

# REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

**Tracking Number:** 21

**Date of Request:** February 14, 2008

**Date Request Received:**

**Board Meeting Date Requested:** March 17, 2008

**Board Meeting Date Assigned:** March 17, 2008

**Short Title:** Special Use Permit- To Allow Single Office Only (Real Estate)

**Request Status:**

- Request is proceeding to Board of Commissioners
- More information is needed – see attached
- Request on hold – no further information needed
- Other:

**Background:** 0.5 acres zoned R-20, Residential District.

**Specific Action Requested:** Applicant is requesting approval of a Special Use Permit for single office only to allow for a real estate office to be located on site. The property is located at the intersection of Peanut Rd and Hwy 210 .

*(Administrative Use Only)*

**CONTRACT TYPE**

**Requested by:** Planning Staff  
**Department:** Planning Department  
**Title:** Planning  
**Contact Phone:** 910.259.1202  
**Contact Fax:** 910.259.1295

- Renewal
- For Service(s)
- Intergovernmental – County as Grantee
  - Federal Grantor
  - State Grantor
  - Grantor
- County as Grantor
  - County Funds
  - Other Funds:
- Revision
- For Equipment

**PURCHASING** Budgeted Item:  Yes  No  
Date Rec'd:  Reviewed and Approved  
 Comments on Reverse

Date Sent: \_\_\_\_\_  
Signed: \_\_\_\_\_

**ATTORNEY**  Reviewed and Approved  
Date Rec'd:  Legal Problem(s)  
 Comments on Reverse

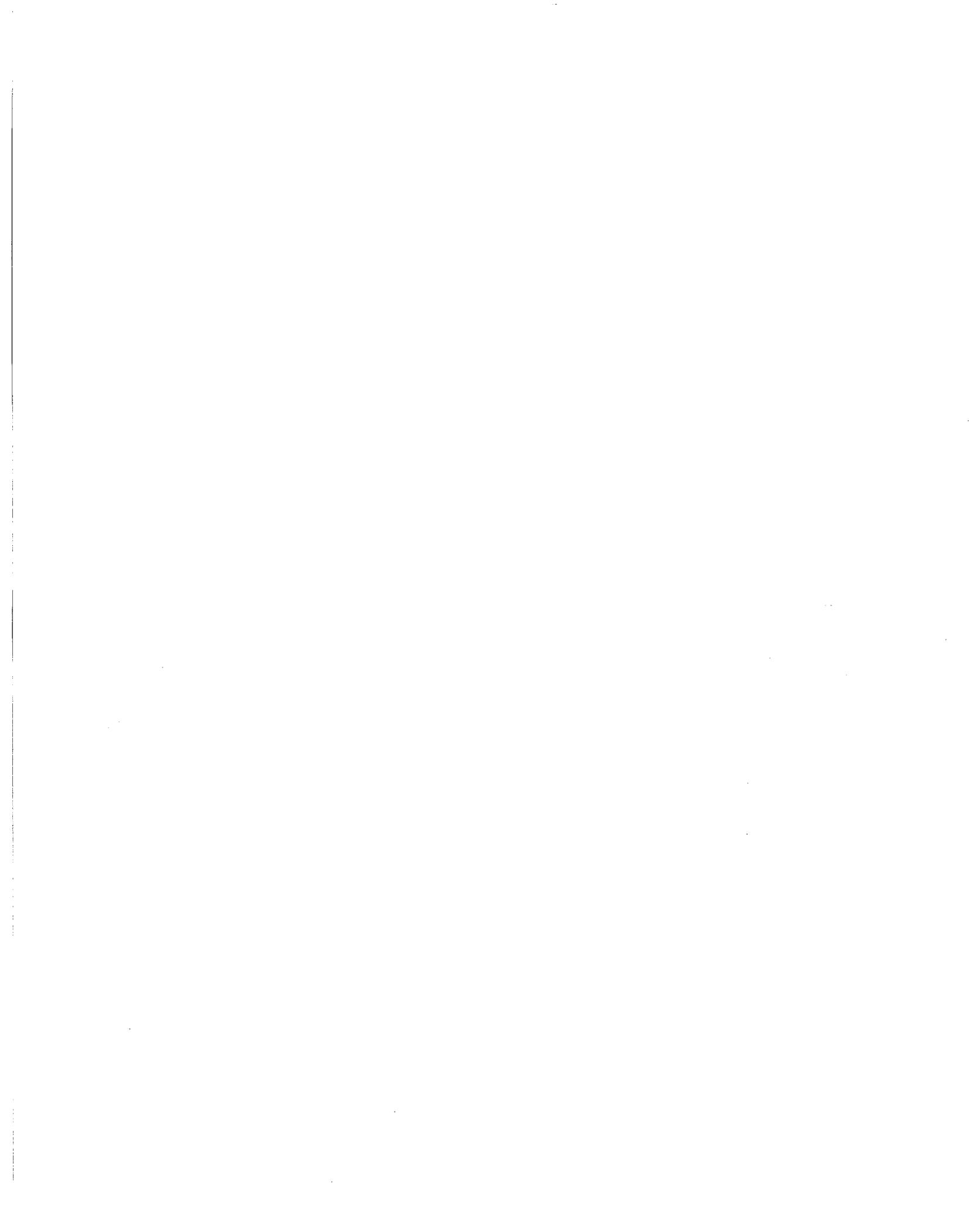
Date Sent: \_\_\_\_\_  
Signed: \_\_\_\_\_

**FINANCE** Sufficient Funds  Available  
Date Rec'd  Not Available  
 Budget Amendment Necessary  
 Budgeted Amendment is Attached  
 Comments on Reverse

Date Sent: \_\_\_\_\_  
Signed: \_\_\_\_\_

**CLERK** Signature(s) Required:  
 Board Chairman/County Manager  
 Other:

Date Rec'd Approved by Board:  Yes  No  
At meeting on



**Special Use Permit for a Single Office Only (Real Estate)**

**SUBJECT:**     **CASE NO:**  
**PROPERTY RECORD NO:** 3282-59-7716-0000  
**APPLICANT:** Donald & Sandra O'Neil  
**OWNER:** Same

**ACTION REQUESTED:** Single Office Only (Real Estate)

**HISTORY/BACKGROUND:**

*Project Location:* The property is located at the intersection of Peanut Rd and Hwy 210.

*Project Description:*

The applicant is requesting a Special Use Permit to allow a Real Estate office on the property. The property consists of 0.5 acres and is zoned R-20, Residential District. Normal operating hours will be from 9am to 5pm. There will be up to five (5) employees employed on-site. A modular building will be used for the Real estate office. There is an existing septic system and well already installed on-site. There will be direct access to NC hwy 210 west and Peanut Rd.

- A) *Public Notifications:*** Advertisements for the proposal have been placed in the Topsail Voice and Pender Post. Adjacent property owners were notified by first class mail. Special Use Permit signs were posted on or near the proposed site.
- B) *Basis for Granting SUP:*** See attachment A for approval procedures (15.3 of Zoning Ordinance.) and revocation procedures (15.4b of Zoning Ordinance.).
- C) *Zoning Ordinance Compliance*** This property is zoned R-20, Residential District; a Real Estate office is permitted via Special Use Permit: Office Only, Single Unit, Business, Government Services & Professional Activities: are all permitted uses in a R-20, Residential District. (Section 8, Zoning Districts and Regulations, of Zoning Ordinance.)
- D) *Land Use Plan Compliance:*** This property is classified as Urban Growth. 2005 CAMA Land Use Plan describes this area as an area with excellent access to the regional transportation system for a mixture of more intensive commercial and industrial or job creating uses and a range of residential land uses and housing types. It is focused on the Rocky Point and the US Highway 17 Corridor.
- E) *Existing Land Use in Area:*** This project is located on a triangular lot, which is adjacent to Peanut Rd and NC Highway 210 on two (2) of the three (3) sides. There is a single family home adjacent to the East of the lot.
- F) *Site Access Conditions:*** The property has direct access to Peanut Rd and NC Highway 210, which is DOT maintained.
- G) *Conditions to Consider in Issuing a Special Use Permit for this Project:***
  - 1. Unless approved otherwise as a condition of the permit, a Special Use Permit shall expire and become void, if a final zoning permit has not been issued for the project within 12 months.
  - 2. The project shall comply with all requirements of the Commercial Development Standards and Site Plan Review, Section 9.14 of the Pender County Ordinance.
  - 3. A separate Permit must be obtained for any proposed signs. Signs shall be in accordance with Section 16 of the Pender County Zoning Ordinance.
  - 4. No junk, debris, trash, recycled or salvaged materials, or inoperable vehicles shall be stored on the site outside a completely enclosed building.



**PENDER COUNTY  
SPECIAL USE PERMIT APPLICATION FORM**

| THIS SECTION FOR OFFICE USE |                           |             |           |
|-----------------------------|---------------------------|-------------|-----------|
| Application No.             | 08-03-17-07               | Date        | 1-31-2008 |
| Permit Fee                  | \$200.00 + postage (PAID) | Receipt No. | 077149    |

| APPLICANT INFORMATION                                      |                                      |
|--|--------------------------------------|
| Applicant Name: <u>Donald &amp; Sandra O'NEIL</u>          | Owner Name: <u>SAME</u>              |
| Address: <u>786 Hwy 210W</u><br><u>HAMPSTEAD, NC 28443</u> | Address: <u>SAME</u>                 |
| Phone No: <u>(910) 270-4795</u>                            | Phone No: <u>(910) 352-6820-CELL</u> |
| Legal relationship of applicant to owner: _____            |                                      |

| PROJECT INFORMATION   |                                     |
|---|-------------------------------------|
| Property tax record No. <u>3282-59-7716-0000</u>  | Total acreage                       |
| Zoning Designation: <u>R-20</u>   | In property: <u>0.5</u>             |
| Acreage to be used for project: <u>0.5</u>  | Acreage to be disturbed: <u>0.5</u> |
| Project location and address: <u>on N15 Rd 210 AT 1570 N7</u><br><u>Address: 786 Hwy 210W HAMPSTEAD, NC 28443</u> |                                     |
| Describe activities to be undertaken on project site: <u>OFFICE BUILDING (REAL ESTATE) PLACED on PROPERTY</u>     |                                     |

| SIGNATURES         |                |            |       |
|--------------------|----------------|------------|-------|
| Applicant:         | Date:          | Owner:     | Date: |
| <u>[Signature]</u> | <u>1-31-08</u> | <u>N/A</u> | _____ |

| NOTICE TO APPLICANT   |
|---|
| <ol style="list-style-type: none"> <li>1. Applicant must also submit the information described on page two of this form.</li> <li>2. Applicant or agent authorized in writing must attend the public hearing.</li> <li>3. Once the public hearing has been advertised, the case will be heard unless the applicant withdraws the application or unless the Board of Commissioners or other authorized person agrees to table or delay the hearing.</li> <li>4. Applicant may wish to review the required findings for approval of a Special Use Permit (p. 3).</li> </ol> |