

PLANNING AND COMMUNITY DEVELOPMENT
PLANNING • CODE ENFORCEMENT • BUILDING INSPECTIONS • CENTRAL PERMITTING



AGENDA

**Pender County Planning Board Meeting
August 3, 2010 7:00 p.m.
Pender County Public Meeting Room
805 S. Walker Street, Burgaw, North Carolina**

Call to Order: Chairman Reynolds

Roll Call: Chairman Reynolds

Pender County Planning Board Members:

Reynolds ___ Garrett ___ Marshburn ___ Millette ___ Smith ___ Williams ___ Boney ___

1. Adoption of the Agenda

2. Approval of Minutes: July 6, 2010

3. Public Comments

4. Master Development Plan Revision: Planned Development District

Community Aquatic Lifestyle Center - Jeff Beaudoin, applicant and owner, is requesting approval of a master plan revision for an Indoor/Outdoor Recreation Establishment, privately operated. The request is to construct a community aquatic lifestyle center with adjunct facilities. The revision consists of site layout changes and connections. The property is located along the west side of Country Club Drive, ±600' south of Avila Drive, Hampstead, NC. The property is zoned PD, Planned Development, and may be identified as PIN # 4203-36-1126-0000.

5. Discussion Items

a. Planning Staff

- i. UDO Updates
- ii. Burgaw ETJ Reduction
- iii. Ratified HB 683 An Act to Extend the Permit Extension Act of 2009
- iv. Next Meeting: September 7, 2010

b. Planning Board Members

- i. Hawksbill Cove

6. Adjournment

PLANNING AND COMMUNITY DEVELOPMENT

PLANNING • CODE ENFORCEMENT • BUILDING INSPECTIONS • CENTRAL PERMITTING



PLANNED DEVELOPMENT APPLICATION

Date: 6/18/2010 Application Fee:

I. PROPERTY INFORMATION: Parcel ID #(S): 4203-36-1126-0000 Property Location: Country Club Road Hampstead NC 28443 Subdivision Name: Organic/Lifestyle Community Co. Phase: 1-5 Review Type: [X] Master [] Preliminary [] Final

II. A presubmittal meeting is required 60 days prior to submission. A complete submission must be in the Planning and Community Development Department office 45 days prior to the scheduled Planning Board public hearing date. All of the information listed below must be included for the submission to be considered complete: [X] Application Fee [X] One addressed legal size (4 1/2 x 9) envelope must be received for the for each of the adjacent property owners with first class postage or check payable to Pender County Planning for current postage fees [X] 18 (11x17) map copies for the Planning Board [X] 2 full size map copies [X] CD containing maps and/or document files in .pdf format *Please see Planned Development Requirements Checklist for further requirements.

III. SIGNATURE OF OWNER/APPLICANT: Jeff Beaudin

Additional Information:

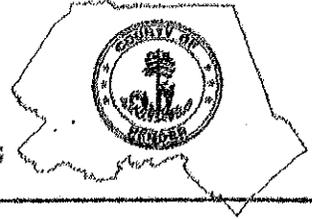
According to Section 17.1 of the Pender County Zoning Ordinance, the Planning Board may approve Planned Developments in accordance with the procedures and developments standards specified in this Section and the Pender County Subdivision Ordinance. Any applicant may appeal a denial from the Planning Board to the Board of County Commissioners. Such appeal must be filed in the Planning Office within thirty (30) days of the Planning Board's written decision. The Planning Board may waive any requirements of this section that it deems necessary.

Recording of the Final Plat:

The subdivider shall file the approved final plat with the Register of Deeds of Pender County for recording within sixty (60) days after the date of approval. Otherwise, such approval shall be null and void.

PLANNING AND COMMUNITY DEVELOPMENT

PLANNING • CODE ENFORCEMENT • BUILDING INSPECTIONS • CENTRAL PERMITTING



APPLICATIONS COVER SHEET

Date Application Filed: _____

I. REQUIRED NAMES:

Applicant	<u>JEFF Beaudon</u>	Owner	<u>JEFF Beaudon</u>
Address	<u>PO. Box 538</u> <u>Hampstead NC 28443</u>	Address	<u>PO. Box 538</u> <u>Hampstead NC 28443</u>
Phone	<u>910-547-3781</u>	Fax	<u>910-270-5502</u>
Phone	<u>910-547-3781</u>	Fax	<u>910-547-3781</u>
Email	<u>JJBeaudon@msn.com</u>	Email	<u>JJBeaudon@msn.com</u>
Legal Relationship of Applicant to Property Owner:		<u>SELF</u>	
Consultant Name/Company <u>Gary Pape Engineering</u>			
Address <u>6626 Gordon Road Unit C</u>			
Phone	<u>703-910-799-3006</u>	Fax	<u>910-799-6659</u>
Email <u>GPape@gsp-consulting.com</u>			

II. AFFIDAVIT REGARDING OWNER - APPLICANT RELATIONSHIP:

I JEFF Beaudon (owner) and JEFF Beaudon (applicant) hereby affirm that an appropriate contractual relationship permitted by the appropriate NC State Codes exists between said Owner and Applicant. Owner and Applicant also affirm that if the owner requests that the application be terminated, staff will comply with Owner's request.

[Signature]
(Signature of Applicant)

[Signature]
(Signature of Owner)

III. TYPE OF APPLICATION:

(Please check one)

Board of Adjustment:

- Variance
- Appeal

Zoning:

- Text Amendment
- Map Amendment
- Home Occupation
- Special Use Permit
- Vested Rights Determination

Plans:

- Planned Development Master Plan
- Subdivision Preliminary Plat
- Final Plat

PLANNING AND COMMUNITY DEVELOPMENT

PLANNING • CODE ENFORCEMENT • BUILDING INSPECTIONS • CENTRAL PERMITTING



FEE SCHEDULE

Board of Adjustment:	Applicable Fees:	Fee Calculation:
Variance	\$250.00	
Appeal	\$250.00	
Zoning:		
Zoning Determination Letter	\$15.00	
Text Amendment	\$250.00	
Map Amendment	\$500.00 for first 5 acres; \$10/acre thereafter up to 1,000 acres; \$5/acre thereafter	
Vested Rights Determination	\$250.00	
Home Occupation	\$25.00	
Special Use Permit	\$300.00 & \$10.00 per acre over 5 acres; max of \$5,000.00	
SUP, Part of AEC	\$300.00 & \$10.00 per acre over 5 acres	
SUP, Tower over 75 ft.	\$500.00	
SUP, Mining Borrow Pit	\$750.00 & \$10.00 per acre over 5 acres	
SUP, Mining other	\$1,000.00 plus \$5.00 per acre	
Plans:		
Planned Development Master Plan	\$500.00 plus \$10/acre for the first 100 acres; \$5/acre thereafter	
Preliminary Plat	\$500.00 & \$10/lot/residential unit for the first 100 lots/units; \$5 per lot/unit thereafter	
Final Plat	\$250.00 & \$10/lot/residential unit for the first 100 lots/units; \$5/lot/unit thereafter	
Total Fees Due:		

Attachments Included with Application:
(Please include # of copies)

_____ CD _____ Plan Sets _____ Other Documents/Reports _____

Method of Payment: _____ Cash
 _____ Credit Card, We accept VISA _____ and MasterCard _____ only.
 _____ Check, Ch. # (_____)

For Office Use Only:	
Receipt # _____	
Received By: _____	Date: _____

Community Aquatic Lifestyle Center:

Services:

- Learn 2 swim programs for ALL ages/Water Safety.
- Safety and rescue training
- Junior Lifeguard Program
- Physical therapy and rehabilitation programs
- Community Mental Health & Wellness programs
- Youth competition and Mastery programs
- Equestrian boarding, tack shop, mastery, & training
- Triathlon training and pro-shop
- Pender County Teacher Fitness Programs
- Environmental Education Center
- Outdoor Education Center
- Programs benefiting People with Disabilities
- Recreational events, activities, and programming
- Spring/Summer/Fall/Winter Festivals
- Community Exhibitions
- Ballet, tap, African drumming, dance, Pilates, yoga, tae Kwan do, Karate, Gymnastics etc.
- Creative arts, performance, and theater.
- Farming/rural programs. Garden area.
- One day a wk - Farmer/Trader market
- All natural products produced & served/for sale: healthy, Pizza/Snack/bakery, goods, ice cream.
- Art classes and activities
- Recreational Programs
- Educational Programs
- Book Swap/Reading area
- Special Fundraising Events
- Special Events
- Recreational, occupational and art therapy
- Senior Fitness and Social Programs
- Family night, teen night
- After-school Program
- Montessori Preschool Program

The Community Aquatic Lifestyle Center exists to meet the needs of the community through recreation, health, wellness, water safety, environmental/agriculture/outdoor education, social outlets, and the creative cultural arts.

The center will serve the citizens of Pender County and surrounding areas.

The two pools within the center will serve the community by providing recreation, safety, and sports outlets.

Pool #1 will consist of a 75 X 100 10 lane, Olympic size pool providing recreation, water safety classes, swim team, water polo, scuba instruction, kayak lessons and lap swimming to any interested parties. This pool provides 10 lanes for simultaneous activities and exists to meet the varying needs of the community.

~~Future Pool #2 150 X 100 and will provide additional services~~ to the citizens of Pender County including physical therapy to safely explore range of motion and build confidence.

Phases:

Phase 1:

3500 sq ft Lifestyle Center – Phase 1: Art, Music, Dance, Acting, instruction/offices, wellness/physical therapy office, lifestyle center services above, and general Office/Reception.

Phase 2:

20,000 sq ft sided Pavilion to be built in 2 stages and constructed in a post & beam style. Finished out space incrementally as needed. Within the Pavilion: seating/table area, lifestyle Community center services, and programs.

NOTE 1: SEWER PHASE 1 AND 2 will be provided through an offsite septic easement. Septic will utilize green bowl and water conservation technology. This will allow 19 art/music/culture offices and 100 pavilion program(s) parking spaces.

NOTE 2: ADDITIONAL SEWER FOR FUTURE PHASES/USES WILL BE PROVIDED BY SEWER PROVIDER AND/OR ONSITE PLANT.

Phase 3:

20,000 sq ft sided Pavilion to be built in 2 stages (10,000 each). Finished out space incrementally as needed. Extension of Phase 1. Locker room/rest rooms for pool(s) near pool area

Phase 4: To be completed in conjunction Phase 3. It may lead or lag Phase 3.

Phase 5: After Phase 3 & 4

parcels 1, 2, B, C ; Until future development, these parcels will be used for recreation/cultural arts/ lifestyle center services, picnic, ropes course, climb tower.

**PLANNING STAFF REPORT
PLANNED DEVELOPMENT-MASTER PLAN REVISION**

SUMMARY:

Hearing Date: August 3, 2010

Applicant: Jeff Beaudoin

Property Owner: Jeffrey J. Beaudoin et al

Development Proposal: Revision to a previously approved Master Plan for the operation of an indoor/outdoor recreation establishment; privately operated.

Location and Land Use: The proposed project is located along the west side of Country Club Drive, ±600' south of Avila Drive, Hampstead, NC. The property contains classifications of Urban Growth Area and Conservation Area II, as defined in the 2005 Pender County Future Land Use Plan.

Zoning District of Property: The property is zoned PD, Planned Development.

Staff Recommendation: Conditional approval status is recommended based on submission of mandatory items for final zoning approval.

Project Background:

On September 1, 2009, the Planning Board unanimously approved the Master Plan for the proposed Community Aquatic Lifestyle Center which included aquatic facilities and also adjunct programs to accommodate the community center. The applicant is requesting a site layout change with additional structures and specific phasing of the project dependent on the availability of sewer services for the area. The applicant has detailed each phase within the submitted narrative. A site plan of the approved layout is attached as well as the current master plan proposal.

Description of Proposal:

Phase 1: Shall consist of a 3,500 sq. ft. Lifestyle Center which will accommodate activities and programming as well as serve as the main office for the Center and adjunct facilities. It is proposed to be serviced by on-site well and wastewater accommodation will be via off-site septic tank to be reviewed and approved by Pender County Environmental Health and as noted on the site plan. Access to the first phase will be off of Country Club Drive and will utilize a 60' easement which will lead to parking for this facility and future phases of development.

Phase 2: Shall consist of a 20,000 sq. ft. post and beam construction pavilion to be built in two equal phases. It is proposed that this structure be finished out as necessary for program facilitation. As noted the pavilion will provide for seating/table area, Lifestyle Community Center Services, and programs. Along with phase 1, this portion of the project will also utilize on-site water and septic services

Phases 3-5: It is indicated on the submitted master plan that Phase 3 shall consist of a 20,000 sq. ft. building and/or pool facility which will be built incrementally. It is indicated in the submitted narrative that this will be built in 2 stages of 10,000 sq. ft. each and will be an extension of phase 1. Phases 4 & 5 shall consist of the pool facilities which will be a 7,500 and 15,000 sq. ft. respectively. Water and sewer services will be dependent upon a community or public service level and are not proposed to be serviced by on-site well or septic utilities. Full design and engineering will require Pender County Utilities review and approval prior to permitting.

Outparcels and Parcels B&C: These tracts are labeled "future development" and shall require further Board approval for site design and layout. Sixty (60') public rights of way are proposed to access the proposed connector road running from US 17 to Country Club Drive shown as Hawksbill Cove Road. Once again, this proposal and layout would be solely dependent on future projects review and approval.

Staff Analysis:

According to Pender County's Future Land Use Plan, the property is located within Urban Growth Area and Conservation Area II classifications. The property contains approximately 90% of the Conservation Area II overlay. Significant consideration will need to take place to protect any wetlands located on the property. This will be accomplished through an Army Corps of Engineers evaluation of the property. It is suggested that Best Management Practices be utilized to control the stormwater runoff created by this development along with limiting impervious surfaces practical.

The Urban Growth Classification provides for the continued development of areas provided with water and/or sewer services or where the county is actively engaged in planning these community services. Currently there is an 8" water line running parallel Country Club Road which could be utilized to serve the project, and Pender County does not have sewer services to accommodate development.

Commercial development within neighborhood and convenience commercial centers should be encouraged to locate where there is good vehicular and pedestrian access with preference on a collector street. According to the Coastal Pender Collector Street Plan, Country Club Road is classified as a collector. The subdivided tracts would need to utilize a NCDOT designed road network to create interconnectivity for future development towards US Highway 17. The plan, as presented, shows reservation for this to be accomplished through future development of the proposed tracts and the possible alignment of Transfer Station Road (S.R. 1695). All planning and construction would require NCDOT review and approval.

Buffer/Landscaping requirements are proposed to be met with existing natural vegetative buffers, which will have to be surveyed and submitted for review and approval through the Pender County Planning Division's office and according to §14.2, Existing Trees of Native Species To Be Preserved. A detailed preliminary plat and site development plan shall return to the Board for future approvals.

Technical Review Committee (TRC) comments/concerns:

Pender County Utilities:

See attached comments sheet

NCDOT:

Indicated that applicant has been in contact with the Engineers office and is aware of the driveway permitting process necessary for access on to Country Club Drive.

Pender County Sherriff:

No comment

Pender County Board of Education:

No objections

Staff Recommendation:

As proposed Phases 3-5 and future development outparcels shall require further review by the Pender County Planning Board due to the dependency of utility services that are not currently available. It is recommended that only Phases 1 & 2 be reviewed for Master Plan consistency at this time and that all other future phases of development come back before the Board. Conditional approval status of Phase 1 & 2 is recommended based on submission of mandatory items for final zoning approval and any connections to future developments shall be recommended.

Board Action for Master Plan Review:

Motion: _____ **Seconded** _____

Approved: _____ **Denied:** _____ **Unanimous** _____

Reynolds ____ Garrett ____ Boney ____ Marshburn ____ Millette ____ Smith ____ Williams ____



PENDER COUNTY UTILITIES

PENDER SOLID WASTE

605 E. FREMONT STREET
BURGAW, NC 28425
P.O. BOX 995



Project	Community Aquatic Lifestyle Center				
Location	Hampstead	Developer	Jeff Beaudoin	Engineer	GSP Consulting
Date	July 16, 2010				
Purpose	Master Development Plan Revision				

Pender County Utilities

Coordinate with Pender County Utilities regarding water service availability

Under what phase(s) will the pool(s) be constructed?

What is the estimated water demand for the various phases?

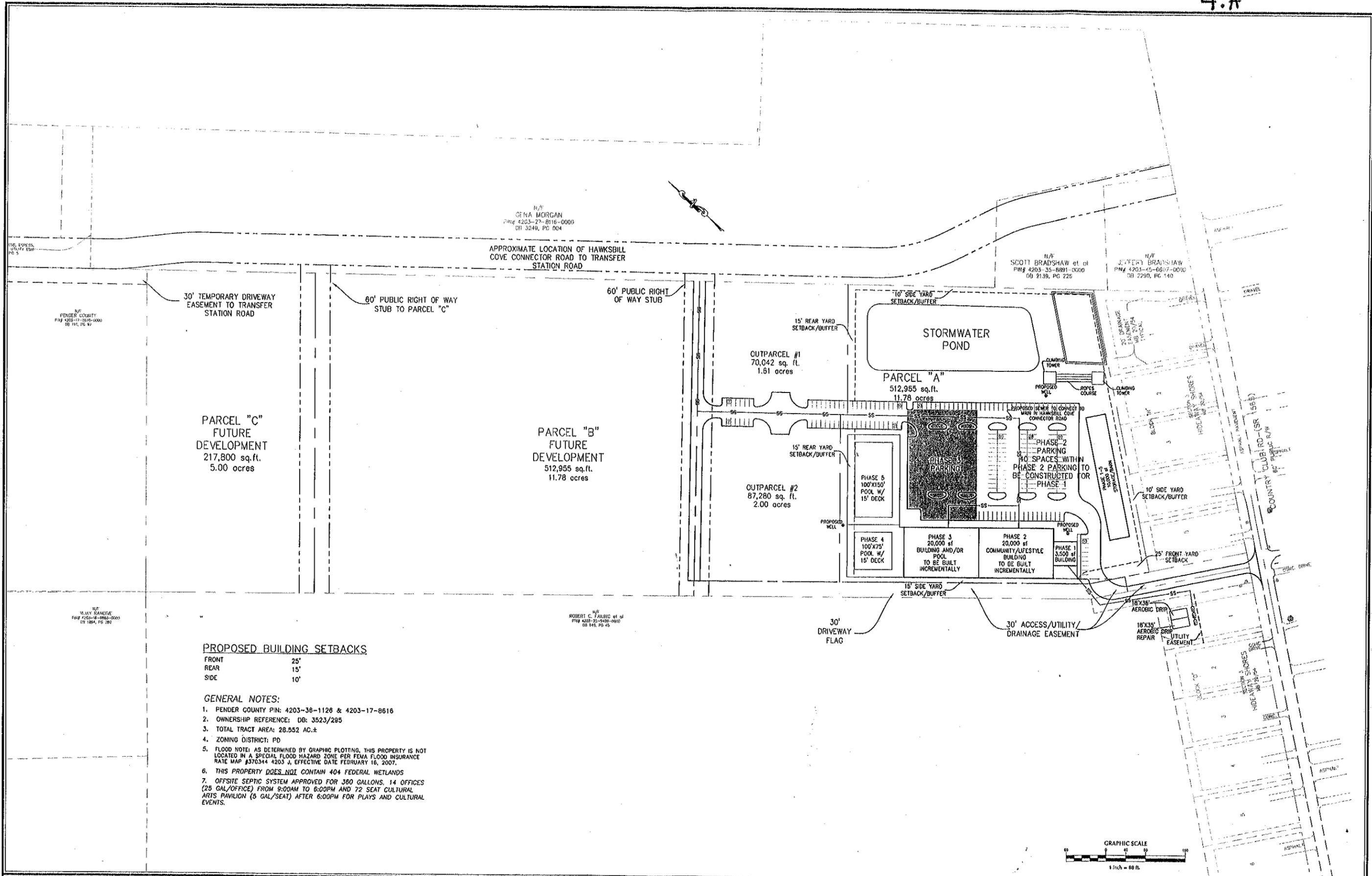
If PCU water will be used for filling the pools, a schedule/agreement for pool filling/other potentially heavy uses will be required.

Backflow prevention will be required

A looped connection from County Club Road to the proposed Hawksbill Cove Connector will be required.

Pender Solid Waste

Pender Solid Waste does not agree to the driveway easement shown crossing the Pender County Transfer Station Property.



PARCEL "C"
FUTURE
DEVELOPMENT
217,800 sq. ft.
5.00 acres

PARCEL "B"
FUTURE
DEVELOPMENT
512,955 sq. ft.
11.78 acres

STORMWATER
POND

PARCEL "A"
512,955 sq. ft.
11.78 acres

OUTPARCEL #1
70,042 sq. ft.
1.61 acres

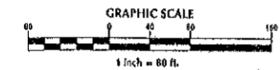
OUTPARCEL #2
87,280 sq. ft.
2.00 acres

PROPOSED BUILDING SETBACKS

FRONT	25'
REAR	15'
SIDE	10'

GENERAL NOTES:

1. PENDER COUNTY PIN: 4203-36-1126 & 4203-17-8616
2. OWNERSHIP REFERENCE: DB: 3523/295
3. TOTAL TRACT AREA: 28,552 AC.±
4. ZONING DISTRICT: PD
5. FLOOD NOTE: AS DETERMINED BY GRAPHIC PLOTTING, THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD ZONE PER FEMA FLOOD INSURANCE RATE MAP #370344 4203 J, EFFECTIVE DATE FEBRUARY 16, 2007.
6. THIS PROPERTY DOES NOT CONTAIN 404 FEDERAL WETLANDS
7. OFFSITE SEPTIC SYSTEM APPROVED FOR 360 GALLONS, 14 OFFICES (25 GAL/OFFICE) FROM 9:00AM TO 6:00PM AND 72 SEAT CULTURAL ARTS PAVILION (5 GAL/SEAT) AFTER 6:00PM FOR PLAYS AND CULTURAL EVENTS.



No.	Revision	Date	By	Designer	Scale
				GSP	1" = 80'
				GSP	JUNE 2010
				GSP	2009-0001

COMMUNITY AQUATIC LIFESTYLE CENTER
Hampstead Pender County North Carolina

OVERALL SITE PLAN

PREPARED FOR:
Jeff Beaudoin
PO Box 838
Hampstead, NC 28443
910-547-3761

GSP CONSULTING, PLLC
ENGINEERING
6626 Gardon Road, Unit C, Wilmington, North Carolina 28411 tel: 703-499-3273 fax: 910-799-6659

Sheet No.
C-1

4.3

N/A
GENA MORGAN
PIN# 4203-27-8116-0000
DB 3249, PG 004

APPROXIMATE LOCATION OF HAWKSBILL
COVE CONNECTOR ROAD TO TRANSFER
STATION ROAD

N/F
SCOTT BRADSHAW et al
PIN# 4203-35-8891-0000
DB 2139, PG 226

N/F
JEFFERY BRADSHAW
PIN# 4203-45-0607-0000
DB 2290, PG 140

60' PUBLIC RIGHT
OF WAY STUB

15' REAR YARD
SETBACK/BUFFER

OUTPARCEL #1
70,042 sq. ft.
1.61 acres

10' SIDE YARD
SETBACK/BUFFER

STORMWATER
POND

PARCEL "A"
512,955 sq. ft.
11.78 acres

PARCEL "B"
FUTURE
DEVELOPMENT
512,955 sq. ft.
11.78 acres

PROPOSED BUILDING SETBACKS

FRONT 25'
REAR 15'
SIDE 10'

GENERAL NOTES:

1. PENDER COUNTY PIN: 4203-36-1126 & 4203-17-8616
2. OWNERSHIP REFERENCE: DB: 3523/295
3. TOTAL TRACT AREA: 28.552 AC.±
4. ZONING DISTRICT: PD
5. FLOOD NOTE: AS DETERMINED BY GRAPHIC PLOTTING, THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD ZONE PER FEMA FLOOD INSURANCE RATE MAP #570344 4203-j, EFFECTIVE DATE FEBRUARY 18, 2007.
6. THIS PROPERTY DOES NOT CONTAIN 404 FEDERAL WETLANDS
7. OFFSITE SEPTIC SYSTEM APPROVED FOR 360 GALLONS, 14 OFFICES (25 GAL/OFFICE) FROM 9:00AM TO 6:00PM AND 72 SEAT CULTURAL ARTS PAVILION (5 GAL/SEAT) AFTER 6:00PM FOR PLAYS AND CULTURAL EVENTS.
8. ALL DRIVE AISLES TO HAVE 24' CLEARANCE BETWEEN PARKING SPACES

15' REAR YARD
SETBACK/BUFFER

OUTPARCEL #2
87,280 sq. ft.
2.00 acres

PHASE 5
100'X150'
POOL W/
15' DECK

PHASE 3
PARKING

PHASE 2
PARKING
140 SPACES WITHIN
PHASE 2 PARKING TO
BE CONSTRUCTED FOR
PHASE 1

PHASE 4
100'X75'
POOL W/
15' DECK

PHASE 3
20,000 sf
BUILDING AND/OR
POOL
TO BE BUILT
INCREMENTALLY

PHASE 2
20,000 sf
COMMUNITY/LIFESTYLE
BUILDING
TO BE BUILT
INCREMENTALLY

PHASE 1
3,500 sf
BUILDING

15' SIDE YARD
SETBACK/BUFFER

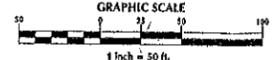
30'
DRIVEWAY
FLAG

30' ACCESS/UTILITY/
DRAINAGE EASEMENT

18'X35'
AEROBIC DRIP

18'X35'
AEROBIC DRIP
REPAIR

UTILITY
EASEMENT



No.	Revision	Date	By	Designer	Scale
				GSP	1" = 50'
				GSP	JUNE 2010
				GSP	2009-0001

**COMMUNITY AQUATIC
LIFESTYLE CENTER**
Hampstead Pender County North Carolina

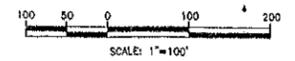
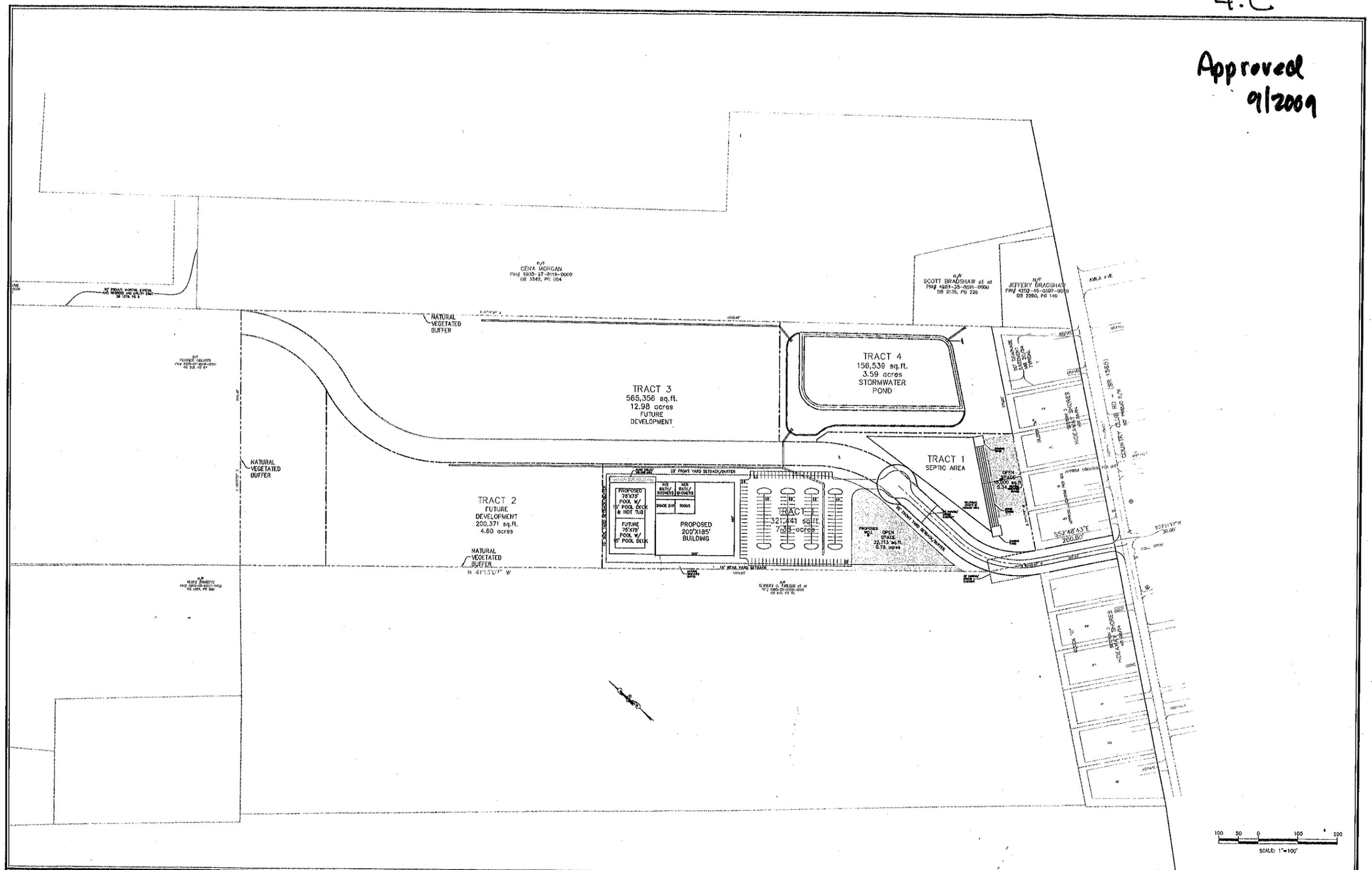
SITE PLAN

PREPARED FOR:
Jeff Beaudola
PO Box 538
Hampstead, NC 28443
910-547-3781

**GSP CONSULTING, PLLC
ENGINEERING**
6626 Gordon Road, Unit C, Wilmington, North Carolina 28411 tel: 703-499-3273 fax: 910-799-6659

Sheet No.
C-2

4.C
 Approved
 9/2009



No.	Revision	Date	By	Designer	Scale
				GSP	
				GSP	
				GSP	

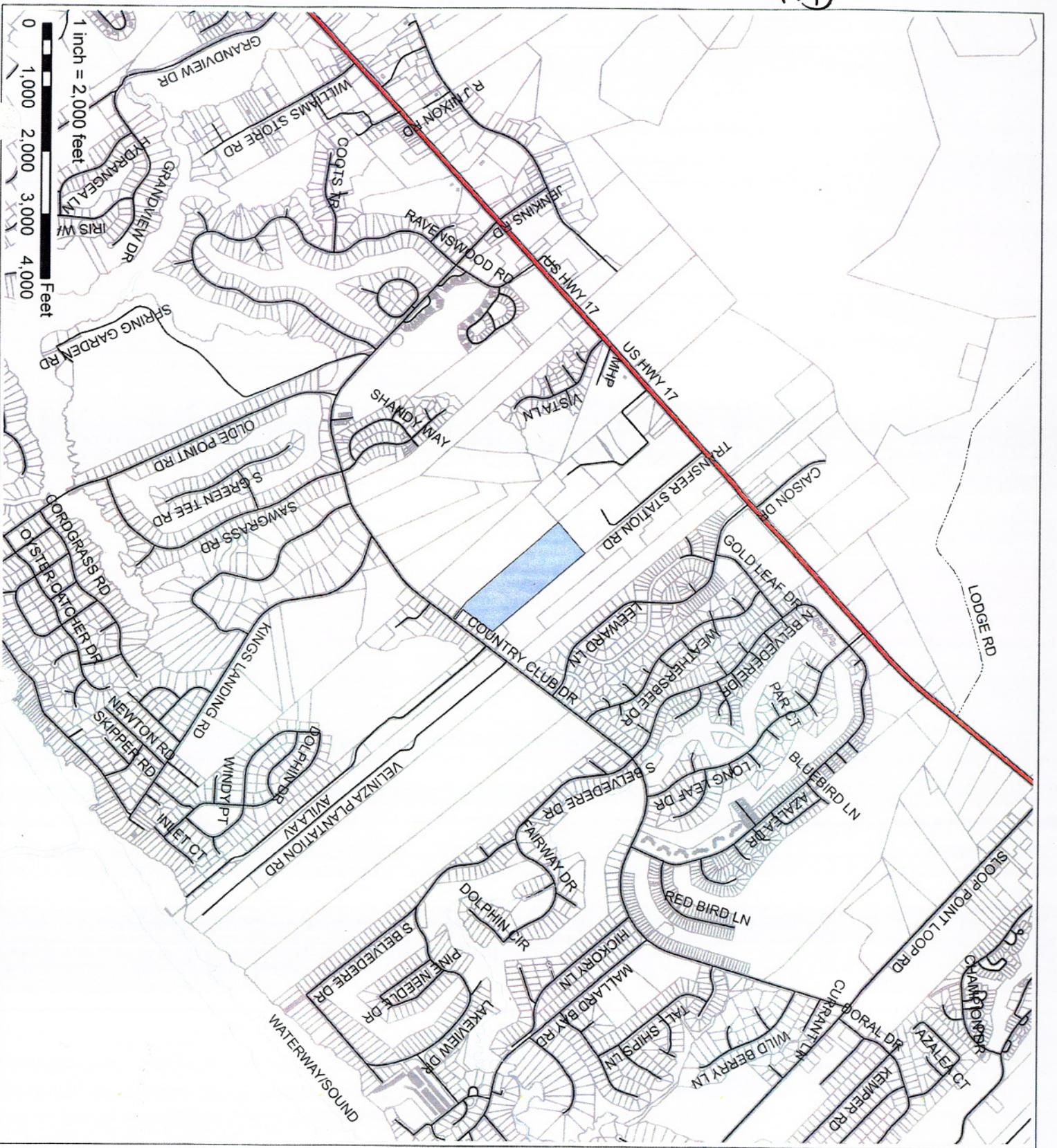
COMMUNITY AQUATIC LIFESTYLE CENTER
 Hampstead Pender County North Carolina

OVERALL SITE LAYOUT

PREPARED FOR:
 Jeff Beaudoin
 PO Box 538
 Hampstead, NC 28443
 910-547-3781

GSP CONSULTING, PLLC ENGINEERING
 6626 Gordon Road, Unit C, Wilmington, North Carolina 28411 Tel: 703-499-3273 Fax: 910-799-6659

Sheet No.
C-1.1



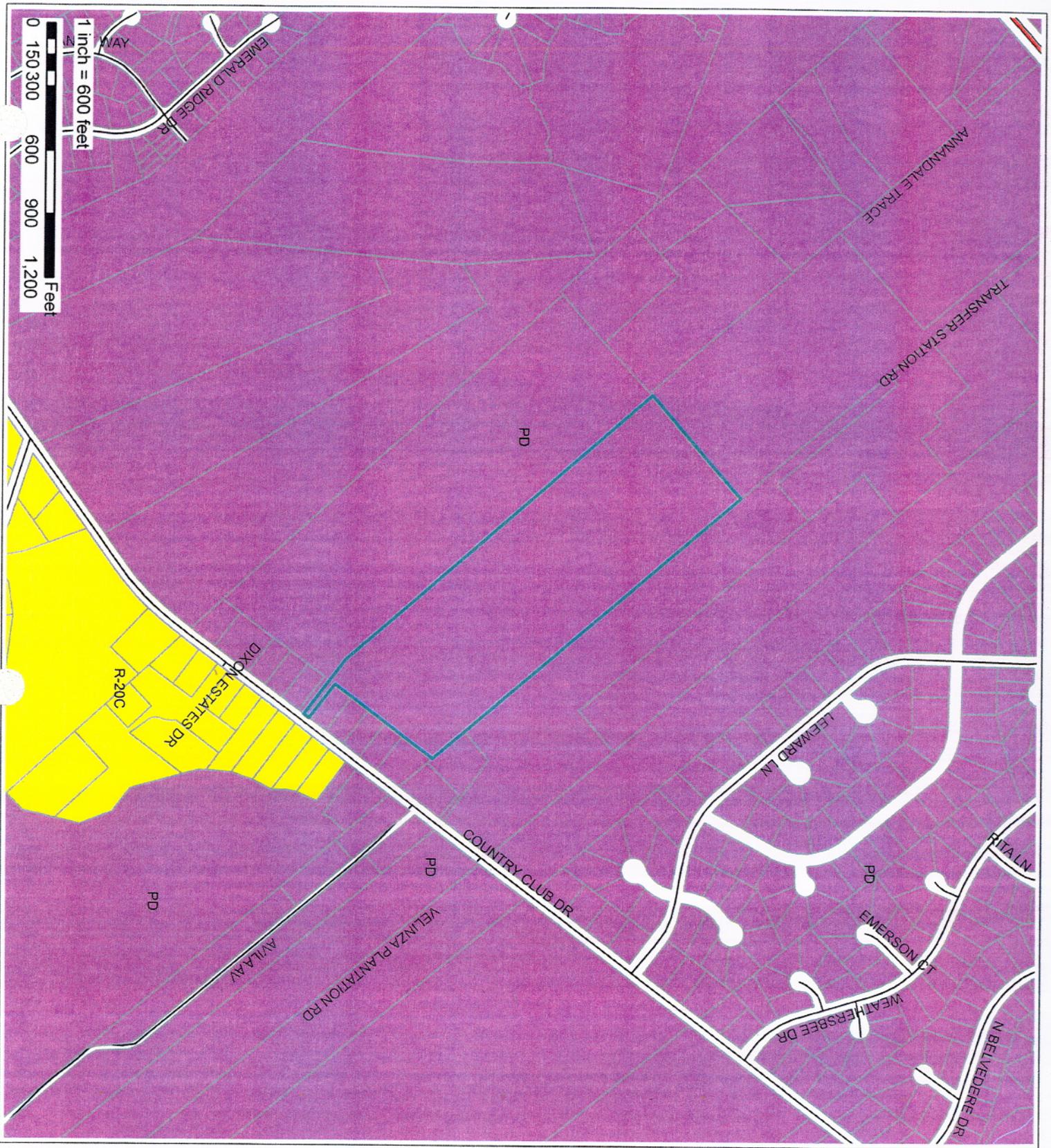
**Applicant -
Jeff Beaudoin**

**Master Plan
Indoor/Outdoor
Recreation Establishment
Privately Operated**

Community Aquatic
Lifestyle Center



Vicinity Map



Applicant -
Jeff Beaudoin

Master Plan
Indoor/Outdoor
Recreation Establishment
Privately Operated

	AquaticCenter_Beaudoin
Zoning	
	B-1
	B-2
	B-3
	I-1
	I-2
	Incorporated Area
	PD
	R-10
	R-15
	R-20
	R-20C
	RA
	RT
	WSCA
	WSFA



Zoning Map

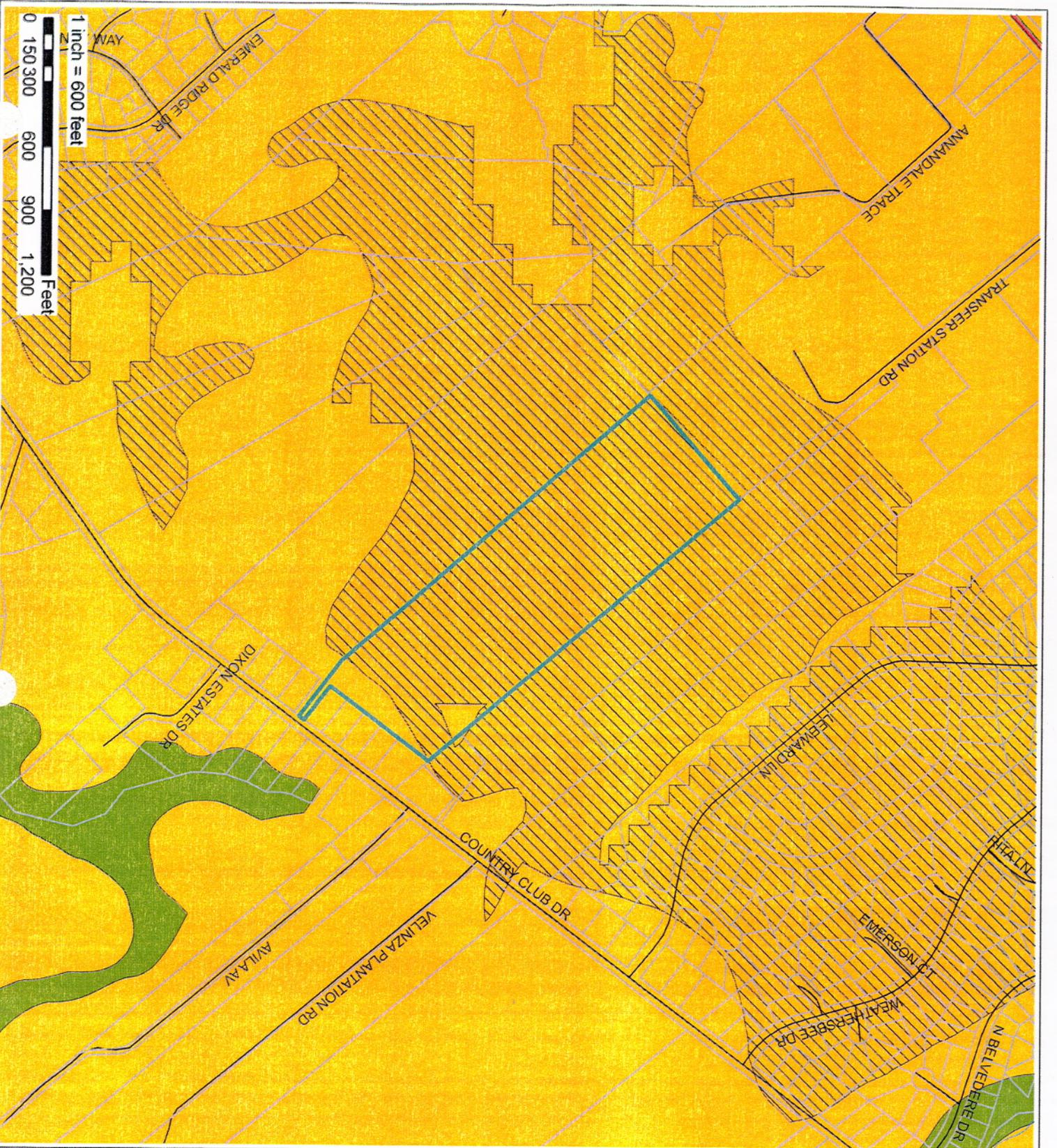


**Applicant -
Jeff Beaudoin**

**Master Plan
Indoor/Outdoor
Recreation Establishment
Privately Operated**



CAMA 1 and Use





**Applicant -
Jeff Beaudoin**

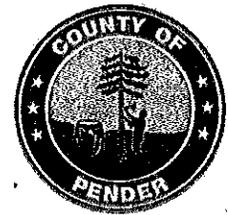
**Master Plan
Indoor/Outdoor
Recreation Establishment
Privately Operated**

**Community Aquatic
Lifestyle Center**



Aerial Map

Pender County
Planning and Community Development
805 South Walker Street
Burgaw, NC 28425
(910) 259-1202 Phone
(910) 259-1259 Fax
www.PenderCountyNC.gov



MEMORANDUM

To: Pender County Planning Board
From: Kyle Breuer, Interim Director
Date: August 3, 2010
RE: Topics of Discussion for Unified Development Ordinance and Zoning Map Update

Staff would like to present the following topics of discussion for the Planning Board to review and comment on. A ranking system will be necessary for staff to present back to the Board for Text Amendment recommendations to the Board of Commissioners. Also, other items of interest have been outlined and presented for the Boards review and recommendations.

Unified Development Updates

Article 3 Review Procedures

- **3.8.4.D.19 Contents of Minor Site Development Plan**
 - Staff feels that the necessity of requiring a signed seal of the certified design professional who prepared the plan seems to be a bit too stringent of a requirement for the minor site plan process. Recommendation of a scaled site plan shall be sufficient.

Article 4 Zoning Districts

- **PD/RM District**
 - The increase in residential density was brought up as a topic during the adoption process of the UDO; staff would like to explore density bonuses to offer in return for more quality development features. A proposal along the lines of offering credits instead of raising the density number would be proposed. This proposal would be consistent with the following **Comprehensive Land Use Plan Policy 3A.1.1**. The following are examples of categories these credits could be awarded for:
 - **Resource Enhancement & Conservation:** A wide variety of green and sustainable building and site development practices fall under this heading, as does the conservation of historic and cultural resources.
 - **Economic Development, & Revitalization:** This category groups together activities that target investment-towards specific geographies, economic sectors, and or classes of people.
 - **Growth & Infrastructure Management:** This category bundles together two related goals-directing growth to preferred locations, and tying together infrastructure provision with private development.
 - **Housing & Community Development:** The primary goal here is housing choice and affordable housing, but also included are minority business support and workforce development.

- **Article 4.14.1 Dimensional Requirements Table**

- Staff recommends amending the front yard setback prescribed in Article 4.14.1 Dimensional Requirements Table, from thirty five (35') feet to thirty (30') feet in the Residential Performance (RP) District. Issues have arisen from previously zoned R-20, Residential District property which was 30'. Staff feels the reduction in five (5') feet would make the transition more efficient.

- **Article 5 Permitted Uses**

- **NAICS 6244 Child Care Services**

- Staff recommends further review and possible amendments to consistently classify this use with NC standards and regulations in effect.

- **Article 6 Development Standards and Subdivision Design**

- **Multiple Article Sections-Waste Water Disposal Methods Required Prior to Final Plat**

- The current note required for recordation of final plats of any size has caused issues for surveyors, land purchasers, etc. as it comes off as somewhat confusing in intent. Currently, it reads "This parcel cannot be used for building development, unless a new plat is approved and recorded as required under this ordinance". Staff is proposing to amend the current language to read as follows "This parcel cannot be used for building development, unless an approved waste water disposal method has been approved and permitted by the Pender County Environmental Health Department or appropriate state agency or unless a new plat is approved and recorded as required under this ordinance".

- **Performance Guarantee Deadlines**

Currently a performance guarantee remains unlimited unless a bank issued letter of credit or bond determines a certain time limit. Placing a time limit would assure required improvements are installed within a reasonable time frame post recordation of final plat. The following is proposed to be added to the current Article 6.19.

- Performance guarantees shall require construction and installation of improvements within one year after the date of issuance of a permit or approval of construction plans if no permit is required.
- The applicant may request an extension of up to six months of the time limit for compliance if circumstances beyond the control of the applicant warrant an extension. The request for an extension shall be in writing and accompanied by a schedule for completion of remaining work. Approval of such request shall be at the administrator's or county engineer's sole discretion.

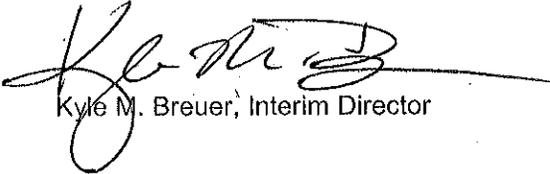
- **Definition to be Added**

- **Marinas:** Any publicly or privately owned dock, basin, or wet boat storage facility constructed to accommodate more than *five* boats and providing any of the following services: permanent or transient docking spaces, dry storage, fueling facilities, haul-out facilities, and repair services.
 - CAMA definition states that not more than ten boats and providing facilities. Zoning Ordinance reflected the number 5. There is currently no definition of Marina in the UDO.

Other Items for Discussion

- **Burgaw ETJ Reduction**
 - The Town of Burgaw recently changed the geographical boundary of their Extra Territorial Jurisdiction taking in new properties and subsequently excluding properties that were within their planning and zoning jurisdiction. Pender County has acquired approximately ±20 properties that will need a Pender County zoning classification, most of the properties affected were split zoned with Burgaw zoning and Pender County zoning. The following is the methodology proposed for zoning these properties accordingly:
 - If the property is <1 acre in size, Residential Performance (RP) District is proposed.
 - If the property is currently RP, a continuation of this classification is proposed.
 - If the property is >1 acre in size and is split zoned with Rural Agricultural (RA) district, RA is proposed.
 - If the property is >1 acre and does not have any Pender County zoning, RA is proposed.
 - A letter has been sent out to the affected property owners describing the changes that are taking place. Staff has invited these individuals to call or meet with Staff for a discussion of the zoning changes that will take affect.
 - All properties affected, under the Town of Burgaw's ETJ were zoned R-20.
- **Ratified HB 683 An Act to Extend the Permit Extension Act of 2009**
 - Staff will present current legislation approvals and foster discussion concerning the new extension given to development approvals through 12/31/2011.

Sincerely,



Kyle M. Breuer, Interim Director

MEMORANDUM

To: Pender County Planning Board

From: Pender County Planning Staff

Date: August 3, 2010

RE: Hawksbill Cove Development Issues

Pursuant to the discussion at the Planning Board hearing on July 6, 2010, staff has summarized a list of issues to be addressed by the Hawksbill Cove development team at the September 7, 2010 meeting. Staff compiled a preliminary list of issues and transmitted it to the Board on July 7, 2010 for review and revision. We have since revised and itemized the list accordingly, adding comments received via electronic mail in response to the first draft.

Staff recommends that the Board give staff consensus on these issues at the conclusion of tonight's discussion. We will then transmit to the development team the final list of items to be addressed on August 4, 2010. In order to provide staff with adequate time to review the responses, revise the agenda packet and prepare it for distribution to the Board for the September 7 meeting, we will set a deadline for the applicant to have all responses and supplementary information submitted to us no later than the close of business on Friday, August 20, 2010.

Hawksbill Cove Master Plan Hearing
July 6, 2010
Development Issues – PRELIMINARY

Issues identified at July 6, 2010 Planning Board hearing:

- Correct calculations for multi-family and single-family housing units
- Correct buffer width to 60' adjacent to Sound View Drive
- Clarify source of water (either public or provided by developer). Illustrate location of water plant if one is to be constructed by the developer onsite. What is the necessary capacity to adequately serve the development?
- Provide more information on relocation of transfer station. Specifically, how will truck traffic be accommodated and stacked?
- Issues with inland lake/marina
- Recommend connections to Soundview Drive and Scotch Bonnet Lane
- Correct density calculations to illustrate no increase in density will take place as a result of revision
- Address drainage issues to adjacent subdivisions and road crossings
- Clarify stormwater management methods and treated effluent locations. What are the size and locations of retention ponds?
- Can conditional approval proceed if initial master plan approval was contingent on the connector road being located on the Bruton property?
- Illustrate bicycle facilities on road cross section
- Provide more detail of buffer adjacent to Hideaway Shores. Should this detail be expanded to include buffers to all adjacent boundaries?

Issues sent to staff subsequent to transmittal of 7/6/10 list:

- We need all TRC and staff questions answered more clearly.
- Note on master plan that connector road will be built and binder layer of asphalt before any construction begins in main development. This means not even street work.
- Make arrangement with county about transfer station and stacking lane. (need written agreement from county prior to meeting).
- Show water plant location or use of county water. (need to decide on one or other)
- Show location of sewer plant and effluent pond locations and size
- All buffers clearly marked with size and location.
- Need to see difference in edge lots that were supposed to be larger, some areas seem to have been deleted.
- Show active and passive open space with effluent ponds removed.
- Show area for amenities.
- Would like to see prlim. Phasing plan.
- Need to see exactly where multi-family, commercial, and single family will be located.

- Redo density calculation and correct mistakes. With no more density than was originally allowed on site without connector road included.
 - Make note on plan if inland marina is not state approved they can not come back and add further dev. (will need to be marked as no development)
 - Need to show 4' sidewalk from Country Club to Highway 17 (possibly sidewalk to aquatic center)
 - Preliminary drainage assessment on how water will affect flooding in adjacent developments.
 - Connections to Scotch Bonnet & Soundview Dr.
 - Buffer at Soundview to be marked 60 ft
 - If water and sewer plants not utilized or removed at a later date area will revert to open space.
 - Overall density concerns.
-