



KURE BEACH PLANNING & ZONING COMMISSION REGULAR MEETING

A regular meeting of the Kure Beach Planning & Zoning (P&Z) Commission was held on Wednesday, July 1, 2015. A quorum of the Commission was present.

P&Z MEMBERS IN ATTENDANCE

Chairman Craig Galbraith
Vice Chair Joe Whitley
Member Alan Votta
Member John Ellen
Member Bill Moore

ABSENT

P&Z Attorney James E. Eldridge

Council Liaison Craig Bloszinsky

STAFF PRESENT

John Batson, Building Inspector
Josie Fitzgerald, Admin. Asst.

I. CALL TO ORDER

Chairman Galbraith called the meeting to order at 7:00 p.m.

II. APPROVAL OF THE AGENDA

MOTION: Member Moore moved to approve the meeting agenda, as presented.
SECOND: Vice Chair Whitley
VOTE: Unanimous

III. APPROVAL OF THE MINUTES

MOTION: Member Moore moved to approve the minutes of the June 3, 2015 P&Z meeting.
SECOND: Member Ellen
VOTE: Unanimous

IV. PUBLIC COMMENTS

V. OLD BUSINESS

A. Vacation Rentals – Data Collection

- Chief of Police to provide information on data collection
- Real Estate agents interested in hearing information about the data collected
- What are the Police Department capabilities and what will be requested from them
- Vice Chair Whitley will meet with the Chief in next few weeks to get insight and present to P&Z if Chief is unavailable.

- A possible spread sheet identifying complaints, parking, noise, etc. can be prepared.

MOTION: Chairman Galbraith moved to table the vacation rental issue until next meeting to give Vice Chair Whitley an opportunity to talk with Chief Cooper so we can come up with a report to address the problems

SECOND: Member Votta

VOTE: Unanimous

B. Duplexes – Parking Issue

- Inspector Batson and Member Votta have discussed the problems
- Issue is more involved than expected
- Consideration has been addressed for bedroom sizes as well as other options
- More time is needed before giving a recommendation
- One problem is that space underneath on the bottom floor is being finished calling it a recreation room, but then it is finished at a later date for sleeping quarters.

MOTION: Member Votta moved to table the duplex parking issue until next meeting.

SECOND: Vice Chair Whitley

VOTE: Unanimous

C. Text Amendment request

- P&Z recommended passing the amendment last month to Council
- Public hearing to be held July 7, 2015
- A member of P&Z will be present at public hearing to report

D. Seaview subdivision

- Official plat review in March/April was approved by P&Z
- Plat went to Council for review and was passed
- Developer has made site improvements and has completed most
- Town clerk has guaranteed improvements 7/2/15 based on Stroud Engineering memo dated 7/1/15 (copies attached)
- The final plat was submitted fifteen (15) days prior to P&Z meeting
- Inspector Batson reviewed the plat and no problems were found
- P&Z now has opportunity to review the final plat before it going to Town Council for approval before construction

P&Z members reviewed the plat using the Final Plat Checklist line by line
The engineer and developer were available for discussion and answer any questions members may have.

Discussion regarding item number 11. "Existing buildings or other structures, water courses, railroads, bridges, culverts, storm drain, both on the land to be subdivided and land immediately adjoining."

- There is a storm drain and pond that are not shown on the plat
- Attorney Eldridge advises P&Z that they can approve the plat on condition that any information missing will be added prior to Council approval.

MOTION: Chairman Galbraith moved to approve the final plat on condition that information required by item number 11 on the Checklist be added prior to presentation to Council for approval

SECOND: Member Moore

VOTE: Unanimous

- Chairman Galbraith will sign checklist
- Plat will be presented to council with the additional information regarding number 11

VI. NEW BUSINESS

None

VII. MEMBER ITEMS

- A. Member Moore requested clarification on large vehicles parking on the street.**
- Inspector Batson cited Sec. 10-224 which stated that, "no vehicle exceeding twenty-two (22) feet in length ... shall be parked upon any streets."

B. Add fences for discussion for August Agenda- Sec. 19-320

VIII. ADJOURNMENT

MOTION: Chairman Galbraith moved to adjourn the meeting

SECOND: Member Votta

VOTE: Unanimous

The P&Z meeting adjourned at 7:40 p.m.



Craig Galbraith, P&Z Chairman



Rosie Fitzgerald, Secretary



MEMO

TO: Kure Beach Planning and Zoning Commission
Kure Beach Town Council

FROM: Nancy Avery, Town Clerk *Nancy Avery*

RE: Sea View Development compliance of improvement guarantees

DATE: July 2, 2015

I hereby certify, as confirmed by Stroud Engineering, P.A., that the developer for the project titled 'Sea View' has complied with the improvement and guarantee standards of the Kure Beach Code of Ordinances:

Chapter 15 (Subdivisions)

Article III (Plat approval)

Division 4 (Procedure for Review of final plats for subdivisions)

Section 101 (Preparation of final plat and installation of improvements)

Subsection b (Improvements guarantees).

Improvement guarantees include necessary infrastructure for water, sewer, drainage, and street plan. The street in the development is a private street, not to be maintained by the Town.

The developer has met the requirements to proceed with Final Plat Approval.



STROUD ENGINEERING, P.A.

CONSULTING ENGINEERS
102-D CINEMA DRIVE
WILMINGTON, NORTH CAROLINA 28403
(910) 815-0775

July 1, 2015

Town of Kure Beach
117 Settlers Lane
Kure Beach, NC 28449
Attn: John Batson

Re: Sea View -- Required Site Improvements

Mr. Batson,

In preparation for tonight's meeting, I am writing to address the status of the site improvements which were depicted on the approved plans. I conducted a site inspection on 6/30/2015 and found the condition of critical infrastructure to be as follows:

- The water system is installed and has been pressure tested with satisfactory results. Meter and valve boxes are set to grade. All above ground infrastructure has been surveyed and the development of asbuilt drawings is in progress. Certification of the water system is awaiting the completion of system chlorination and the submittal of bacteriological test results. These processes are underway.
- The sewer system is installed and has been surveyed. The development of asbuilt drawings is in progress. Certification of the sewer system is awaiting the completion of mapping to verify grades are consistent with plans.
- The stormwater collection and storage systems as well as necessary realignment of the roadside conveyance system are complete. The stormwater disposal system, which consists of a shallow stone infiltration bed, will be installed upon stabilization of the site to prevent the stone bed from becoming clogged by sediment. In the interim, stormwater which accumulates in the underground storage system will be utilized to irrigate the job site to aid in establishing temporary grass as well as dust management. This reuse of water for temporary construction phase irrigation will directly offset the use of the Town of Kure Beach's potable water supply.
- The private roadway is graded and stone has been installed and compacted. Asphalt paving is understood to commence within a week.
- The site grading is complete. Building pads are established and remain consistent with the LOMR-F that was obtained for a portion of the site.

Please let me know if you have any additional questions or concerns regarding the progress at the site. All parties involved with the project greatly appreciate the consideration shown by the Town of Kure Beach and will be happy to provide additional information as needed.



Thank you,

David L. Menius, P.E.
Stroud Engineering, PA

107 COMMERCE ST.
SUITE B
GREENVILLE, NC 27858
(252) 756-9352

102-D CINEMA DRIVE
WILMINGTON, NC 28403
(910) 815-0775

HESTRON PLAZA TWO
151-A HWY. 24
MOREHEAD CITY, NC 28557
(252) 247-7479

Property Address: Sea View Subd.

FINAL PLAT CHECKLIST

Reviewed by: Larry Galt Date: 7/1/15 Accepted: yes/~~no~~
Information *Final plat*

- (1) Title block containing:
 - a. Property designation ✓
 - b. Name of owner/developer ✓
 - c. Location, including township, county and state ✓
 - d. A scale of drawing in feet per inch listed in words of figures ✓
 - e. A bar graph ✓
 - f. Name, address, registration number and seal of the surveyor and engineer ✓
- (2) Corporate limits, township boundaries, county lines if on the subdivision tract ✓
- (3) The names, addresses and telephone numbers of all owners, mortgages, registered surveyors, land planners, architects, landscape architects, and professional engineers responsible for the subdivision ✓
- (4) The registration numbers and seals of the professional engineers ✓
- (5) North arrow and declination ✓
- (6) The boundaries of the tract or portion thereof to be subdivided, distinctly and accurately represented with all bearings and distances shown ✓
- (7) The exact boundary lines of the tract to be subdivided fully dimensioned by lengths and bearings and the location of existing boundary lines of adjoining lands ✓
- (8) The names of owners of adjoining properties and evidence of notification of adjoining property owners of proposed development by certified mail ✓
- (9) The names of any adjoining subdivisions of record or proposed and under review ✓
- (10) Minimum building setback lines ✓
- (11) Existing buildings or other structures, water courses, railroads, bridges, culverts, storm drains, both on the land to be subdivided and land immediately adjoining ✓ with condition expressed in plat approval
- (12) The blocks numbered consecutively throughout the subdivision and the lots numbered consecutively throughout each block ✓

(13) The exact location of the flood hazard, floodway and floodway fringe areas from the community's FHBM or other FIRM maps ✓

(14) The following data concerning streets:

a. Proposed streets ✓

b. Existing and platted streets on adjoining properties and in the proposed subdivision ✓

c. Rights-of-way, location and dimensions ✓

d. Pavement widths ✓

e. Design engineering data for all corners and curves ✓

f. Typical street cross section ✓

g. Street names ✓

For public streets which will be dedicated to the town, the subdivider must submit all street plans to the subdivision administrator for approval prior to preliminary plat approval. Where public streets are involved which will not be dedicated to a municipality, the subdivider must submit the following documents to the North Carolina department of transportation district highway office for review: a complete site layout, including any

HOA

(15) future expansion anticipated; horizontal alignment indicating general curve data on site layout plan; vertical alignment indicated by percent grade, PI station and vertical curve length on site plan layout; the district engineer may require the plotting of the ground profile and grade line for roads where special conditions or problems exist; typical section indicating the pavement design and width and the slopes, widths and details for either the curb and gutter or the shoulder and ditch proposed; drainage facilities and drainage areas ✓

(16) The location and dimensions of all:

a. Utility and other easements ✓

b. Riding trails ✓

c. Natural buffers ✓

d. Pedestrian or bicycle paths ✓

e. Parks and recreation areas ✓

f. School sites ✓

g. Areas to be dedicated to public use ✓

h. Areas to be used for purposes other than residential with the purpose of each stated ✓

(17) The plans for utility layouts including:

- a. Illustrating connections to existing systems, showing line sizes, the location of fire hydrants, blowoffs, manholes, force mains and gate valves of the above utilities; or plans for individual water supply and sewage disposal systems

✓

(18) The name and location of any property or building within the proposed subdivision or within any contiguous property that is located on the U.S. Department of Interior's National Register of Historic Places

✓

(19) Sufficient engineering data to determine readily and reproduce on the ground every straight or curved line, street line, lot line, right-of-way line, easement line, and set back line, including dimensions, bearings, or deflection angles, radii, central angles, and tangent distances for the center line of curbed property lines that are not the boundary line of curbed streets. All dimensions shall be measured to the nearest one-tenth of a foot and all angles to the nearest minute

✓

(20) The accurate locations and descriptions of all monuments, markers and control points

✓

(21) All certifications required in section 15-101 et seq.

✓

(22) Boundaries of applicable Areas of Environmental Concern (AEC) in accordance with the State Guidelines for AEC's (15 NCAC 7H) pursuant to the Coastal Area Management Act of 1974

✓