

Town of North Topsail Beach

Joann M. McDermon, Mayor
Mike Benson, Mayor Pro Tem

Aldermen:
Alfred Fontana
Richard Grant
Tom Leonard
Connie Pletl



Alice Derian, ICMA-CM
Town Manager

Melinda Mier
Town Clerk

Nature's Tranquil Beauty

Planning Board

Agenda

Thursday, January 12, 2023, at 5:00 PM

2008 Loggerhead Court, North Topsail Beach NC 28460

- | | | |
|------|---|-----------|
| I. | Call to Order | 5:00 p.m. |
| II. | Adoption of Agenda | 5:01 p.m. |
| III. | Approval of Minutes: | 5:02 p.m. |
| | A. November 10, 2022 | |
| IV. | Public Comment | 5:03 p.m. |
| V. | New Business | |
| | A. Commercial Plan Review: Fire Station (ref § 2.06.07) | |
| | B. Proposed Amendment § 6.06 Artificial Turfgrass Prohibited | 6:00 p.m. |
| | C. Proposed Amendment § 4.03.20, § 11.02 Duplex, Dwelling | 6:15 p.m. |
| | DUPLEX. A building containing two dwelling units: where the building is designed to be occupied by two families living independently from each other. The DUPLEX must have a continuous common wall and/or floor assemblies having not less than a one-hour fire-resistance rating. A breezeway or porch connection will not be considered a common or party wall. | |
| | D. Proposed Amendment § 4.03.07 FENCES | 6:30 p.m. |
| VI. | Discussion | 6:45 p.m. |
| | A. Wetland Protection | |
| | B. NCRCCP PH 3: Concept Review Meeting 12/7/2022 | |
| | C. Permuda Island Local Advisory Committee Meeting 12/13/2022 | |
| | D. CAMA Workshop 12/15/2022 | |
| | E. CRS Cycle Verification Meeting for 4/18/2023 | |
| VII. | Adjournment | 7:00 p.m. |

Notice to citizens who wish to speak: As a courtesy to others, a citizen speaking on an agenda item or making a petition is normally limited to three minutes. Persons who are organizing a group presentation and who wish to speak beyond the three minute limit are requested to make prior arrangements through the Planning Director by calling 328-1349. If you wish to address the Board this evening, please go to the front right corner of the conference room and sign up with the Recording Secretary. The Board may also change the order in which agenda items are presented.

Attorneys: If you are representing a person with an interest in a quasi-judicial proceeding on this agenda and believe you may wish to cross examine a witness, please identify yourself as such to the Recording Secretary. For the sake of maintaining an accurate public record all speakers must be prepared to speak into an amplified microphone and must provide their name to the Recording Secretary.

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Program for Public Information (PPI) Committee

Regular Meeting Draft Minutes

Thursday, November 10, 2022, at 5:00 PM

2008 Loggerhead Court, North Topsail Beach NC 28460

Present: Hanna McCloud – Chair, Paul Dorazio – Vice Chair, Pat Stigall, Susan Meyer, Stu Harness.

Absent: Gunnar Mathews, Lisa Brown, Scott Morse.

Present Other: Deborah Hill – Planning Director, Kate Winzler – Clerk to the Planning Board, IT Director Ricky Schwisow

CALL TO ORDER Mrs. McCloud called the meeting to order at 5:12 p.m.

ADOPTION OF THE AGENDA Vice Chair Dorazio made a motion to adopt the agenda. Ms. Stigall seconded. The motion passed unanimously, 5-0.

APPROVAL OF MINUTES

Ms. Meyer made a motion to approve the minutes for August 11th, September 8th, and October 13th, 2022. Vice Chair Dorazio seconded the motion. The motion passed unanimously, 5-0.

PUBLIC COMMENT none.

OLD BUSINESS

CASE #SUP-22-02 Planning Director Hill reviewed the amendments to the application received on November 7, 2022, with the revised exhibits including the preliminary plot plan dated November 2, 2022, the Bermuda Landing Homeowners Association Letter dated October 25, 2022, and the November 10, 2022 response from Division of Coastal Management. Ms. Hill noted that requirement for a CAMA Minor Permit for the proposed expansion. She re-iterated that prior approvals of decks and additions in Bermuda Landing- prior to July 1, 2021- were considered minor and staff had the authority to approve them at that time.

When North Carolina General Statute 160D went into effect- unless specified in the ordinance, staff does not have the authority to approve these modifications any longer. Modifications are now required to go through the same process that the development originally went through for approval. The final plat of survey for the Bermuda Landing Place townhouses was approved on March 17, 1988, through the special use permit process. Therefore, this proposed development

is going through the special use permit process. Ms. Hill noted that this development requires three parking spaces. Ms. Laura Murphy confirmed there are three parking spaces. Ms. Hill expressed concern for the new stair landing encroaching into the rear easement and requested the stair landing be designed not to encroach into the easement as a condition of approval. She noted that the plat of survey must indicate the special flood hazard area and does not currently.

Vice Chair Dorazio inquired about noting the steps in the ten-foot easement as a condition. Ms. Hill confirmed. Chair McCloud asked for clarification on the conditions of approval. Ms. Hill suggested the Board may want to remove items three and four in the staff recommendation on page fifteen of forty-three. Mr. Harness requested background information regarding the impervious surface. Planning Director Hill reviewed CAMA exemption 29-22 which limited the impervious surface to twenty-five percent. The second preliminary plot plan dated August 26, 2022, indicates the proposed total impervious surface of forty-five-point-two percent. The updated plat dated November 2, 2022, indicates the existing impervious surface of seventy-seven-point-eight percent. There was discussion.

Mr. Harness made a motion to approve with the conditions. Ms. Meyer seconded the motion. The motion passed unanimously, 5-0.

DISCUSSION

Planning Director Hill offered to prepare the topics of wetland protection, duplexes, zoning map updates, and the text amendment for minor modifications for the next Planning Board Meeting. The Board discussed the next Planning Board meeting. The consensus of the Board was not to have a December Planning Board meeting. The next Planning Board meeting will be January 12, 2023. Planning Director Hill wished the Board a happy Veterans Day and Marine Corps Birthday. Ms. Hill discussed the on-going stormwater infiltration resilience grant project with Surf City and Topsail Beach. There was discussion.

ADJOURNMENT Mr. Dorazio made a motion to adjourn. Ms. Stigall seconded. Motion passed unanimously, 5-0.

The Planning Board meeting adjourned at 5:45 p.m.

APPROVED

This 12th day of January 2023

Hanna McCloud
Chair

CERTIFIED

This 12th day of January 2023

Kate Winzler
Clerk

STAFF REPORT CONTACT INFORMATION

Deborah J. Hill MPA AICP CFM CZO

DOCKET/CASE/APPLICATION NUMBER

SPA22-000018 Commercial Plan Review:
Fire Station N. Topsail Beach Fire Station #2

APPLICANT/PROPERTY OWNER

Paramounte Engineering, Inc./ Brad Schuler, P.E.
Town of North Topsail Beach/ Alice Darian, Town Mgr

PUBLIC HEARING DATE

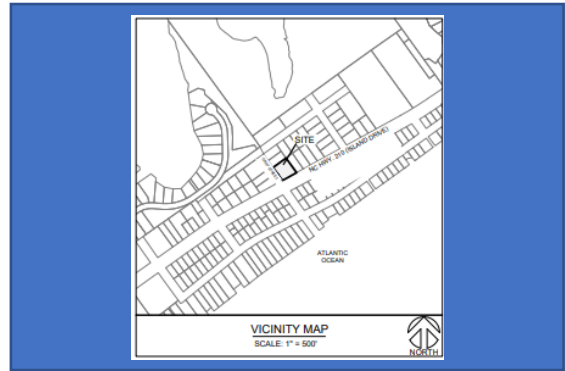
TBD (NEXT BOA 2/1/2023 11AM)

PROPERTY ADDRESS/LOCATION

3304 GRAY ST/ NORTH TOPSAIL BEACH

BRIEF SUMMARY OF REQUEST

The applicant, Paramounte Engineering, on behalf of its client, the Town of North Topsail Beach, is requesting development plan review/approval of the proposed North Topsail Beach Fire Station #2. Procedures for Commercial Plan Review are outlined in UDO § 2.06.07.



Design Documents/December 2022/Paramounte Engineering, Inc.

| EXISTING ZONING | EXISTING LAND USE (CAMA LUP Map 10A) | SURROUNDING ZONING & LAND USE | SITE IMPROVEMENTS | SIZE OF PROPERTY |
|-----------------|---|---|--|--------------------------------|
| CD-R5 | Office & Institutional | N: vacant CD-R5 E: single family CD-R5 S: Island Dr CD-R5 W: Gray St CD-R5 | 1986 PUBLIC/GOVERNMENT BUILDINGS | +/- 0.38 acres/ +/-16,501SF |

STAFF RECOMMENDATION

Planning Director recommends that in accordance with § 2.06.07(A)(1), the Planning Board returns the development plan to the applicant/owner for revision and/or additional information before recommending action by the Board.

APPROVE

APPROVE WITH CONDITIONS

DENY

| | |
|---|--|
| <p>COMPATIBILITY with the COMPREHENSIVE PLAN (Town of North Topsail Beach 2019 CAMA Land Use Plan 3/4/2021)</p> <p>The North Topsail Beach Fire Department is located at 2049 New River Inlet Road (Station 1) with an additional location at 3304 Gray Street (Station 2). The department's Station 1 facility is adequate through the planning period and is undergoing renovation and maintenance; however, Station 2 consists of a metal building established in 1987 and is in disrepair in need of immediate replacement. (updated from Page 4-9)</p> <p>North Topsail Beach will continue to encourage projects undertaken by the Town's Police Department, Fire Department, and Public Works, which will lessen the vulnerability of the Town and its residents to natural hazards. Annex 3 – 9</p> <p>Within Outstanding Resource Waters (ORW) AEC. Existing impervious 14,491 sf (88%). Proposed is 14,5578 (88.3%). (Sheet C-2.1) ref 15A NCAC 07H .0209 COASTAL SHORELINES (d)(2)</p> | <p>PROPERTY HISTORY</p> <p>Compatibility with the planned development (or other controlling documents); traffic/parking; public works/utilities; engineering/flood plain/soil; building code/fire or design</p> <p>Flood Zone: AE</p> <p>Flood Source: Atlantic Ocean</p> <p>Base Flood Elevation: 12 ft More</p> <p>County: Onslow</p> <p>Political Area: Town Of North Topsail Beach</p> <p>CID: 370466</p> <p>Panel: 4256 Download</p> <p>Map Number: 3720425600K</p> <p>Panel Effective Date: 6/19/2020</p> <p>Latitude: 34.45778</p> <p>Longitude: -77.49249</p> |
|---|--|

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|-------------------------|
| Public administration/government facilities (ambulance service; police and fire stations) | P | P | P | P | P | P | P | P | P | P | 4.03.20 |
|---|---|---|---|---|---|---|---|---|---|---|-------------------------|

§ 4.03.19 PUBLIC ADMINISTRATION (GOVERNMENT FACILITIES).

(A) Access. Must have primary access to a minor thoroughfare or higher capacity street.

(B) Use separation. Fifty-foot minimum distance between the ambulance or police station or similar use and any adjacent residential property.

(C) Screening. Service areas must be separated from the view from abutting residential properties using the standards for enclosed outdoor storage and service areas pursuant to § 4.03.06.

(Ord. passed 11-2-2011)

§ 6.04.01 PURPOSE OF BUFFERS.

(A) Buffers are required to protect one class of use from adverse impacts caused by a use in another class. This regulation benefits both the developer and the adjoining landowner(s) because it allows the developer several options from which to choose in developing the property, while ensuring each neighbor adequate protection regardless of the developer’s choice, thereby protecting the property values of all properties involved.

(B) The buffer is a strip of land together with the planting required thereon. Both the amount of land and the type and amount of planting specified for each buffer requirement of this ordinance are designed to minimize nuisances between adjacent land uses or between a land use and a public street. The planting units required in buffers have been calculated to ensure that they do, in fact, function as “buffers”.

(C) Buffers required for permits:

(1) Buffers are required to separate different land uses from each other in order to eliminate or minimize potential nuisances such as dirt, litter, traffic, noise, glare of lights, signs and unsightly buildings or parking areas, or to provide spacing to reduce adverse impacts of noise, or danger from fires or explosions. The fact that a particular land use may be permitted by right in its zoning district does not exempt it from the buffering requirements;

(2) Each application for a zoning permit or a certificate of occupancy shall include information on the location and types of buffers to be constructed or already existing. This information shall be in sufficient detail to enable the Zoning Administrator to determine whether the requirements of this section are being met; and

(3) The installation of all required buffers shall be completed prior to the issuance of a certificate of occupancy.

(Ord. passed 11-2-2011)

§6.05 OFF-STREET PARKING AND LOADING REQUIREMENT. (verify number of spaces)

(A) Permanent off-street parking spaces shall be indicated on plans submitted for review and provided on the lot in accordance with the following requirements prior to the completion of construction of any building or structure, or at the time any principal building or structure is enlarged

or increased in capacity by adding dwelling units, bedrooms or before conversion from one zoning use or occupancy to another.

(B) Storm water run-off standards are required for all off-street parking and driveways for the purpose of protecting surface water and ground water quality, to protect and promote public health, safety and general welfare with guided plans that limit storm water run-off, pollutants, road ponding and environmental concerns and to avoid any further problems. The developer shall provide **surface water drainage plans**. These plans shall indicate storm water drainage supported by design computations. The design shall conform to the standards as required by **NCDOT, NCDWQ or other regulatory state agency**.

(1) Permanent off-street parking spaces and driveways shall be graded and paved with gravel, porous concrete, porous paving or an open-face paving block over sand and filter-cloth base. If non-porous material is used to construct the parking area or driveway on the property an engineered storm water plan must be submitted as a supplement to the plat plan.

(2) Applicants must prove to the Planning Department that adequate measures have been taken to contain the first inch and a half of rainfall in a 24-hour period.

(3) **The engineered storm water plan for driveways is not allowed on any property located in any Outstanding Resource Water (ORW) Area of Environmental Concern (AEC). The state requirement of 25% built-upon will remain in effect.**

Public buildings: **1 parking space for each employee, plus 1 parking space for each 5 seats in the largest assembly room**

§6.05.02 OFF-STREET LOADING PURPOSE AND GENERAL REQUIREMENTS.

Plans for off-street loading areas shall include (1) The location and dimensions of driveway entrances, access aisles and loading spaces; (2) The provision for vehicular and pedestrian circulation; and (3) The location of sidewalks and curbs.

§6.05.03 MINIMUM LOADING REQUIREMENTS.

Gross Floor Area (Square Feet) Minimum Number of Spaces Required 5,000 - 20,000 1

The Town's Flood Damage Prevention Ordinance is specific in requiring piles supported structures with breakaway walls in V and AE zones. The development plan is **not consistent with UDO § 7.05 (G), in addition to the provisions of § 7.05 (A) and (B). (i.e., structure on piers and posts, provide break away wall design for ground enclosure, flood vents, materials below RFPE must be flood resistant, no plumbing allowed below RFPE within enclosure, etc.).**

| ATTACHMENTS (CIRCLE) | SUBMITTED PLANS | PUBLIC HEARING PETITION/ APPLICATION FORM | LEGAL NOTICE | LEGAL DESCRIPTION |
|----------------------|---|---|-----------------------|-------------------|
| | PUBLIC COMMENTS | AGENCY COMMENTS | RESPONSE TO STANDARDS | |
| OTHER (DESCRIBE) | 44 CFR § 60.22 - Planning considerations for flood-prone areas. | RESPONSE: Southeastern NC Regional Hazard Mitigation Plan p. 6:19 | | |

RESPONSE TO STANDARDS

§ 2.06.07 COMMERCIAL PLAN REVIEW.

(A) Commercial plan and design requirements.

(1) Development plans involving new construction of commercial space must be approved by the Board of Aldermen before issuance of a zoning permit. The Planning Board shall review and make recommendations prior to recommending action by the Board of Aldermen; furthermore, **the Planning Board may return the development plan to the applicant/owner for revision and/or additional information before recommending action by the Board.**

(2) Upon submittal of a development plan and all required materials specified by the Planning Board, the Planning Board shall have 20 working days to either return the development plan to the applicant with noncompliance findings noted, or notify the applicant of an approval/rejection/ recommendation for approval/return for revision and/or additional information. Notification may be verbal, but must be documented in writing within 30 days following the notification date. Each time a development plan is rejected, revised or returned for additional information, the timetable for official action shall begin anew. Should a period of 30 days elapse between the submittal of a development plan and the issuance of a written notification, then the development plan shall be deemed approved/ recommended for approval.

(3) Where Board of Aldermen approval is required as specified herein, the Board shall have 60 days following receipt of the Planning Board's recommendation to take action either to approve or reject the development plan. Failure of the Board of Aldermen to act on the development plan within the specified period shall deem approval of the development plan as submitted.

(4) Applicants wishing to re-submit rejected development plans must reapply. Substantial changes to approved development plans must be reviewed by the Planning Board and approved by the Board of Aldermen. Approved development plans must apply for all required permits, including zoning. All re-applications are subject to the current fee schedule as approved by the Board of Aldermen.

(5) Applicants requesting development plan review/approval shall be required to pay a review fee in accordance with the fee schedule at the time of each development plan submittal and/or request for substantial revision.

(B) Effect of development plan approval; validity.

(1) Approval of the development plan shall authorize the applicant to proceed with the installation of site improvements provided all other regulatory requirements and permits are satisfied. Approval shall not authorize the sale or transfer of lots/tracts/units, or the occupancy/use, or the revision of the approved development plan. Development plan approval shall be void unless installation of improvements is in accordance with the approved development plan and/or approved revisions thereto. Development plan approval is valid for a period of one year from the date of approval; however, approved revisions shall not constitute additional time unless specified in writing by the Planning Board upon approval of said revisions. Substantial revision to a development plan requires re-application as described in § 2.06.06(A), may constitute a new validation period.

(2) Projects requiring more than one year for construction and completion may request additional time in either the application or a subsequent letter or request; however, no approval shall be granted for a period greater than two years. Projects requiring phased construction or approval for periods exceeding two years shall submit development plans for each phase or for each extended period of construction, subject to the discretion of the Board of Aldermen.

(C) As-built plans; validity and effect.

(1) A set of as-built drawings and technical data shall be prepared by the applicant and submitted to the Building Inspector and Zoning Official for review of compliance prior to occupancy and/or use of

developments. The Zoning Official shall notify the applicant within 15 days of receipt of the development plan as-built drawing and technical data, of any noncompliance or deficiency in information.

(2) As-built drawing(s) and technical data shall be kept on file at the Town Hall along with one copy of the approved development plan and any approved revisions thereto.

(3) Commercial development not in compliance with an approved development plan shall not be eligible for occupancy/use until all corrective measures are taken to satisfy the requirements herein.

(D) Sketch plan requirements and procedure.

(1) The sketch plan should be drawn to scale, preferably the scale required for development plan submittal. Required information shall include the following:

- (a) Property boundaries and total acreage and square footage;
 - (b) Major topographical and physical features (i.e., water bodies, slopes, buildings, areas of environmental concern, streets and the like);
 - (c) Proposed streets, buildings and/or lot arrangement;
 - (d) Existing and proposed land use with brief project description including building sizes, unit sizes, lot sizes, open space, amenities and the like;
 - (e) Name, address and telephone number of applicant/owner and persons (FIRM) preparing the development plan;
 - (f) Adjacent street names, numbers and right-of-way widths; and
 - (g) Zoning district classification of site and surrounding properties, including those across streets.
- (2) The sketch plan shall be submitted providing at least nine copies.

(E) Development plan requirements and procedure.

(1) The development plan shall be drawn to scale of one inch equals 30 feet unless otherwise approved by the Planning Board. Required information may be waived and/or recommended information required at the discretion of the Planning Board, where special circumstances avail. The development plan shall be submitted providing the minimum required information and should contain all applicable recommended information:

- (a) Existing and proposed topographic contours, at vertical intervals no greater than two feet, of development areas;
- (b) The location, use and outline of existing and proposed buildings and structures;
- (c) Square footage and total percentage of built upon area;
- (d) The location of proposed open spaces;
- (e) The location, name, pavement width and right-of-way width of existing streets;
- (f) The location, name, pavement width, curb type, right-of-way width, pavement type, sidewalk location and curb cuts of all proposed street and parking facilities and site improvement.
- (g) The location of all existing and proposed utilities including electrical, water, sewage, telephone, fiber optic and gas facilities (including easements); all utilities must be underground;
- (h) The location of all existing and proposed drainage facilities necessary to serve the site (including easements);
 - (i) Schedule of densities showing the number and type of units per acre;
 - (j) Schedule of building uses, by type, showing the number of bedrooms, the number of units and floor area;
 - (k) Buffer and screening devices proposed to separate uses within the development;
 - (l) Proposed perimeter buffers and screening devices;
 - (m) Proposed schedule of development for each phase of the project showing anticipated time for completion and estimated completion dates;
 - (n) Property line survey and acreage data;
 - (o) Vicinity map at a scale of one inch equals 400 feet and encompassing an area no less than one-fourth

mile in radius of the site and including:

1. Existing streets;
 2. Existing watercourses and FEMA flood hazard areas; and
 3. Existing land uses on the site and in the area surrounding the site.
- (p) Written and graphic scale, north arrow and title;
- (q) Proposed name of development;
- (r) Technical report containing:
1. A description of the project including general characteristics, development concept, architectural design and amenities;
 2. A general assessment of impact showing the proposed impact upon all affected utilities, transportation facilities, the environment, the local economy and local government; and
 3. Engineering report to demonstrate adequacy of existing and proposed public facilities;
- (s) Name, address and telephone number of the applicant and persons (FIRM) preparing the development plan;
- (t) Zoning district classification of site and surrounding properties, including those across street(s);
- (u) Owner names of surrounding properties;
- (v) Existing driveway cuts on all adjacent properties (including those across the street(s); and
- (w) **Certificate of review and approval of the technical standards:**

“I hereby certify that I have reviewed the plan and the plan meets or exceeds the regulations and Ordinances of the Town of North Topsail Beach.

| | |
|------------------------------|-------------|
| Public Works Director | Date |
| Fire Marshal | Date |
| Police Chief | Date |
| Building Inspector | Date |
| Planning Director | Date |

(2) Development plans requiring consideration by the Board of Aldermen shall be submitted in sets of nine copies for Planning Board and eight copies for the Board of Aldermen upon recommendation by the Planning Board. Applicants are encouraged to submit the eight copies for Aldermen review after receiving and incorporating comments resulting from the Planning Board’s recommendation. Facilities and/or improvement proposed for dedication to the state, the county and/or the town and/or their political subdivisions shall be submitted for design approval and plan. Before constructing, detailed plans and specification, prepared by a licensed professional engineer, shall be reviewed and approved by each relevant entity in accordance with their respective policies regarding said facilities and/or improvements. Approval of the development plan does not imply or satisfy approval requirements for such facilities and/or improvements.

(F) As-built development plan requirements.

- (1) The as-built development plan shall be submitted in accordance with subsection (C) above, and the following requirements.
- (a) The as-built development plan shall constitute only that portion of the approved development plan proposed for occupancy and/or use at that time.
- (b) An as-built development plan may be required to show or be accompanied by the following information subject to the discretion of the Planning Director:
- i. Name of development;
 - ii. Date including the month, day and year of the original drawings and of each revision;
 - iii. Names and addresses of the owner of record, the applicant, the land planner, the surveyor and the engineer;
 - iv. Boundary lines of the development with distances accurate to hundredths of a foot and bearings of

one-half a minute;

- v. Building height,
- vi. Radii, central angles, tangents, length of acres and curvature of all new street lines;
- vii. Lines and widths of all easements with dimensions accurate to hundredths of a foot and notation of the purpose of the easement or any limitations on its use;
- viii. The location and elevation of the benchmark to which contour elevation refer;
- ix. Lot number and a statement of the total number of lots. Lot lines shall be defined by distances in hundredths of a foot and in degrees to the nearest one-half of a minute, either by magnetic bearings or by angles of deflection from other lot and street lines;
- x. Building setback lines with dimensions;
- xi. Statement of the intended use of all commercial areas, with reference to existing or proposed restrictions;
- xii. Accurate boundaries and specific designation of any area to be dedicated or reserved for public use of acquisition; and
- xiii. Accurate boundaries of flood hazards areas and areas of environmental concern.

(c) Certificate of ownership and dedication:

"I hereby certify that I am the owner of the property shown and described hereon, which is located in the Corporate Limits of the Town of North Topsail Beach, and that I hereby adopt this development plan with my free consent, establish minimum building setback lines, and dedicate all streets, walks, parks, and other sites and easement to public or private use as noted. Furthermore, I hereby dedicate all sanitary sewer and water lines to the appropriate agency.

Owner Date"

(d) Certificate of survey and accuracy:

"I, _____ certify that this map was (drawn under my supervision) (deed description recorded in Book ____, page ____, etc.)(other specify); that the error of closure as calculated by latitudes and departures is 1: __; that the boundaries not surveyed are shown as broken lines platted from information found in Book ____, page and seal this _____ day of _____, 20____, A.D.

Surveyor, Date

Registration No.,

Seal

Sworn to and subscribed before me this _____ day of _____.

Notary Public Seal

(e) Certification of the approval of streets and utilities:

We hereby certify: 1) that streets, utilities, and other improvements have been installed within the Development shown and described here on in an acceptable manner and in accordance with design standards of the applicable regulations and Zoning Ordinance, Town of North Topsail Beach, North Carolina and other specification so the town: or, 2) that a security bond in the amount of \$____, case in the amount of \$____, or an irrevocable letter of credit payable upon demand by the town has been posted with the town to assure completion of all required improvements in case of default.

Date

Surveyor,

Registration No.,

Seal

Sworn to and subscribed before me this _____ day of _____

Notary Public Seal

(f) Certificate of approval of water and sewage system:



I hereby certify that the water supply system and the sewage disposal system installed or planned to be installed to serve each lot or unit within the Development shown and described here on fully meets the requirements of the Onslow County Health Department.

Environmental Health Specialist Date

(g) Certificate of approval for recording:

I hereby certify that the development plan shown hereon has been found to comply with the Zoning Ordinance, Town of North Topsail Beach, North Carolina with the exception of such variances, if any, as are noted in the minutes of the Board of Adjustment at its meeting on _____ and may be recorded in the Office of Clerk of Onslow County.

Planning Director Date

(2) The as-built development plan shall be provided in a minimum of two copies, each bearing the original signatures and executions of the aforementioned applicable certifications.

(G) Design requirements. All development shall be in conformance with the following design and/or construction requirements.

(1) Private improvements. Any and all components for development not intended and/or proposed for public facilities dedication and/or public utility shall be in conformance with the following regulations.

(a) Driveway and parking facilities construction shall be in accordance with § 6.05.

(b) Water and sewer line (collection/distribution and service) construction shall be in accordance with policies and procedures established and design requirements and construction standards established by the water and sewer authorities.

(c) Buildings and their respective appurtenances shall be constructed in accordance with policies, procedures, design requirements and construction standards established herein and by the building code adopted by the town, as amended.

(d) Signs and their respective appurtenances shall be constructed in accordance with the policies, procedures, design requirements and construction, standards established in Article 8 of this ordinance. (Ord. passed 6-1-2006; Ord. passed 11-2-2011)

Critical Facility

For some activities and facilities, even a slight chance of flooding is too great a threat. Typical critical facilities include hospitals, fire stations, police stations, storage of critical records, and similar facilities. These facilities should be given special consideration when formulating regulatory alternatives and floodplain management plans. A critical facility should not be located in a floodplain if at all possible. If a critical facility must be located in a floodplain it should be provided a higher level of protection so that it can continue to function and provide services after the flood. Communities should develop emergency plans to continue to provide these services during the flood.

Under Executive Order 11988, Floodplain Management, Federal agencies funding and/or permitting critical facilities are required to avoid the 0.2 percent (500-year) floodplain or protect the facilities to the 0.2 percent chance flood level.

Last updated July 7, 2020

44 CFR § 60.22 - Planning considerations for flood-prone areas.

- [CFR](#)

[prev](#) | [next](#)

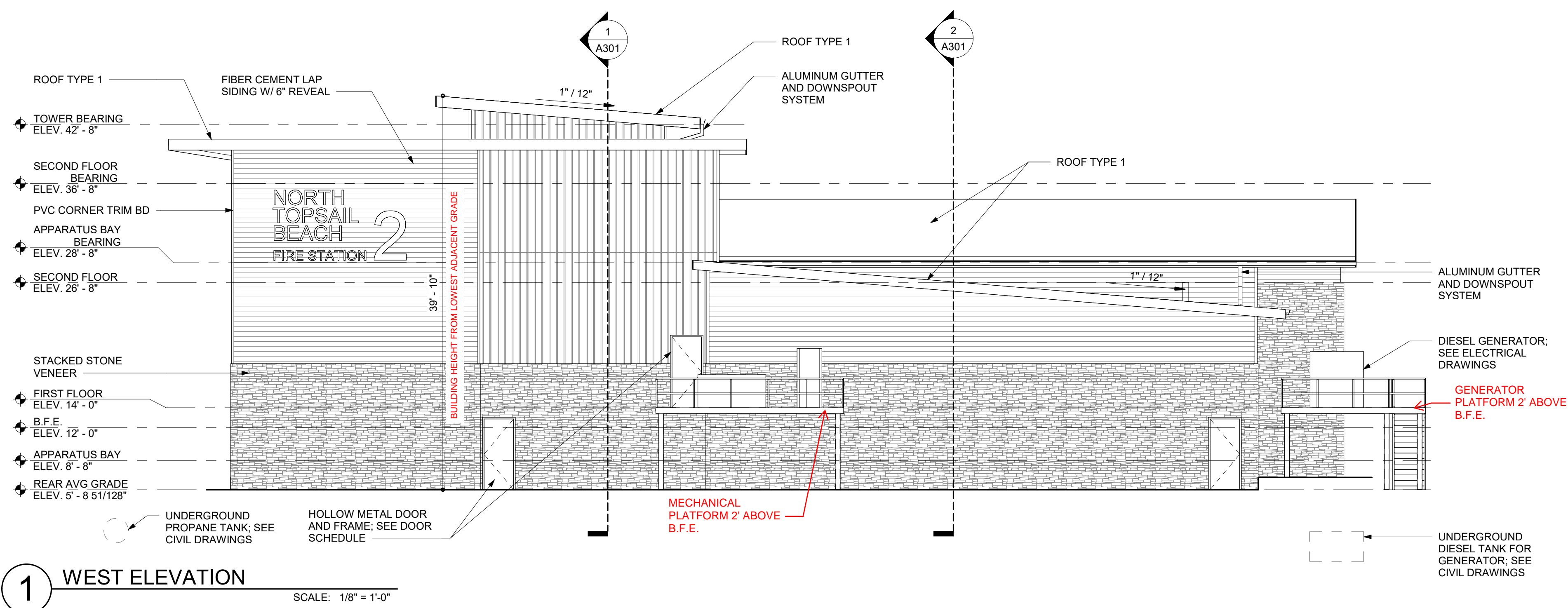
§ 60.22 Planning considerations for [flood](#)-prone areas.

- (a) The [flood plain management regulations](#) adopted by a [community](#) for [flood](#)-prone areas should:
- (1) Permit only that [development](#) of [flood](#)-prone areas which (i) is appropriate in light of the probability of [flood](#) damage and the need to reduce [flood](#) losses, (ii) is an acceptable social and economic use of the land in relation to the hazards involved, and (iii) does not increase the danger to human life;
 - (2) Prohibit nonessential or improper installation of public utilities and public facilities in [flood](#)-prone areas.
- (b) In formulating [community development](#) goals after the occurrence of a [flood](#) disaster, each [community](#) shall consider -
- (1) Preservation of the [flood](#)-prone areas for open space purposes;
 - (2) Relocation of occupants away from [flood](#)-prone areas;
 - (3) Acquisition of land or land [development](#) rights for public purposes consistent with a [policy](#) of minimization of future property losses;
 - (4) Acquisition of frequently [flood](#)-damaged structures;
- (c) In formulating [community development](#) goals and in adopting [flood plain management regulations](#), each [community](#) shall consider at least the following factors -
- (1) Human safety;
-

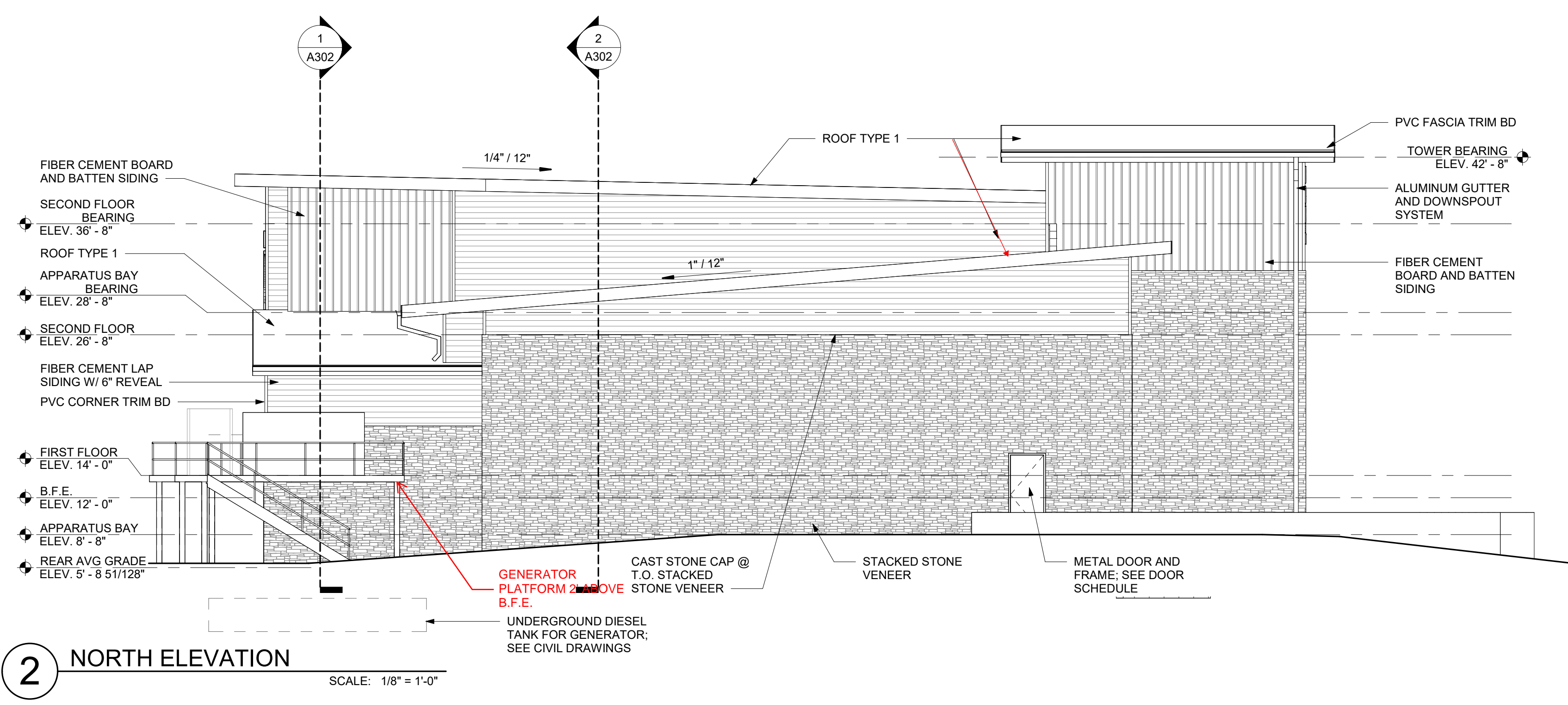
- (2) Diversion of [development](#) to areas safe from flooding in light of the need to reduce [flood](#) damages and in light of the need to prevent environmentally incompatible [flood plain](#) use;
- (3) Full disclosure to all prospective and interested parties (including but not limited to purchasers and renters) that (i) certain [structures](#) are located within [flood](#)-prone areas, (ii) [variances](#) have been granted for certain [structures](#) located within [flood](#)-prone areas, and (iii) [premium](#) rates applied to new [structures](#) built at elevations below the [base flood](#) substantially increase as the elevation decreases;
- (4) Adverse effects of [flood plain development](#) on existing [development](#);
- (5) Encouragement of floodproofing to reduce [flood](#) damage;
- (6) [Flood](#) warning and emergency preparedness plans;
- (7) Provision for alternative vehicular access and escape routes when normal routes are blocked or destroyed by flooding;
- (8) Establishment of minimum floodproofing and access requirements for schools, hospitals, nursing homes, orphanages, penal institutions, fire stations, police stations, communications centers, water and sewage pumping stations, and other public or quasi-public facilities already located in the [flood](#)-prone area, to enable them to withstand [flood](#) damage, and to facilitate emergency operations;
- (9) Improvement of local drainage to control increased runoff that might increase the danger of flooding to other properties;
- (10) Coordination of plans with neighboring [community's flood plain management](#) programs;
- (11) The requirement that all new construction and [substantial improvements](#) in areas subject to subsidence be elevated above the [base flood](#) level equal to expected subsidence for at least a ten year period;
- (12) For [riverine](#) areas, requiring subdividers to furnish delineations for [floodways](#) before approving a subdivision;
- (13) Prohibition of any alteration or relocation of a watercourse, except as part of an overall drainage basin plan. In the event of an overall drainage basin plan, provide that the [flood](#) carrying capacity within the altered or relocated portion of the watercourse is maintained;
- (14) Requirement of setbacks for new construction within Zones V1-30, VE, and V on a [community's FIRM](#);
- (15) Requirement of additional elevation above the [base flood](#) level for all new construction and [substantial improvements](#) within Zones A1-30, AE, V1-30, and VE on the [community's FIRM](#) to protect against such occurrences as wave wash and floating debris, to provide an added margin of safety against [floods](#) having a magnitude greater than the [base flood](#), or to compensate for future urban [development](#);
- (16) Requirement of consistency between [state](#), regional and local comprehensive plans and [flood plain management](#) programs;
- (17) Requirement of pilings or columns rather than fill, for the elevation of [structures](#) within [flood](#)-prone areas, in order to maintain the storage capacity of the [flood plain](#) and to minimize the potential for negative impacts to sensitive ecological areas;
- (18) Prohibition, within any [floodway](#) or [coastal high hazard area](#), of plants or facilities in which hazardous substances are manufactured.
- (19) Requirement that a plan for evacuating residents of all [manufactured home](#) parks or subdivisions located within [flood](#) prone areas be developed and filed with and approved by appropriate [community](#) emergency management authorities.

RESPONSE: Southeastern NC Regional Hazard Mitigation Plan p. 6:19 FINAL – January 2021

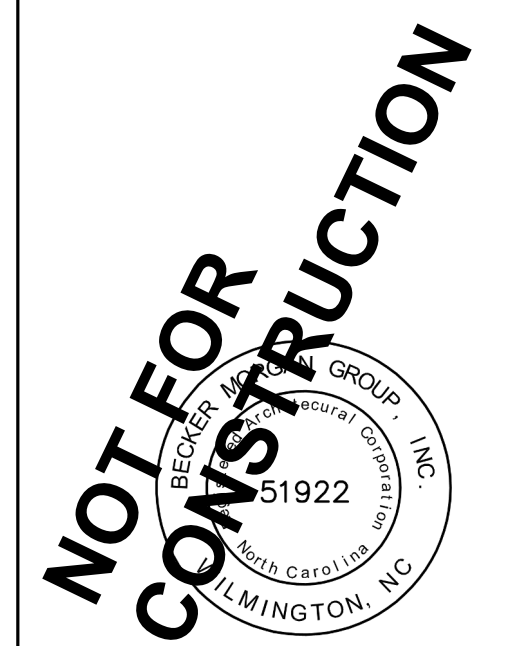
CRITICAL FACILITIES Given equal vulnerability across the Southeastern NC Region, all critical facilities are considered to be at risk. Although some buildings may perform better than others in the face of such an event due to construction, age, and other factors, determining individual building response is beyond the scope of this plan. However, this plan will consider mitigation actions for vulnerable structures, including critical facilities, to reduce the impacts of the hurricane wind hazard. A list of specific critical facilities and their associated risk can be found in Table 6.26 at the end of this section. In conclusion, a hurricane event has the potential to impact many existing and future buildings, critical facilities, and populations in the Southeastern NC Region. Hurricane events can cause substantial damage in their wake including fatalities, extensive debris clean-up, and extended power outages.



1 WEST ELEVATION
SCALE: 1/8" = 1'-0"



2 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



PROJECT TITLE
NORTH TOPSAIL BEACH FIRE STATION #2
3304 GRAY STREET
NORTH TOPSAIL BEACH, NC 28460

50% CONSTRUCTION DOCUMENTS
NOT FOR CONSTRUCTION
NOT FOR PERMITS
12/28/2022

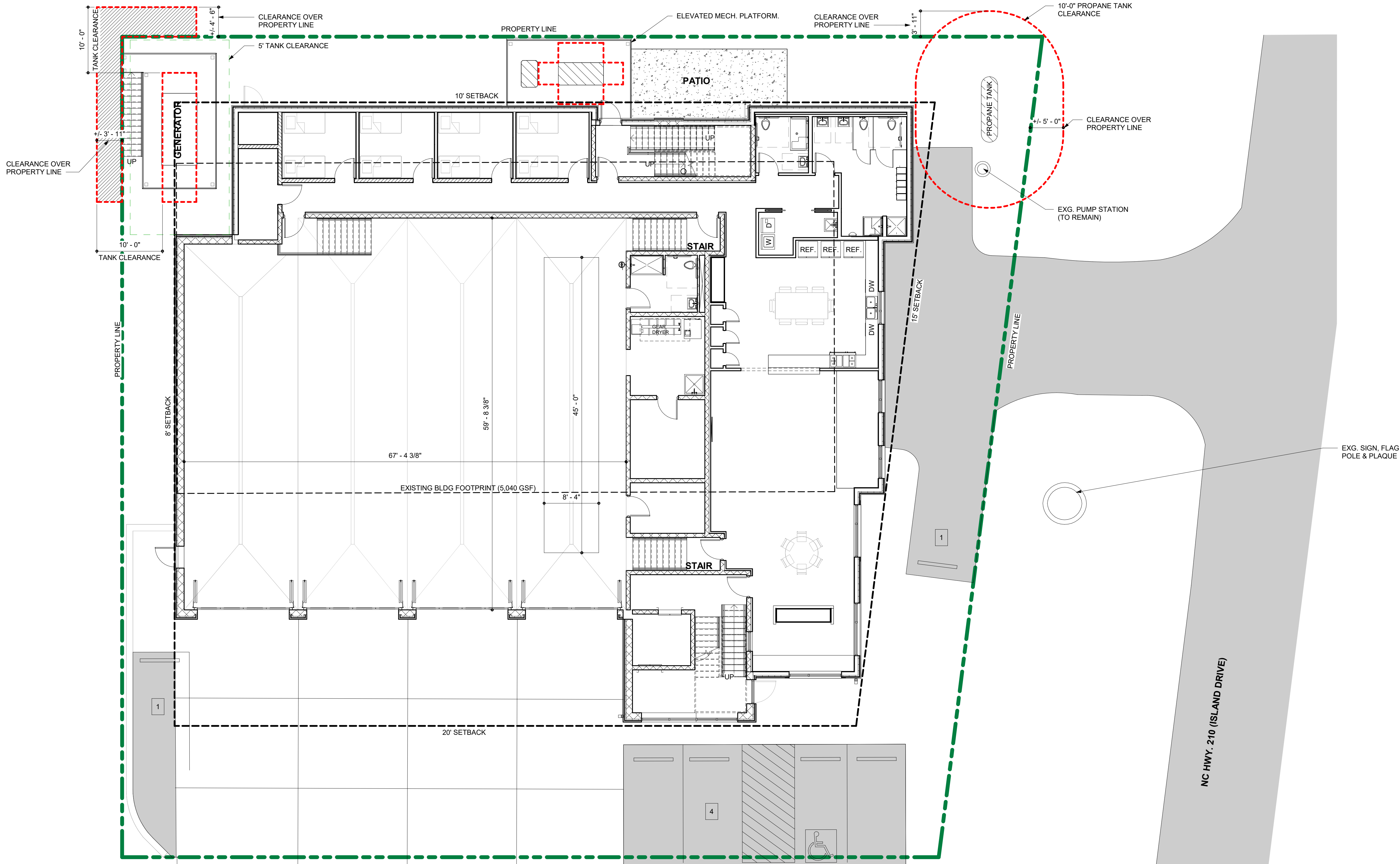
SHEET TITLE
EXTERIOR ELEVATIONS

ISSUE BLOCK

| Mark | Date | Description |
|------|------|-------------|
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PROJECT NO: 2021025.02
DATE: 12.28.2022
SCALE: 1/8" = 1'-0"
DRAWN BY: EJS | PROJ MGR: BMR

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The Tower at STAR Campus
100 Discovery Boulevard, Suite 102
Newark, DE 19713
302.369.3700

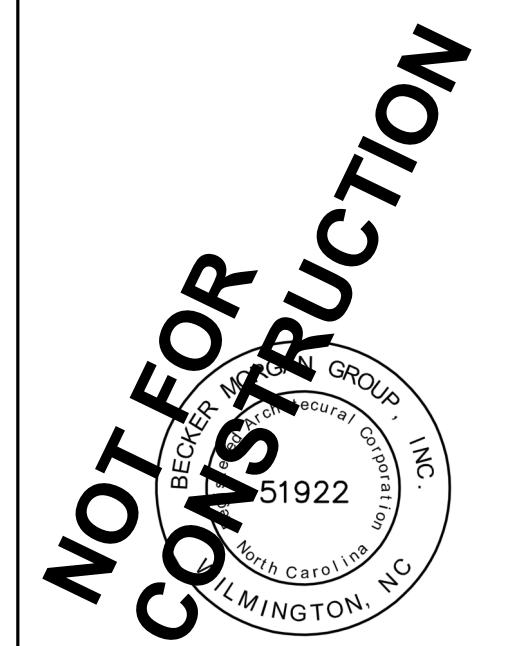
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254 N. FRONT STREET, SUITE 201
WILMINGTON, NC 28401
ph 910-343-8007 fax 910-343-8088



PROJECT TITLE
**NORTH TOPSAIL
BEACH FIRE
STATION #2**

3304 GRAY STREET
NORTH TOPSAIL BEACH, NC
28460

50%
CONSTRUCTION
DOCUMENTS
NOT FOR CONSTRUCTION
NOT FOR PERMITS
12/28/2022

SHEET TITLE
**ARCHITECTURAL
SITE PLAN**

| Mark | Date | Description |
|------|------|-------------|
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PROJECT NO: 2021025.02
DATE: 12.28.2022
SCALE: 1/8" = 1'-0"
DRAWN BY: EJS PROJ MGR: BMR

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NORTH CAROLINA
Environmental Quality

August 31, 2021

CRC-21-24

ROY COOPER

Governor

ELIZABETH S. BISER

Secretary

BRAXTON DAVIS

Director

MEMORANDUM

TO: Coastal Resources Commission
FROM: Robb Mairs
SUBJECT: Artificial Turfgrass within the Coastal Shoreline Buffer

The increasing use of artificial turf grass installation within the Coastal Shorelines Area of Environmental Concern, particularly within the 30' buffer, has recently presented implementation issues for DCM as there are no standards that specifically apply to this material. Your rules restrict development within the 30-foot buffer to water-dependent uses, which are typically docks, piers, boat ramps, bulkheads and accessways. There are also exceptions for limited non-water dependent uses, which include pile-supported signs; elevated, slatted wooden boardwalks; crab shedders; decks/observation decks; grading, excavation, and landscaping with no wetland fill except when required by a permitted shoreline stabilization project. Questions have been raised about the use of artificial turf in the buffer under the landscaping exception.

DCM staff have consulted with the DEQ Division of Energy, Mineral, and Land Resources (DEMLR) State Stormwater Section and with the DEQ Division of Water Resources (DWR) 401 & Buffer Programs for assistance in determining whether this material, as installed, would be considered pervious (if it were being reviewed through a state stormwater permit), and if it would be consistent with vegetative setback and buffer requirements. Staff from DEMLR replied that the material could be considered pervious on a case-by-case basis, but that they have regulations on what can be placed in a required vegetated setback from surface waters in coastal stormwater permits. Their rules require this area to remain vegetated unless one of the exceptions listed in the rules has been met, and artificial turf is not one of these exceptions. Staff from DWR responded that the Tar-Pamlico and Neuse River buffer rules do not include artificial turf grass in their respective Table of Uses and that the material would appear to contradict the intent of the rule to preserve buffer function for nutrient removal. Furthermore, in some cases small plastic fibers are mixed into the soil under the turf during installation to enhance soil compaction, and turf "infill" (small silica, rubber or plastic beads) is also sometimes applied to the surface of the artificial turf to stand up the blades following installation. DWR staff expressed concerns with the potential for these small plastic fibers, and rubber or silica beads, to enter nearby receiving waters and potentially lead to water quality standards violations.

Since adoption of the 30-foot buffer rule in 2000, the Commission has had a clear intent and has been consistent in not allowing non-water-dependent amenities within the buffer that could undermine the purposes and effectiveness of the buffer. The buffer area has been identified as crucial in protecting water quality by filtering contaminants from runoff, allowing infiltration, stabilizing soil, slowing floodwaters and preserving the natural character of the shoreline. When the Commission has granted variances, it has usually involved a habitable structure, and these variances have typically been conditioned on the use of an engineered stormwater system.

In order to retain the effectiveness of the 30' buffer in filtering runoff, Staff request that the Commission confirm DCM's interpretation that the application of artificial turf within an Area of Environmental



Concern requires a CAMA permit, and that it is not allowable under the “landscaping” exception to the 30’ buffer at 15A NCAC 07H.0209(d)(10)(G). While DCM can permit this material within the 75’ AEC, it may be deemed as impervious surface based on a case-by-case review and therefore count toward the maximum allowable impervious surface coverage (depending on installation methods and materials, and any existing impervious surfaces).

I look forward to answering any questions about this determination at our upcoming meeting.



more than 30 inches (762 mm) above the lower roof, the parapet shall extend not less than 30 inches (762 mm) above the lower roof surface.

Exception: A parapet is not required in the preceding two cases where the roof covering complies with a minimum Class C rating as tested in accordance with ASTM E108 or UL 790 and the roof decking or sheathing is of noncombustible materials or *approved* fire-retardant-treated wood for a distance of 4 feet (1219 mm) on each side of the wall or walls, or one layer of $\frac{5}{8}$ -inch (15.9 mm) Type X gypsum board is installed directly beneath the roof decking or sheathing, supported by not less than nominal 2-inch (51 mm) ledgers attached to the sides of the roof framing members, for a distance of not less than 4 feet (1219 mm) on each side of the wall or walls and any openings or penetrations in the roof are not within 4 feet (1219 mm) of the common walls.

3. A parapet is not required where roof surfaces adjacent to the wall or walls are at different elevations and the higher roof is more than 30 inches (762 mm) above the lower roof. The common wall construction from the lower roof to the underside of the higher roof deck shall have not less than a 1-hour fire-resistance rating. The wall shall be rated for exposure from both sides.

R302.2.3 Parapet construction. Parapets shall have the same fire-resistance rating as that required for the supporting wall or walls. On any side adjacent to a roof surface, the parapet shall have noncombustible faces for the uppermost 18 inches (457 mm), to include counterflashing and coping materials. Where the roof slopes toward a parapet at slopes greater than 2 units vertical in 12 units horizontal (16.7-percent slope), the parapet shall extend to the same height as any portion of the roof within a distance of 3 feet (914 mm), and the height shall be not less than 30 inches (762 mm).

R302.2.4 Structural independence. Each individual *townhouse* shall be structurally independent.

Exceptions:

1. Foundations supporting *exterior walls* or common walls.
2. Structural roof and wall sheathing from each unit fastened to the common wall framing.
3. Nonstructural wall and roof coverings.
4. Flashing at termination of roof covering over common wall.
5. *Townhouses* separated by a common wall as provided in Section R302.2.

R302.2.5 Townhouse eave protection. In *townhouse* construction (with three or more attached dwellings) projections extending into the fire separation distance shall have not less than 1-hour fire-resistive-construction on the underside. Soffit material beyond the fire separation distance shall be securely attached to framing members and

shall be constructed using either noncombustible soffit material; fire-retardant-treated soffit material; vinyl soffit installed over $\frac{3}{4}$ -inch (19 mm) wood sheathing or $\frac{5}{8}$ -inch (15.9 mm) gypsum board; or aluminum soffit installed over $\frac{3}{4}$ -inch (19 mm) wood sheathing or $\frac{5}{8}$ -inch (15.9 mm) gypsum board. Venting requirements shall be provided in both soffit and underlayments. Vents shall be either nominal 2-inch (51 mm) continuous or equivalent intermittent and shall not exceed the minimum net free air requirements established in Section R806.2 by more than 50 percent. Vents in soffit are not allowed within 4 feet (1219 mm) of fire walls or property lines.

R302.2.6 Townhouse eave projections. Overhang projections not exceeding 12 inches (305 mm) shall be allowed to extend beyond the property line in townhouse buildings provided all the following conditions are met:

1. Required fire-resistant-rated wall assembly is tight to roof deck;
2. Eaves shall be protected with roof decking and fascia of noncombustible materials or approved fire-retardant-treated wood; and
3. Eaves shall have not less than one layer of $\frac{5}{8}$ -inch (15.9 mm) Type X gypsum board or equivalent fire-resistive construction on the underside.

R302.2.7 Sound transmission. See Appendix K.

R302.3 Two-family dwellings. *Dwelling units* in two-family dwellings shall be separated from each other by wall and floor assemblies having not less than a 1-hour fire-resistance rating where tested in accordance with ASTM E119 or UL 263. Fire-resistance-rated floor/ceiling and wall assemblies shall extend to and be tight against the *exterior wall*, and wall assemblies shall extend from the foundation to the underside of the roof sheathing.

Exceptions:

1. A fire-resistance rating of $\frac{1}{2}$ hour shall be permitted in buildings equipped throughout with an automatic sprinkler system installed in accordance with NFPA 13.
2. Wall assemblies need not extend through *attic* spaces where the ceiling is protected by not less than $\frac{5}{8}$ -inch (15.9 mm) Type X gypsum board, an *attic* draft stop constructed as specified in Section R302.12.1 is provided above and along the wall assembly separating the *dwellings* and the structural framing supporting the ceiling is protected by not less than $\frac{1}{2}$ -inch (12.7 mm) gypsum board or equivalent.

R302.3.1 Supporting construction. Where floor assemblies are required to be fire-resistance rated by Section R302.3, the supporting construction of such assemblies shall have an equal or greater fire-resistance rating.

R302.4 Dwelling unit rated penetrations. Penetrations of wall or floor-ceiling assemblies required to be fire-resistance rated in accordance with Section R302.2 or R302.3 shall be protected in accordance with this section.