

MEMORANDUM

To: Planning Board Members

From: Patrick Davenport, Planning and Community Development Director

Date: December 18, 2008

RE: Update on Pinnacle Ridge status

Pursuant to the Planning Board motion passed on December 2, 2008, Planning Staff has created the following timeline of events pertinent to the application for an amendment to the previously approved master plan and preliminary plat for the referenced project:

- 1) Master and Preliminary Plat were approved by the Planning Board on 9/12/06
 - a. The master plan/preliminary plat showed 68 lots
 - b. Required open space was shown
- 2) Final Preliminary Plat for lots 9-11, 16-23, 40-44, 50-59 was signed 12-7-06
 - a. The remaining lots were shown as future development in locations matching what was approved on the Master Plan and Preliminary Plat
 - b. Open space labels and notes were omitted from the map
 - c. Roads were switched from public to private
- 3) Final Plat for lots 9-11, 16-23, 40-44, 50-59 was signed 01-02-07
 - a. The remaining lots were shown as future development
 - b. The open space labels and notes were omitted from the map
 - c. Roads were switched from public to private
 - d. This was recorded as Phase I
- 4) REVISION to the Final Plat for lots 9-11, 16-23, 40-44, 50-59 was signed 08-06-07
 - a. Revision to Map Note #10 (setbacks were shown incorrectly)
 - b. Nothing else was changed on the map
 - c. This was recorded as Phase I
- 5) Final Plat for lots 1-8, 12-15, 24-39, 45-49, 60-68 was signed 1-24-08
 - a. This recorded all the lots proposed on the Master and Preliminary Plat
 - b. This brought the lot total up to 68 single family lots
 - c. No future development was shown on this map
 - d. Open space labels and notes were omitted from the map
 - e. This was recorded as Phase II
- 6) All Phases are in compliance with the Preliminary and Master Plan with the exception of the
 - a. Required Flood Study for the "A" Zone
 - b. Required note as prescribed in the Pender County Subdivision Ordinance, Other Required Improvements # 4: "Such areas shall be shown on the preliminary and final plats as "reserved open

space/recreation, not for building development" with an indication of ownership. The open space areas shall be accessible by a dedicated access easement at least 30' in width. Wetlands, Hydric Soils and SFHAs areas may be included in the required open space. Ownership of the open space areas shall be transferred to the development homeowners association or to a public entity or nonprofit conservation entity for the benefit of the subdivisions property owners. When ownership is not indicated to the homeowners association, evidence of acceptance by the public entity or nonprofit conservation entity shall be provided with the final plat."

- c. A copy of the document transferring ownership from the Pinnacle Property of Hampstead, LLC., to Pinnacle Ridge HOA, INC. as required by the Pender County Subdivision Ordinance, Additional Materials to be submitted with Final Plat, number 7:
Draft document transferring ownership of all common area and facilities to the Homeowners Association as shown on the final plat of the portion of the subdivision to be recorded. A recorded copy of this document must be submitted to the Director within 20 days of recording of the final plat. All subdivisions required to have Homeowners Associations shall convey ownership of all private streets, drainage facilities not in public streets, drainage easements, common walls, open space or any other common area or facility to the Homeowners Association.