Investment Earnings		90,000
Miscellaneous		103,000
		<hr/> 38,207,080
Transfers In		7,366,106
Fund Balance Appropriated		3,078,429
		<hr/> 10,444,535
	\$	
TOTAL ESTIMATED RESOURCES		<hr/> <hr/> 48,651,615

B. Appropriations:

Administration	\$	580,245
Legal		323,112
Governing Body		144,433
Elections		191,601
Finance		463,716
Information Technology Services		678,965
Human Resources		154,541

Tax	548,259
Public Works	1,319,232
Public Utilities	235,622
Register of Deeds	673,847
Court Facilities	212,095
Agency Appropriations	39,200
Central Services	682,500
Sheriff	6,029,846
Detention Center	2,143,633
Animal Control	443,832
Jury Commission	1,800
Emergency Medical Services	6,625,578
Emergency Management	238,921
Communications	990,204
Inspections	608,770
Fire Services	
Moyock Vol Fire Department	226,219
Crawford Vol Fire Department	315,675
Lower Currituck Vol Fire Department	347,031
Corolla Vol Fire & Rescue Squad	292,930
Carova Bch Vol Fire Department	200,400
Knotts Island Vol Fire Department	195,000
Medical Examiner	20,000
Airport	468,711
Inter County Transit Authority	76,513
Soil Conservation	143,778
Forestry	76,250
Cooperative Extension	454,899
Economic Development	330,252
Planning	774,711
Health Administration	127,000
Mental Health	63,000
Social Services Administration	3,079,620
Public Assistance	1,275,542
County Assistance	116,639
Juvenile Justice Programs	101,879

Parks & Recreation	814,382
Rural Center	481,885
Library	562,704
Senior Center	363,801
Local Current Expense	9,235,978
Capital Outlay	1,000,000
College of the Albemarle	190,000
Bonds Payable	730,000
Notes Payable	1,566,092
Interest	196,789
Appropriations to Other Funds	1,493,983

TOTAL APPROPRIATIONS

\$
48,651,615

SECTION 2. TOURISM DEVELOPMENT AUTHORITY

A. Estimated Resources:

Other taxes and licenses	10,028,839
Other revenues	95,040
Transfer from other funds	86,537
Fund Balance Appropriated	345,304

TOTAL ESTIMATED RESOURCES

\$
10,555,720

B. Appropriations:

Tourism Promotion	3,449,552
Tourism Related Expenditures	
Contributions for Whalehead Preservation Trust Operations	550,000
Contributions for Whalehead Preservation Trust Capital	250,000
Other	6,306,168

TOTAL APPROPRIATIONS

\$
10,555,720

SECTION 3. REVALUATION FUND

A. Estimated Resources:	
Transfer In	121,000
TOTAL ESTIMATED RESOURCES	<u>\$ 121,000</u>

B. Appropriations:	
Operations	121,000
TOTAL APPROPRIATIONS	<u>\$ 121,000</u>

SECTION 4. EMERGENCY EQUIPMENT REPLACEMENT FUND

A. Estimated Resources:	
Transfer In	267,000
TOTAL ESTIMATED RESOURCES	<u>\$ 267,000</u>

B. Appropriations:	
Capital Outlay	267,000
TOTAL APPROPRIATIONS	<u>\$ 267,000</u>

SECTION 5. EMERGENCY TELEPHONE SYSTEM FUND

A. Estimated Resources:	
Other taxes and licenses	166,231
Investment earnings	4,000
Fund Balance Appropriated	149,619
TOTAL ESTIMATED RESOURCES	<u>\$ 319,850</u>

B. Appropriations:	
Operations	156,850
Capital Outlay	163,000
TOTAL APPROPRIATIONS	<u>\$ 319,850</u>

SECTION 6. GUINEA MILL WATERSHED IMPROVEMENT FUND

A. Estimated Resources:	
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Special district taxes	10,517
TOTAL ESTIMATED RESOURCES	<u>\$ 10,517</u>

B. Appropriations:	
Operations	10,517
TOTAL APPROPRIATIONS	<u>\$ 10,517</u>

SECTION 7. HOG BRIDGE DITCH WATERSHED IMPROVEMENT FUND

A. Estimated Resources:	
Special district taxes	1,230
TOTAL ESTIMATED RESOURCES	<u>\$ 1,230</u>

B. Appropriations:	
Operations	1,230
TOTAL APPROPRIATIONS	<u>\$ 1,230</u>

SECTION 8. MOYOCK WATERSHED IMPROVEMENT FUND

A. Estimated Resources:	
Special district taxes	16,423
TOTAL ESTIMATED RESOURCES	<u>\$ 16,423</u>

B. Appropriations:	
Operations	16,423
TOTAL APPROPRIATIONS	<u>\$ 16,423</u>

SECTION 9. NORTHWEST WATERSHED IMPROVEMENT FUND

A. Estimated Resources:	
Special district taxes	2,618
TOTAL ESTIMATED RESOURCES	<u>\$ 2,618</u>

B. Appropriations:

Operations	2,618
TOTAL APPROPRIATIONS	<u>\$ 2,618</u>

SECTION 10. WHALEHEAD WATERSHED IMPROVEMENT FUND

A. Estimated Resources:	
Special district taxes	859,828
Investment earnings	4,300
Appropriated Fund Balance	378,591
	<u>\$</u>
TOTAL ESTIMATED RESOURCES	<u>1,242,719</u>

B. Appropriations:	
Operations	1,242,719
	<u>\$</u>
TOTAL APPROPRIATIONS	<u>1,242,719</u>

**SECTION 11. WHALEHEAD BEACH SOLID WASTE COLLECTION
& DISPOSAL SERVICE DISTRICT**

A. Estimated Resources:	
Special district taxes	138,521
Investment earnings	450
TOTAL ESTIMATED RESOURCES	<u>\$ 138,971</u>

B. Appropriations:	
Operations	139,171
TOTAL APPROPRIATIONS	<u>\$ 139,171</u>

SECTION 12. CAPITAL IMPROVEMENT FUND

A. Estimated Resources:	
Other taxes and licenses	1,738,140
TOTAL ESTIMATED RESOURCES	<u>\$ 1,738,140</u>

B. Appropriations:	
Transfers out	1,738,140
	<u>\$</u>
TOTAL APPROPRIATIONS	<u>1,738,140</u>

SECTION 13. SCHOOL CAPITAL FUND

A. Estimated Resources:	
Other taxes and licenses	1,642,459
Fund Balance Appropriated	124,041
	<u>\$</u>
TOTAL ESTIMATED RESOURCES	<u>1,766,500</u>

B. Appropriations:	
Transfers out	1,766,500
	<u>\$</u>
TOTAL APPROPRIATIONS	<u>1,766,500</u>

SECTION 14. TRANSFER TAX CAPITAL FUND

A. Estimated Resources:	
Other taxes and licenses	1,990,000
	<u>\$</u>
TOTAL ESTIMATED RESOURCES	<u>1,990,000</u>

B. Appropriations:	
Operations	700
Contingency	236,660
Transfers out	1,752,640
	<u>\$</u>
TOTAL APPROPRIATIONS	<u>1,990,000</u>

SECTION 15. LAND BANKING FUND

A. Estimated Resources:	
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Transfers in	200,000
TOTAL ESTIMATED RESOURCES	<u>\$ 200,000</u>

B. Appropriations:	
Transfers out	200,000
TOTAL APPROPRIATIONS	<u>\$ 200,000</u>

SECTION 16. OCEAN SANDS WATER AND SEWER FUND

A. Estimated Resources:	
Special district taxes	223,462
Operating revenues	1,278,750
Non-operating revenues	23,229
TOTAL ESTIMATED RESOURCES	<u>\$ 1,525,441</u>

B. Appropriations:	
Administration	30,000
Water Treatment Operations	474,900
Sewer Treatment Operations	1,020,541
TOTAL APPROPRIATIONS	<u>\$ 1,525,441</u>

SECTION 17. MAINLAND WATER FUND

A. Estimated Resources:	
Operating revenues	3,086,521
Non-operating revenues	9,500
Retained earnings appropriated	160,643
TOTAL ESTIMATED RESOURCES	<u>\$ 3,256,664</u>

B. Appropriations:	
Administration	193,734
Water Treatment Operations	1,167,921

Debt Service	1,627,509
Capital Outlay	267,500
	<u>\$</u>
TOTAL APPROPRIATIONS	<u>3,256,664</u>

SECTION 18. NEWTOWN ROAD SEWER FUND

A. Estimated Resources:	
Operating revenues	14,910
Non-operating revenues	500
TOTAL ESTIMATED RESOURCES	<u>\$ 15,410</u>
B. Appropriations:	
Sewer Treatment Operations	15,410
TOTAL APPROPRIATIONS	<u>\$ 15,410</u>

SECTION 19. SOLID WASTE FUND

A. Estimated Resources:	
Operating revenues	2,736,745
Non-operating revenues	182,000
Transfers in	1,079,687
Retained earnings appropriated	274,688
TOTAL ESTIMATED RESOURCES	<u>\$ 4,273,120</u>
B. Appropriations:	
Administration	165,921
Solid Waste Operations	4,098,799
Capital Outlay	8,400
TOTAL APPROPRIATIONS	<u>\$ 4,273,120</u>

SECTION 20. MAPLE COMMERCE PARK FUND

A. Estimated Resources:	
Operating revenues	20,500
Non-operating revenues	26,296
TOTAL ESTIMATED RESOURCES	<u>\$ 46,796</u>

B. Appropriations:	
Water Operations	46,796
	<u>\$ 46,796</u>

SECTION 21. MOYOCK COMMONS SEWER FUND

A. Estimated Resources:	
Operating revenues	66,480
TOTAL ESTIMATED RESOURCES	<u>\$ 66,480</u>

B. Appropriations:	
Administration	7,756
Sewer Operations	58,724
TOTAL APPROPRIATIONS	<u>\$ 66,480</u>

SECTION 22. SOUTHERN OUTER BANKS WATER FUND

A. Estimated Resources:	
Operating revenues	3,604,180
Non-operating revenues	171,865
TOTAL ESTIMATED RESOURCES	<u>\$ 3,776,045</u>

B. Appropriations:	
Administration	133,635
Water Operations	2,129,490
Capital assets	300,934
Transfers out	1,211,986
	<u>\$ 3,776,045</u>

SECTION 23. MOYOCK CENTRAL SEWER FUND

A. Estimated Resources:	
Operating revenues	325,476
TOTAL ESTIMATED RESOURCES	<u>\$ 325,476</u>
B. Appropriations:	
Administration	70,916
Water Operations	254,560
	<u>\$ 325,476</u>

SECTION 24. WALNUT ISLAND SEWER FUND

A. Estimated Resources:	
Operating revenues	113,000
Non-operating revenues	600
TOTAL ESTIMATED RESOURCES	<u>\$ 113,600</u>
B. Appropriations:	
Administration	65,192
Water Operations	48,408
	<u>\$ 113,600</u>

SECTION 25. POST-EMPLOYMENT RETIREMENT BENEFITS FUND

A. Estimated Resources:	
Retiree benefits	224,043
TOTAL ESTIMATED RESOURCES	<u>\$ 224,043</u>
B. Appropriations:	
Operations	224,043
	<u>\$ 224,043</u>

SECTION 26. AD VALOREM TAX RATE ESTABLISHED

There is hereby levied a tax rate of Forty-Eight cents (\$0.48) per One Hundred dollars (\$100) valuation of all real and personal property situated in the County of Currituck on January 1, 2014 for the purpose of raising the revenue listed as "Ad Valorem Taxes" in Section 1, Part A of this ordinance.

The rate of tax is based on estimated total valuation of property for the purpose of taxation of \$5,680,922,262 and an estimated rate of collection of 98.69%. The estimated rate of collection is based on the fiscal year ended June 30, 2013.

SECTION 27. SPECIAL DISTRICT TAX RATES ESTABLISHED

There is hereby levied tax rates (in cents) for Special Districts per One Hundred dollars (\$100) valuation of all real and personal property situated in said district on January 1, 2013 for the purpose of raising the revenue listed as "Special District Taxes" in Part A, Sections 6 through 10 and Section 19 of this ordinance.

Guinea Mill Watershed Improvement District	0.010
Hog Bridge Ditch Watershed Improvement District	0.010
Moyock Watershed Improvement District	0.150
Northwest Watershed Improvement District	0.200
Whalehead Watershed Improvement District	0.155
Whalehead Beach Solid Waste Collection & Disposal Service District	0.025
Ocean Sands Water & Sewer District	0.050

SECTION 28. ANIMAL TAX RATE ESTABLISHED

There is hereby levied an animal tax of Three dollars (\$3.00) for all male and spayed female dogs and Six dollars (\$6.00) for all fertile female dogs listed for taxes as of January 1, 2013.

SECTION 29. SOLID WASTE COLLECTION AND DISPOSAL RATE ESTABLISHED

There is hereby established a disposal fee pursuant to Section 11-5(a) of the Solid Waste Ordinance of Seventy-three dollars (\$73.00) per ton for in-County waste and Eighty-three dollars (\$83.00) per ton for out-of-County waste.

There is hereby levied an annual solid waste collection and disposal availability fee pursuant to Section 11-5(b) of the Solid Waste Ordinance of Two Hundred Fifty dollars (\$250) for all units on the Southern Outer Banks and One Hundred Fourteen dollars (\$114) for all units located elsewhere within the County of Currituck.

SECTION 30. EMPLOYEE COMPENSATION

Employee compensation is included in summary form. Individual employee salaries are hereby approved and set as presented in the supporting documents presented as part of the budget deliberation process and officially filed with the Human Resources Director.

SECTION 31. OTHER FEES

The County of Currituck charges various fees. These fees are detailed in the master Fee schedule that is presented in the appendix of the budget document.

SECTION 32. DISBURSEMENT OF SCHOOL APPROPRIATIONS

The amount here within appropriated as School Local Current Expense shall be disbursed to the school finance officer in twelve (12) equal monthly installments.

The amount here within appropriated as School Capital Outlay shall be disbursed to the school finance officer according to a mutually agreed disbursing schedule.

A quarterly progress report shall be furnished by the Board of Education to the Board of Commissioners detailing the extent to which all school capital outlay and school capital construction monies have been expended.

SECTION 33. SPECIAL APPROPRIATIONS AND RESTRICTIONS

The Budget Officer is hereby authorized to transfer appropriations within the funds as contained herein under the following conditions:

- a. He may transfer amounts within the same department within the same fund up to Ten Thousand dollars (\$10,000) providing an official report on such transfers at a regular meeting of the Board of Commissioners.

- b. He may transfer amounts between departments within the same fund up to One Thousand dollars (\$1,000) providing an official report on such transfers at a regular meeting of the Board of Commissioners.
- c. He may appropriate fund balance to salaries and benefits in order to increase salaries of employees who have met requirements to increase certifications required by the County providing an official report on such transfers at a regular meeting of the Board of Commissioners.
- d. He may make inter-fund loans for a period of not more than sixty (60) days.
- e. He may not transfer any amounts between funds or from any contingency line items within any funds.

SECTION 34. CONTRACTUAL OBLIGATIONS

The County Manager and the County Attorney are hereby authorized to execute contractual documents under the following conditions:

- a. They may execute contracts for construction or repair projects which do not require formal competitive bid procedures.
- b. They may award contracts, reject bids, re-advertise for bids, waive bid bonds or bid deposit requirements, and waive performance and payment bond requirements for all formal bids of apparatus, supplies, materials and equipment as stated in G. S. 143-129.
- c. They may execute contracts for (1) purchases of apparatus, supplies, and materials, or equipment which are within the budgeted departmental appropriations; (2) leases of personal property for a duration of one year or less and within budgeted departmental appropriations; and (3) services which are within budgeted departmental appropriations.
- d. They may execute grant agreements to and from public and non-profit organizations which are within budgeted appropriations, unless a grantor organization requires execution by the Board of Commissioners.
- e. They may execute contracts, as the lessor or lessee of real property, which are of a duration of one year or

less which are within the budgeted departmental appropriations.

SECTION 35. MEMORANDA

A. Officers:

Daniel F. Scanlon II is the Budget Officer
Leeann Walton is the Clerk to the Board
Eileen M. Wirth is the Deputy Clerk to the Board
Sandra L. Hill is the Finance Director
Bridget T. Brinkley is the Deputy Finance Director
Tracy L. Sample is the Tax Collector
Michelle Rose is the Deputy Tax Collector

B. Facsimile Signatures:

The use of facsimile signature machines, signature stamps, or similar devices in signing checks and drafts is hereby authorized; however, off-line checks and pre-audit certification requires in the minimum of one original authorizing signature. The Finance Director is hereby charged with the custody of all facsimile stamps, plates or other devices.

C. Official Depositories

The official depositories of the County of Currituck are:

Bank of America, North Carolina
Branch Bank and Trust, North Carolina
North Carolina Cash Management Trust, Charlotte, North Carolina
Towne Bank of Currituck, North Carolina
Vantage South Bank/Yadkin State Bank, Currituck, North Carolina
Wells Fargo, North Carolina

D. Bank for Imprest Expenditure Accounts for Health Benefits:

Citibank, N.A.

E. Daily deposits are required by all departments when the amount of money held on hand sums to Two Hundred Fifty dollars (\$250).

F. Returned Check or Electronic Funds Transfer Fees:

The County will assess a returned check charge consistent with G.S. 25-3-512 on all checks or electronic

funds transfers returned to the County due to insufficient or unavailable funds, except for the payment of taxes. The returned check fee will be \$25.00 per item returned. This fee will also be charged for ACH or credit card transactions that are not paid due to insufficient funds.

G. Policy on Appropriations:

The Board of County Commissioners will not consider supplemental appropriations for any service, function, purpose or activity that could have been reasonably considered during the budget process.

SECTION 36. USE OF BUDGET ORDINANCE

The Budget Officer and the Finance Director shall use this budget ordinance for administration of the budget and for the accounting system.

ADOPTED this 16th day of June 2014.

- B) **PB 14-03 Currituck County - Outdoor Shooting Ranges:** Request to amend the Unified Development Ordinance to establish Outdoor Shooting Ranges as a permitted use in the Resource Conservation (RC), Agricultural (AG), and Heavy Industrial (HI) zoning districts with use specific standards.

Ben Woody, Planning and Community Development Director, presented the item and reviewed staff and Planning Board recommendations:

On behalf of the Board of Commissioners, Currituck Planning & Community Development submits the following request to amend to the Unified Development Ordinance (UDO). The proposed amendment establishes outdoor shooting ranges as a permitted use in the Agricultural (AG) and Heavy Industrial (HI) zoning districts. Also proposed are use-specific standards and off-street parking standards.

This proposed amendment is in response to a request for an outdoor shooting range in the Moyock Township. Upon reviewing the UDO, staff determined that commercially operated outdoor shooting ranges are not a permitted use of land in the county. If the Board of Commissioners establishes outdoor shooting ranges as a permitted use in the county, any proposed commercial outdoor shooting range (including expansions of legally nonconforming ranges) will be subject to all UDO standards and permitting procedures. The UDO already includes allowances for police firing ranges, indoor shooting ranges, and security training facilities.

Staff recognizes that outdoor shooting ranges are reasonable uses in rural areas as long as precautions are taken to mitigate noise impacts and ensure the safety of both range users and nearby residents. The operation of an outdoor shooting range will be subject to the county noise control ordinance, and the proposed use-specific standards establish setbacks and shooting range design standards. These proposed requirements should aid in minimizing impacts to adjacent property owners. The Board may also need to consider the type of permit required for an outdoor shooting range as a means for providing notice and public comment opportunities to surrounding properties.

Staff recommends approval of this request provided the Board makes a finding that the amendment is reasonable and in the public interest, results in a logical development pattern, and does not result in significantly adverse impacts to adjacent property owners.

The Planning Board **recommended unanimous approval** at their April 8, 2014 meeting with the following conditions:

- Administratively approval with a one-half mile setback from property lines.
- Use permit for all other approvals.
- Adjoining property owner notification will be one-half mile.
- Shooting range shall be one-half mile from residential dwelling and residential zoning.

BOARD OF COMMISSIONERS DISCUSSION (5-19-14)

Commissioner Petrey noted the Sheriff recommended nothing less than ½ mile.

Commissioner Griggs questioned any distinction between private and commercial outdoor ranges. He had requested Mr. Woody to prepare an overlay to determine where a range could be

located. He pointed out that most permitted areas would be in wetlands and 97% of the county would be prohibited. He suggested tabling the item pending further review.

There was further discussion about exploding targets and permitted areas for construction as well as conditions for administrative approval.

Commissioner Martin questioned whether existing permitted ranges would have to comply to which Mr. Woody responded that existing ranges could not expand.

Chairman O'Neal opened the Public Hearing.

Cathy Gray, Shawboro, stated she lived in front of Powells Farm Shooting Range and opposed the amendment. She also stated noise abatement was needed.

Denise Holmes, Shawboro, was opposed to shooting ranges. No good would come from them. Property values were decreasing, it was not a reasonable use of the land and no one wants them in their back yard. She asked the Board to say no to outdoor shooting ranges.

Brian Kingston, Shawboro, lives one mile from the range and asked how the Commissioners would feel if it was near their home. He urged them not to pass any more until they address what they have.

Wende Shannon, Moyock, understood the problem but felt compromise was possible. She felt there would be a commercial benefit.

Troy Moser, Moyock, supported outdoor shooting ranges, the need for structural environment, properly managed. They would be good neighbors, revenue producing.

John Snowden, Maple, noted there were 494 acres in a half mile circle. This amendment would be a de facto ban. Notice was not excessive. If well-planned, it could attract travel and tourism.

There being no further comments, Chairman O'Neal closed the Public Hearing.

Commissioner Griggs moved to table the request for further review and further direction from the Planning Board. Commissioner Gilbert seconded the motion.

Commissioner Petrey felt the need to set a date for bringing the item back for action.

Commissioner McCord wanted to include establishing days and hours of operation.

Commissioner Griggs amended his motion to remand back to the Planning Board and/or staff for clarification of the points he had raised. Commissioner Gilbert seconded the amendment. Motion carried.

PLANNING BOARD DISCUSSION (4-8-14)

Mr. Clark opened up PB 14-03 for discussion.

Mr. Wright said no part of a shooting range shall be located within one-half mile of an existing waterfowl impoundment or any existing Currituck Game Commission sanctioned rest area. Mr. Wright said the sanctioned rest areas are not permanent and often move.

Mr. Clark said if there is a sanction rest area and a shooting range is one-half mile away from it, the Game Commission cannot change it to where the shooting range would be illegal.

Mr. Cartwright asked if the shooting range would be grandfather in.

Mr. Woody said it would be a nonconforming use.

Mr. Craddock said that currently the Unified Development Ordinance (UDO) states that adjoining property owners notifications are mailed to owners within 200 ft of the property. Mr. Craddock would like to recommend one-quarter of mile or one-half of mile for adjoining property owners to be notified of a proposed shooting range.

Ms. Overstreet asked if a shooting range is located within 200 ft of any property line, but less than one-half mile from an existing residential dwelling; and you have a piece of property that is zoned residential, but a house is not there now, should the board include residential zoned property?

Mr. Woody said the board can specify zoning.

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Ms. Overstreet asked if a shooting range is located within 200 ft of any property line, but less than one-half mile from an existing residential dwelling; and you have a piece of property that is zoned residential, but a house is not there now, should the board include residential zoned property?

Mr. Woody said the board can specify zoning.

Mr. Woody said you could have a zoning permit which is staff approved, conditional zoning process which would go to the Planning Board and Board of Commissioners for approval, or a use permit which would go to the Planning Board and Board of Commissioners for approval. If it is staff approved there would be no public hearing or public notifications, but with a conditional zoning or use permit you would have a public hearing.

Mr. Cartwright said if you have a large parcel of land which meets all the criteria then it should be administratively approved. If the shooting range is located one mile from any residential dwelling or residential zoning district it could be administratively approved subject to these standards.

The Planning Board discussed quasi-judicial vs. legislative, conditional zoning vs. use permit, berms, landscaping, property lines, distance, types of weapons, safety issues, noise levels, and distance for adjoining property notification.

Mr. Craddock asked if a future applicant for a shooting range requested the property to be rezoned through a conditional zoning request and the use stopped, would the property revert back to the zoning before the request.

Mr. Woody said no.

Mr. Craddock provided examples of different sizes and caliber of bullets.

Ms. Overstreet asked for clarification on the parking standards for outdoor shooting range of 1.5 per range.

Mr. Woody said staff will change it to 1.5 per station.

Mr. Craddock asked what advantage to a property owner if it is a use permit vs. a conditional zoning request.

Mr. Woody said if he was a property owner he would prefer it to be a use permit. If you were an adjoining property owner a conditional zoning is preferable because you can oppose the application.

Mr. Woody said the use permit is quasi-judicial and the conditional zoning is legislative.

PLANNING BOARD ACTION

Mr. Cartwright moved to approve PB 14-03 due to its consistency with the 2006 Land Use Plan and that the request is reasonable and in the public interest and promotes orderly growth and development with the following conditions:

- Administratively approval with a one-half mile setback from property lines.
- Use permit for all other approvals.
- Adjoining property owner notification will be one-half mile.
- Shooting range shall be one-half mile from residential dwelling and residential zoning.
- No shooting range shall be located within one-half mile of an existing waterfowl impoundment (flooded area) or any existing Currituck Game Commission sanctioned rest area.

Mr. Craddock seconded the motion and motion carried unanimously.

Outdoor Shooting Range

UDO AMENDMENT REQUEST

Amendment to the Unified Development Ordinance Chapter 4: Use Standards, Chapter 5: Development Standards, and Chapter 10: Definitions and Measurement, to establish Outdoor Shooting Ranges as a permitted use with use specific standards.

BE IT ORDAINED by the Board of Commissioners of the County of Currituck, North Carolina that the Unified Development Ordinance of the County of Currituck be amended as follows:

Item 1: That Section 4.1.2 Use Table is amended by adding the following underlined language and deleting the strikethrough language:

TABLE 4.1.1: SUMMARY USE TABLE																			
Z = Zoning Compliance Permit; U = Use Permit; MP = Allowed with Master Plan; CZ = Allowed in a Conditional Zoning District blank cell = Prohibited																			
USE CATEGORY	USE TYPE	ZONING DISTRICT																REQ	
		[NOTE: OVERLAY OR SUB-DISTRICT REQUIREMENTS MAY FURTHER LIMIT USES]																	
		RC	AG	SFM	SFO	SFR	SFI	MXR	GB	LB	CC	VC	LI	HI	PD-R	PD-M	PD-O		
COMMERCIAL USE CLASSIFICATION																			
Recreation / Entertainment, Outdoor	Automotive Racing													U					
	Arena, amphitheater, or stadium								U		U	U			M P	M P	M P	4.F. 1	
	Athletic facility			Z	Z		Z	Z	Z	Z	Z	Z			M P	M P	M P	4.F. 2	
	Golf course			U	U			U							M P	M P	M P		
	Golf driving range							Z	Z	Z					M P	M P			
	Marinas							U	Z		Z	Z	Z		M P	M P	M P	4.F. 3	
	<u>Outdoor shooting range</u>		Z/U											Z/U					4.F. 5
	Outdoor tour operator								U	U	Z	Z				M P	M P		4.F. 56
	Recreation, outdoor							U	Z	Z	Z	Z			M P	M P	M P	4.F. 4	
INSTITUTIONAL USE CLASSIFICATION																			
Public Safety	Correctional facility												U	U					
	Police, fire, or EMS facility		U Z	U Z	U Z	U Z	U Z	U Z	Z	Z	Z	Z	Z	Z	M P	M P	M P		
	Security training facility		U																3.F

Item 2: That Section 4.2.4.F Recreation/Entertainment, Outdoor is amended by adding the following underlined language and renumbering accordingly:

Outdoor Shooting Range

Outdoor shooting ranges shall comply with all applicable standards in the county Code of Ordinances and the following standards:

- (a) Outdoor shooting ranges located less than one-half mile from an existing property line are subject to an approved use permit (see Section 2.4.6). Required mailed notice of any public hearing shall be provided to the owners of land within one-half mile of the property lines of land subject to the use permit application and shall comply with subsection 2.3.6.B Public Notification.
- (b) Outdoor shooting ranges shall be located on a site or parcel with an area of at least ten acres.
- (c) No part of a shooting range shall be located within 200 feet of any property line and less than one-half mile from an existing residential zoning district, residential dwelling, school, waterfowl impoundment (flooded area), or Currituck Game Commission sanctioned waterfowl rest area.
- (d) Shooting range facilities shall be designed, constructed and maintained as specified by the most current edition of the National Rifle Association of America (NRA) Range Source Book, including but not limited to the following protective barriers:
 - Backstops with a minimum height of 20 feet;
 - Side berms or walls with a minimum height of eight feet; and
 - Firing line covers or overhead safety baffles.
- (e) Shooting range facilities shall be designed to contain all bullets, shot, or other debris on the range facility and must implement best management practices for lead management as specified by the Environmental Protection Agency's (EPA's) most current edition of Best Management Practices for Lead at Outdoor Shooting Ranges.
- (f) Weapon types are restricted to pistol, rifle, or shotgun. The use of explosives is prohibited.
- (g) Hours of operation shall be no earlier than sunrise to no later than sunset, except that shooting shall not commence before 12:30 P.M. on Sundays.
- (h) The operators of an outdoor shooting range shall provide proof of accident and liability insurance coverage. A minimum coverage of \$500,000 shall be established and maintained.
- (i) A registered engineer shall certify that the design, specifications, and plans for range construction are in compliance with the standards in this subsection.

Item 3: That Section 5.1.3 Off-Street Parking Standards is amended by adding the following underlined language:

TABLE 5.1.3.C: MINIMUM OFF-STREET PARKING STANDARDS		
USE CATEGORY	USE TYPE	MINIMUM NUMBER OF PARKING SPACES
COMMERCIAL USE CLASSIFICATION		
Recreation / Entertainment, Outdoor	Marinas	1 per slip or mooring
	<u>Outdoor shooting range</u>	<u>1.5 per firing station</u>
	Outdoor tour operator	1 per every 2 employees + 1 per every 5 persons of total tour vehicle capacity
	Recreation, outdoor	See Section 5.1.3.E

Item 4: That Subsection 10.4.5: Commercial Use Classification is amended by adding the following underlined language:

H. Recreation/Entertainment, Outdoor

(1) Characteristics

The Outdoor Recreation/Entertainment Use Category includes use types that are large, generally commercial, and provide continuous recreation or entertainment-oriented activities that primarily take place outdoors. They may take place in a number of structures that are arranged together in an outdoor setting. Accessory uses may include concessions, parking, and maintenance facilities.

Examples

Example use types include privately-owned arenas, amphitheaters, or stadiums, outdoor commercial recreation uses (including private golf driving ranges and privately-owned miniature golf facilities; go-cart racing, race-track, or dirt-track facilities; drive-in movie theaters; privately-owned outdoor commercial tourist attractions, water parks, and amusement parks; and privately-owned active sports facilities such as ball fields, courts, shooting ranges, and archery ranges), athletic facilities, and private golf courses, and outdoor swimming pools (private).

Exceptions

- (a) Publicly owned golf courses, tennis courts, swimming pools, basketball courts, ball fields, and other similar outdoor recreational or entertainment-oriented facilities are classified as Parks and Open Space.
- (b) Police firing ranges are classified as Public Safety Facilities.

Item 5: That Section 10.5: Definitions is amended by adding the following underlined language and reordering alphabetically:

OUTDOOR SHOOTING RANGE

The commercial use of land for the discharging of firearms for the purposes of target practice, skeet and trap shooting, temporary shooting competitions, or instructional classes. This does not include private ranges intended for personal non-commercial use or infrequent special events subject to a temporary use permit (see Section 2.4.11).

Item 6: The provisions of this Ordinance are severable and if any of its provisions or any sentence, clause, or paragraph or the application thereof to any person or circumstance shall be held unconstitutional or violative of the Laws of the State of North Carolina by any court of competent jurisdiction, the decision of such court shall not affect or impair any of the remaining provisions which can be given effect without the invalid provision or application.

Commissioner Aydlett spoke about establishment of an annual evaluation procedure and Vice-Chairman Martin suggested that Sunday be designated a day of quiet. Commissioner Gilbert suggested operating hours of 8 am till 6 pm, with extended hours of 8 am till 7 pm from Memorial Day through Labor Day, and no Sunday hours. Commissioner Griggs asked for clarification that the ordinance does not include ranges on private property. County Attorney Ike McRee confirmed the ordinance regulates only commercial ranges.

Chairman O'Neal opened the Public Hearing.

Dexter Green, Moyock, stated he is a firearms instructor at Troy Moser's gun shop in Moyock. He stated that the NRA criteria the County used as a model for the ordinance is also used by Army, Navy, and other military branches. He would like to get youth involved and wants to bring people together to learn to use firearms safely.

Christopher Mead, Moyock, supports opening of shooting ranges, and has been a part of the Currituck Shooting Club for two years. He said there needs to be a safe and lawful place to shoot and a range would bring people into the county. He also feels a facility is needed to teach youth about gun safety.

Josh Moser, Moyock, said he has always been taught to use guns safely and the range would be beneficial to everyone.

Troy Moser, Moyock, said he has spoken to hundreds of businesses with positive feedback, and stated that it is about giving people the opportunity. Regarding noise concerns, Mr. Moser said that no business wants to be considered a nuisance, and wants to provide a safe

place for people to go. To date, he has had no complaints about violations of the noise ordinance. He wants to be a good manager of the business and a good neighbor. He said the most dangerous people are those who buy guns and don't know how to use them.

Eddie Jo Powell, Shawboro, owner of Powell's Sporting Clays, stated they have been in business since 1987, are permitted, legal, and operating within their legal permit.

There being no further comments, Chairman O'Neal closed the Public Hearing.

Commissioner Gilbert moved to approve, with amendments. Motion failed, no second.

Commissioner Petrey moved to approve as presented by staff with the following revisions, due to its consistency with the Land Use Plan and that the request is reasonable and in the public interest, results in a logical development pattern, and does not result in significantly adverse impacts to adjacent property owners.

- Hours of operation limited to Monday – Saturday, from 9:00am to one-half hour prior to sunset.
- Required mail notice is extended to owners of land within one-half mile of the subject parcel.
- The one-half mile setback is expanded to include waterfowl impoundment/rest areas.
- Exclude private outdoor ranges intended for personal non-commercial use and infrequent special events.
- Prohibit explosives or any target that detonates.
- Require a permitted range to be evaluated annually to review the number of noise complaints received. If the county receives an excessive number of complaints, the range would need to integrate sound abatement strategies or discontinue operation.

Commissioner Martin seconded the motion. Motion carried.

Old Business

- A) **An Ordinance of the Currituck County Board of Commissioners Amending Section 10-64 of Chapter 10 of the Currituck County Code of Ordinances to Authorize Law Enforcement Seizure of ATV Permits that are Expired, Revoked, Cancelled, Suspended, Unlawfully or Erroneously Issued or Unlawfully Used.**

County Attorney, Ike McRee, recommended consideration of an amendment to allow seizure of ATV permits by law enforcement under certain circumstances.

Commissioner Aydlett moved to approve. Commissioner Gilbert seconded. Motion carried.

- B) **An Ordinance of the Currituck County Board of Commissioners Defining and Regulating Peddlers and Solicitors in Currituck County.**

County Attorney, Ike McRee, reviewed the ordinance, establishing a permitting process with an application process, background checks, restricted operations, and agricultural considerations. Commissioner Gilbert moved to approve. Commissioner McCord seconded. Motion carried

unanimously.

New Business

A) Board Appointments:

1. Appointments to Game Commission

Commissioner Aydlett nominated Steven Lewark to a two-year term, expiring June, 2016.

Commissioner Griggs nominated for reappointment Jeremy Midgette for a second term, expiring June, 2016.

Commissioner Petrey nominated for reappointment Andy Newbern for a second term, expiring June, 2016.

All nominations were approved.

B) Consent Agenda:

1. Approval of June 2, 2014, minutes.
2. Budget Amendments
3. Approval of ABC Board Lease for Corolla Store Space.
4. Authorize County Manager to execute Dominion Power agreement to provide service to Corolla Public Access facility located on Corolla Village Road.
5. Consideration and Action-Purchasing Requests for Moyock Fire Department.

Commissioner Gilbert moved to approve the Consent Agenda. Commissioner Petrey seconded the motion. Motion carried unanimously.

<u>Account Number</u>	<u>Account Description</u>	Debit Decrease Revenue or Increase Expense	Credit Increase Revenue or Decrease Expense
12546 511006	Telephone & Postage		\$ 2,400
12546 513006	Utilities	\$ 2,000	

12546	514506	Travel/Training/Education		\$	1,500
12546	532006	Supplies		\$	1,142
12546	532106	Fire Supplies		\$	1,000
12546	536006	Uniforms		\$	1,500
12546	536106	PPE		\$	3,500
12546	544006	Volunteer Assistance	\$	6,000	
12546	561006	Professional Services	\$	2,000	
12546	590006	Capital Outlay	\$	1,042	
				<u>\$</u>	<u>11,042</u>
				<u>\$</u>	<u>11,042</u>

Explanation: *Corolla Volunteer Fire & Rescue (12546) - Transfers requested per email from Corolla VFD. Capital Outlay is for wireless headsets.*

Net Budget Effect: Fire Services Fund (12) - No change.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
		<u> </u>	<u> </u>
52662 545001	Reconstruction		\$ 9,828
52662 545000	Clearance	\$ 9,828	
		<u>\$ 9,828</u>	<u>\$ 9,828</u>

Explanation: *CDBG (52662) - Transfer funds within the 2011 CDBG Scattered Site Program.*

Net Budget Effect: Multi-year Grant (52) - No change.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
		<u> </u>	<u> </u>
10310 400100	Vehicle Tax Collected by DMV		\$ 605,000
10320 411004	Medicaid Hold Harmless		\$ 140,000
10330 420000	Beer & Wine Taxes		\$ 1,700
10340 454000	Building Permits		\$ 25,000
10390 499900	Fund Balance Appropriated	\$ 622,382	

10410	506001	Unemployment Insurance	\$	100		
10410	532000	Supplies			\$	100
10415	506000	Insurance Expense	\$	1,660		
10415	561000	Professional Services			\$	1,660
10430	506000	Insurance Expense	\$	80		
10430	506001	Unemployment Insurance	\$	100		
10430	511000	Telephone & Postage			\$	180
10440	506000	Insurance Expense	\$	166		
10440	506001	Unemployment Insurance	\$	50		
10440	514500	Training & Education	\$	727		
10440	514000	Travel			\$	727
10440	535000	Safekeeping Fees			\$	216
10441	506000	Insurance Expense	\$	198		
10441	514500	Training & Education			\$	1,864
10441	516000	Repairs & Maintenance	\$	24		
10441	557100	Software License Fees	\$	1,642		
10450	545450	Motor Vehicle Tax Fees	\$	42,000		
10480	506000	Insurance Expense	\$	198		
10480	557300	Excise Tax on Deeds	\$	61,324		
10480	557301	Floodplain Mapping Fees Archives & Records Mgmt Fee			\$	16,000
10480	557303	Fee			\$	8,000
10480	557400	Children's Trust Fund	\$	300		
10480	558100	Domestic Violence Center	\$	2,000		
10510	502200	Holiday Pay	\$	12,533		
10510	506001	Unemployment Insurance Exp	\$	700		
10510	531000	Gas	\$	30,000		
10512	506000	Insurance Expense	\$	159		
10530	514000	Travel	\$	300		
10530	561200	Billing Fees	\$	18,000		
10550	506001	Unemployment Insurance Exp	\$	100		
10550	507000	Retirement Expense			\$	6,000
10550	511010	Data Transmission	\$	300		
10550	531000	Gas	\$	1,000		
10550	535000	Credit Card Maintenance Fees	\$	1,200		
10550	545000	Contract Services	\$	3,000		
10606	506000	Insurance Expense	\$	80		
10640	502100	Salaries - Overtime	\$	1,000		
10640	545000	Contract Services	\$	2,509		
10660	506000	Insurance Expense	\$	395		
10660	514800	Fees Paid to Officials			\$	395
10740	545500	Mental Health Center	\$	2,000		
10750	506000	Insurance Expense	\$	415		
10750	5060001	Unemployment Insurance Exp	\$	200		
10790	532000	Supplies	\$	200		
10790	514800	Fees Paid to Officials			\$	200
10795	506000	Insurance Expense	\$	277		
10795	514800	Fees Paid to Officials			\$	277
10795	590000	Capital Outlay	\$	7,000		
10795	576009	Youth Soccer			\$	7,000
			\$	814,319	\$	814,319

Explanation: *Various Departments - Operating transfers and increases to reflect offsetting revenues for the current fiscal year.*

Net Budget Effect: Operating Fund (10) - Increased by \$149,318.

<u>Account Number</u>		<u>Account Description</u>	Debit Decrease Revenue or Increase Expense	Credit Increase Revenue or Decrease Expense
12543	514503	Travel/Training		\$ 11,619
12543	516103	Building & Grounds		\$ 5,500
12543	532103	Fire Supplies	\$ 46,940	
12543	536103	PPE		\$ 14,000
12543	545000	Contract Services		\$ 11,821
12543	561003	Professional Services		\$ 4,000
			<u>\$ 46,940</u>	<u>\$ 46,940</u>

Explanation: *Moyock Volunteer Fire Department (12543) - Transfer funds per request from MoyockVFD.*

Net Budget Effect: Fire Services Fund (12) - No change.

<u>Account Number</u>		<u>Account Description</u>	Debit Decrease Revenue or Increase Expense	Credit Increase Revenue or Decrease Expense
67390	495065	T F - Moyock Commons		\$ 230,000
67360	471000	Tap and Connection Fees	\$ 222,392	
67360	470000	Utility Charges	\$ 5,000	
67878	516000	Repairs & Maintenance	\$ 365	
67878	557100	Software License Fee		\$ 36

67878	545100	Credit Card Fees		\$	75
67878	533800	Chemicals		\$	100
67878	533200	Lab Tests		\$	154
67878	588000	Contingency	\$	2,608	
		Fund Balance			
65390	499900	Appropriated	\$	230,000	
		T T - Moyock Central			
65858	587067	Sewer		\$	230,000
				<u>\$</u>	<u>460,365</u>
				<u>\$</u>	<u>460,365</u>

Explanation: *Moyock Central Sewer (67878); Moyock Commons Sewer (65858) - Intra-fund operating loan from Moyock Commons Sewer to Moyock Central Sewer.*

Net Budget Effect: Moyock Central Sewer (67) - Increased by \$2,608.
Moyock Commons Sewer (65) - Increased by \$230,000.

C) Commissioner's Report

Commissioner Griggs stated he and other Commissioners attended the high school graduation and wished the best to the Class of 2014.

Commissioner Martin extended his best wishes to the Class of 2014.

Commissioner Aydlett reported on a recent meeting between Congressman Walter Jones and Commissioners. They discussed county issues including wetlands, roads in the four-wheel drive area, the dock at Coinjock (Veterans) Park, and channel dredging at Heritage Park. Commissioner Aydlett stated Congressman Jones is going to try to help move things along with regard to these issues.

Commissioner Petrey reminded everyone it is tourist season and to please be careful on the roads.

Commissioner Gilbert reminded everyone of the July 4th events at Heritage Park, Corolla, and wished everyone a safe and enjoyable July 4th.

D) County Manager's Report

Dan Scanlon updated Commissioners with regard to the removal of unattended items from the beaches. He stated there had been a meeting with the three major beach rental companies and the contractor responsible for removal and tagging of items. The rental companies and contractor will have a separate agreement that will enable rental company property to be retrieved after removal.

Commissioner Aydlett moved to recess the regular meeting and reconvene as the Tourism Development Authority. Commissioner Gilbert seconded the motion. Motion carried unanimously.

Special Meeting**Tourism Development Authority****A) Public Hearing and Possible Action on the Fiscal Year 2015 Tourism Development Authority Budget.**

Chairman O'Neal opened the Public Hearing.
There being no comments, he closed the Public Hearing.

Commissioner Gilbert moved to approve the Tourism Development Authority budget.
Commissioner Petrey seconded. Motion carried unanimously.

	<u>10,555,720</u>
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TOTAL APPROPRIATIONS	<u>\$ 10,555,720</u>
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The information above is presented in summary form. Complete detailed information is on file with the Finance Director.

SECTION 2. SPECIAL APPROPRIATIONS AND RESTRICTIONS

The Budget Officer is hereby authorized to transfer appropriations within the funds as contained herein under the following conditions.

- a. He may transfer amounts within the same department within the same fund up to Ten Thousand dollars (\$10,000) providing an official report on such transfers at a regular meeting of the Board of Commissioners on a quarterly basis.
- b. He may transfer amounts between departments within the same fund up to One Thousand dollars (\$1,000) providing an official report on such transfers at the next regular meeting of the Board of Commissioners.
- c. He may appropriate fund balance to salaries and benefits in order to increase salaries of employees who have met requirements to increase certifications required by the County providing an office report on such transfers at the next regular meeting of the Board of Commissioners.
- d. He may make interfund loans for a period of not more than sixty days (60).
- e. He may not transfer any amounts between funds or from any contingency line items within any funds.

SECTION 29. CONTRACTUAL OBLIGATIONS

The County Manager or the County Attorney are hereby authorized to execute contractual documents under the following conditions:

- a. They may execute contracts for construction or repair projects which do not require formal competitive bid procedures.
- b. They may award contracts, reject bids, re-advertise for bids, waive bid bonds or bid deposit requirements, and waive performance and

payment bond requirements for all formal bids of apparatus, supplies, materials and equipment as stated in G. S. 143-129.

- c. They may execute contracts for (1) purchases of apparatus, supplies, and materials, or equipment which are within the budgeted departmental appropriations; (2) leases of personal property for a duration of one year or less and within budgeted departmental appropriations; and (3) services which are within budgeted departmental appropriations.
- d. They may execute grant agreements to and from public and nonprofit organizations which are within budgeted appropriations, unless a grantor organization requires execution by the Board of Commissioners.
- e. They may execute contracts, as the lessor or lessee of real property, which are of a duration of one year or less which are within the budgeted departmental appropriations.

SECTION 30. MEMORANDA

- A. Officers:
Daniel F. Scanlon II is the Budget Officer
Leeann Walton is the Clerk to the Board
Eileen Wirth is the Deputy Clerk to the Board
Donald Ikerd McRee is the County Attorney
Sandra L. Hill is the County Finance Director
Bridget T. Brinkley is the Deputy Finance Director
- B. Facsimile Signatures:
The use of facsimile signature machines, signature stamps, or similar devices in signing checks and drafts is hereby authorized; however, off-line checks and pre-audit certification requires in the minimum of one original authorizing signature. The Finance Director is hereby charged with the custody of all facsimile machines, stamps, plates or other devices.
- C. Official Depositories:
The Official depositories of the Tourism Development Authority are:
Towne Bank of Currituck, Moyock, North Carolina
Bank of America, North Carolina
Bank of Hampton Roads (dba Gateway Bank), North Carolina
Branch Bank and Trust, North Carolina
North Carolina Cash Management Trust, Charlotte, North Carolina

Vantage South Bank/Yadkin State Bank, North Carolina
Wells Fargo, North Carolina

- D. Daily Deposits:
Daily deposits are required by all departments when the amount of money held on hand sums to Two Hundred Fifty dollars (\$250).
- E. Returned Check or Electronic Funds Transfer Fees:
The Tourism Development Authority will assess a returned check charge consistent with G. S. 25-3-512 on all checks or electronic funds transfers returned to the County due to insufficient or unavailable funds, except for the payment of taxes. The returned check fee will be \$25.00 per item returned. This fee will also be charged for ACH or credit card transactions that are not paid due to insufficient funds. The penalty for returned checks and electronic funds transfers for payment of taxes are governed by G. S. 105-357(2).
- F. Policy on Appropriations:
The Tourism Development Authority will not consider supplemental appropriations for any service, function, purpose or activity that could have been reasonably considered during the budget process.

SECTION 31. USE OF BUDGET ORDINANCE

The Budget Officer and the Finance Director shall use this budget ordinance for administration of the budget and for the accounting system.

ADOPTED this 16th day of June 2014.

B) Discussion of Travel and Tourism Department's Support of Funds Program Procedures.

County Manager, Dan Scanlon, explained the proposed changes to the Event Marketing Assistance program, which provides funding for Currituck County businesses and non-profits to aid in their marketing efforts for special events. Procedures were revised to develop better reporting, transparency and accountability.

Commissioner Gilbert moved to approve. Commissioner Aydlett seconded. Motion carried.

Commissioner Aydlett moved to adjourn the Tourism Development Authority meeting and reconvene the regular meeting and go into Closed Session. Commissioner Martin seconded the motion. Motion carried unanimously.

Closed Session

Closed Session pursuant to G.S. 143-318.11(a)(3) to consult with the County Attorney in order to preserve attorney-client confidentiality in the matter entitled Swan Beach Corolla, LLC v. Currituck County, and other legal matters.

Adjourn

After reconvening the regular meeting, no action was taken. There being no further business, Commissioner Gilbert moved to adjourn. Commissioner Aydlett seconded the motion. The meeting was adjourned.



Currituck County Agenda Item Summary Sheet

Agenda Item Title

May 2014 CDBG Monthly Progress Report

Brief Description of Agenda Item

Progress report for May's activities regarding the Community Development Block Grant (CDBG).

Board Action Requested

Action

Person Submitting Agenda Item

Tammy Glave

Presenter of Agenda Item

Ben Woody



COUNTY OF CURRITUCK
Planning and Community Development
Department
Planning and Zoning Division
153 Courthouse Road, Suite 110
Currituck, North Carolina 27929
Telephone (252) 232-3055 / Fax (252)
232-3026

Memorandum

TO: Board of Commissioners

FROM: Ben Woody, AICP
Planning Director

DATE: June 12, 2014

SUBJECT: May 2014 CDBG #11-C-2308 Scattered Site Housing Project Update

The 2011 Community Development Block Grant remained on schedule for the month of May. A summary of May's progress follows:

- Completed the CDBG Monthly Report and forwarded to the Division of Community Assistance.
- Received an engineering report from G.E.T., Inc. regarding the evaluation of sub-surface soils at 4322 Caratoke Highway, Case #4.
- Produced a budget revision for the Scattered Site Housing Project which was accepted by DCA.
- Produced the Certification of Debarment form and back up information and sent to DCA.
- Processed a partial payment to MEG Investments for a manufactured home which was delivered for Case #1, M. McLane, 729 Bayview Road.
- Performed a footing inspection for Case #1.
- Followed up on status of well, septic, and reconstruction contracts.
- Requested temporary relocation payment for reconstruction Case #4.
- Requested temporary storage facility payments for Case #1 and Case #4.
- Continued on going general administration and financial management responsibilities.

Attached is the May Monthly Status Report for your review. Thank you.

Monthly Performance Status Report

(Due on 15th of each month)

Grantee Name: Currituck County Grant Number: 11-C-2308 Month: June Year: 2014

Activity For May 2014	Performance Schedule (On/Off)	Current Performance Status (If Off Schedule)	Remedy to get back on Schedule (If Off Schedule)
Rehabilitation-Rehabilitation	ON		
Rehabilitation-Reconstruction	ON		
Rehabilitation-Clearance	ON		
Planning	ON		
Administration	ON		

Prepared By: Brendan Nolan Title: Project Manager
 Endorsed By: Dan Scanlon Title: County Manager *(City/County Manager or Clerk)*
 Board or Council Update: Dan Scanlon, County Manager Date: 7/7/14

Performance Schedule
(Based on Performance Based Contract)
 On/Off Schedule

- ❖ **On** Performance Schedule: Stop and submit report, no current performance status or remedy to get back on schedule is required
- ❖ **Off** Performance Schedule: Provide current performance status and remedy to get back on schedule and submit report

CENTENNIAL PROCLAMATION FOR NORTH CAROLINA COOPERATIVE EXTENSION

WHEREAS, May 8, 2014 marked the Centennial of the signing of the Smith-Lever Act which established Cooperative Extension, the nationwide transformational education system operating through land grant universities in partnership with federal, state and local governments; and

WHEREAS, U. S. Senator Hoke Smith of Georgia and U.S. Representative A.F. Lever of South Carolina authored the Smith-Lever Act to expand the “vocational, agricultural and home demonstration programs in rural America” by bringing the research-based knowledge of the land-grant universities to the people where they live and work; and

WHEREAS, the North Carolina Cooperative Extension in Currituck County is a critical component of the three part land-grant university mission and works collaboratively with research and academic programs associated with the North Carolina State University and North Carolina A&T State University to reach traditional and underserved audiences in all communities across North Carolina; and

WHEREAS, the Cooperative Extension System continues to receive federal programmatic leadership and support enabled by the Smith Lever Act and other legislation through the U.S. Department of Agriculture’s National Institute of Food and Agriculture; and

WHEREAS, the Smith-lever Act requires a partnership between county, state and federal governments and encourages priorities be established locally to meet the needs of each county; and

WHEREAS, North Carolina Cooperative Extension education disseminated through Currituck County for agriculture producers has helped establish North Carolina as a leading agriculture producing state; 4-H youth development has reached millions of youth and helped prepare them for responsible adulthood by equipping them with citizenship and leadership skills; family and consumer sciences has prepared people for healthy, productive lives and breaking the cycle of poverty; and

WHEREAS, North Carolina Cooperative Extension in Currituck County engages with rural and urban learners through practical, community-based and online approaches, resulting in acquisition of knowledge, skills and motivation to strengthen the profitability of animal and plant production systems, protect natural resources, help people make healthful lifestyle choices, ensure a safe and abundant food supply, encourage community vitality and prepare the next generation of leaders;

THEREFORE, be it resolved, that the Currituck County Board of Commissioners:

Recognizes the significance of the Smith-Lever Act to the establishment of Cooperative Extension nationwide.

Encourages the people of Currituck County to observe and celebrate the centennial with a focus on congratulating the accomplishments of the past 100 years and ensuring a thriving future for Cooperative Extension.

Honors the local Extension Agents and university faculty who dedicate careers to providing trusted education to help people, families, youth, businesses and communities solve problems, develop skills and build a better future.

Thanks Cooperative Extension volunteers who provide thousands of hours to promote excellence for 4-H, Master Gardeners, family and consumer sciences and other programs in their communities.

Encourages continued collaboration and cooperation among federal, state and local governments to ensure Cooperative Extension's sustainability as the nation's premiere nonformal educational network.

Celebrates millions of youth, adults, families, farmers, community leaders and others who engage in Cooperative Extension learning opportunities designed to extend knowledge and change lives.

In North Carolina, Currituck County and commend this observance to all.

ADOPTED this the 7th day of July, 2014.

ATTEST:

Leeann Walton
Clerk to the Board

S. Paul O'Neal
Chairman

Tower 6 of the Chestertown Volunteer Fire Company
 June 5, 2014

TEST RESULTS

1. ENGINE SPEED TEST. This test determines if the engine is capable of reaching its no load governed speed. The no load engine speed is 2250 rpm and is satisfactory.
2. VACUUM TEST. A vacuum test of five minutes duration ensures that the pump and attached piping are still tight. The vacuum drop in 5 minutes was -20 in. hg. and is not satisfactory.
3. PRESSURE CONTROL TEST. A pressure control test ensures that the pressure control device can control the discharge pressure within 30 psi of its setting across the operating range of the pump pressures.

Pressure rise at 760 gpm @ 250 psi +3 psi
 Pressure rise at 1500 gpm @ 150 psi +12 psi
 Pressure rise at 1210 gpm @ 90 psi +10 psi

4. GAUGE CALIBRATION. The apparatus gauges are checked for calibration within 10 psi of a master calibrated gauge. All gauges tested were observed to be within calibration.
5. TANK-TO-PUMP FLOW RATE. This was found to be 525 gpm flowing at 150 psi with a vacuum of -14 in. hg. and engine rpm's of 1550.
6. FLOW TEST. A test pumping from draft for 20 minutes at 100% of rated capacity at 150 psi net pump pressure; 10 minutes at 70% of rated capacity at 200 psi net pump pressure; and 10 minutes at 50% of rated capacity at 250 psi net pump-pressure.

	TIME <i>min.</i>	ENGINE RPM <i>rpm</i>	VACUUM <i>in. hg.</i>	PUMP GAUGE <i>psi</i>	TEST GAUGE <i>psi</i>	FLOW <i>aom</i>
150 psi	20	1397	-11.0	150	150	1510
165 psi	5	1462	-12.0	165	165	1590
200 psi	10	1503	-6.0	200	200	1055
250 psi	10	1680	-4.0	250	250	755

CONCLUSION AND RESULTS

The engine, pump, transmission and all parts of the apparatus showed no undue heating, loss of power, over speed, or any other major defect during this entire test. The pumping system is in fair condition. Our only comment is the pump packing leaks.

TEST RESULTS

VISUAL INSPECTION

This form of inspection is based on a qualified engineering judgment as to whether or not the aerial device can safely remain in service. The visual inspection is for the detection of any visible defects, damage, or improperly secured parts. Inspection results are as follows :

- Aerial device in clean condition and free of corrosion : Pass
- Aerial device free of deformities, unusual wear, and misalignments : Service
 - *There is a worn pulley located at the tip of the 3rd section of the ladder. The pulley is on the driver side, is visibly tilted, and pictured in the conclusion. The pulley should be replaced.*
- Aerial critical welds show no sign of fracture or defect: Pass
- Stabilization system has no deformities, unusual wear, or misalignments: Pass
- Aerial hydraulic system shows no sign of leaks from hoses and fittings: Service
 - *There are slight hydraulic oil leaks on the extension cylinder seals.*
 - *There is a slight oil leak on the lower valve bank under the aerial controls.*
- Aerial warning systems, warning signage, and instruction plates: Pass
- The electrical system is satisfactory and operational: Pass
- The communication system is satisfactory: Pass

DRIFT TEST

The stabilizers, elevation and extension hydraulic cylinders were inspected and the drift measured after one hour. All inspection and test results with drift measurements are listed below:

- | | | |
|-----------------------|------------------|-----------|
| • Outriggers | Fr. Driver-Side: | 0.045 in. |
| | Fr. Pass-Side: | 0.024 in. |
| | Re. Driver-Side: | 0.017 in. |
| | Re. Pass-Side: | 0.014 in. |
| • Elevation Cylinders | Driver-Side: | 0.143 in. |
| | Pass-Side: | 0.191 in. |
| • Extension Cylinders | Driver-Side : | 0.340 in. |
| | Pass-Side: | 0.345 in. |

All measurements are within manufacturer's specifications Pass

Tower 6 of the Chestertown Volunteer Fire Company

June 6, 2014

Page 3

LOAD TEST

The aerial device was loaded to maximum capacity based on the load chart posted on the aerial device. The results are as follows:

- Rated Capacity @ all degrees elevation, extension, and rotation: 800 lbs.
Pass

AERIAL TWIST

The aerial device twist was measured following the load test and the results are as follows:

- Turntable setting: 1.4 degree passenger side
- Base section twist: 0.00" passenger side
- 1st fly section twist: 0.05" passenger side
- 2nd fly section twist: 0.00" passenger side
- 3rd fly section twist: 0.03" passenger side
- Platform setting: 1.2 degree passenger side
- Total ladder twist: 0.08" passenger side
Pass

AERIAL BOW:

	<u>Horizontal side</u>	<u>Vertical side</u>
• Base section bow:	0.000 in	0.233 in
• 1st fly section bow:	0.131 in	0.208 in
• 2nd fly section bow:	0.091 in	0.194 in
• 3rd fly section bow:	0.127 in	1.151 in

All measurements are within manufacturer's specifications Pass

WATER SYSTEM TEST

The aerial device water system was operated up to its maximum pressure rating and the flow measured by calibrated nozzle. The waterway leaks and flow meter readings are as follows:

- Turntable swivel seal: 0 drips/ min.
- Turntable-to-base section waterway seal: 0 drips/ min.
- Base section-to-1st fly section waterway seal: 0 drips/ min.
- 1st fly section-to-2nd fly section waterway seal: 0 drips/ min.
- 2nd fly section-to-3rd fly section waterway seal: 0 drips/ min.
- Nozzle seals: 0 drips/ min.
Pass
- Waterway relief valve pressure setting: 200 psi
Pass

OPERATIONAL INSPECTION

NFPA standards state for an aerial of this model should reach maximum elevation, extension and rotate 90 degrees within 180 seconds. The device performed the operations as follows with hydraulic pressures listed below:

- Operations time & rpm 121.9 seconds @ 1300 rpm
- Engine rpm @ idle: 700
- Engine rpm @ fast idle: 1300

- Time to extend ladder fully: 63.4 seconds
- Time to retract ladder fully: 57.3 seconds
- Time to elevate ladder 60 degrees: 32.2 seconds
- Time to lower ladder 60 degrees: 36.2 seconds
- Time to rotate ladder 360 degrees (left): 94.0 seconds
- Time to rotate ladder 360 degrees (right): 93.6 seconds

- Hydraulic relief pressure (extension): 1500 psi
- Hydraulic relief pressure (retraction): 1500 psi
- Hydraulic relief pressure (elevation): 1500 psi
- Hydraulic relief pressure (down bedded): 1500 psi

- Extension pressure: 1600 psi
- Retraction pressure: 1500 psi
- Elevation pressure: 1450 psi
- Lowering pressure: 1500 psi
- Rotation pressure (left): 900 psi
- Rotation pressure (right): 900 psi
- 3 function pressure: 500 psi
- Jacks stowing relief pressure: 1300 psi

Pass

NON-DESTRUCTIVE (NOT) INSPECTION

This testing method reveals the structural integrity of the critical joints and fasteners. The non-destructive methods and measurements for all pins, bolts, and boom rails are as follows :

- | | | | |
|--|---------------|------------------------|------|
| • Base rail hardness: | Barber Colman | 77-79 | |
| • P ¹ fly rail hardness: | Barber Colman | 78-80 | |
| • 2 nd fly rail hardness: | Barber Colman | 79-82 | |
| • 3 rd fly rail hardness: | Barber Colman | 78-81 | Pass |
| | | | |
| • Turntable rotation gear backlash: | in. | 0.205 @ Turntable edge | |
| • Turntable bearing clearance: | in. | 0.043 @ Turntable edge | Pass |
| | | | |
| • Turntable welds: | visual | satisfactory | |
| • Elevation cylinder welds: | visual | satisfactory | |
| • Platform mounting welds: | visual | satisfactory | |
| • Outrigger welds: | visual | satisfactory | |
| • Integrity of all pins: | ultrasonic | satisfactory | Pass |
| | | | |
| • Turntable bolt torque: | ft. lbs. | 30 bolts @ 150 | |
| • Turntable bolt integrity: | ultrasonic | satisfactory | |
| • Rotation bearing bolt torque: | ft. lbs. | 30 bolts @ 150 | |
| • Gear box bolt torque : | ft. lbs. | 4 bolts @ 150 | |
| • Turntable support-frame bolt torque: | ft. lbs. | 16 bolts @ 250 | |
| • Stabilizer jack bolt torque: | ft. lbs. | 8 bolts @ 500 | Pass |

HYDRAULIC OIL ANALYSIS

The hydraulic fluid in the reservoir is analyzed to compare the quality of the present oil against new oil. This analysis includes the possibility of water content , oxidation, and particle inclusions.

- Oil analysis using an SKF OilCheck TMEH 1 found no unsatisfactory conditions with the present hydraulic oil.
- The conclusion is that the present oil is suitable for continued use.

CONCLUSION

Results of testing find this aerial device to be in good condition. Our only comments are as follows:

- There is a worn extension cable pulley located at the tip of the 3rd section of the ladder, the pulley is tilted out of alignment and the outer face is worn from rubbing (Figure 1 & Figure 2). The pulley should be replaced.
- There are slight (class I) hydraulic leaks on the extension cylinder seals (Figure 3). It is recommended that these are monitored for worsening conditions.
- The driver side cradle pad is sheared off (Figure 4), it is recommended that this is repaired.
- There are 10 hydraulic hoses with cracked/worn outer jackets, they are marked with a 2012 FireOne sticker (Figure 5), it is recommended that these hoses be replaced.
 - 6 hoses located on the turntable
 - 4 hoses located on the outriggers

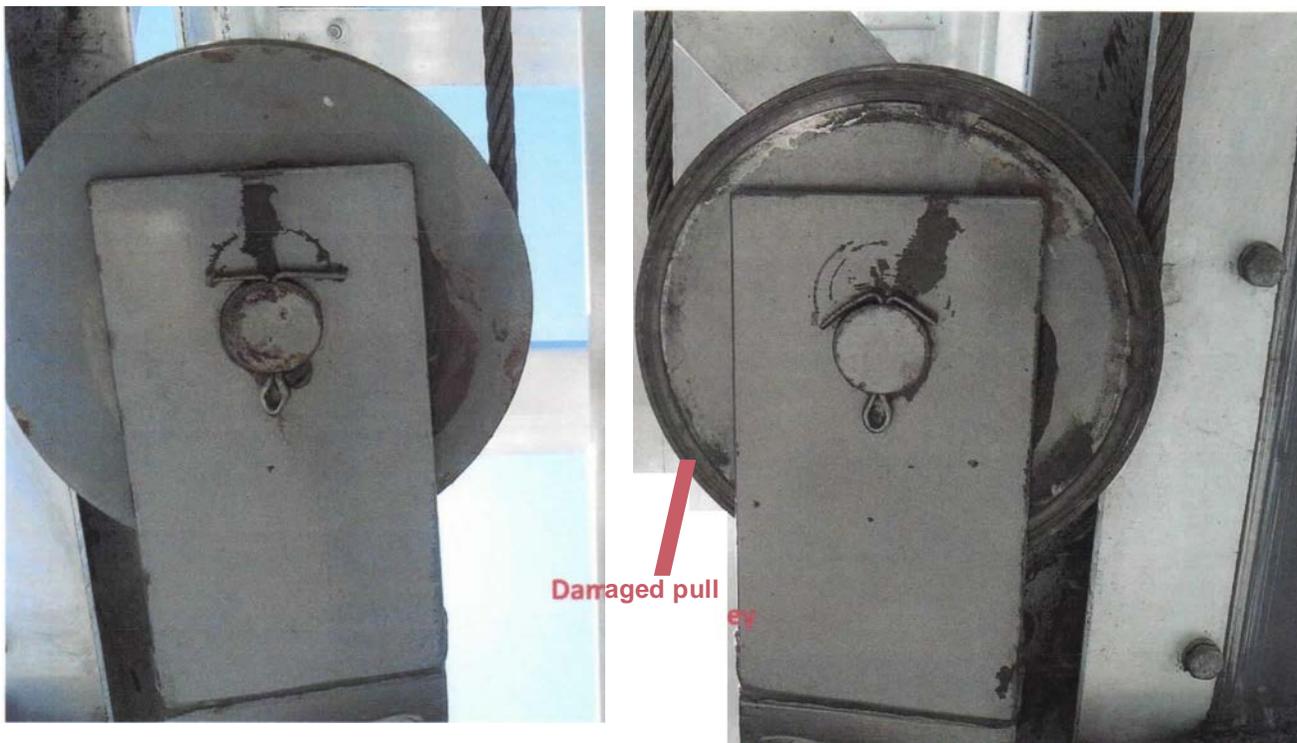


Figure 1: Damaged pulley located at the tip of the 3rd section on the driver side

From: Mitchell Copeland [<mailto:mitchcopeland@hotmail.com>]
Sent: Friday, June 27, 2014 6:16 AM
To: Dan Scanlon
Cc: Chris Daily; Crystal Daneker; Evelyn Henley
Subject: Crawford Apparatus Request
Importance: High

Dan,

The F&EMSAB met last night (6/26/2014) to address the immediate request from Crawford Volunteer Fire Department in replacing their recently failed ladder truck. Crawford's current ladder truck has a failed tower, is a 1966 model, and would require an extreme amount of funds to repair. They have found what they suggest will meet their needs for the foreseeable future. Here are the basic specifications concerning the proposed apparatus:

1989 Sutphen Tower Ladder Pumper
55000+ miles
4250 engine hours
95ft Aerial height
Currently in the service of Chestertown Volunteer Fire Department (Maryland)
All inspections are current (can place in service immediately for ISO compliance)
Yearly service contract records for past four (4) years are available and have been reviewed
Yearly service contract of \$1,400 will transfer with apparatus
Price: \$100,000.00
More information can be found at their website <http://www.chestertownvfc.org/>

The current owner has agreed to replace the pump packing, two tires, and tower hose prior to delivery. This apparatus is currently in service and the owner projects delivery of the replacement unit on July 11, 2014.

The F&EMSAB has voted to approve this immediate/emergent (due to equipment failure) purchase utilizing Equipment Replacement Funds, and we ask that the BOC approve this purchase due to the fact that Crawford Fire Department operates the only aerial device on Currituck's mainland.

I have attached the pump and aerial test reports along with a picture of the apparatus. Please feel free to contact me or Chief Dailey if further information is needed.

Thank you,

Mitch Copeland
(757)650-0402

Transmittal

Date	June 19, 2014	Number of pages including cover sheet	7
To	Ben Woody Currituck County Planning 153 Courthouse Road Currituck, NC 27929	Phone	252-232-3055
		Fax	
From	Eddie T. Hyman, Jr., PLS Hyman & Robey, PC P.O. Box 339 Camden, NC 27921	Phone	252-338-2913
		Fax	252-338-5552
Subject/ Project #	Arabian Lane – DOT Road Acquisition	Sent Via	Hand-Delivered
Enclosures	Petition for Road Addition and 4 copies of recorded subdivision plat (Equestrian Downs)		

REMARKS:								
<input type="checkbox"/>	<input type="checkbox"/>	Please call for further discussion	<input type="checkbox"/>	For your review and comment	<input checked="" type="checkbox"/>	For your Approval	<input type="checkbox"/>	As you requested
<input type="checkbox"/>	<input type="checkbox"/>	As we discussed	<input type="checkbox"/>	For your Files	<input type="checkbox"/>	For your use	<input type="checkbox"/>	Other

Message:

**North Carolina Department of Transportation
Division of Highways
Petition for Road Addition**

ROADWAY INFORMATION: (Please Print/Type)

County: CURRITUCK Road Name: ARABIAN LANE
(Please list additional street names and lengths on the back of this form.)

Subdivision Name: EQUESTRIAN DOWNS Length (miles): 0.64 MI

Number of occupied homes having street frontage: 7 Located (miles): 0.66 MI

miles N S E W of the intersection of Route HWY 34 and Route HWY 168.
(Check one) (SR, NC, US) (SR, NC, US)

We, the undersigned, being property owners and/or developers of ROUTE 168, INC. in
CURRITUCK County, do hereby request the Division of Highways to add the above described road.

CONTACT PERSON: Name and Address of First Petitioner. (Please Print/Type)

Name: ROUTE 168, INC. C/O LARRY HAZELWOOD Phone Number: (757)461-1800 x204

Street Address: 6330 NORTH CENTER DRIVE, STE. 125, NORFOLK, VA 23502

Mailing Address: ALT. CONTACT: HYMAN & ROBEY, PC (252)338-2913

PROPERTY OWNERS

<u>Name</u>	<u>Mailing Address</u>	<u>Telephone</u>
GARY N. & AMANDA K. LANDUYT	- 130 ARABIAN LN, MOYOCK, NC 27958	
ROUTE 168, INC.	- 6330 N. CENTER DR. STE 125, NORFOLK, VA 23502	- (757)461-1800 x204
NICOLE OLMSTEAD	- 160 ARABIAN LN, MOYOCK, NC 27958	
DONALD & ZELDA CURLING	- 170 ARABIAN LN, MOYOCK, NC 27958	
GEORGE S. & ASHLEY JEFFORDS	- 180 ARABIAN LN, MOYOCK, NC 27958	
CLAYTON & JODEE MCMILLEN	- 214 ARABIAN LN, MOYOCK, NC 27958	- (757) 651-5221
JAMES E. REDD, IV & JENNIFER SMITH	- PO BOX 10065, VIRGINIA BEACH, VA 23450	
JAMES E. REDD, JR.	- PO BOX 10065, VIRGINIA BEACH, VA 23450	
JAMES E. REDD, JR. & JAMES E. REDD, IV	- PO BOX 10065, VIRGINIA BEACH, VA 23450	
LAWRENCE R. & STEPHANIE J. DUFFY	- 124 SHEETS AVE, HOLBROOK, NY 11741	
TODD C. & MARY G. WHITEHEAD	- 104 SEA BREEZE LN N, KNOTTS ISLAND, NC 27950	
GREGROY ANDREOLI	- 120 ARABIAN LN, MOYOCK, NC 27958	
DWAYNE S. KING	- 909 HENPHIL FARMS CT, CHESAPEAKE, VA 23320	
JOHN & SALLY KING	- 113 ARABIAN LN, MOYOCK, NC 27958	
VANTAGESOUTH BANK	- PO BOX 337, ENGELHARD, NC 27824	

INSTRUCTIONS FOR COMPLETING PETITION:

1. Complete Information Section
2. Identify Contact Person (This person serves as spokesperson for petitioner(s)).
3. Attach four (4) copies of recorded subdivision plat or property deeds, which refer to candidate road.
4. Adjoining property owners and/or the developer may submit a petition. Subdivision roads with prior NCDOT review and approval only require the developer's signature.
5. If submitted by the developer, encroachment agreements from all utilities located within the right of way shall be submitted with the petition for Road addition. However, construction plans may not be required at this time.
6. Submit to District Engineer's Office.

FOR NCDOT USE ONLY: Please check the appropriate block

- Rural Road
 Subdivision platted prior to October 1, 1975
 Subdivision platted after September 30, 1975

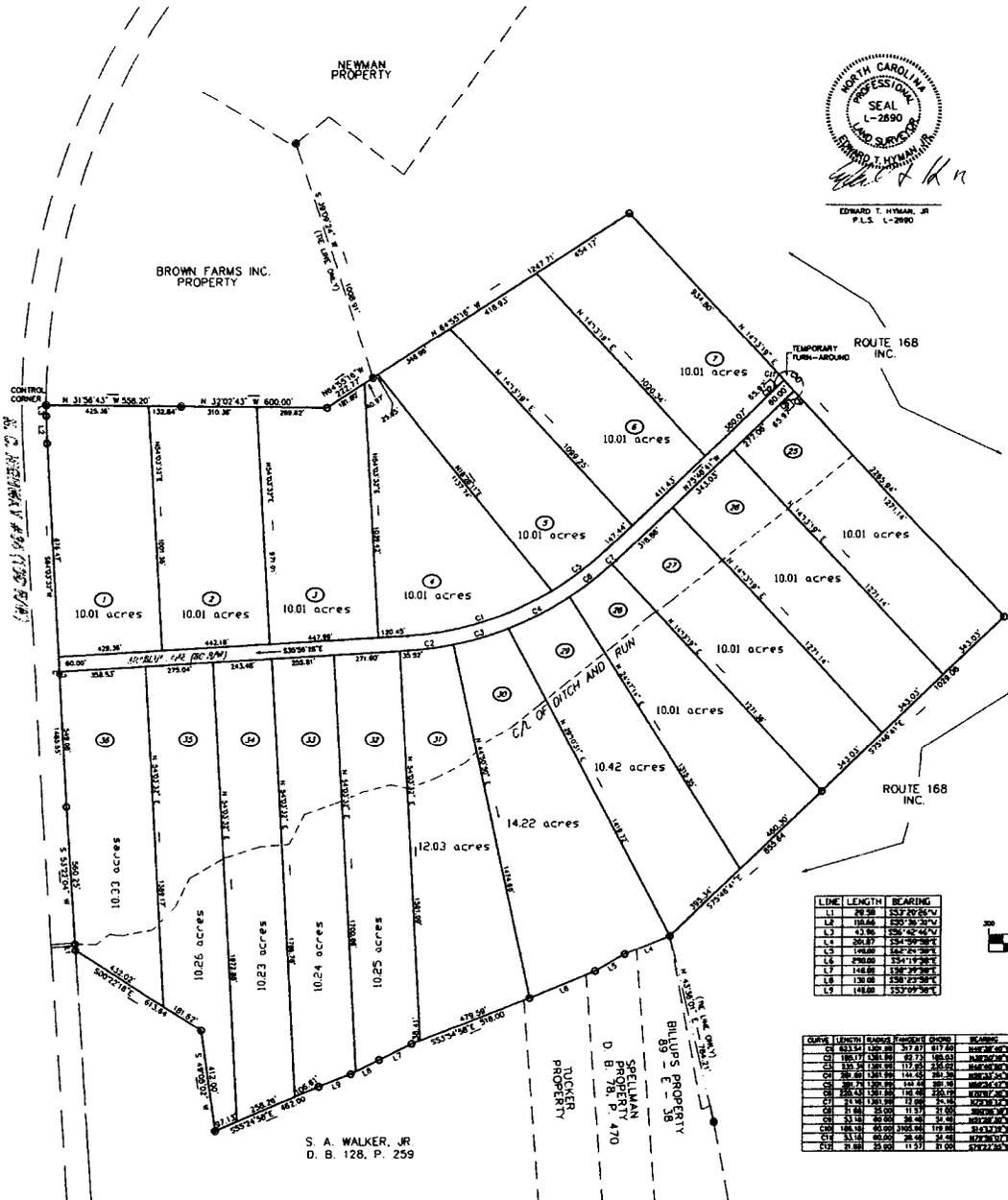
REQUIREMENTS FOR ADDITION

If this road meets the requirements necessary for addition, we agree to grant the Department of Transportation a right-of-way of the necessary width to construct the road to the minimum construction standards of the NCDOT. The right-of-way will extend the entire length of the road that is requested to be added to the state maintained system and will include the necessary areas outside of the right-of-way for cut and fill slopes and drainage. Also, we agree to dedicate additional right-of-way at intersections for sight distance and design purposes and execute said right-of-way agreement forms that will be submitted to us by representatives of the NCDOT. The right-of-way shall be cleared at no expense to the NCDOT, which includes the removal of utilities, fences, other obstructions, etc.

General Statute 136-102.6 (see page 29 for Statute) states that any subdivision recorded on or after October 1, 1975, must be built in accordance with NCDOT standards in order to be eligible for addition to the State Road System.

<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>	<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>
ARABIAN LANE	- 7	- 0.64 MI			

Final Plat for Registration on the 7 day of Jan. 2002
 by
 Edward T. Hymak, Jr.
 Professional Land Surveyor
 License No. 2590
 State of North Carolina
 Charlotte, North Carolina
 Registered Professional Engineer
 License No. 3331
 State of North Carolina
 Charlotte, North Carolina



S. A. WALKER, JR.
 D. B. 128, P. 259



EDWARD T. HYMAK, JR.
 P.L.S. L-2590

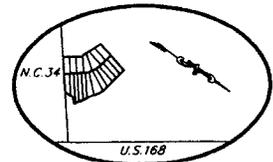
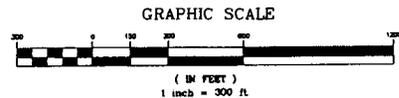
I, EDWARD T. HYMAK, JR. CERTIFY THAT THIS PLAT WAS DRAWN FROM AN ACTUAL FIELD LAND SURVEY MADE UNDER MY SUPERVISION; THAT THE DEED DESCRIPTION FOR SAID PROPERTY IS RECORDED IN D.B. . . . P. . . .; THAT THE ERROR OF CLOSURE IS 1:10,000; THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH BOARD RULES, WITNESS MY ORIGINAL SIGNATURE, REG. NUMBER, AND SEAL, THIS 12 DAY OF DECEMBER, 2001.

I, EDWARD T. HYMAK, JR. PLS-2590, CERTIFY:
 D. THAT THIS PLAT IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT ORDERED SURVEY OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

NORTH CAROLINA, CURRITUCK COUNTY
 I, Tracy Sample REVIEW OFFICER OF CURRITUCK COUNTY
 CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

Tracy Sample 17-2002
 REVIEW OFFICER

LINE	LENGTH	BEARING
L1	28.58	S55°20'36\"
L2	10.84	S25°35'30\"
L3	43.86	S25°42'46\"
L4	28.97	S24°29'58\"
L5	10.88	S42°24'38\"
L6	28.88	S34°19'28\"
L7	14.88	S36°24'28\"
L8	130.08	S38°27'38\"
L9	145.88	S57°09'30\"



VICINITY MAP
 415

UNOFFICIAL DOCUMENT

UNOFFICIAL DOCUMENT

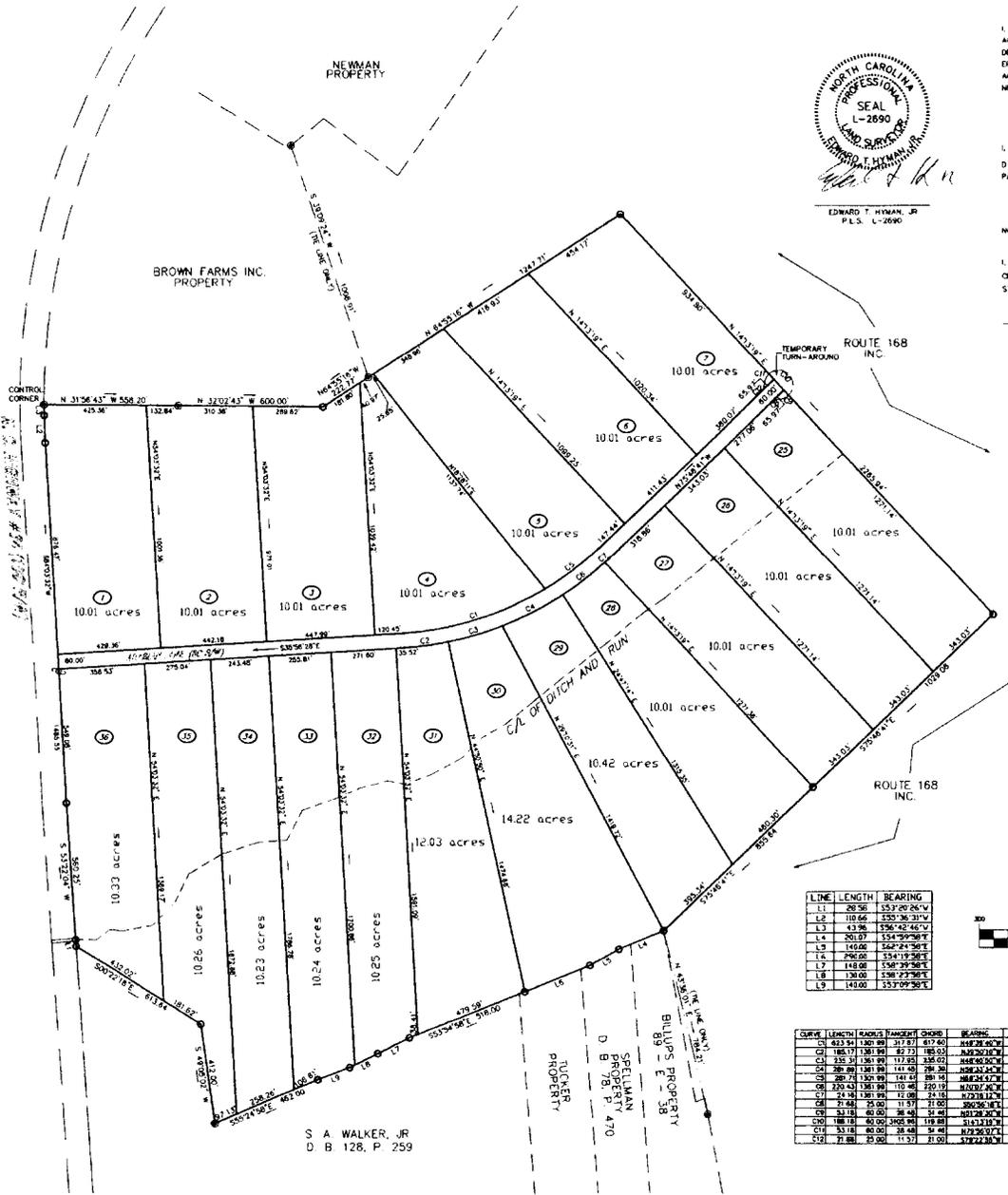
Hymak & Robey
 Land & Surveying Engineers
 219 South Hargett Street
 Raleigh, North Carolina
 (919) 333-3311 (919) 333-3306

DATE	DRAWN	BY
12-12-01	APPROVED	ETH
CHECKED	PROJECT	L-831
SCALE	DRAWING	833001
L = 300'		
		1 OF 1

FINAL PLAT FOR
EQUESTRIAN DOWNS
 CRAWFORD TOWNSHIP
 CURRITUCK COUNTY
 NORTH CAROLINA

UNOFFICIAL DOCUMENT

Final Plat for registration on the County of Currituck, N.C. 10/20/02
1:37
Checked by *Christy Cecilia K. Stiddle*
REGISTERED PROFESSIONAL SURVEYOR



S A WALKER, JR
D B 128, P. 259

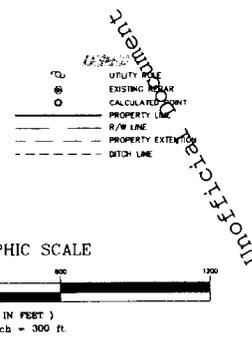


I, EDWARD T. HYMAN, JR. CERTIFY THAT THIS PLAT WAS DRAWN FROM AN ACTUAL FIELD LAND SURVEY MADE UNDER MY SUPERVISION THAT THE DEED DESCRIPTION FOR SAID PROPERTY IS RECORDED IN D.B. P. 259, THAT THE ERROR OF CLOSURE IS 10.0000". THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH BOARD RULES, WITNESS MY ORIGINAL SIGNATURE, REG. NUMBER, AND SEAL THIS 12 DAY OF DECEMBER, 2001.

I, EDWARD T. HYMAN, JR. PLS-2690, CERTIFY:
D. THAT THIS PLAT IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT ORDERED SURVEY OR OTHER EXEMPTION TO THE DEFINITION OF SUBDIVISION.

NORTH CAROLINA, CURRITUCK COUNTY
I, Tracy Sample REVIEW OFFICER OF CURRITUCK COUNTY
CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.
Tracy Sample 1-7-2002
REVIEW OFFICER

UNOFFICIAL DOCUMENT



LINE	LENGTH	BEARING
L.1	28.56	S 37° 02' 00" W
L.2	10.66	S 55° 36' 31" W
L.3	43.96	S 56° 42' 46" W
L.4	200.27	S 54° 00' 00" W
L.5	140.00	S 62° 24' 36" E
L.6	296.00	S 54° 19' 36" E
L.7	114.00	S 68° 29' 36" E
L.8	130.00	S 58° 23' 36" E
L.9	140.00	S 57° 09' 36" E

CURVE	LENGTH	RADIUS	CHORD	BEARING	DELTA
C1	423.54	1300.00	217.81	61° 40'	108° 20'
C2	185.17	1200.00	82.73	185.03'	148° 30' 30"
C3	235.34	1200.00	112.62	235.03'	148° 30' 30"
C4	285.81	1200.00	142.60	285.36'	148° 30' 30"
C5	337.74	1200.00	172.68	337.26'	148° 30' 30"
C6	390.74	1200.00	202.96	390.24'	148° 30' 30"
C7	444.24	1200.00	233.54	443.72'	148° 30' 30"
C8	498.74	1200.00	264.52	498.24'	148° 30' 30"
C9	554.74	1200.00	295.90	553.72'	148° 30' 30"
C10	611.74	1200.00	327.78	609.24'	148° 30' 30"
C11	670.24	1200.00	360.16	665.72'	148° 30' 30"
C12	730.74	1200.00	393.04	723.24'	148° 30' 30"
C13	792.74	1200.00	426.42	781.72'	148° 30' 30"
C14	856.74	1200.00	460.30	841.24'	148° 30' 30"
C15	923.24	1200.00	494.68	901.72'	148° 30' 30"
C16	991.74	1200.00	530.56	963.24'	148° 30' 30"
C17	1062.74	1200.00	566.94	1025.72'	148° 30' 30"
C18	1135.74	1200.00	604.82	1090.24'	148° 30' 30"
C19	1211.24	1200.00	644.20	1156.72'	148° 30' 30"
C20	1288.74	1200.00	685.08	1225.24'	148° 30' 30"
C21	1368.74	1200.00	727.46	1295.72'	148° 30' 30"
C22	1451.74	1200.00	771.34	1368.24'	148° 30' 30"
C23	1537.24	1200.00	816.72	1442.72'	148° 30' 30"
C24	1625.74	1200.00	863.60	1519.24'	148° 30' 30"
C25	1717.24	1200.00	911.98	1597.72'	148° 30' 30"
C26	1812.24	1200.00	961.86	1678.24'	148° 30' 30"
C27	1910.24	1200.00	1013.24	1760.72'	148° 30' 30"
C28	2011.24	1200.00	1066.12	1845.24'	148° 30' 30"
C29	2115.24	1200.00	1120.50	1931.72'	148° 30' 30"
C30	2222.24	1200.00	1177.38	2020.24'	148° 30' 30"
C31	2332.24	1200.00	1235.76	2110.72'	148° 30' 30"
C32	2445.24	1200.00	1296.64	2203.24'	148° 30' 30"
C33	2561.24	1200.00	1359.02	2297.72'	148° 30' 30"
C34	2680.24	1200.00	1422.90	2394.24'	148° 30' 30"
C35	2802.24	1200.00	1489.28	2492.72'	148° 30' 30"
C36	2927.24	1200.00	1558.16	2593.24'	148° 30' 30"
C37	3055.24	1200.00	1629.54	2695.72'	148° 30' 30"
C38	3186.24	1200.00	1703.42	2800.24'	148° 30' 30"
C39	3320.24	1200.00	1779.80	2906.72'	148° 30' 30"
C40	3457.24	1200.00	1858.68	3015.24'	148° 30' 30"
C41	3600.24	1200.00	1940.06	3126.72'	148° 30' 30"
C42	3748.24	1200.00	2023.94	3240.24'	148° 30' 30"
C43	3901.24	1200.00	2109.32	3356.72'	148° 30' 30"
C44	4059.24	1200.00	2197.20	3475.24'	148° 30' 30"
C45	4222.24	1200.00	2287.58	3596.72'	148° 30' 30"
C46	4390.24	1200.00	2380.46	3720.24'	148° 30' 30"
C47	4563.24	1200.00	2475.84	3846.72'	148° 30' 30"
C48	4741.24	1200.00	2573.72	3975.24'	148° 30' 30"
C49	4924.24	1200.00	2674.10	4106.72'	148° 30' 30"
C50	5112.24	1200.00	2777.98	4240.24'	148° 30' 30"
C51	5305.24	1200.00	2885.36	4376.72'	148° 30' 30"
C52	5503.24	1200.00	2996.24	4516.24'	148° 30' 30"
C53	5706.24	1200.00	3110.62	4658.72'	148° 30' 30"
C54	5914.24	1200.00	3228.50	4804.24'	148° 30' 30"
C55	6127.24	1200.00	3349.88	4952.72'	148° 30' 30"
C56	6345.24	1200.00	3474.76	5104.24'	148° 30' 30"
C57	6568.24	1200.00	3603.14	5258.72'	148° 30' 30"
C58	6796.24	1200.00	3735.02	5416.24'	148° 30' 30"
C59	7029.24	1200.00	3870.40	5577.72'	148° 30' 30"
C60	7267.24	1200.00	4009.28	5742.24'	148° 30' 30"
C61	7510.24	1200.00	4151.66	5909.72'	148° 30' 30"
C62	7758.24	1200.00	4297.54	6080.24'	148° 30' 30"
C63	8011.24	1200.00	4446.92	6253.72'	148° 30' 30"
C64	8269.24	1200.00	4600.80	6430.24'	148° 30' 30"
C65	8532.24	1200.00	4759.18	6609.72'	148° 30' 30"
C66	8800.24	1200.00	4922.06	6792.24'	148° 30' 30"
C67	9073.24	1200.00	5089.44	6977.72'	148° 30' 30"
C68	9351.24	1200.00	5261.32	7166.24'	148° 30' 30"
C69	9634.24	1200.00	5437.70	7357.72'	148° 30' 30"
C70	9922.24	1200.00	5618.58	7552.24'	148° 30' 30"
C71	10215.24	1200.00	5803.96	7749.72'	148° 30' 30"
C72	10513.24	1200.00	5993.84	7950.24'	148° 30' 30"
C73	10816.24	1200.00	6188.22	8153.72'	148° 30' 30"
C74	11124.24	1200.00	6387.10	8360.24'	148° 30' 30"
C75	11437.24	1200.00	6590.48	8569.72'	148° 30' 30"
C76	11755.24	1200.00	6798.36	8782.24'	148° 30' 30"
C77	12078.24	1200.00	7010.74	8997.72'	148° 30' 30"
C78	12406.24	1200.00	7227.62	9215.24'	148° 30' 30"
C79	12739.24	1200.00	7449.00	9435.72'	148° 30' 30"
C80	13077.24	1200.00	7674.88	9658.24'	148° 30' 30"
C81	13420.24	1200.00	7905.26	9882.72'	148° 30' 30"
C82	13768.24	1200.00	8140.14	10109.24'	148° 30' 30"
C83	14121.24	1200.00	8379.52	10337.72'	148° 30' 30"
C84	14479.24	1200.00	8623.40	10568.24'	148° 30' 30"
C85	14842.24	1200.00	8871.78	10800.72'	148° 30' 30"
C86	15210.24	1200.00	9124.66	11035.24'	148° 30' 30"
C87	15583.24	1200.00	9382.04	11271.72'	148° 30' 30"
C88	15961.24	1200.00	9643.92	11510.24'	148° 30' 30"
C89	16344.24	1200.00	9910.30	11751.72'	148° 30' 30"
C90	16732.24	1200.00	10181.18	12005.24'	148° 30' 30"
C91	17125.24	1200.00	10456.56	12271.72'	148° 30' 30"
C92	17523.24	1200.00	10736.44	12540.24'	148° 30' 30"
C93	17926.24	1200.00	11020.82	12821.72'	148° 30' 30"
C94	18334.24	1200.00	11309.70	13115.24'	148° 30' 30"
C95	18747.24	1200.00	11603.08	13421.72'	148° 30' 30"
C96	19165.24	1200.00	11900.96	13740.24'	148° 30' 30"
C97	19588.24	1200.00	12203.34	14071.72'	148° 30' 30"
C98	20016.24	1200.00	12510.22	14415.24'	148° 30' 30"
C99	20449.24	1200.00	12821.60	14771.72'	148° 30' 30"
C100	20887.24	1200.00	13137.48	15140.24'	148° 30' 30"
C101	21330.24	1200.00	13457.86	15521.72'	148° 30' 30"
C102	21778.24	1200.00	13782.74	15915.24'	148° 30' 30"
C103	22231.24	1200.00	14112.12	16321.72'	148° 30' 30"
C104	22689.24	1200.00	14446.00	16740.24'	148° 30' 30"
C105	23152.24	1200.00	14784.38	17171.72'	148° 30' 30"
C106	23620.24	1200.00	15127.26	17615.24'	148° 30' 30"
C107	24093.24	1200.00	15474.64	18071.72'	148° 30' 30"
C108	24571.24	1200.00	15826.52	18540.24'	148° 30' 30"
C109	25054.24	1200.00	16182.90	19021.72'	148° 30' 30"
C110	25542.24	1200.00	16543.78	19515.24'	148° 30' 30"
C111	26035.24	1200.00	16909.16	20021.72'	148° 30' 30"
C112	26533.24	1200.00	17279.04	20540.24'	148° 30' 30"
C113	27036.24	1200.00	17653.42	21071.72'	148° 30' 30"
C114	27544.24	1200.00	18032.30	21615.24'	148° 30' 30"
C115	28057.24	1200.00	18415.68	22171.72'	148° 30' 30"
C116	28575.24	1200.00	18803.56	22740.24'	148° 30' 30"
C117	29098.24	1200.00	19195.94	23321.72'	148° 30' 30"
C118	29626.24	1200.00	19592.82	23915.24'	148° 30' 30"
C119	30159.24	1200.00	19994.20	24521.72'	148° 30' 30"
C120	30697.24	1200.00	20400.08	25140.24'	148° 30' 30"
C121	31240.24	1200.00	20810.46	25771.72'	148° 30' 30"
C122	31788.24	1200.00	21225.34	26415.24'	148° 30' 30"
C123	32341.24	1200.00	21644.72	27071.72'	148° 30' 30"
C124	32899.24	1200.00	22068.60	27740.24'	148° 30' 30"
C125	33462.24	1200.00	22496.98	28421.72'	148° 30' 30"
C126	34030.24	1200.00	22929.86	29115.24'	148° 30' 30"
C127	34603.24	1200.00	23367.24	29821.72'	148° 30' 30"
C128	35181.24	1200.00	23809.12	30540.24'	148° 30' 30"
C129	35764.24	1200.00	24255.50	31271.72'	148° 30' 30"
C130	36352.24	1200.00	24706.38	32015.24'	148° 30' 30"
C131	36945.24	1200.00	25161.76	32771.72'	148° 30' 30"
C132	37543.24	1200.00	25621.64	33540.24'	148° 30' 30"
C133	38146.24	1200.00	26086.02	34321.72'	148° 30' 30"
C134	38754.24	1200.00	26554.90	35115.24'	148° 30' 30"
C135	39367.24	1200.00	27028.28	35921.72'	148° 30' 30"
C136	39985.24	1200.00	27506.16	36740.24'	148° 30' 30"
C137	40608.24	1200.00	27988.54	37571.72'	148° 30' 30"
C138	41236.24	1200.00	28475.42	38415.24'	148° 30' 30"
C139	41869.24	1200.00	28966.80	39271.72'	148° 30' 30"
C140	42507.24	1200.00	29462.68	40140.24'	148° 30' 30"
C141					



CURRITUCK COUNTY BOARD OF COMMISSIONERS

ITEM TO BE CONSIDERED

Meeting Date: Agenda #

SUBJECT:

Report of Insolvents and Resolution Approving the Settlement with the Tax Collector for Insolvents

REQUESTED ACTION:

Accept the list of Insolvents and Approve the Resolution for the Settlement with the Tax Collector for Insolvents.
Return a signed copy for the Tax Collector's records.

Submitted by: Department:

Date submitted: Attachments: Yes No

REVIEW PROCESS:

	Approved	
County Manager	Yes <input type="checkbox"/>	No <input type="checkbox"/>
County Attorney	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Finance Director	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

REVIEW COMMENTS:

COUNTY OF CURRITUCK

Tax Department
P.O. Box 9
Currituck, North Carolina 27929

Tracy Sample, Tax Administrator
(252) 232-3005
(252) 232-3568 (FAX)

Reports of Insolvents

TO: Currituck County Board of County Commissioner

The following list contain delinquent personal property taxes that have been due for over 5 (five) years and are owed by **deceased taxpayers** and/or **businesses that are no longer in business.**

The undersigned Tax Collector respectfully reports that certain **personal property taxes** levied for the years shown below, remain uncollected, such uncollected being set out below. Said taxes are not liens upon liens upon real estate. The undersigned Tax Collector has made diligent efforts to collect said taxes by use of remedies against personal property as provided by law but has been unable to locate sufficient property belonging to delinquent taxpayers out of which the taxes might be collected. In every instance in which the existence of property belonging to delinquent taxpayers within other taxing units in North Carolina, the undersigned has proceeded under the provisions of G.S. 105-364.

<u>Tax Year</u>	<u>Bill#</u>	<u>Taxpayer's Name</u>	<u>Principal Amount</u>	<u>Remarks</u>
2005	<u>1087</u>	RATCLIFFE, DAVID A (DECEASED)	7.42	Deceased
2006	<u>1487</u>	RATCLIFFE, DAVID A (DECEASED)	7.01	Deceased
2007	<u>1082</u>	RATCLIFFE, DAVID A (DECEASED)	7.18	Deceased
2006	<u>7178</u>	WALTON, LORI TURNER (DECEASED)	49.87	Deceased
2005	<u>1159</u>	WILLIAMS, MICHAEL (DECEASED)	16.59	Deceased
2008	<u>12</u>	ALL H INC	648.11	Out of Business
2006	<u>10041</u>	AMERON INTERNATIONAL CORP	64.61	Out of Business
2006	<u>518</u>	ATLANTIC BEACH BUILDERS INC	26.26	Out of Business
2007	<u>119</u>	ATLANTIC BEACH BUILDERS INC	21.34	Out of Business
2008	<u>117</u>	ATLANTIC BEACH BUILDERS INC	25.82	Out of Business
2005	<u>157</u>	BRIDAL WORKS	14.73	Out of Business
2007	<u>5648</u>	CAROLINA COASTAL HOMES INC	53.31	Out of Business
2008	<u>10865</u>	CAROLINA COASTAL HOMES INC	88.61	Out of Business
2006	<u>17868</u>	CLASSIC CUSTOM POOLS & SPAS INC	9.02	Out of Business
2005	<u>494</u>	CURRITUCK ELECTRIC RADIO & ALCHEMY	90.27	Out of Business
2008	<u>71</u>	DAVID JAMES OBX, INC	176.00	Out of Business
2007	<u>1602</u>	DOG DAZE DIGITAL	123.20	Out of Business
2008	<u>75</u>	DREAMCATCHERS	17.60	Out of Business
2007	<u>23417</u>	EAST CAROLINA METAL ROOF, SUPPLY CORP IN	6.05	Out of Business
2005	<u>241</u>	FIRST COAST GENERAL CONTRACTORS INC	1,583.61	Out of Business
2007	<u>19393</u>	FRB CUSTOM HOMES OF NORTHEASTERN NC LLC	52.19	Out of Business
2007	<u>269</u>	GALAXY VIDEO	35.20	Out of Business
2008	<u>278</u>	GALAXY VIDEO	38.72	Out of Business

2008	<u>647</u>	GIGI'S RESTAURANT LLC	544.72	Out of Business
2005	<u>1315</u>	GYMSTAR ACADEMY INC	6.77	Out of Business
2005	<u>17975</u>	GYMSTAR ACADEMY INC	2.02	Out of Business
2006	<u>1714</u>	GYMSTAR ACADEMY INC	391.98	Out of Business
2008	<u>13995</u>	H CLAIMS SERVICES INC,	2.61	Out of Business
2008	<u>14062</u>	HAT CREEK HAULING COMPANY, INC	45.27	Out of Business
2007	<u>21666</u>	HERITAGE TITLE LTD	39.32	Out of Business
2005	<u>294</u>	JACKSON EQUIPMENT LLC	638.68	Out of Business
2005	<u>25269</u>	JACKSON EQUIPMENT LLC	17.90	Out of Business
2006	<u>711</u>	JACKSON EQUIPMENT LLC	638.67	Out of Business
2008	<u>1234</u>	JAVA DELI LLC	413.27	Out of Business
2006	<u>25161</u>	K C B ENTERPRISES INC	9.82	Out of Business
2005	<u>27940</u>	KITCHENTECH INC	48.81	Out of Business
2007	<u>342</u>	LAKE AIRWAYS LLC	915.20	Out of Business
2008	<u>347</u>	LAKE AIRWAYS LLC	1,006.72	Out of Business
2008	<u>349</u>	LANDMARK BUILDING & DEVELOPMENT OF NC	529.16	Out of Business
2008	<u>78</u>	LAREDOS	296.33	Out of Business
2007	<u>9326</u>	LITTLE MIRACLES DAY CARE INC	34.72	Out of Business
2007	<u>9327</u>	LITTLE MIRACLES DAY CARE INC	22.21	Out of Business
2007	<u>9328</u>	LITTLE MIRACLES DAY CARE INC	23.42	Out of Business
2007	<u>1383</u>	MARKAT PROPERIES LLC	67.14	Out of Business
2005	<u>1056</u>	MOYOCK FLORIST	22.29	Out of Business
2006	<u>1460</u>	MOYOCK FLORIST	22.30	Out of Business
2007	<u>1053</u>	MOYOCK FLORIST	24.21	Out of Business
2008	<u>63</u>	MR MUNCHIES INC	59.84	Out of Business
2007	<u>4228</u>	NELSON'S PLUMBING INC,	6.08	Out of Business
2004	<u>814</u>	NEWAVES ENTERPRISES INC	320.83	Out of Business
2005	<u>802</u>	NEWAVES ENTERPRISES INC	146.67	Out of Business
2006	<u>1223</u>	NEWAVES ENTERPRISES INC	146.66	Out of Business
2007	<u>17827</u>	NORTHBAY AUTO INC,	94.08	Out of Business
2007	<u>15377</u>	NORTHERN LIGHTS COFFEE INC	8.29	Out of Business
2008	<u>69</u>	SHALEC LLC	216.48	Out of Business
2008	<u>518</u>	SUNCOAST POOLS AND SPAS INC	2.47	Out of Business
2006	<u>905</u>	THORNTON CONSTRUCTION LTD INC	54.22	Out of Business
2007	<u>10216</u>	TYMUL ENTERPRISES INC	5.89	Out of Business
2005	<u>1058</u>	WILLIAMS TRAILERS	32.40	Out of Business
2006	<u>1561</u>	WILLIAMS TRAILERS	29.46	Out of Business
2007	<u>1157</u>	WILLIAMS TRAILERS	35.65	Out of Business
2008	<u>1202</u>	WILLIAMS TRAILERS	39.22	Out of Business
2005	<u>7062</u>	WILSON BROTHERS SIDING CO	5.88	Out of Business
2008	<u>1050</u>	INDEPENDENT CONTAINERS INC	33.42	Out of Business

Respectfully Submitted and Sworn to this the 24th day of June 2014

Tracy Sample

Tracy Sample, Tax Collector

Resolution Approving the Settlement with the Tax Collector for Insolvents

WHEREAS, N.C.G.S. 105-373 requires that settlement be made with the Tax Collector for taxes charged to the Tax Collector; and

WHEREAS, N.C.G.S. 105-373(a2) allows for the designating of persons owing taxes (but who own no real property) that are found to be insolvent; and

WHEREAS, N.C.G.S. 105-373(g) provides for the governing body of any taxing unit may, in its discretion, relieve the tax collector of the charge of taxes owed by persons on the insolvent list that are over five or years past due when it appears to the governing body that such taxes are uncollectible;

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. Those persons and entities identified in the Report of Insolvents submitted by the Tax Collector are found to be insolvent.
2. The insolvents list shall be credited to the Tax Collector as part of his settlement.
3. The Tax Collector is relieved of the charge of taxes owned by persons and entities on the insolvents list that are five or more years past due.

THIS the 7th day of July, 2014.

THE CURRITUCK COUNTY BOARD OF COMMISSIONERS

BY: _____(SEAL)
S. Paul O'neal, Chairman

Attest:

Clerk to the Board



Currituck County

153 Courthouse Road, Suite 302

Currituck, North Carolina 27929

252-232-6034

FAX 252-232-3298

Michelle.Perry@CurrituckCountyNC.gov

MEMORANDUM

Date: July 1, 2014

To: Currituck County Board of Commissioners
Dan Scanlon, County Manager

From: Michelle Perry, Engineer Technician
Eric Weatherly, County Engineer

RE: Parks and Recreation Maintenance Facility
Recommendation of Award

The Parks and Recreation Maintenance Facility consists of a 6000sf metal building for the storage of Maintenance Equipment for the Parks and Recreation Department. It is located on College Way at Currituck Community Park, just beyond the Regional Aviation and Technical Training Facility (see attached Master Plan).

A bid opening was held on June 3rd and there were four bids received: Sussex Development Corporation, TCC Enterprises, Inc. (TCC), Godfrey Construction, LLC, and A.R. Chesson Construction Company. TCC was the apparent low bidder with a bid of \$615,525.00. County staff met with the engineer and TCC to review options for value engineering to reduce costs of the project. As a result, the bid was reduced by \$24,000.00.

Staff recommends the award to go to TCC Enterprises, Inc. in the amount of \$591,525.00, and requests authorization for the County Manager to execute contract documents. The Engineer's Recommendation of Award and bid tab are attached.



Currituck Community Park

May 21, 2012
Master Plan



FieldComplex //

June 30, 2014

Mr. Eric Weatherly, PE
Currituck County Engineer
153 Courthouse Road, Suite 302
Currituck, NC 27929

Subject: Bid Opening and Recommendation of Award
Currituck County Parks & Recreation Maintenance Facility
H&R Project Number: 130304

Dear Mr. Weatherly:

On Tuesday, June 3, 2014 at 2:00 pm, bids were opened for the Currituck County Parks & Recreation Maintenance Facility project. Four bids were received from the following contractors: Sussex Development Corporation, TCC Enterprises, Inc., Godfrey Construction, LLC, and A.R. Chesson Construction Company.

The apparent low bidder is TCC Enterprises, Inc. with a bid of \$615,525 (which represents the base bid plus total unit prices). To bring the project within budget, a meeting was held on June 11, 2014 with David Thomas of TCC Enterprises, Inc., Currituck County Engineering staff and Hyman & Robey, PC staff to discuss value engineering items. The following items are being presented as cost reductions for the project:

Value Engineering Items Recommended:

Reduction of Unit Price Quantities:

Reduce quantity of Undercut and Backfill by 750 CY @ \$10.00/ CY	\$ 7,500.00
Reduce quantity of Select Borrow from County Stockpile by 375 CY @ 14.00/CY	\$ 5,250.00
Reduce quantity of Off Site Select Borrow by 375 CY @ 14.00/CY	\$ 5,250.00
Sub-total unit price reductions	\$ 18,000.00

Value engineering credits to the base bid:

Credit for hauling undercut soil material to Maple Commerce Park WWTP	\$ 2,000.00
Credit for burning on site	\$ 2,500.00
Credit for changing exterior building lights to metal halide	\$ 500.00
Credit for substitution of garage doors	\$ 1,000.00
Sub-total VE credits to the base bid	\$ 6,000.00

TOTAL Value Engineering: \$24,000.00

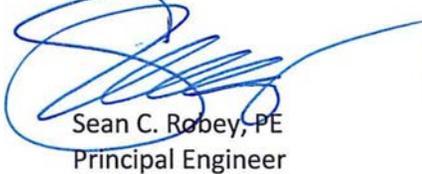
Therefore the Base Bid of \$558,500 is reduced by \$6,000 to \$552,500, and the sum of the Unit Prices, \$57,025 is reduced by \$18,000 to \$39,025 for a total Base Bid plus Total Unit Prices of \$ 591,525.00

After final review of the bid documents and the cost reductions presented, we recommend the contract be awarded to TCC Enterprises, Inc. for the amount of \$591,525.00. Please note that alternates are not recommended for award.

Enclosed please find a copy of the Bid Summary sheet as well as a disk containing copies of all of the actual bid documents.

If you have additional questions, please do not hesitate to call me directly at (252) 337-8988.

Sincerely,



Sean C. Robey, PE
Principal Engineer



cc: file

Attachment(s): Bid Summary Sheet
Disk

Date of Bid Opening :
June 3, 2014, 2:00 pm

CENTRALELEMENTARY SCHOOL
Currituck County Parks Recreation Maintenance Facility
Bid Tabulation Results

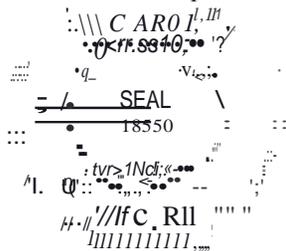


Owner: Currituck County

				TCC		Godfrey	
	Description	Quantity	Unit	Unit Price	Total Amount	Unit Price	Total Amount
Base Bid	Base Bid	1	EA	\$ 558,500.00	\$ 558,500.00	\$ 593,000.00	\$ 593,000.00
100	Undercut and Backfill	1500	CY	\$ 10.00	\$ 15,000.00	\$ 15.15	\$ 22,725.00
101	Select Borrow from County Stockpile	750	CY	\$ 14.00	\$ 10,500.00	\$ 5.60	\$ 4,200.00
102	Off-site Select Borrow	750	CY	\$ 14.00	\$ 10,500.00	\$ 10.50	\$ 7,875.00
103	Additional Clearing	1	LS	\$ 8,500.00	\$ 8,500.00	\$ 7,900.00	\$ 7,900.00
104	Trash Removal	1	LS	\$ 25.00	\$ 25.00	\$ 120.00	\$ 120.00
105	Allowance 1-Construction Stakeout	1	LS	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
106	Allowance 2 - Equipment	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Total Unit Prices					\$ 57,025.00		\$ 55,320.00
Base Bid + Total Unit Prices + Alternates				As Read	\$ 615,525.00	As Read	\$ 648,320.00
				As Calculated	\$ 615,525.00	As Calculated	\$ 648,320.00
A1	Concrete Pavement	1	SY	\$ 41.00	\$ 55.00	\$ 53.00	\$ 2,218.05
A2	6" SDR21 PVC Watermain	1	LS	\$ (4,100.00)	\$ (3,500.00)	\$ (6,000.00)	\$ (6,000.00)
Total Alternates					\$ (3,445.00)		\$ (3,781.95)

The above bid results for this project were reviewed by M.H.J.1,


Engineer--Sean C. Robey, PE





Brenda K. McQueen
Superintendent of Buildings

Currituck County

153 Courthouse Road, Suite 302
Currituck, North Carolina 27929
252-232-2504
FAX 252-232-3298

Brenda.McQueen@CurrituckCountyNC.gov

MEMORANDUM

To: Dan Scanlon, County Manager

From: Brenda McQueen, Public Works/Solid Waste *BMc*

Date: July 2, 2014

Subject: Disaster Debris Management and Recovery Contract Recommendation

The County had a contract with Unified Recovery Services for disaster debris management and recovery for the past four years. Recently, it was discovered that Unified Recovery Services is no longer in business.

A Request for Proposals was issued in June and the RFP deadline was June 30, 2014. Three proposals for Disaster Debris Management and Recovery Services were received. Attached is a recap of the pricing included in those three proposals.

I recommend the County contract with Crowder Gulf for Disaster Debris Management and Recovery Services. Ms. Norma Ware-Mills formerly of Dare County told me they did a fantastic job for Dare County following Hurricane Isabel. Crowder Gulf's pricing is more attractive than the other two proposers, they are familiar with the area and theirs was the only proposal that included contractors based in Currituck County.

Please advise if you have questions or require additional information.

Equipment & Labor Rates (hourly)	CERES Environmental	Crowder Gulf	Phillips & Jordan
JD 544 WHEEL LOADER WITH DEBRIS GRAPPLE	129.69	100.00	105.00
JD 644 WHEEL LOADER WITH DEBRIS GRAPPLE	147.70	110.00	115.00
EXTENDABOOM FORKLIFT WITH DEBRIS GRAPPLE	79.26	65.00	115.00
753 BOBCAT SKID STEER LOADER W/ DEBRIS GRAPPLE	79.26	60.00	85.00
753 BOBCAT SKID STEER LOADER W/ BUCKET	75.65	50.00	85.30
753 BOBCAT SKID STEER LOADER W/STREET SWEEPER	86.46	60.00	85.00
30-50 H FARM TRACTOR WITH BOX BLADE OR RAKE	100.87	45.00	65.00
2 - 2 1/2 CU YD ARTICULATED LOADER W/ BUCKET	93.67	90.00	105.00
3 - 4 CU YD ARTICULATED LOADER W/ BUCKET	100.87	100.00	115.00
JD 648E LOG SKIDDER	129.69	75.00	125.00
CAT D4 DOZER	162.11	60.00	95.00
CAT D5 DOZER	165.72	75.00	110.00
CAT D6 DOZER	171.12	90.00	115.00
CAT D7 DOZER	187.33	110.00	125.00
CAT D8 DOZER	208.95	125.00	140.00
CAT 125 - 140 HP MOTOR GRADER	180.13	90.00	155.00
JD 6Y90 TRACKHOE W/ DEBRIS GRAPPLE	115.28	100.00	110.00
JD 690 TRACKHOE W/ BUCKET AND THUMB	115.28	100.00	120.00
RUBBER TIRED EXCAVATOR W/ DEBRIS GRAPPLE	156.71	105.00	120.00
JD 310 RUBBER TIRED BACKHOE W/ BUCKET AND HOE	156.71	60.00	105.00
210 PRENTISS KNUCKLEBOOM W/ DEBRIS GRAPPLE	158.51	90.00	175.00
CAT 623 WSELF-LOADER SCRAPER	180.13	150.00	250.00
HAND-FED DEBRIS CHIPPER	100.87	35.00	35.00
300 - 400 HP TUB GRINDER	432.30	350.00	300.00
800 - 1000 HP TUB GRINDER	468.33	500.00	400.00
30 TON CRANE	324.23	150.00	360.00
50 TON CRANE	468.33	170.00	560.00
100 TON CRANE (8 HOUR MINIMUM)	612.43	250.00	900.00
40 - 60' BUCKET TRUCK	295.41	90.00	125.00
GREATER THAN 60' BUCKET TRUCK	317.02	150.00	150.00
FUEL / SERVICE TRUCK	100.87	50.00	80.00
WATER TRUCK	100.87	60.00	890.00
PORTABLE LIGHT PLANT	21.62	14.00	18.00
LOWBOY TRAILER W/ TRACTOR	96.22	90.00	125.00
FLATBED TRUCK	82.86	40.00	48.00
PICKUP TRUCK (UNMANNED)	17.29	14.00	15.00
SELF-LOADING DUMP TRUCK W/ DEBRIS GRAPPLE	191.65	125.00	175.00
SINGLE AXEL DUMP TRUCK, 5 - 12 CU YD	79.26	45.00	65.00
TANDEM AXLE DUMP TRUCK, 16 - 20 CU YD	79.26	60.00	70.00
TANDEM AXLE DUMP TRUCK, 21 - 30 CU YD	86.46	70.00	78.00
TANDEM AXLE DUMP TRUCK, 31 - 50 CU YD	86.46	80.00	90.00
TANDUM AXLE DUMP TRUCK, 51 - 80 CU YD	90.78	100.00	105.00
POWER SCREEN	129.69	160.00	175.00
STACKING CONVEYOR	6.44	35.00	60.00
CHAINSAW (WITHOUT OPERATOR)	42.95	4.00	5.00
AIR CURTAIN INCINERATOR, SELF-CONTAINED	150.65	40.00	85.00
TEMPORARY OFFICE TRAILER	72.05	15.00	30.00
MOBILE COMMAND AND COMMUNICATIONS TRAILER	144.10	50.00	60.00
LABORER W/ SMALL HAND TOOLS	36.03	28.00	36.00
TRAFFIC CONTROL FLAG PERSON	36.03	28.00	36.00
SKILLED SAWMAN	43.23	32.00	48.00
CREW FOREMAN WITH CELL PHONE	60.25	48.00	78.00
TREE CLIMBER	74.65	90.00	68.00
	7,829.69	4,883.00	7,890.30

Service Description	CERES Environmental	Crowder Gulf	Phillips & Jordan		UOM
Mobilization & Demobilization (lump sum)	0.00	0.00	0.00		Lump Sum
C&D Debris Removal ROW to DMS one-way haul:					
0 - 15.9 miles	7.89	7.00	8.25		cu yd
16 - 30.9 milesw	7.94	7.50	8.75		cu yd
31 - 60 miles	7.99	8.00	9.25		cu yd
Vegetative Debris Removal ROW to DMS, one way haul					
0 - 15.9 miles	7.89	7.00	8.25		cu yd
16 - 30.9 milesw	7.94	7.50	8.75		cu yd
31 - 60 miles	7.99	8.00	9.25		cu yd
C&D Direct haul to Final Disposal Site (non DMS)					
0 - 15.9 miles	7.89	7.50	8.25		cu yd
16 - 30.9 milesw	9.18	8.00	8.75		cu yd
31 - 60 miles	9.84	8.50	9.25		cu yd
Stumps greater than 24-inch diameter - Direct Haul to final disposal site from ROW					
0 - 15.9 miles	18.94	11.00	9.00		cu yd
16 - 30.9 milesw	19.44	12.00	9.00		cu yd
31 - 60 miles	19.94	13.00	9.00		cu yd
Vegetative Direct Haul to Final DS from ROW					
0 - 15.9 miles	7.89	7.20	8.25		cu yd
16 - 30.9 milesw	7.94	7.80	8.75		cu yd
31 - 60 miles	7.99	8.00	9.25		cu yd
Disaster deposited silt, mud, sand to DMS or FDS					
0 - 15.9 miles	9.94	7.50	12.00		cu yd
16 - 30.9 milesw	12.75	8.00	12.00		cu yd
31 - 60 miles	16.03	8.50	13.00		cu yd
Re-haul CD or RVM from DMS to FDS					
0 - 15.9 miles	3.98	2.80	4.00		cu yd
16 - 30.9 milesw	5.74	3.40	5.00		cu yd
31 - 60.9 miles	6.94	4.50	6.00		cu yd
61 - 119.9 miles	9.74	6.25	8.00		cu yd
120 - 150 miles	10.98	7.00	10.00		cu yd
Cutting standing tree Owner-determine hazardous (Cutting only)					
6 - 11.99 inch diameter	37.50	25.00	20.00		tree
12 - 23.99 inch diameter	119.00	90.00	75.00		tree
24 - 5.99 inch diameter	199.00	130.00	150.00		tree
36 - 47.99 inch diameter	379.00	180.00	225.00		tree
48 inch diameter and greater	549.00	200.00	300.00		tree
Cutting and/or removal of Dangerous Limbs from tree (must be greater than 2" to be eligible... cutting only)					
1 to 2 limbs	63.95	70.00	65.00		tree
3 to 4 limbs	65.95	70.00	70.00		tree
5 or more limbs	67.95	70.00	75.00		tree
		70.00	100.00		
Cutting fallen trees on ROW	48.95				tree
Hazardous stump Extraction (Extraction only)					
>24 - 35.99 inch diameter	195.95	100.00	300.00		each
36 to 48 inch diameter	395.95	175.00	400.00		each
48 inch diameter and greater	495.95	200.00	500.00		each
Backfilling of stump root ball holes	98.95	50.00	50.00		each
Collection, hauling and FDS White goods	48.95	35.00	35.00		Per unit
Staging collection and hauling to Owner designated SW facility of refrigerator contents or spoiled food	98.95	500.00	75.00		ton
DMS Management an material handling Includes loading, sorting, segregation, prep for re-haul, special equipment for matls handling, roadway construction at site, traffic contol and inspection tower construction as needed	1.48	1.00	1.75		cu yd
Reduction of DMS matls by grnding	3.47	2.70	1.75		cu yd
Reduction of DMS matls by incineration	2.49	1.90	1.50		cu yd
DMS preparation and reclamation	2450.00	500.00	2000.00		per site / month
Load and haul of storm deposited soils (sild, sand, mud)	12.75	7.50	12.00		cu yd
Clearing debris from ditches and drainage canals:					
1 foot to 10-feet (average width)	11.95	5.00	5.00		per linear ft
10.1 to 20 feet (average width)	19.95	8.00	7.00		per linear ft
20.1 to 35 feet (average width)	24.95	9.00	10.00		per linear ft
Greater than 35 feet (average width)	47.95	10.00	12.00		per linear ft
Collection, hauling and FDS of dead animal carcasses	0.94	0.50	5.00		per pound
	5,673.72	2,686.55	4698.00		

DEPUTY DIRECTOR OF ELECTIONS

GENERAL DEFINITION OF WORK:

Provides professional, administrative, and technical services in providing free, open, honest, and professionally managed election services to the citizens of Currituck County. Acts as the director in the director's absence; provides other related duties as necessary.

The position operates under general supervision and is supervised by the Elections Director.

TYPICAL TASKS:

Serves as department computer technology expert; oversees and maintains election night reporting system; coordinates with Information Services and the State Board of Elections regarding software, hardware, firmware, printers, passwords, etc.; ensures Board of Elections' technology is current and accurate.

Maintains campaign finance reports and materials; notifies candidates of required reports and assists candidates in completion; advises candidates, political parties, citizens, and the media on all aspects of campaign finance law; posts campaign finance information.

Ensures temporary elections workers understand elections procedures and equipment; ensures that equipment and materials are available and operating at precinct locations throughout the County.

Performs other related duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES:

Extensive knowledge of Federal, State, and County laws and procedures pertaining to elections and elections records; thorough knowledge of State Election Information Management System (SEIMS) rules and procedures; thorough knowledge of office management techniques including the ability to organize work flow and coordinate activities; considerable knowledge of effective supervisory practices; extensive computer skills, ability to explain election law and procedures; skill in providing public information and customer service; ability to function under pressure and meet deadlines; ability to modify and update training manuals and forms and to educate temporary workers regarding changes in laws and procedures; ability to establish and maintain effective working relationships with citizens, State Board of Elections, the media (print, radio, and television), elected officials, candidates, political party officials, political action committee officials, politicians, and other boards of elections; ability to interpret and analyze applicable program content objectives and make necessary decisions; ability to communicate and articulate ideas clearly and accurately in person and in writing.

EDUCATION AND EXPERIENCE:

Applicant must possess excellent computer skills, knowledge of Microsoft and Excel applications, general knowledge of office equipment and procedures, organizational skills, and have the ability to work well with the general public. An Associate Degree in business, computer science, or related fields or a combination of education and experience is required.

SPECIAL REQUIREMENTS:

Applicant must complete precinct worker and chief judge training within one year of employment. Must enroll and pass all courses required to earn North Carolina certification as a Certified Elections Administrator within four years of employment. They must also earn a Notary Commission. Applicant must be willing to attend out of county training and work extended hours during the election cycles. Applicant must be physically able to lift election tabulators and supplies up to twenty-five pounds.

Chairman

Secretary

Member

ED: July 7, 2014 (REV/ BOC)

CURRITUCK COUNTY JOB DESCRIPTION

JOB TITLE: PERMIT OFFICER I PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

GENERAL STATEMENT OF JOB

Under general supervision, performs a variety of specialized clerical and technical work for the Planning and Community Development. Work involves receiving building permit applications, assigning permit numbers routing applications, accepting applicable fees, scheduling inspections, preparing reports and issuing permits. Work also includes receiving CAMA permits as well as serving as department receptionist. Reports to the Planning and Community Development Director.

SPECIFIC DUTIES AND RESPONSIBILITIES

ESSENTIAL JOB FUNCTIONS

Provides information and assistance to the public for obtaining building and CAMA permits, including greeting customers to determine what type of permit or license is needed, compiling necessary information to complete permit or occupational license applications, checking to ensure that contractor's licenses are current and proper, and application packet is complete, calculating area of proposed structure to determine proper fee, entering data, typing, issuing permits, and collecting applicable fees serves as department receptionist.

Issues building permits upon approval of applications; types all associated correspondence, violation and condemnation orders and receipts.

Processes cancelled or revoked permits; issues letters; responds to refund requests.

Compiles forms, permits, notices, licenses, affidavits or form letters with designated or routine information; records data from approved building permit applications for the issuance of permits, receipts and control numbers.

Coordinates building permit review and inspection process with various county and state departments as well as other agencies and utility companies.

Processes ATV permit applications.

Files applications and maintains log of permits and licenses issued; enters such information, including scanning, into computer and retrieves filed materials based on full knowledge of departmental activities.

Summarizes information and selects data from varied sources to prepare and distribute various reports, such as monthly receipts, monthly count of permits issued, reports for U.S. Commerce Department, etc.

PERMIT OFFICER

Answers telephone and greets visitors; gathers and provides information based on knowledge of programs and procedures.

Receives payments for various fees; prepares daily deposits and cash reports; maintains accounts receivable records for department; prepares invoices and billing statements.

Schedules daily inspections and verifies receipt of required forms and approvals, and maintains daily inspection schedule on website.

Identifies FEMA flood zones and required elevations.

Researches permitting, zoning, flood plain, plat/maps, tax and other property records

Operates various office equipment including computers, fax, scanner, etc.; maintains files; orders and maintains office supply inventory.

ADDITIONAL JOB FUNCTIONS

Performs duties as assigned by the County Manager or his designees during a State of Emergency or other disaster.

Performs other related work as required.

MINIMUM TRAINING AND EXPERIENCE

High school diploma or equivalent supplemented by college-level course work in typing and business practices, and one to two years of experience in secretarial or clerical work, preferably in construction or building trades operations; or any equivalent combination of training and experience which provides the required knowledge, skills and abilities.

MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Physical Requirements: Must be physically able to operate a variety of machinery and equipment, including typewriters, computers, fax machines, etc. Must be able to exert up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Light Work usually requires walking or standing to a significant degree. However, if the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.

PERMIT OFFICER

Data Conception: Requires the ability to compare and/or judge the readily observable, functional, structural or composite characteristics (whether similar or divergent from obvious standards) of data, people or things.

Interpersonal Communication: Requires the ability to speak and/or signal people to convey or exchange information. Includes receiving instructions, assignments or directions from superiors.

Language Ability: Requires the ability to read a variety of permits, surveys, charts, graphs, etc. Requires the ability to prepare inspection sheets, reports, refunds, etc., using prescribed formats and conforming to all rules of punctuation, grammar, diction, and style. Requires the ability to speak to people with poise, voice control and confidence.

Intelligence: Requires the ability to apply principles of logical or scientific thinking to define problems, collect data, establish facts, and draw valid conclusions; to interpret an extensive variety of technical instructions in mathematical or diagrammatic form; and to deal with several abstract and concrete variables.

Verbal Aptitude: Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively and efficiently in a variety of technical or professional languages including, construction and building terminology.

Numerical Aptitude: Requires the ability to utilize mathematical formulas; to add and subtract; multiply and divide; calculate decimals and percentages.

Form/Spatial Aptitude: Requires the ability to inspect items for proper length, width and shape.

Motor Coordination: Requires the ability to coordinate hands and eyes rapidly and accurately in using office equipment.

Manual Dexterity: Requires the ability to handle a variety of items, such as keyboards, control knobs, toggle switches, etc. Must have minimal levels of eye/hand/foot coordination.

Color Discrimination: Requires the ability to differentiate between colors and shades of color.

Interpersonal Temperament: Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under stress and when confronted with persons acting under stress.

Physical Communication: Requires the ability to talk and hear: (Talking: expressing or exchanging ideas by means of spoken words. Hearing: perceiving nature of sounds by ear.) Must be able to communicate via telephone.

KNOWLEDGE, SKILLS AND ABILITIES

PERMIT OFFICER

Considerable knowledge of modern office practices, procedures and equipment and standard clerical techniques.

General knowledge of arithmetic, spelling, grammar, punctuation and vocabulary.

General knowledge of office policies governing permit fees, contractor licensing and administrative procedures of the department.

Ability to operate a variety of common office machines, including popular computer-driven word processing, spreadsheet and file maintenance programs.

Ability to use a calculator and equipment to calculate square footage and measure distances.

Ability to read and interpret surveys and building plans.

Ability to type with accuracy at the speed required for the position.

Ability to make minor decisions in accordance with laws, ordinances, regulations and departmental policies and procedures.

Ability to maintain a variety of moderately complex records and to compile data from such records.

Ability to exercise independent judgment and initiative to ensure that work is completed on a timely basis.

Ability to understand and follow moderately complex oral and written instructions.

Ability to communicate effectively orally and in writing.

Ability to exercise tact and courtesy in frequent contact with the public.

Ability to establish and maintain effective working relationships as necessitated by work assignments.

Ability to use independent judgment in making decisions.

ED: 07/07/2014 BOC REV

~~BOC approved 7-1-08~~

CURRITUCK COUNTY JOB DESCRIPTION

JOB TITLE: PERMIT OFFICER II PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

GENERAL STATEMENT OF JOB

Under general supervision, performs a variety of specialized clerical and technical work for the Planning and Community Development. Work involves receiving building permit applications, routing applications, minor review of applications, accepting applicable fees, scheduling inspections, preparing reports and assigning permit numbers and issuing permits. Work also includes receiving CAMA permits as well as serving as department receptionist. Reports to the Planning and Community Development Director.

SPECIFIC DUTIES AND RESPONSIBILITIES

ESSENTIAL JOB FUNCTIONS

Provides information and assistance to the public for obtaining building and CAMA permits, including greeting customers to determine what type of permit or license is needed, compiling necessary information to complete permit or occupational license applications, checking to ensure that contractor's licenses are current and proper, and application packet is complete, calculating area of proposed structure to determine proper fee, entering data, typing, issuing permits, and collecting applicable fees.

Reviews minor building permit applications and site plans to ensure compliance with county ordinances.

Coordinates building permit review and inspection process with various county and state departments as well as other agencies and utility companies.

Issues building permits upon approval of applications; types all associated correspondence, violation and condemnation orders and receipts.

Identifies FEMA flood zones and reviews flood related documents for completeness, including elevation certificates.

Processes cancelled or revoked permits; issues letters; responds to refund requests.

Compiles forms, permits, notices, licenses, affidavits or form letters with designated or routine information; records data from approved building permit applications for the issuance of permits, receipts and control numbers.

Files applications and maintains log of permits and licenses issued; enters such information, including scanning, into computer and retrieves filed materials based on full knowledge of departmental activities.

PERMIT OFFICER II

Analyzes information and data from varied sources and prepare additional charts and graphs as requested.

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Receives payments for various fees; prepares daily deposits and cash reports; maintains accounts receivable records for department; prepares invoices and billing statements.

Schedules daily inspections and verifies receipt of required forms and approvals, and maintains daily inspection schedule on website.

Informs and updates staff on legislative updates regarding permitting.

Researches permitting, zoning, flood plain, plat/maps, tax and other property records.

Processes updates for permitting software and serves as department liaison with software company.

Operates various office equipment including computers, fax, scanner, etc; maintains files; maintains office supply inventory.

ADDITIONAL JOB FUNCTIONS

Performs duties as assigned by the County Manager or his designees during a State of Emergency or other disaster.

Performs other related work as required.

MINIMUM TRAINING AND EXPERIENCE

High school diploma or equivalent supplemented by college-level course work in typing and business practices, and three to five years of experience in secretarial or clerical work, preferably in construction or building trades operations; or any equivalent combination of training and experience which provides the required knowledge, skills and abilities.

MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Physical Requirements: Must be physically able to operate a variety of machinery and equipment, including typewriters, computers, fax machines, etc. Must be able to exert up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Light Work usually requires walking or standing to a

PERMIT OFFICER II

significant degree. However, if the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.

Data Conception: Requires the ability to compare and/or judge the readily observable, functional, structural or composite characteristics (whether similar or divergent from obvious standards) of data, people or things.

Interpersonal Communication: Requires the ability to speak and/or signal people to convey or exchange information. Includes receiving instructions, assignments or directions from superiors.

Language Ability: Requires the ability to read a variety of permits, surveys, charts, graphs, etc. Requires the ability to prepare inspection sheets, reports, refunds, etc., using prescribed formats and conforming to all rules of punctuation, grammar, diction, and style. Requires the ability to speak to people with poise, voice control and confidence.

Intelligence: Requires the ability to apply principles of logical or scientific thinking to define problems, collect data, establish facts, and draw valid conclusions; to interpret an extensive variety of technical instructions in mathematical or diagrammatic form; and to deal with several abstract and concrete variables.

Verbal Aptitude: Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively and efficiently in a variety of technical or professional languages including, construction and building terminology.

Numerical Aptitude: Requires the ability to utilize mathematical formulas; to add and subtract; multiply and divide; calculate decimals and percentages.

Form/Spatial Aptitude: Requires the ability to inspect items for proper length, width and shape.

Motor Coordination: Requires the ability to coordinate hands and eyes rapidly and accurately in using office equipment.

Manual Dexterity: Requires the ability to handle a variety of items, such as keyboards, control knobs, toggle switches, etc. Must have minimal levels of eye/hand/foot coordination.

Color Discrimination: Requires the ability to differentiate between colors and shades of color.

Interpersonal Temperament: Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under stress and when confronted with persons acting under stress.

Physical Communication: Requires the ability to talk and hear: (Talking: expressing or exchanging ideas by means of spoken words. Hearing: perceiving nature of sounds by ear.) Must be able to communicate via telephone.

PERMIT OFFICER II

KNOWLEDGE, SKILLS AND ABILITIES

Considerable knowledge of modern office practices, procedures and equipment and standard clerical techniques.

General knowledge of arithmetic, spelling, grammar, punctuation and vocabulary.

General knowledge of office policies governing permit fees, contractor licensing and administrative procedures of the department.

Ability to operate a variety of common office machines, including popular computer-driven word processing, spreadsheet and file maintenance programs.

Ability to use a calculator and equipment to calculate square footage and measure distances.

Ability to type with accuracy at the speed required for the position.

Ability to make minor decisions in accordance with laws, ordinances, regulations and departmental policies and procedures.

Ability to maintain a variety of moderately complex records and to compile data from such records.

Ability to exercise independent judgment and initiative to ensure that work is completed on a timely basis.

Ability to understand and follow moderately complex oral and written instructions.

Ability to communicate effectively orally and in writing.

Ability to exercise tact and courtesy in frequent contact with the public.

Ability to read and interpret surveys and building plans.

Ability to establish and maintain effective working relationships as necessitated by work assignments.

Ability to use independent judgment in making decisions.

ED: 07/07/2014 BOC

CURRITUCK COUNTY JOB DESCRIPTION

JOB TITLE: BUILDING INSPECTOR (I, II, III) PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

GENERAL STATEMENT OF JOB

Under general supervision, performs supervisory and skilled inspection work for the county Planning & Community Development Department in securing compliance with established codes governing one or more of the following areas of the building trades: electrical, fire, building (construction and energy), mechanical, and plumbing. Work involves interpreting, applying and enforcing rules and regulations relating to the construction of new buildings and the repair of existing buildings; inspecting electrical installations for quality of workmanship, materials and safety precautions; and interpreting, applying and enforcing rules and regulations for plumbing and mechanical system installations in new and existing buildings. Employee is also responsible for enforcing the fire code, inspecting buildings and facilities for electrical and fire hazards, and reviewing plans and specifications for new construction. Work also involves preparing and maintaining inspection reports and records, assisting the general public with inquiries pertaining to building codes and permit procedures, reviewing plans, issuing permits, assisting with zoning and CAMA regulations and serves as a member of the Storm damage assessment team. Reports to the Chief Building Inspector.

SPECIFIC DUTIES AND RESPONSIBILITIES

ESSENTIAL JOB FUNCTIONS

Inspects buildings in the process of construction, alteration or repair for compliance with building code requirements, approved plans, and construction and safety practices; examines plot plans, structural framing, insulation installation, and general arrangement of building facilities for quality of design, materials and workmanship.

Inspects electrical installations and facilities for compliance with code requirements; checks plans and specifications for the proper installation and connections of fixtures; investigates complaints concerning buildings that may not comply with electrical codes.

Inspects heating, ventilation and air conditioning systems of building structures; reviews newly issued building permits along with plans and specifications for proper heating, ventilation and air conditioning systems; assists and advises contractors and others regarding pertinent regulations.

Inspects plumbing systems of building structures; reviews newly issued building permits along with plans and specifications for proper plumbing systems; assists and advises contractors and others regarding pertinent regulations.

BUILDING INSPECTOR (I, II, III)

Inspects new and existing residences, businesses, schools and other buildings for conformance with safety standards, zoning codes and ordinances; inspects mobile homes ~~and mobile home parks for adherence to applicable zoning codes and ordinances~~; issues inspection certificates for approved installation; informs public concerning code regulations.

Enforces state and local building codes, issuing stop-work orders and pursuing other legal remedies, as necessary, to stop violations; testifies in court, as necessary.

Prepares and maintains reports and records pertaining to inspections and code enforcement work.

Reviews and studies building code regulations to maintain knowledge of changes in building codes and ordinances; completes necessary classes to maintain required inspection certification.

ADDITIONAL JOB FUNCTIONS

Assists in enforcing CAMA regulations.

Performs duties as assigned by the County Manager or his designees during a State of Emergency or other disaster.

~~Issues building permits.~~

Member of storm damage assessment team.

Performs other related work as required.

MINIMUM TRAINING AND EXPERIENCE

Graduation from high school, supplemented by special training in building inspection, and some experience in residential and/or commercial electrical building, mechanical or plumbing construction work; or any equivalent combination of training and experience which provides the required knowledge, skills and abilities.

SPECIAL REQUIREMENTS

Possession of a certificate from the North Carolina Code Officials Qualification Board at a level specified by the County and State for area(s) of inspection. Possession of valid North Carolina driver's license.

AREAS OF CERTIFICATION

Electrical, building (includes energy insulation), mechanical and plumbing.

BUILDING INSPECTOR (I, II, III)

CLASS LEVELS

~~(Limited certification applies only to employees currently in position.~~ New employees must hold stated certification.)

Building Codes Inspector I - Probationary, Limited or Standard Level I in building, plumbing, electrical and mechanical.

Building Codes Inspector II - Standard level 2 certification in at least 2 areas with a probationary level 2 in the remaining areas.

Building Codes Inspector III - Standard level 3 certification in at least 2 areas with a probationary level 3 in the remaining areas.

MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Physical Requirements: Must be physically able to operate a variety of machinery and equipment, including typewriters, copiers, calculators, levels, measuring tapes, electrical diagnostic equipment, etc. Must be physically able to operate a motor vehicle. Must be able to exert up to 50 pounds of force occasionally, and/or up to 25 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Requires the ability to maintain body equilibrium when bending, stooping, crouching, climbing, reaching and/or stretching arms, legs or other parts of body, and to physically maneuver over and/or upon varying terrain, surfaces or physical structures. Physical demand requirements are of those for Medium Work.

Data Conception: Requires the ability to compare and/or judge the readily observable, functional, structural or composite characteristics (whether similar or divergent from obvious standards) of data, people or things.

Interpersonal Communication: Requires the ability to speak and/or signal people to convey or exchange information. Includes receiving instructions, assignments or directions from superiors.

Language Ability: Requires the ability to read a variety of reports, correspondence, permits, diagrams, etc. Requires the ability to prepare a variety of correspondence, reports, forms, etc., using prescribed formats. Requires the ability to speak to people with poise, voice control, and confidence.

Intelligence: Requires the ability to apply principles of logical or scientific thinking to define problems, collect data, establish facts, and draw valid conclusions; to interpret an extensive variety of technical instructions in mathematical or diagrammatic form; and to deal with several abstract and concrete variables.

Verbal Aptitude: Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively and efficiently in a variety of technical or professional languages, including architectural, construction, electrical, plumbing, engineering, and mechanical terminology.

BUILDING INSPECTOR (I, II, III)

Numerical Aptitude: Requires the ability to utilize mathematical formulas; to add and subtract; multiply and divide; calculate decimals and percentages; perform calculations involving variables, formulas, square roots and polynomials.

Form/Spatial Aptitude: Requires the ability to inspect items for proper length, width and shape.

Motor Coordination: Requires the ability to coordinate hands and eyes rapidly and accurately in using office equipment and hand tools.

Manual Dexterity: Requires the ability to handle a variety of items, such as keyboards, control knobs, switches, hand tools, etc. Must have minimal levels of eye/hand/foot coordination.

Color Discrimination: Requires the ability to differentiate between colors and shades of color.

Interpersonal Temperament: Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under stress and when confronted with persons acting under stress.

Physical Communication: Requires the ability to talk and hear: (Talking: expressing or exchanging ideas by means of spoken words. Hearing: perceiving nature of sounds by ear.) Must be able to communicate via telephone.

KNOWLEDGE, SKILLS AND ABILITIES

Considerable knowledge of modern building, plumbing, electrical and mechanical construction practices, materials and equipment of the various stages of construction when violations and defects should be observed and corrected.

Considerable knowledge of state and local ordinances and codes administered through the Planning and Community Development Department applicable to the inspector's area of certification.

Considerable knowledge of the approved methods and practices involved in the installation, construction, repair and maintenance of a variety of electrical and mechanical equipment.

Considerable knowledge of the geographical layout of the County.

Ability to use common office equipment.

Ability to use common measurement and electrical system diagnostic equipment, and hand tools.

Ability to detect and locate defective workmanship in construction or repair of buildings.

Ability to interpret blueprints, diagrams, specifications, codes and building regulations.

~~Ability to assign, direct and supervise activities of a clerical-accounting subordinate.~~

BUILDING INSPECTOR (I, II, III)

Ability to exercise tact, courtesy and firmness with property owners, architects, engineers, developers, contractors and the general public.

Ability to physically maneuver on scaffolds, structural members and in cramped quarters to accomplish thorough inspections.

Ability to establish and maintain effective working relationships as necessitated by work assignments.
~~assignments.~~

ED: 07/07/2014 BOC REV

CURRITUCK COUNTY JOB DESCRIPTION

JOB TITLE: CHIEF BUILDING INSPECTOR PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

GENERAL STATEMENT OF JOB

Under limited supervision, performs supervisory and skilled inspection work for the county Planning & Community Development Department in securing compliance with established codes governing one or more of the following areas of the building trades: electrical, fire, building (construction and energy), mechanical, and plumbing. Oversees ~~the issuance of permits and~~ all building inspection work. Work involves interpreting, applying and enforcing rules and regulations relating to the construction of new buildings and the repair of existing buildings. Supervises building inspectors and code enforcement officers ~~subordinates~~, advising and instructing them in the performance of their duties. Reviews and studies building code regulations to stay abreast of all changes and are required to exercise independent judgment in applying standards to a variety of work situations. Reports to the Planning & CD Director.

SPECIFIC DUTIES AND RESPONSIBILITIES

ESSENTIAL JOB FUNCTIONS

Supervises, trains and advises Building Codes Inspectors in performance of inspections, conferring with contractors and property owners, issuing building permits and maintaining associated records and reports; advises and assists inspectors in performance of inspections, and visits inspection sites to review completed inspections.

Performs supervisory tasks in managing the activities of assigned staff; instructs, assigns, and reviews work; maintains standards through the effective coordination of activities; allocates personnel; resolves personnel problems; provides input involving disciplinary action, promotion, and related personnel issues.

Receives and addresses complaints, questions, and concerns pertaining to inspections from general public, developers, contractors, etc., interviewing parties involved and investigating circumstances, and determining propriety of previous inspection and required resolution, as appropriate; confers with or corresponds with involved parties to advise of determinations and decisions, as appropriate.

Attends and participates in meetings, or prepares correspondence, with inspectors, builders and contractors to advise them of code changes and violations at construction sites; confers with County administrators, Fire Marshal, contractors, and general public in developing and maintaining enforcement codes.

Directs the inspection of all establishments making sure they are abiding by State Codes in terms of electrical, plumbing, mechanical, building asbestos, and fire codes; issues stop-work orders; conducts inspections to determine a structure condemned; holds condemnation hearings.

Participates in the inspection process, performing tasks of the inspectors; conducts other inspections including school inspections and ABC inspections.

Assists with the zoning and CAMA regulations.

Testifies in court as necessary.

ADDITIONAL JOB FUNCTIONS

Performs duties as assigned by the County Manager or his designees during a State of Emergency or other disaster.

Performs other related work as required.

MINIMUM TRAINING AND EXPERIENCE

Bachelor's Degree in architecture, civil engineering or a related field, and five to seven years of experience in residential and/or commercial building, mechanical, electrical or plumbing construction or inspections work, preferably including supervisory experience; or any combination of training or experience which provides the required skills, knowledge and abilities.

SPECIAL REQUIREMENTS

(Limited certification applies only to employees currently in position. New employees must hold stated certifications.)

Possession of a Standard Level III certification by the North Carolina Code Officials Qualification Board in three of the following trades and a minimum Standard Level II in the other trade: electrical, building (includes energy insulation), mechanical and plumbing inspections. Possession of a valid North Carolina driver's license.

MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Physical Requirements: Must be physically able to operate a variety of machinery and equipment including adding machines, typewriters, copiers, two-way radios etc. Must be physically able to operate a motor vehicle. Must be able to exert up to 50 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Physical demand requirements are of those for Medium Work.

Data Conception: Requires the ability to compare and/or judge the readily observable, functional, structural or compositional characteristics (whether similar or divergent from obvious standards) of data, people or things.

Interpersonal Communication: Requires the ability of speaking and/or signaling people to convey or exchange information. Includes giving instructions, assignments or directions to subordinates or assistants.

Language Ability: Requires the ability to read a variety of reports, correspondence, permits, applications, blueprints, schematics, diagrams, etc. Requires the ability to prepare correspondence, reports, forms, permits, architectural reports, code explanations, etc., using prescribed formats and conforming to all rules of punctuation, grammar, diction, and style. Requires the ability to speak to groups of people with poise, voice control, and confidence.

Intelligence: Requires the ability to apply principles of logical or scientific thinking to define problems, collect data, establish facts, and draw valid conclusions; to interpret an extensive variety of technical instructions in mathematical or diagrammatic form; and to deal with several abstract and concrete variables.

Verbal Aptitude: Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively and efficiently in a variety of technical or professional languages including engineering, legal, architectural and construction terminology.

Numerical Aptitude: Requires the ability to utilize mathematical formulas; to add and subtract; multiply and divide; utilize decimals and percentages; understand and apply the theories of algebra.

Form/Spatial Aptitude: Requires the ability to inspect items for proper length, width and shape.

Motor Coordination: Requires the ability to coordinate hands and eyes rapidly and accurately in using office equipment and hand tools.

Manual Dexterity: Requires the ability to handle a variety of items such as office equipment and hand tools. Must have minimal levels of eye/hand/foot coordination.

Color Discrimination: Requires the ability to differentiate between colors and shades of color.

Interpersonal Temperament: Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under stress and when confronted with persons acting under stress.

Physical Communication: Requires the ability to talk and hear: (Talking: expressing or exchanging ideas by means of spoken words. Hearing: perceiving nature of sounds by ear.) Must be able to communicate via a telephone and two-way radio.

KNOWLEDGE, SKILLS AND ABILITIES

Thorough knowledge of modern building, plumbing, electrical and mechanical construction, practices, materials and equipment.

Thorough knowledge of state and local ordinances and codes.

Thorough knowledge of ethical guidelines outlined by professional standards and/or federal, state, and local laws, rules and regulations.

Considerable knowledge of County geography.

General knowledge of principles in supervision, organization and administration.

Ability to use common office machines including computer-driven word processing, spreadsheets, and file maintenance programs.

Ability to detect and locate defective workmanship in construction or repair of buildings.

Ability to interpret blueprints, diagrams, specifications, codes and building regulations.

Ability to deal tactfully and firmly with developers, contractors, property owners and the general public.

Ability to establish and maintain effective working relationships as necessitated.

ED: 07/07/2014 REV BOC

1 **AN ORDINANCE OF THE CURRITUCK COUNTY BOARD OF COMMISSIONERS**
2 **AMENDING SECTION 10-63 OF CHAPTER 10 OF THE CURRITUCK COUNTY**
3 **CODE OF ORDINANCES TO ALLOW CERTAIN ACTIVITIES INVOLVING MOTOR**
4 **VEHICLES ON THE BEACH STRAND AND FORESHORE FROM THE DARE**
5 **COUNTY LINE TO THE NORTH BEACH ACCESS RAMP BETWEEN MAY 1 AND**
6 **SEPTEMBER 30**

7 WHEREAS, pursuant to N.C. Gen. Stat. §153A-121 a county may by ordinance define,
8 regulate, prohibit, or abate acts, omissions, or conditions detrimental to the health, safety, or
9 welfare of its citizens and the peace and dignity of the county;

10 WHEREAS, pursuant to Section 1 of Chapter 875 of the 1985 Session Laws the county
11 may by ordinance regulate, restrict, and prohibit the use of dune or beach buggies, jeeps,
12 motorcycles, cars, trucks, or any other form of power-driven vehicle specified by the county's
13 governing board on the foreshore, beach strand and barrier dune system.

14 NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners for the
15 County of Currituck, North Carolina as follows:

16 PART I. The Code of Ordinances, Currituck County, North Carolina is amended by rewriting
17 Section 10-63 of the Code of Ordinances to read as follows:

18 **Sec. 10-63. Restricted areas.**

19 (a) Where there is an improved all-weather road, dedicated to public use, and running
20 generally north and south and parallel to the beach strand, all vehicles, mopeds, motorcycles or
21 motor vehicles on the foreshore and beach strand are prohibited between May 1 and September
22 30. This section shall apply specifically to, but is not limited to, the foreshore and beach strand
23 extending from the Dare County line to the north side of the North Beach Access Ramp at North
24 Beach Access Road.

25 (b) All commercial activities involving motor vehicles, mopeds and horses shall be
26 prohibited from operating on the beach foreshore and the beach strand. This includes vehicles
27 used to tow hang gliders.

28 (c) The provisions of subsection (b) of this section do not apply to the following:

- 29 (1) delivery, placement and pickup of recreational equipment, umbrellas and chairs
30 and collection of solid waste between the hours of 6:00 a.m. and 7:30 a.m. and
31 5:30 p.m. and 7:00 p.m. by commercial entities maintaining a base of operation
32 within the county and management of planned unit development communities
33 adjacent to the Atlantic Ocean;

1 (2) activity under a Coastal Area Management Act (CAMA) permit requiring access
2 to the beach and authorized by the county local permitting officer; ~~and~~

3 (3) county employees, county contractors, county vehicles or emergency vehicles or
4 the drivers thereof, which may be required to enter upon the beach in the
5 performance of their duties or a governmental agency, its employees, agents,
6 contractors and subcontractors and their vehicles when engaged in beach
7 restoration or protection work or conducting scientific research or animal
8 preservation studies or operations; and

9 (4) use of motor vehicles in support of a surfing competition consisting of
10 competitors under 18 years of age and located north of the beach access ramp
11 at the eastern end of Corolla Village Road (SR 1152).

12 (d) Overnight camping of any type is prohibited on the Currituck County Outer Banks, the
13 beach foreshore and the Beach Strand.

14 PART II. All ordinances or parts of ordinances in conflict with this ordinance are hereby
15 repealed.

16 PART III. This ordinance is effective upon adoption and shall expire at 11:59 p.m. on July 11,
17 2014.

18
19 ADOPTED this _____ day of _____, 2014.

20
21
22
23 _____
24 S. Paul O’Neal, Chairman

25 ATTEST:
26 _____
27 Mary Gilbert, Clerk to the Board
28
29

30 APPROVED AS TO FORM:
31 _____
32 Donald I. McRee, Jr., County Attorney
33

34 Date adopted: _____
35 Motion to adopt by Commissioner _____
36 Second by Commissioner _____
37 Vote: _____ AYES _____ NAYS

FIRST AMENDMENT TO CONTRACT FOR
FIRE PROTECTION AND RESCUE SERVICES

THIS FIRST AMENDMENT to Contract for Fire Protection and Rescue Services made and entered into this 7th day of July, 2014 by and between the County of Currituck, North Carolina, a body corporate and politic existing pursuant to the laws of the State of North Carolina, (the "County") and Corolla Fire and Rescue Squad, Inc., a non-profit corporation existing and organized pursuant to the laws of the State of North Carolina, (the "Department").

W I T N E S S E T H:

WHEREAS, County and Department entered into an agreement dated May 20, 2013, (the "Agreement"), for the Department to provide fire protection and rescue services within the fire protection district of Poplar Branch Township – Beach District; and

WHEREAS, County and Department have determined that modification of the Agreement is desirable to allow for discussion regarding terms and conditions for a new Agreement;

NOW, THEREFORE it is mutually agreed as follow

1. Section 2 of the Agreement is rewritten to read as follows:

The Department agrees to provide the personnel and equipment available at the time of the call for fire protection and rescue services within the district identified as Poplar Branch Township – Beach District until such date as the parties execute an Agreement replacing this Agreement. The Department will utilize the latest applicable fire protection guidelines (i.e. N.I.M.S., N.F.P.A., I.S.O., NCDOL).

2. Except as amended herein, the terms and conditions of the Agreement shall remain in effect.

In Testimony Whereof, the parties have executed this First Amendment to Contract for Fire Protection and Rescue Services in duplicate originals the date first above written.

BOARD OF COMMISSIONERS OF
CURRITUCK COUNTY

S. Paul O'Neal, Chairman

ATTEST:

Clerk to the Board of Commissioners

(COUNTY SEAL)

COROLLA FIRE AND RESCUE SQUAD,
INC.

ATTEST:

Secretary

President

This instrument has been preaudited in the manner
required by the Local Government Budget and
Fiscal Control Act.

Currituck County
Finance Officer

FIRST AMENDMENT TO CONTRACT FOR
FIRE PROTECTION AND RESCUE SERVICES

THIS FIRST AMENDMENT to Contract for Fire Protection and Rescue Services made and entered into this 7th day of July, 2014 by and between the County of Currituck, North Carolina, a body corporate and politic existing pursuant to the laws of the State of North Carolina, (the "County") and Lower Currituck Volunteer Fire Department, Inc., a non-profit corporation existing and organized pursuant to the laws of the State of North Carolina, (the "Department").

WITNESSETH:

WHEREAS, County and Department entered into an agreement effective July 1, 2013, (the "Agreement"), for the Department to provide fire protection and rescue services within the fire protection district of Poplar Branch Township – Mainland District; and

WHEREAS, County and Department have determined that modification of the Agreement is desirable to allow for discussion regarding terms and conditions for a new Agreement;

NOW, THEREFORE it is mutually agreed as follow

1. Section 2 of the Agreement is rewritten to read as follows:

The Department agrees to provide the personnel and equipment available at the time of the call for fire protection and rescue services within the district identified as Poplar Branch Township – Mainland District until such date as the parties execute an Agreement replacing this Agreement. The Department will utilize the latest fire protection guidelines (NIMS, NFPA, ISO, OSHA).

2. Except as amended herein, the terms and conditions of the Agreement shall remain in effect.

In Testimony Whereof, the parties have executed this First Amendment to Contract for Fire Protection and Rescue Services in duplicate originals the date first above written.

BOARD OF COMMISSIONERS OF
CURRITUCK COUNTY

S. Paul O'Neal, Chairman

ATTEST:

Clerk to the Board of Commissioners

(COUNTY SEAL)

LOWER CURRITUCK VOLUNTEER
FIRE DEPARTMENT, INC.

ATTEST:

Secretary

President

This instrument has been preaudited in the manner
required by the Local Government Budget and
Fiscal Control Act.

Currituck County
Finance Officer