



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, February 13, 2023 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Monthly Meeting

Call to Order

Roll Call

Agenda Approval

Public Comment

Presentations

1. Introduction of New Police Officers: Jacob Andrew, Josiah Bedsole, Matthew Maulshagen

Items of Consent

- [1.](#) Meeting Minutes- January 9th & 23rd
- [2.](#) Wooden Boat Show Event Application

Public Hearing

- [1.](#) Voluntary Annexation (Davis Bay)

Items for Discussion and Consideration

- [1.](#) Zoning Text Amendment - Dock Roofs as a Permitted Use on Riparian Lots in the R-8 Zone
- [2.](#) Sewer Allocation Request- Davis Bay Subdivision
- [3.](#) NC Department of Transportation Cedar Street Abandonment
- [4.](#) Police Department- Handheld Radio Replacement Project
- [5.](#) Volunteer Board Appointments
- [6.](#) Town of Beaufort Charter Amendment

Manager Report

Mayor/Commissioner Comments

Adjourn



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**Board of Commissioners
Regular Meeting
6:00 PM Monday, February 13, 2023
Train Depot, 614 Broad Street
Beaufort, NC 28516**

AGENDA CATEGORY: Items of Consent
SUBJECT: Minutes

REQUESTED ACTION:

Approval of the following minutes:
January 9, 2023 Board of Commissioners Regular Meeting
January 23, 2023 Board of Commissioners Work Session

EXPECTED LENGTH OF PRESENTATION:

1 minutes

SUBMITTED BY:

Elizabeth Lewis, Town Clerk

BUDGET AMENDMENT REQUIRED:

No



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**Board of Commissioners
Regular Meeting
6:00 PM Monday, January 9, 2023
Train Depot, 614 Broad Street
Beaufort, NC 28516
Minutes**

Call to Order

Mayor Harker called the meeting to order at 6:00 p.m. and invited all to join in reciting the Pledge of Allegiance.

Roll Call

Elizabeth Lewis, Town Clerk, called the roll.

PRESENT:

- Mayor Harker
- Mayor Pro Tem Hagle
- Commissioner Oliver
- Commissioner Cooper
- Commissioner Terwilliger
- Commissioner Hollinshed

Agenda Approval

Commissioner Hollinshed made a motion to approve the agenda as presented.

The motion carried unanimously.

Public Comment

Doug Doubleday, 114 Crystal Pines Court in Beaufort, spoke on the successful 28th Annual 2022 John Costlow Christmas Train Show that took place at the Maritime Museum. He thanked all those involved in promoting and hosting the event. He also encouraged citizens to attend the 2023 Train Show, as it provides a great opportunity for the Town and those who are part of the popular event.

Items of Consent

- 1. Meeting Minutes- December 8th & 12th
 Commissioner Hagle made a motion to approve the Items of Consent.
 The motion carried unanimously.

Items for Discussion and Consideration

- 1. Case # 22-22 Preliminary Plat - Davis Bay
 Kyle Garner, Planning Director, reviewed the case and noted it had been tabled at the last meeting, pending a review of the revised plans. He shared the request was to subdivide two tracts totaling 20.08 acres into 4 lots, which would be served with utility infrastructure by Phase 3 of the Beau Coast Development. He noted the Town Engineer had reviewed the plans, provided his comments in the meeting packet, and was present to answer any questions the Board may have.
 Commissioner Cooper questioned the Town's sewer capacity, and if there was enough for the proposed development.
 Greg Meshaw, Town Engineer, explained the sewer allocation request associated with Davis Bay Subdivision calls for several single family homes, and the demand of those homes is minimal compared to the Town's total capacity.
 Commissioner Cooper questioned the Town's Subdivision Ordinance, after referencing a letter from the applicant's attorney.
 Arey Grady, Town Attorney, explained the letter was referencing Section 13 of the Town of Beaufort's Subdivision Ordinance and noted this topic was discussed at the previous meeting. Mr. Grady suggested the language in Section 13 was contradictory and it would be difficult to enforce the ordinance provision regarding public water access.
 Commissioner Hagle reminded the group at the prior meeting, the applicant ensured all four lots would have water access and that he was committed to meet all NCDEQ wetland requirements for the area. He noted he would also like the applicant to ensure that all necessary steps to mitigate during construction will be taken, with all impacts to the wetlands taken into consideration, especially at the end of the hammerhead. He shared he considered Section 13 of the Town's Subdivision Ordinance to be very vague, noting it has not been followed in past developments. He requested the Planning Department examine that particular section and determine a better way for it to be worded, as it is currently very confusing.
 Commissioner Terwilliger asked Mr. Meshaw in his review of the plans, did he discover any areas that did not meet Town code or building standards.
 Mr. Meshaw explained that when he reviewed these type of plans, he did it from a Public Works and Public Utilities standard. He confirmed he was comfortable with the current design and felt no reason to have concerns relative to the ordinances. He added that the driveway must be maintained by the property owners, as it is a private drive.
 Commissioner Hollinshed noted she hoped the new LDO would clean up some of the confusing language.
 Joe Boyd, with WithersRavenel was present to answer questions on behalf of the applicant.
 There were no additional questions for Mr. Boyd.
 Commissioner Hollinshed made a motion to approve Case #22-22 Preliminary Plat for Davis Bay.
 The motion carried unanimously.

Commissioner Terwilliger made motion that Town staff be directed to perform a formal review of the language in Section 13 of the Town of Beaufort's Subdivision Ordinance, as it currently exist. He shared the object of the review would be to provide clarity to that particular section. He noted that waiting potentially another 18 months for the whole document to be modified, does not make sense, as the issue should be addressed soon rather than later.

The motion carried unanimously.

2. Dedication of Public Improvements - Beau Coast Subdivision: Phases 1A, 1B, 2A and 2B

Mr. Meshaw shared the following:

Blue Treasure LLC, a limited liability company organized and existing by virtue of the laws of the State of North Carolina has offered for dedication to the Town of Beaufort certain sewer and water utilities, sewer and water easements, public streets, public access and sidewalk infrastructure, and the public lands, rights-of-way, and easements, related thereto within Phases 1A, 1B, 2A and 2B of the Beau Coast subdivision. Construction of these improvements has been observed by both Blue Treasure's engineer and Town Utilities staff on a periodic basis. Additionally, a list of items requiring completion and correction associated with some of the improvements being proposed for dedication has been satisfactorily addressed. Given the proposed dedication of the public improvements, Town staff is asking the Board to consider accepting the improvements by resolution. Such acceptance is authorized by G.S.160A-374, which authorizes any Town Board to accept by resolution any dedication made to the public of land or facilities for streets, parks, public utility lines, or other public purposes, when the lands or facilities are located within its subdivision-regulation jurisdiction.

He asked the Board to consider adopting the resolution accepting certain sewer and water utilities, sewer and water easements, public streets, public access and sidewalk infrastructure, and the public lands, rights of-way, and easements, related thereto within Phases 1A, 1B, 2A and 2B of the Beau Coast subdivision.

Commissioner Cooper asked if they adopted the resolution, would the streets be the Town's responsibility moving forward.

Mr. Meshaw confirmed they would be, for Phase 1. He explained Phase 2 had not received the final layer of asphalt yet, and the developers were going to finish that after most of the residential construction was complete.

Mr. Garner shared the annexation agreement specifically noted the responsibility between the Town and developer, as far as adopting and maintaining the streets within the Beau Coast Subdivision.

Commissioner Hollinshed confirmed there was a bonding mechanism to ensure completion.

Mr. Meshaw shared the bond was being reduced but being held to ensure completion of the west end of the development, as well as the paving that needs to be done.

Commissioner Hagle made a motion to approve the resolution as presented.

The motion carried unanimously.

3. Mardi Gras Event Application

Rachel Johnson, Events Coordinator, addressed the Board with the following:

The Beaufort Development Association (BDA) has submitted an event application to host their annual Mardi Gras event on Saturday, February 11, 2023 in downtown Beaufort. The coordinator for this event is Liz Kopf.

The BDA anticipates 1,000 -2,000 people to attend the event. The event includes a parade, the closure of Middle Lane and the Craven Street parking lot for the day and vendors positioned along Middle Lane. The applicant also requests an alcohol waiver for

Middle Lane. The proposed event is from 1-5 p.m. with setup beginning at 8:00 a.m. and ending by 7:00 p.m. Middle Lane will be closed from 6:00 a.m. until 8:00 p.m. the day of February 11, 2023. 1.

Additional road closure requests include Turner, Front and Craven Streets. These roads will be closed for approximately 45 minutes during the Mardi Gras parade. The parade is anticipated to begin at 3:00 p.m. with line up at the Beaufort Historic grounds, and to be complete by 3:30 p.m. Due to the alcohol requirement, two officers will be required to be present for the duration of the event, 1-5 p.m. on Saturday, February 11, 2023. The Town's Emergency Services Departments have reviewed the application and do not have any issues. The application submitted by Liz Kopf on behalf of the BDA is consistent with events in the past, except for the starting point, which will be on Craven Street this year.

Ms. Johnson asked the Board to consider approval or denial of the event request.

Commissioner Hollinshed made a motion to approve the event application as presented.

The motion carried unanimously.

4. FY 2023 Budget Amendment #6

Todd Clark, Town Manager, explained that FY 2023 Budget Amendment #6 requests the appropriation of fund balance, \$12,845, for additional work by Stewart on the CAMA plan. He noted the amount covers the September- December 2022 invoices, the requested rework, and a small contingency.

Commissioner Oliver suggested the cost seemed to be relatively high to the amount of amendments made to the plan. He questioned how it was calculated and invoiced.

Christi Wood, Finance Director, shared the Town was charged a hourly rate for the additional work, and invoices were submitted for September-December 2022.

Commissioner Terwilliger also agreed the \$12,845 seemed high.

Mr. Clark shared the fixed hourly rate was specified in the original contract.

Commissioner Hagle made a motion to approve Budget Amendment #6 as presented.

The motion carried unanimously.

Public Hearing

1. Case #22-24 Rezoning from R-20 to IW - 457 Hwy 101

Commissioner Hagle made a motion to open the Public Hearing.

The motion carried unanimously.

Mr. Garner noted in the staff report included in the meeting, Case # 22-18 was listed, but it was in fact Case #22-24. He explained the request was to rezone one lot totaling 93,218 square feet (2.14 acres) from R-20 to IW (Industrial Warehouse). He shared the applicant was Pollock Street Investment Partnership and the location as 547 NC Hwy 101. He also shared nine letters were mailed to surrounding property owners with 100 feet, and legal advertisement was published on December 28, 2022 and January 4, 2023. He referenced several maps included in the meeting packet, such as the future land use map, the existing land use map and an aerial photo of the property.

He noted staff was requesting a public hearing be conducted, and a decision rendered on the rezoning request. He shared at their December 19, 2022 regular meeting, the Planning Board voted unanimously to recommend the rezoning request. He added that changing to a commercial use in this case means the residential structure must become a conforming use, and there would have to be fire knox boxes on each unit to ensure the Fire Department could access the units in case of an emergency.

Commissioner Cooper asked if the airport had any comments on the request.

Mr. Garner confirmed there had 6 no response from the airport.

Commissioner Cooper questioned the height of the building under construction.

Mr. Garner said it was about 20 feet.

Commissioner Oliver asked if there were any comments received following the notices provided to surrounding property owners.

Mr. Garner confirmed there had been no responses, and also shared no one was present at the December 19, 2022 Planning Board meeting to speak for or against the request.

Commissioner Hagle noted the request was consisted with other lots in the area zoned IW.

James Johner, 123 Queen Annes Lane in Beaufort, explained that he was the applicant, noting he did not have anything else to add but was present to answer any questions the Board might have.

Commissioner Oliver asked Mr. Johner if he was aware of the airport adjacent to his property.

Mr. Johner confirmed that he was well aware.

Mayor Harker asked if there was anyone in the audience who wished to comment on the case.

There was none.

Commissioner Hollinshed made a motion to close the Public Hearing.

The motion carried unanimously.

Commissioner Hagle made a motion to approve the rezoning request; he added conditions upon approval regarding commercial uses, as mentioned by Mr. Garner. These conditions would address the structure becoming a conforming use and installing knox boxes on each unit.

The motion carried unanimously.

2. Case # 22-25 Zoning Text Amendment - Dock Roofs as a Permitted Use

Commissioner Terwilliger made a motion to open the Public Hearing.

The motion carried unanimously.

Mr. Garner stated the following regarding Case #22-25:

Ms. Martha Harrell has submitted a Text Amendment request to modify Section 2-H-4 of the Land Development Ordinance to allow roofs over docks. Included in the proposed amendment are standards that the area under the roof cannot exceed four hundred square feet in area, be enclosed and may only be at a maximum height of sixteen feet above the decking of the dock.

In the prior Zoning Ordinance adopted in 1998 the same provision for not permitting roofs was included in the text (See 1998 Ordinance Excerpt).

The applicant has further researched their position as to compliance with the existing CAMA Land Use Plan with the Division of Coastal Management; which appears there is not conflict with the document.

If approved this amendment would apply to all residential properties in the R-8, R8-A and RS-5 that have direct access to the water or though riparian areas. In your meeting packet, staff has provided a map showing approximately 139 properties affected.

Mr. Garner noted the Public Hearing had been advertised in the Carteret County News-Times on December 28, 2022 and January 4, 2023. He shared at their December 19, 2022 regular meeting, the Planning Board voted unanimously to not recommend the Zoning Text Amendment request.

Commissioner Cooper shared that some residents were in opposition of the text amendment, noting a restricting view was the biggest concern. He questioned if the proposed roof would be a sound structure, and how to Town planned to enforce building regulations.

Mr. Garner explained those aspects would be managed through the applicant's building permit, sharing engineered drawings would be required.

Commissioner Cooper asked why the Planning Board did not recommend it.

Mr. Garner shared that the Planning Board heard comments from citizens in the community, with their main objection being centered around the potential restricted view.

Commissioner Cooper noted that his main concern, if approved, was that it be structurally sound.

Commissioner Oliver pointed out this was a property rights issue, and whether or not a view is blocked is subjective. He shared he was in agreement with Commissioner Cooper in terms of ensuring the structure had engineered drawings and met all appropriate wind codes for the area. He also noted he would feel more comfortable if there was CAMA approval for any structures on the dock.

Commissioner Hagle expressed his concern regarding high winds on Front Street, and noted the importance of ensuring the structures were built to code with engineered plans. He shared he believed the vista would be restricted to some degree, but did not think every dock would end up having a roof structure.

Commissioner Terwilliger thanked the applicant for a thorough job composing the packaged request. He made several comments regarding the difficulties of trying to regulate a view, and the importance of maintaining property rights of homeowners. He too expressed the significance of ensuring the design was engineered and all guidelines were met in the construction process. He noted the Town should consistent in how they enforce and manage these types of issues.

Mr. Garner shared, for the record, there had not been any new dock structures with roofs built along Front Street recently. He noted all of the covered areas currently visible were nonconforming structures, allowing them to be there. He also commented that according to the the R-8 Zoning District, the ordinance states you are not allowed to have a roof structure on the riparian lot.

Commissioner Hollinshed asked how this would affect the Town's Historic District.

Mr. Garner shared each property owner in the Historic District would have to make application and go before the Town's Historic Preservation Commission requesting approval to build the the roof structure.

Commissioner Hollinshed asked if there would be anything to prohibit people from putting up removal screens or mosquito netting. She also asked about railing restrictions around the structure, such as stainless cables or balusters.

Mr. Garner suggested it was an appropriate opportunity, if the Board desired, to add conditions or stronger language to the text amendment regarding screens and/or railings.

Commissioner Oliver asked if railing or no railing would be covered elsewhere, perhaps in a fall prevention code.

Mr. Garner said he would need to confirm that with his building inspector.

Charles Harrell spoke on behalf of the applicant, Martha Harrell. He shared the reason for their request was mainly for protection from the sun. He noted the expenses associated with having a proper structure designed and built and commented on the importance of the four hundred square feet maximum area regulation.

Doug Doubleday, commented on the importance of maintaining the waterfront vista, noting citizens have always been concerned with anything concerning vistas. He

suggested a flat roof would not block the view as much as a horizontal one, and questioned whether there was another way to block the sun other than building a permanent structure.

Richard Olsen, 1015 Front Street, spoke in favor of property owners having the ability to build roofs over the docks if they desire to do so. He noted that everyone had a different perspective when discussing vistas. He suggested passing the amendment, and placing very strict restrictions on what kind of roof structure will be permitted.

David Durham, 917 Front Street, spoke in support of the text amendment. He also agreed the concern about obstructing the vista can vary from person to person. He noted the importance of making sure the roof structures were built to the local and State building codes and followed CAMA regulations.

Commissioner Hagle made a motion to close the Public Hearing.

The motion carried unanimously.

Commissioner Oliver made a motion to approve the text amendment, with one change and two conditions. The change was noted to add the words "or obstructed" after the sentence addressing the area under the roof shall not be enclosed. The conditions were to require engineered drawings (including wind uplift considerations) and the issuance of a CAMA permit.

Commissioner Hagle suggested providing a few examples that addressed the restrictions mentioned, such as railings.

Arey Grady, Town Attorney, suggested the Board revisit the exact language at a future meeting; noting it would give staff adequate time to craft the revised language to support the conditions mentioned.

Commissioner Oliver amended his motion to approve the request, subject to the final wording of the amendment be drafted by staff and brought back to the Board for review.

The motion carried unanimously.

3. Amending the Charter of the Town of Beaufort

Commissioner Hagle made a motion to open the Public Hearing.

The motion carried unanimously.

Mr. Clark explained the Public Hearing was on the question of amending the Charter of the Town of Beaufort, any subsequent Amendments thereto, and the Town Code of Ordinances to change the term of the Mayor from 2 to 4 years, pursuant to N.C. Gen. Stat. §§ 160A-101 and 102, effective beginning with the 2023 mayoral election.

Mayor Harker asked if there was anyone in the audience who wished to speak on the topic.

There were none.

Commissioner Cooper made a motion to close the Public Hearing.

The motion carried unanimously.

Manager Report

Mr. Clark shared his Town Manager's report with the Board, highlighting several ongoing items and upcoming events. Please note, a full detailed Manager's Report can be accessed at: <https://www.beaufortnc.org/boardofcommissioners/page/managers-report>

Mr. Clark shared a tentative date of March 9-10 for the 2023 Board of Commissioners Retreat.

Mayor/Commissioner Comments

Commissioner Cooper wished everyone a Happy New Year, noting 2022 had been a learning experience as a newly elected Board member.

Commissioner Oliver also offered well wishes for the New Year.

Commissioner Hagle shared tips to help prevent distracted driving.

Commissioner Terwilliger echoed the sentiments of wishing the citizens a happy and healthy New Year.

Commissioner Hollinshed noted the Town had a busy year ahead, as there were many projects happening in 2023.

Mayor Harker expressed her excitement for the New Year and shared the importance of keeping the Town of Beaufort moving forward in a positive way. She thanked the citizens for being part of the meeting and encouraged them to continue coming out to support the Town.

Adjourn

Commissioner Hagle made a motion to adjourn the meeting at 7:40 p.m.

The motion carried unanimously.

Sharon Harker, Mayor

Elizabeth Lewis, Town Clerk



Town of Beaufort, NC

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**Board of Commissioners
Work Session
4:00 PM Monday, January 23, 2023
Train Depot, 614 Broad Street
Beaufort, NC 28516
Minutes**

Call To Order

Mayor Sharon Harker called the meeting to order at 4:00 p.m.

Roll Call

Elizabeth Lewis, Town Clerk, called the roll:

PRESENT:

- Mayor Harker
- Mayor Pro Tem Hagle
- Commissioner Hollinshed
- Commissioner Oliver
- Commissioner Terwilliger

Mayor Harker called for a motion to excuse Commissioner Cooper from the meeting.

Commissioner Terwilliger made a motion to excuse Commissioner Cooper.

The motion carried unanimously.

Agenda Approval

Mayor Harker requested the agenda be amended to include "Dock Roofs as a Permitted Use" under Items for Discussion and Consideration. The additional item will be referenced as number seven on the agenda, between the 2022 FEMA Assistance to Firefighters Grant (AFG) and the Financial Notes.

Commissioner Hagle made a motion to approve the amended agenda.

The motion carried unanimously.

Items for Discussion and Consideration

1. Code Enforcement Update

Jeremy Ganey, Building Inspector/Code Enforcement Officer, provided an update on code enforcement cases in the Town of Beaufort. *A copy of the presentation is attached and incorporated as part of the minutes.*

Commissioner Hollinshed asked who handled civil complaints.

Mr. Ganey noted he sometimes receives these types of complaints, typically when adjacent property owners are in disagreement about a particular issue.

Commissioner Hollinshed questioned complaints that concerned domestic animals, such as dogs.

Mr. Ganey suggested if it was considered an obnoxious complaint, the case would start with the Planning Department.

Commissioner Hollinshed asked how those who filed the complaint received updates or any follow-up information regarding the issue.

Mr. Ganey shared Town staff will stay in-touch with the complainant and follow-up with information as it becomes available. He noted the time period depends on the severity of the situation, but in general a follow-up response is provided within a couple days.

Commissioner Hagle noted at one time there was an ongoing list of abandoned houses in Town, he asked what the status of those houses were currently.

Mr. Ganey said he believed there were about four houses left on that list.

2. Parking Presentation

Cherelle Sharpe, Parking Manager, provided a presentation on parking season for calendar year 2022. A copy of the presentation is attached and incorporated as part of the minutes.

Commissioner Hollinshed recommended providing a free parking day on July 4, 2023, as it was well received in the prior year.

Commissioner Hagle agreed parking fees should be waived on the day of July 4th.

Commissioner Oliver asked if there was a breakdown of expenses available for review.

Christi Wood, Finance Director, noted she could send the spreadsheet out to the Board after the meeting. She shared the expense spreadsheet would note salaries, parking meter software, and other associated supplies and expenses.

Commissioner Oliver asked if the Town had owned the parking meters.

Ms. Wood confirmed there were no more payments due on the parking meters.

Commissioner Oliver suggested maybe the monthly/weekly seasonal passes could be defeating the purpose, noting the large number sold in the prior year.

Commissioner Terwilliger asked why the violations were up significantly in the prior year, compared to others.

Ms. Wood explained the Town recorded the actual violation when the payment was received.

Commissioner Terwilliger noted he was interested in reviewing the parking expenses as well. He suggested the Town consider year-round paid parking.

Commissioner Hollinshed requested along with the expense spreadsheet, a detailed list of revenues be provided as well, to better understand where the net revenue can be utilized.

Ms. Wood explained that the parking revenue is part of the general fund; she noted the net revenue is used for waterfront business district projects.

Commissioner Hollinshed requested a detailed report on those items and projects.

Ms. Wood noted if there were other plans for the net revenue, it should be discussed during the budgeting process.

Mayor Harker asked about parking signage.

Mark Eakes, Public Works Director, explained where the signs were in relation to each parking meter.

Mayor Harker asked what additional signage was referenced in the report.

Rachel Johnson, Events Coordinator, explained as part of the Wayfinding Project there would be additional signs added with arrows that will point towards the paid parking areas.

3. Triathlon Event Update

Ms. Johnson provided an update on the Triathlon Event, which included staff and safety personnel comments that were part of the meeting packet. She noted the event organizer, Steve Tulevech was present to answer any questions.

Commissioner Hollinshed noted the event could be firmed up a little more than it is currently. She asked if Pine Street had been considered.

Mr. Tulevech explained a variety of opinions had been explored. He noted there were concerns about traffic on Front Street, so they decided to utilize Ann Street in an effort to reduce safety issues, and with the goal of closing as few streets as possible.

Commissioner Hollinshed suggested there was more traffic on Ann Street than on Front Street, and noted Pine Street should be considered as an alternative.

Commissioner Hagle agreed there was a lot of traffic on Ann Street, because of the residential area and numerous driveways. He noted good communication with the residents in the area would be essential to the success of the event, as well as detailed advertising. He said there seemed to be a lot of questions that still have not been answered regarding the event.

Paul Burdette, Police Chief, shared the utilization of Broad Street had been suggested, but there would be an impact around the Courthouse. He cautioned the potential use of Pine Street, suggesting it would lock up Live Oak Street.

Ms. Johnson shared this would be an all hands-on deck event for the Public Safety staff, and noted additional staff may be needed to cover the multiple check points on Ann Street.

Commissioner Oliver shared his primary area of concern was the safety between automobiles and runners.

Chief Burdette shared that he was comfortable with the route, the question was do you want to transition off Front Street onto Ann or Broad Street.

Commissioner Oliver shared he was all for the event, as long as there was awareness and separation between the runners and vehicles.

Commissioner Terwilliger noted there was a difference as to when the Rotary Race utilized Ann Street, because it was only closed for thirty minutes. He suggested with the Triathlon Event, the road could potentially be closed all day. He reminded the group there would be construction taking place on Cedar Street. He suggested utilizing Ann Street could cause a traffic jam. He noted if that street was used, a specific lane should be blocked off for the runners. He pointed out a few months had passed by since the event was first introduced to the Board, and it seemed there had not been much progress. He asked what the drop-dead date was for making a decision, and what the criteria was.

Mr. Tulevech shared their target participant number was 350. He agreed the duration of the race would be longer, estimating that runners will be utilizing the course in Beaufort from 11:30 am-4:30 pm, with the course closing at 5:00 pm. He explained the runners would be spread out a considerable distance over the course of that time period. He said the organizers would be happy to cone off roads and do anything necessary to help make a running lane; he suggested they would do whatever the Board would like, as far as isolating an area.

Ms. Johnson recommended letting the event organizers know as soon as possible, if the request was going to be denied.

Commissioner Oliver made a motion to approve the event, subject to an update from staff at the March 13th Regular Meeting; and provided there is an understanding there will be about 350 people, the participation in Town is expected to be between approximately 11:30 am and 5:00 pm, that each Town street be clearly marked with run lanes, and that every intersection be staffed appropriately.

Commissioner Hagle requested the motion be amended to include direct communication with the residents who live on Ann Street.

Commissioner Oliver agreed with the amendment; he added that there should be communication to any resident who lives on a Town street that will be blocked or closed, and that they should be informed in writing by the event organizer.

The motion carried unanimously.

4. Volunteer Board Applications

Ms. Lewis asked the Board to review the volunteer board applications in their meeting packet and be ready to make appointments to the Planning Board and Historic Perseveration Commission at the February 13th Regular Meeting. She noted the various ways in which the vacancies had been advertised over the past couple months, sharing that the deadline to submit an application was January 10, 2023.

Commissioner Hollinshed made a motion to extend the application deadline to February 3, 2023.

The motion carried unanimously.

5. Davis Bay Annexation- Certificate of Sufficiency

Ms. Lewis presented the following Certificate of Sufficiency:

To the Board of Commissioners of the Town of Beaufort of Carteret County, North Carolina:

I, Elizabeth Lewis, Town of Beaufort Clerk, do hereby certify that I have investigated the attached petitions and hereby make the following findings:

- a) The petitions for Voluntary Annexation of the following parcels: 180 Davis Bay Drive and 190 Davis Bay Drive; Totaling 19.44 acres, contains an adequate boundary of requested area to be annexed, via the survey map.
- b) The area described in the petitions is contiguous to the Town of Beaufort primary corporate limits, as defined by G.S. 160A- 31.
- c) The petitions are signed by the owners of referenced parcels above and include addresses of all owners of real property lying in the area described therein.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Beaufort of Carteret County, this 23rd day of January 2023.

Mayor Harker deemed a Board consensus to set a Public Hearing date of February 13, 2023 on the question of annexation regarding 180 and 190 Davis Bay Drive.

6. 2022 FEMA Assistance to Firefighters Grant (AFG)

Tony Ray, Fire Chief, shared staff was seeking approval from the Board of Commissioners to move forward with the AFG grant application to purchase portable, mobile and base station radios to keep Beaufort Fire Department in compliance with future upgrades to the County Emergency Communications. He noted the grant application period closes February 9, 2023, four days prior to the Board's February Regular Meeting. He explained the grant would not be awarded until next fiscal year, and there was a 5% match required from the Town that could be up to approximately \$15,000.

Commissioner Hollinshed asked if the upgraded radios would be compatible with the Police Department's equipment.

Mr. Ray confirmed they would be compatible.

Ms. Wood added that a budget amendment was not necessary at this time, because the funding would not be needed until the new fiscal year. She suggested adding the potential match funds into the FY 24 Budget.

Commissioner Hagle made a motion to authorize the Fire Department to move forward with the AFG application.

The motion carried unanimously.

7. Dock Roofs as a Permitted Use

Mr. Clark gave a recap from the previous meeting where the Board approved dock roofs, subject to several conditions. He noted the language is still being drafted by the Planning Director and Town Attorney. He explained at this point, it was an open conversation as to what the Board was suggesting the text amendment address.

Commissioner Oliver reiterated the motion he made at the previous meeting. As part of that motion, staff was directed to draft the text amendment language and bring it to the Board for review/approval. He questioned how to address railings, noting they probably should not be prohibited.

Commissioner Hagle emphasized the importance of structural integrity.

Arey Grady, Town Attorney, shared that per the building inspector, things like wind zone and engineering requirements are already embedded in the building code. He suggested the draft language explicitly address any areas of concern related to specific restrictions or requirements. He noted staff would be glad to bring that text to the next meeting for the Board to review.

8. Financial Notes

Ms. Wood provided the financial report noted below.

Carteret County is currently submitting estimates for property tax collections. The estimates are based on last year's collections. Staff is awaiting additional information from the Tax Collector about the expected duration of the estimated payments. The estimate for October and November collections was \$1,540,000. This payment was received in December. MVT collected in October was received in December \$22,447.

Sales and Use tax distribution for January is \$218,710 (October sales)

General Fund- Unrestricted Fund Balance as of 1/17/2023: \$6,571,173.00

Utility Fund- Unrestricted Net Position as of 1/17/2023: \$3,359,093.00

Commissioner Oliver noted he had expanded on the current report to better understand where the Town is financially. He discussed several points from his research, sharing he had been in contact with the Town Manager and Finance Director regarding his numbers.

Commissioner Terwilliger had questions regarding monthly targets and percentages, noting it was important to determine whether or not the Town was on the right track.

Commissioner Hagle shared he believed these were all great discussion points for the upcoming budget season.

Adjourn

Commissioner Terwilliger made a motion to adjourn the meeting at 5:30 p.m.

The motion carried unanimously.

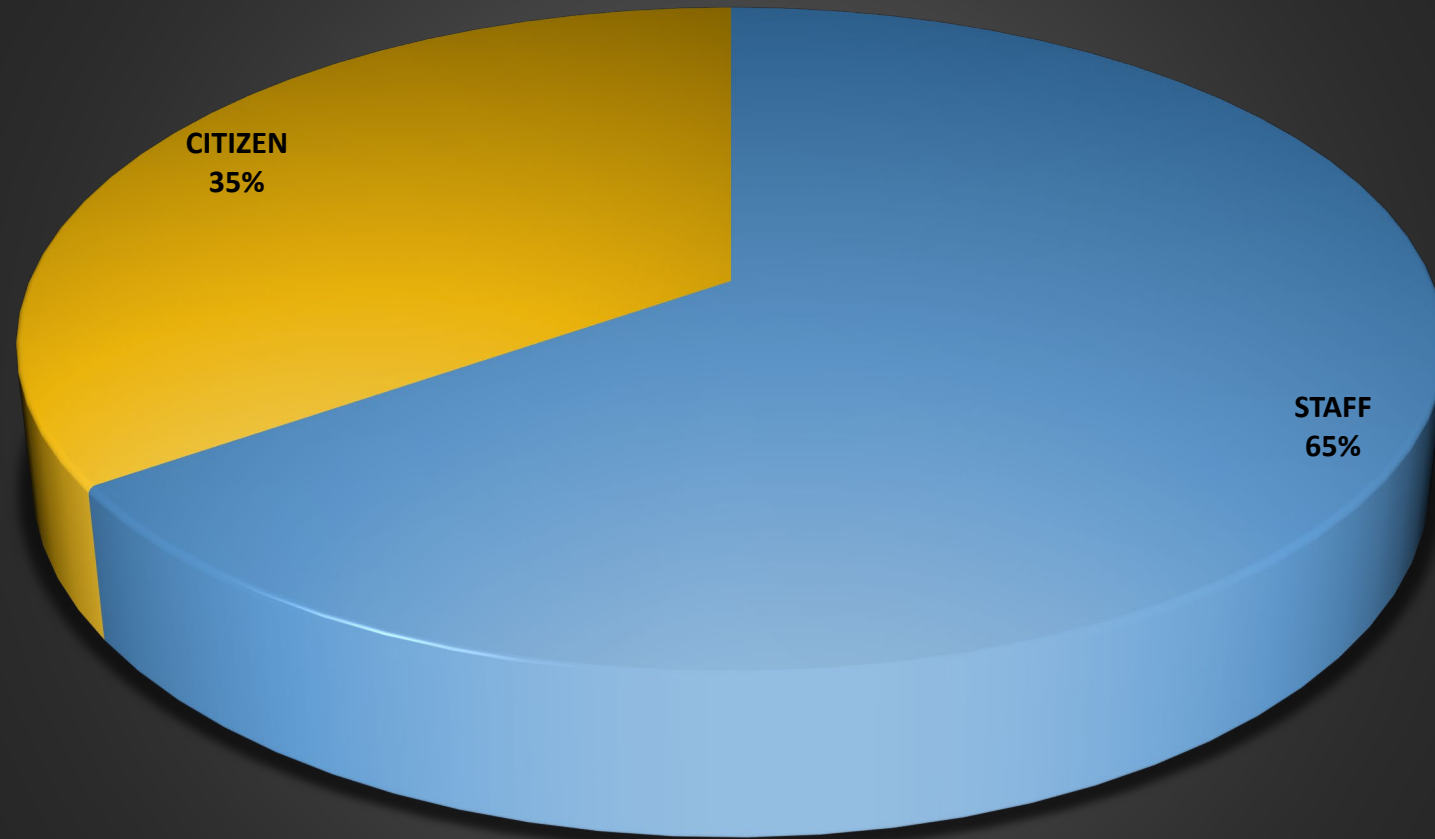
Sharon Harker, Mayor

Elizabeth Lewis, Town Clerk

CODE ENFORCEMENT UPDATE



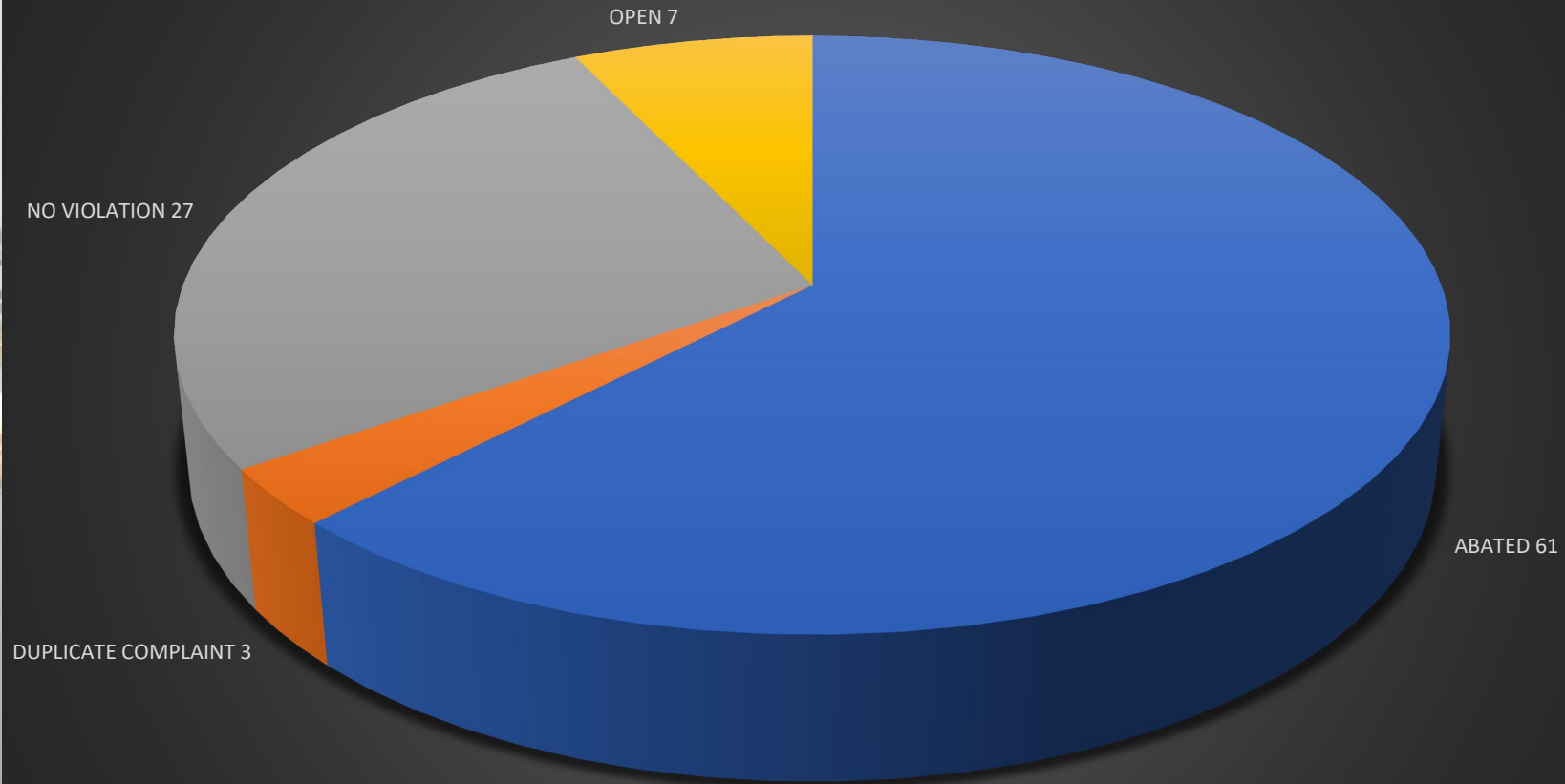
COMPLAINTS/OBSERVATIONS



98 total complaints/observations as of December 15.



COMPLAINT STATUS

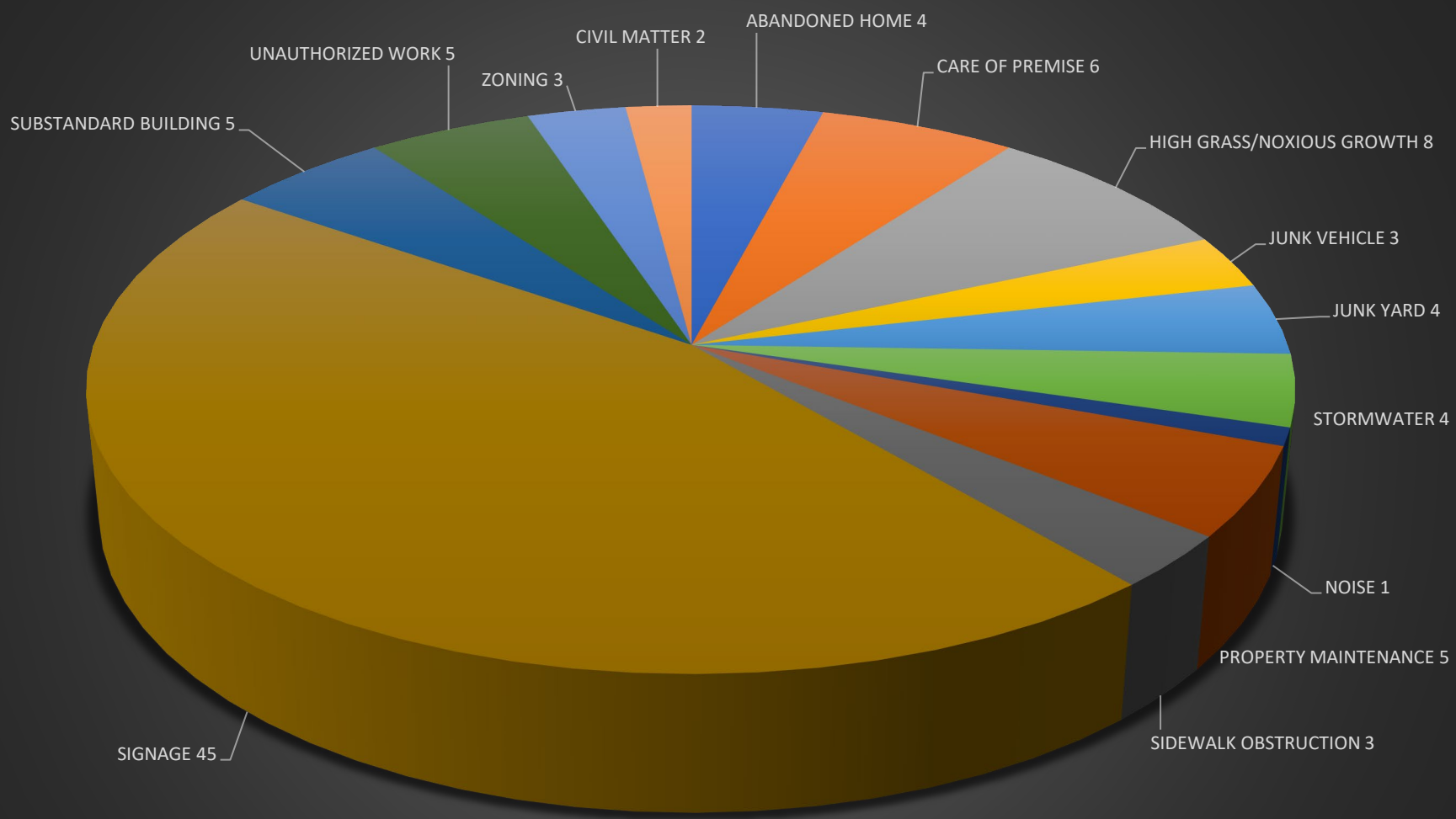


COMPLAINT STATUS

- OPEN: Six of the “Open” Complaints are currently being voluntarily abated. The other “Open” Complaint is new and is under investigation.
- DUPLICATE COMPLAINT: One was for a stormwater issue with a home under construction. One was for a junkyard (no violation). The last one was for an approved vegetated buffer.
- NO VIOLATION: Complaint filed with Town. Staff conducts an investigation and determines there isn’t a violation.
- ABATED: Complaint filed with Town. Staff conducts an investigation and determines there is a violation. Staff works with property owner to correct the issue.



COMPLAINT TYPES



COMPLAINT TYPES

- **SUBSTANDARD BUILDING**: All were from apartment occupants who believed that property was unsafe. Staff investigations found that there were no code violations or life safety issues.
- **UNAUTHORIZED WORK**: Three of the five were working without a permit. All three have been abated.
 - There wasn't a violation on one.
 - The last one is a new case under investigation.
- **ZONING**: Two of the three have been abated and there was no violation on the other.
- **CIVIL MATTER**: Neither case was found to be a code violation other than neighbors not getting along.
- **ABANDONED HOME**: One been abated. Two have been issued demolition permits. The last one is consulting contractors to decide the best course of action.



COMPLAINT TYPES

- CARE OF PREMISE: Four of the six were no violation. The other two were voluntarily abated.
- HIGH GRASS/NOXIOUS GROWTH: Six of eight were voluntarily abated. One was a duplicate complaint (no violation) and the other was no violation.
- JUNK VEHICLE: Two of the three were no violation. The other is being voluntarily abated.
- JUNK YARD: No violations were found on the properties. The other was a duplicate complaint.
- STORMWATER: No violations were found on the properties. The other was a duplicate complaint.



COMPLAINT TYPES

- NOISE: No violation.
- PROPERTY MAINTNENANCE: No violations were found for two. Voluntary abatement has occurred on two. The last one abatement process has started.
- SIDEWALK OBSTRUCTION: No violations were found for two. Voluntary abatement has occurred on the other.
- SIGNAGE: Forty four of the forty five have been abated. The abatement process has started in the other.





ANY
QUESTIONS



Parking 2022

Parking in Downtown
Beaufort

Presented by Parking Manager
Cherelle Sharpe



2023 Parking Goals

Create a friendly environment for Beaufort residents and visitors.

Successfully manage another parking season.

Emphasize safety of customers, residents, staff, visitors and their vehicles.

Considerations When Interpreting Parking Data

2019

- Season 5/20/19 - 9/2/19
 - Sunday-Saturday
 - 8am-5pm
 - 323 Paid Spaces
 - Managed in-house
- Sold Season, WBD, and weekly passes

2021

- Season 5/24/21-9/6/21
 - Sunday-Saturday
 - 8am-5pm
 - 323 Paid Spaces
 - Managed in-house-PD
- Sold Season, WBD, monthly, and weekly passes

2022

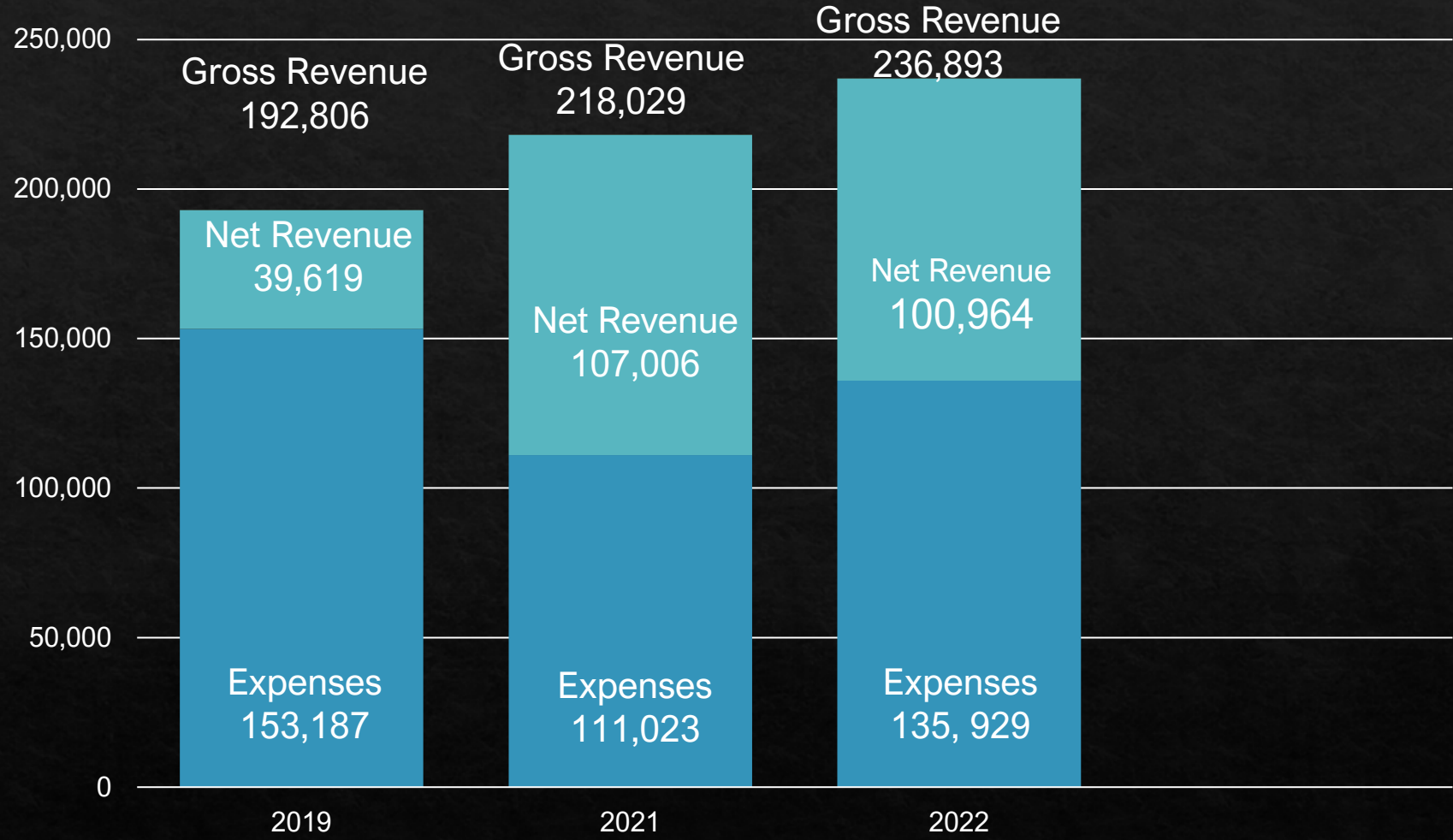
- Season 5/23/22-9/5/22
 - Sunday-Saturday
 - 8am-5pm
 - 323 Paid Spaces
 - Managed in-house-PD
- Sold Season, WBD, monthly, and weekly passes



REVENUES

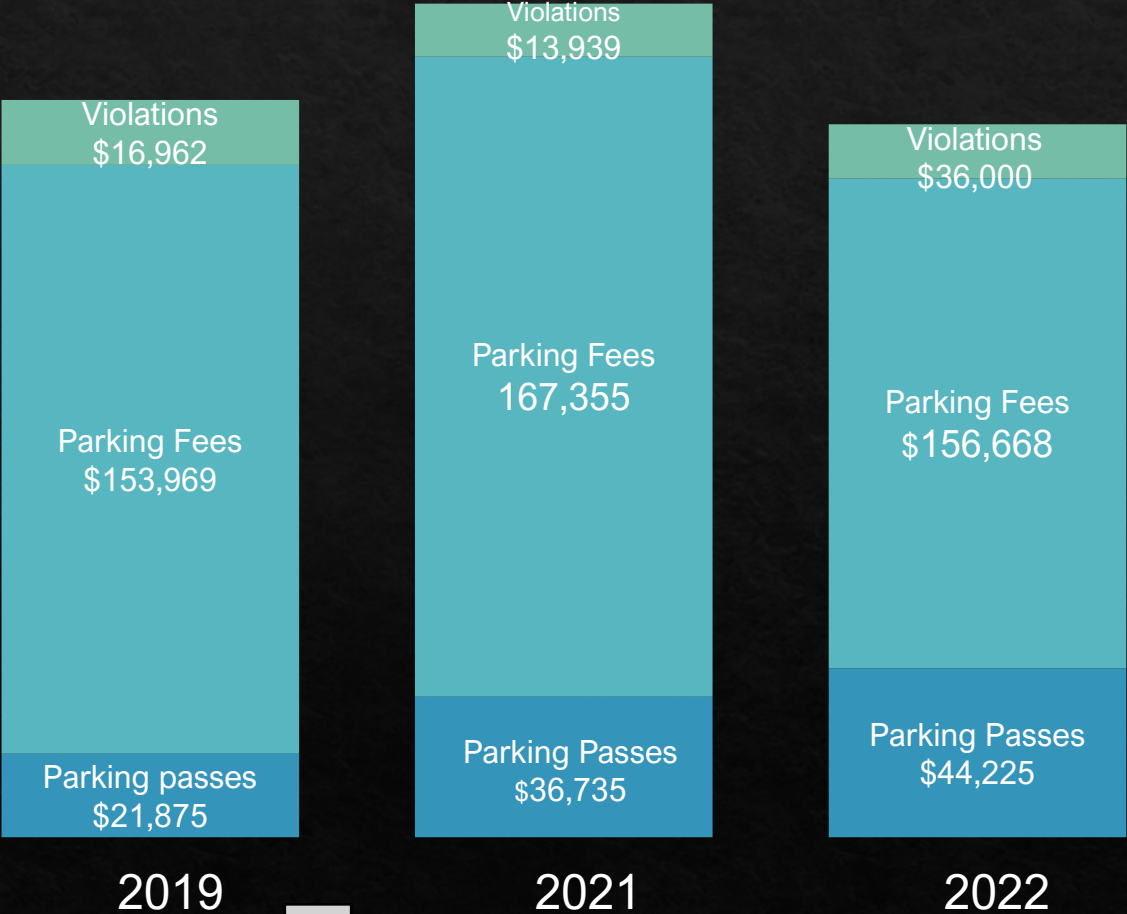
Calendar Year Revenue Fluctuations

- 2019 – Management in house
Reduced Hours
Expanded Season
Fewer Spaces
- 2020 – No paid parking due to Covid-19
- 2021 – Management in House-PD
More Ambassadors
Same Spaces
- 2022 – Management in House-PD
4 Ambassadors



PARKING FEES ARE THE LARGEST REVENUE STREAM

- Violation revenue includes all citations and late fees received in a year, regardless of year citation was issued.
- Parking passes were introduced in 2018 and sales have continually increased over the years.



What types of passes sell?

2019

- Season: 86
- WBD Res: 5
- Weekly: 27

2021

- Season: 129
- WBD Res: 9
- Monthly: 10
- Weekly: 59

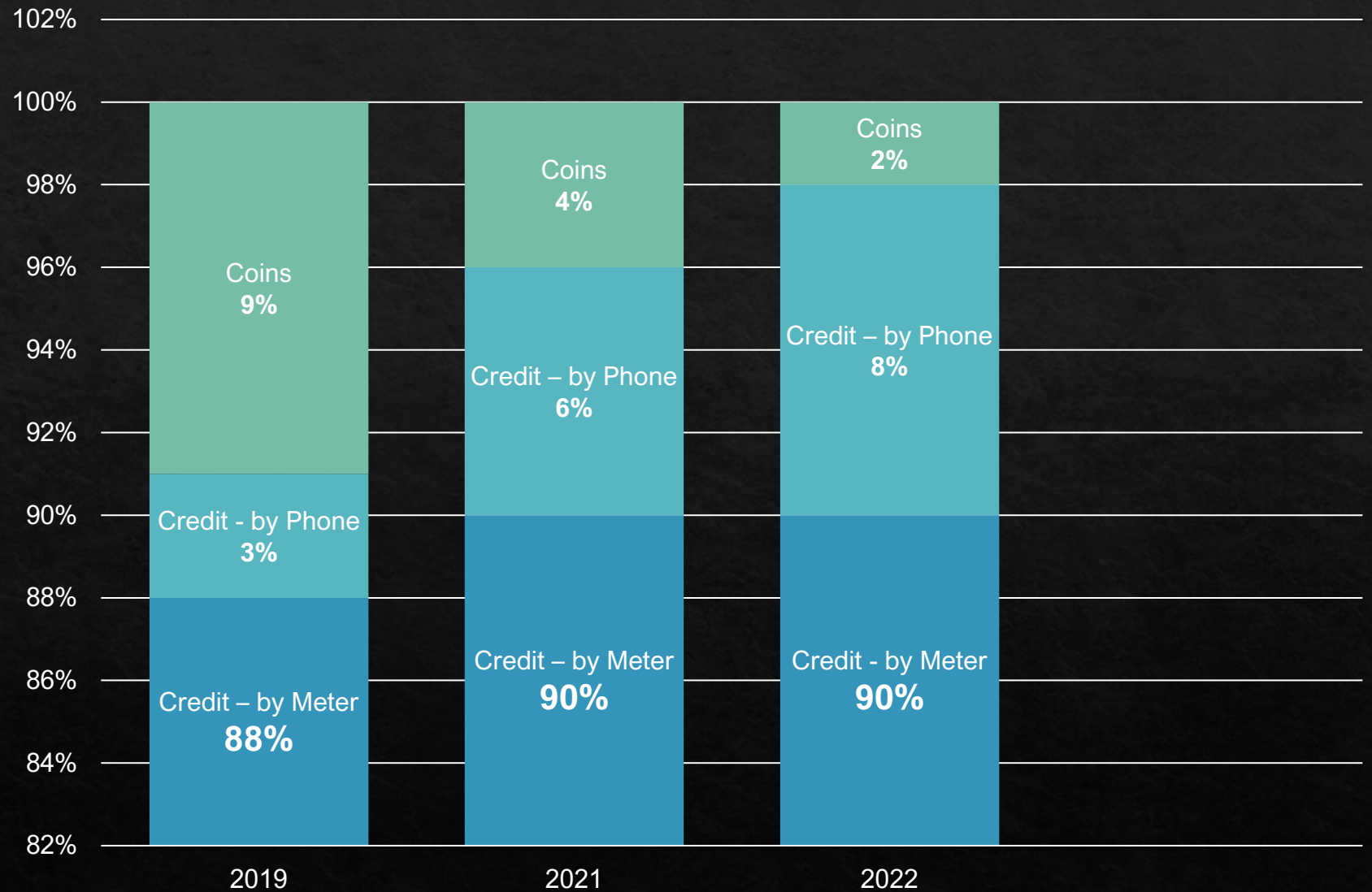
2022

- Season: 176
- WBD Res: 8
- Monthly: 10
- Weekly: 65

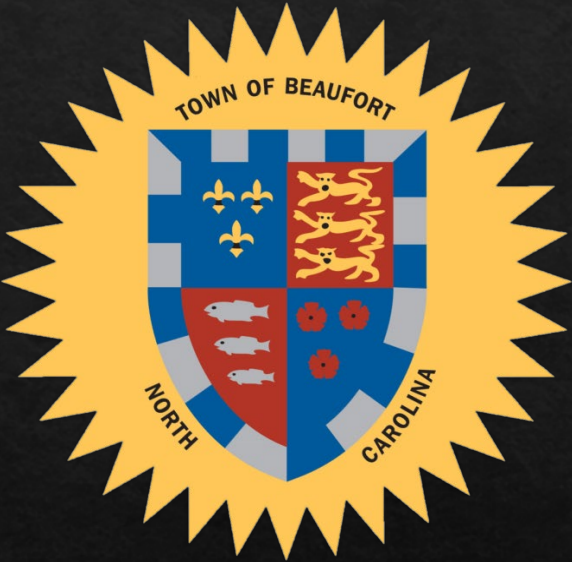


How do people pay for parking?

The use of Credit Cards at Meters Continues to Represent the Greatest Portion of Daily Parking Fees



NEXT STEPS



- Staff does not recommend changing the parking season for 2023.
- More signage is needed in certain areas of town- this is addressed in the Wayfinding Project.

Parking Regulations for 2023 Season

Dates: May 22, 2023 (Monday before Memorial Day) - Sept. 4, 2023 (Labor Day)

Hours: 8 a.m. - 5 p.m.

Parking fee schedule:

- Front Street parking lots (East & West lot): escalating fee beginning at \$1/hour
- All other spaces: \$1/hour.
- Overtime/improper parking violation: \$50
- Handicap parking violation: \$100
- Violation fee for late payment (after 30 days): \$30
- Weekly parking pass: \$25-Valid for one week - Subject to time limits, except at Queen/Craven Streets lots & Craven Street on-street
- Monthly parking pass: \$100-Valid for one calendar month - Subject to time limits, except at Queen/Craven Streets lots & Craven Street on-street
- Seasonal parking pass: \$200-Valid May 23-Sept. 5, 2022 - Subject to time limits, except at Queen/Craven Streets lots & Craven Street on-street
- WBD Resident Premium parking pass: \$800 (only available to Waterfront Business District Residents. Not subject to any time limits)

Fee-Parking space locations (includes golf cart-only spaces):

- On-street spaces on Front Street from Queen Street to Moore Street, 4-hour limit
- On-street spaces on Front Street from Live Oak to Queen Street, all-day
- Front Street parking lots (East and West), all-day with escalating rate
- Queen Street parking lot, all-day
- Craven Street parking lot, all-day
- 100 block of Turner Street, all-day
- 100 block of Craven Street to Middle Lane, all-day
- Pollock Street in front of Town Hall (5 spaces), all-day
- Golf cart spaces, 4-hour limit.



Questions



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

**Board of Commissioners
Regular Meeting
6:00 PM – Monday, Feb. 13, 2023**

AGENDA CATEGORY: Consent
SUBJECT: Wooden Boat Show

The NC Maritime Museum & Friends of the Museum have submitted an event application to host their annual Wooden Boat Show on Saturday, May 6 in downtown Beaufort. The coordinator for this event is Brent Creelman.

The event requests the closure of the 300 block of Front Street to include parking spaces 173-183 from 6 a.m.-7 p.m. on Saturday, May 6, 2023. The event is from 10 a.m.-6 p.m. and draws approximately 2-3,000 people. This annual event is always well run, highly organized and creates a memorable experience for attendees.

The Town’s Emergency Services Departments have reviewed the application and do not have any issues. The application is consistent with events in the past and staff recommends approval.

REQUESTED ACTION: Approval

EXPECTED LENGTH OF PRESENTATION: 0 minutes

SUBMITTED BY: Rachel Johnson, Events Coordinator

BUDGET AMENDMENT REQUIRED: No

Date Application Received:

Permit Number:



APPLICATION FOR SPECIAL EVENT PERMIT

Please return completed application form with permit fee and paperwork to:

Events Coordinator, Town of Beaufort
701 Front Street
P.O. Box 390
Beaufort, NC 28516
Phone: (252) 728-2141 Email: r.johnson@beaufortnc.org

Applications submitted late or incomplete may not receive approval and may not be issued a permit.

EVENT BASICS

Event Name: **NC Maritime Museum Wooden Boat Show**

Location of Event Site: **Watercraft Center, Museum, and 300 block of Front Street**

(If more than one site is being requested please be specific and list each one individually below)

Run by: **NC Maritime Museum & Friends of the Museum**

Applicant (Organizer) Name: **Brent Creelman**

Contact #: **252 728-2762**

Day of Event Contact #: **Grant Caraway** Contact # **910 934-3792** Email: grant.caraway@ncdcr.gov

Type of Event:

- Festival
- Parade
- 5K Race
- 10K Race
- Music Event
- Other: Exhibition**

Actual Event Date(s): **May 6, 2023**

Time of Event: **10 a.m. – 6 p.m.**

Set-Up Date: **May 6, 2023**

Start Time: **6 a.m.**

Tear Down Date: **May 6, 2023**

End Time: **7 p.m.**

Estimated Attendance: **2,000-3,000**

Admission Fees: **\$0**

Event Description:

Display of wooden boats, demonstrations

ORGANIZER/APPLICANT INFORMATION

Name of Organization: **Friends of the Museum**

Primary Contact Person: **Brent Creelman**

Mailing Address: **315 Front Street, Beaufort**

Email: **brent@maritimefriends.org**

Daytime Phone #: **252 728-2762**

Cell Phone #: **252 422-6452**

Alternate Contact Person: **Grant Caraway**

Contact # **910 934-3792**

Is your group a non-profit organization? **Yes** If yes, please provide documentation with your application.

Site Plan Attached

SITE PLAN

Yes

No

(If you need help, please set up a meeting with the Town of Beaufort’s Events Coordinator)

A detailed site plan must be included with your event application. The following, should they be relevant, must be included in your Site Plan.

- Location of all tents and temporary structures
- Location of requested barricades and road closures

OTHER EVENT DETAILS

- Emergency exits
- Fire extinguishers, propane storage
- Location of command post, medical & first aid station, emergency vehicle access points and all exits and entrances (both emergency and for the public)
- Fencing, staging, bleachers, stages, inflatables, etc.
- Food/refreshment tent vendors, refreshment tents
- Food Trucks
- Location of Restrooms
- 5K/10K race routes

If the Site Plan is not submitted with the event application, the deadline is 45 days before the event, otherwise a permit will not be issued.

Please mark all that apply:

PARKS & PARKING LOTS REQUESTED

- East Parking Lot
- West Parking Lot
- Craven Street Parking
- Middle Lane
- John Newton Park
- Lynn Eury Park
- Grayden Paul Park
- Topsail Marine Park
- Other** Please list: **300 block of Front Street**

Specific Requirements: (Extra trash cans/recycling/electrical etc.) Please be specific and include each item on the Site Plan for the desired location. Please note extra charges may apply in accordance to the fee schedule. (Trash/Recycling Carts: \$10 each, Electricity: \$50)

Please provide the name and contact information of all outside companies who are providing services during your event. IE: Tent Rentals, Inflatable Rentals, Port-A-Pottie Rentals, etc.

Will there be canon/re-enactment fire during your event? **NO** If yes, please coordinate with the Beaufort Fire Department for safety procedures.

Does your event require a road closure? **YES** _____ **NO**

Please provide specifics below: **300 block of Front Street between the Museum’s east driveway and Orange Street with an access lane open for the Elizabeth Inn at 307 Front Street.**

ALCOHOL

Alcohol at the event **YES** ____ **NO** **X** Attach all required paperwork. Applicant is responsible for obtaining applicable ABC License and Liquor Liability Insurance. Applicant must provide a clearly marked and contained area for alcohol consumption and hire two Town of Beaufort police officers at a rate of \$32.50 per hour for the duration. At the discretion of the Police Chief, modifications may be made to staffing requirements. All local, state and Federal laws must be adhered to.

I/we have read, understand and will comply with the rules outlined by the Town of Beaufort in the Town Code of Ordinances as well as in the Event Procedures.

X _____ *(Applicant’s Signature)*

ROAD CLOSURES

Road	Set-Up Time	Event Start Time	Finish Time	Tear Down Time
300 block Front St	6-10 a.m.	10 a.m.	6 p.m.	6-7 p.m.

If a road closure has any impact on area businesses and/or residents, the applicant will be required to inform all residents and/or businesses in the area of the road closure, by letter or hand-delivered flyer at least 14 days in advance of the event, of the particulars of the approved temporary road closure and any detour route available.

Emergency Vehicle Access Requirements: A road may be closed to regular traffic during an event, but an unobstructed fire lane must be left open at all times for emergency vehicles.

Parking lots required for Event set-up: (Please mark on the site map if applicable) (Please note charges may apply. The rate is \$10 per parking space per day for special event closure during Pay-To-Park season).

Please list all parking lots and spaces you are requesting. Spaces are numbered so please be specific. Also please note that parking space closures MUST be approved by the Board of Commissioners. Event organizers are not permitted to acquire additional spaces without Town permission prior to an event.

300 block of Front Street to include parking spaces 173-183

Please list off-site Parking Location for Vendors & Event Staff: A letter of permission is required for the use of private property per the event procedures. Please include this with your event application.

Truist parking lot – Front & Pollock Streets

Bicycle Parking: **Yes** No

Additional Handicap Parking: Yes _____ **No** _____ Location: _____

Event Parking: (Please outline your plan for day of parking for event attendees. Please include parking lot locations and the name/contact information for any shuttle/trolley service):

Parade Assembly Area: _____ Time: _____

PARADE/WALK INFORMATION

Parade Dismissal Area: _____ Time: _____

Parade Start Time: _____

Route Map Attached: _____ YES _____ NO (Please note a route map is required)

EMERGENCY MANAGEMENT

Designated Emergency personal/liaison (onsite): **Grant Caraway**

Cell #: **910 394-3792** Other Contact: **Brent Creelman 252 422-6452**

How will your event staff react to severe weather? **__Gather in the Watercraft Center & Museum**

How will you alert visitors to the event to evacuate the site? (If multiple sites are being requested, a plan must be submitted for each location)

Bullhorn

RISK ASSESSMENT

It is important for Event Organizers to identify risks and hazards associated with their event and know how to prevent these risks. Please identify possible risks for your event and list below (weather, food, fire, etc.) Please provide details.

Severe weather – thunderstorms/high winds/lightening

What training will you provide to your volunteers/staff/participants regarding emergencies?

Event volunteers & staff are seasoned. Volunteer orientation addresses pending threats.

TENTS

Will you have tents at your event? YES NO

Please list the tent sizes: _____

If your event includes tents, you must make arrangements with the Beaufort Fire Department for a tent permit. There is a \$50 fee. Please contact Tammy Turek at (252) 728-4325 to make arrangements. The Tent Permit Application and a list of requirements are available online at www.beaufortnc.org.

FOOD

Will there be food served at your event? YES NO

If yes, please provide a detailed list of all food vendors.

If yes, have you contacted the Carteret County Health Department to set up inspections? YES NO

All food vendors must have proper licensing, inspections, etc

VENDORS

Will there be vendors selling items at your event? Yes No

Please note vendors are only permitted to sell during the event hours listed on this application. Any vendor selling before or after the listed hours is in violation and subject to being shut-down.

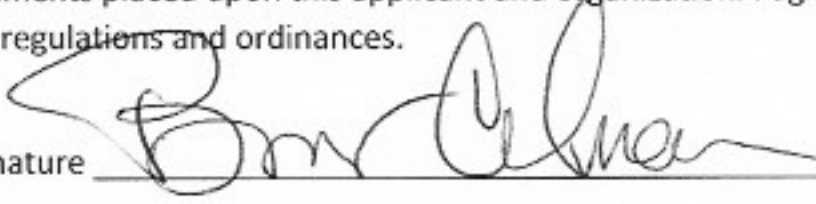
All vendors must have proper certifications and licenses. They must display the required state sales and use tax information and the event organizer must keep all of this information on file pursuant to North Carolina State laws.

CHECKLIST

Please submit the following documents with your event application. Once all forms (if applicable) are received and the event is approved an Event Permit will be issued.

- Tent Permit
 - Detailed Site Plan
 - Detailed Route Map (Parade/5K/10K)
 - Map of Road Closures
 - ABC Permit
 - Health Inspection Documentation
 - Insurance
 - Non-profit documentation
 - Private property parking permission letter
 - List of food vendors
 - List of vendors
 - Application Fee
 - Application Signature
- I/We the event organizer **Brent Creelman**,

on behalf of the Friends of the NC Maritime Museum, the party requesting the use of the Town of Beaufort facilities noted in the above application do hereby hold and save harmless and agree to indemnify the Town of Beaufort and its elected officials, directors, officers, employees, servants, agents, contractors and their respective heirs, executors, successors with respect to any and all liability, actions, debts, suits, demands, costs, damages and expenses whatsoever arising wither directly or indirectly as a result of the use of the Town of Beaufort's facilities, park, road or other and in accordance with the provisions contained in this policy. I/We have read and understand this application, the event procedures and the requirements placed upon this applicant and organization. I agree to abide by the Town of Beaufort rules, regulations and ordinances.

Applicant's Signature  Date 1-26-23



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

**Board of Commissioners
Regular Meeting
6:00 PM Monday, February 13, 2023
Train Depot, 614 Broad Street**

AGENDA CATEGORY: Public Hearing
SUBJECT: Voluntary Annexation (Davis Bay)

BRIEF SUMMARY:

On January 23, 2023, the Town Clerk presented a Certificate of Sufficiency regarding two petitions for voluntary annexation submitted by The Burdett Family Trust. The associated addresses include 180 and 190 Davis Bay Drive.

Notice of the February 13th Public Hearing was published in the Carteret County News-Times on February 1st and 8th, 2023.

REQUESTED ACTION:

Staff is requesting a Public Hearing be conducted on the question of voluntary annexation. If approved, the draft ordinances (attached in your meeting packet) will need to be adopted.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Elizabeth Lewis, Town Clerk



**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE TOWN OF
BEAUFORT IN CARTERET COUNTY, NORTH CAROLINA
ORDINANCE NO. 23-_____**

WHEREAS, on or about November 2, 2022, the Town of Beaufort (hereinafter “Town”) received petitions (hereinafter “Petitions”) from The Burdett Family Trust, requesting the Town to annex an area more fully described in the Petitions, such area generally known as “180 Davis Bay Drive” and “190 Davis Bay Drive;” and,

WHEREAS, the Board of Commissioners for Town directed the Town Clerk to investigate the sufficiency of the Petitions and to certify the result of the investigation to the Board of Commissioners for Town; and,

WHEREAS, at the January 23, 2023 meeting of the Town’s Board of Commissioners, the Town Clerk delivered her certification regarding the sufficiency of the Petitions; and,

WHEREAS, the Board of Commissioners of Town thereafter set a public hearing for February 13, 2023 on the question of annexation as requested in the Petitions and caused notice of the public hearing to be published on February 1, 2023 and February 8, 2023 in the Carteret County News-Times; and,

WHEREAS, the above-described public hearing was held on the date and at the time noticed, and during said public hearing persons resident or owning property in the area described in the Petitions and persons resident or owning property in the Town were given an opportunity to be heard; and,

WHEREAS, the Board of Commissioners of Town desires to annex the areas described in the Petitions and therefore adopts this Ordinance pursuant to the provisions of Part 1 of Article 4A of Chapter 160A of the North Carolina General Statutes.

NOW THEREFORE, be it resolved and ordained by the Board of Commissioners in and for the Town of Beaufort as follows:

1. The Petitions meet the requirements of Section 160A-31 of the North Carolina General Statutes.
2. The areas described in the Petitions and more particularly described in Exhibit A attached hereto and incorporated herein by reference are hereby annexed into and made a part of the Town of Beaufort.

3. The effectiveness of this Ordinance shall be conclusively demonstrated by the recordation of this Ordinance in the Office of the Register of Deeds of Carteret County, North Carolina.

4. The Mayor of Town, the Town Clerk and all other proper agents of the Town are hereby directed and authorized to take such further action as may be reasonably necessary to implement this ordinance and to comply with any requirements of statute or other law applicable to the subject matter hereof.

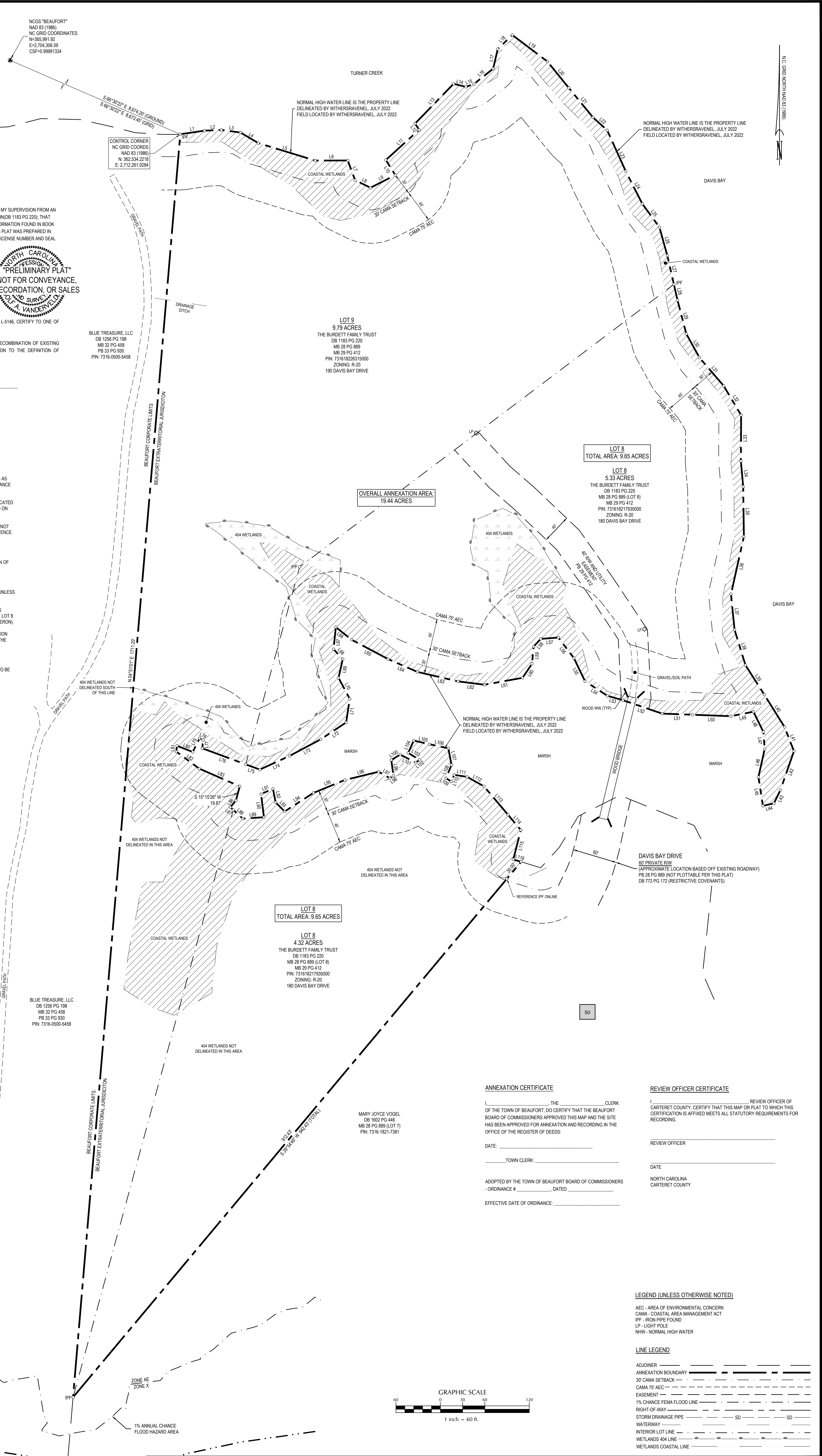
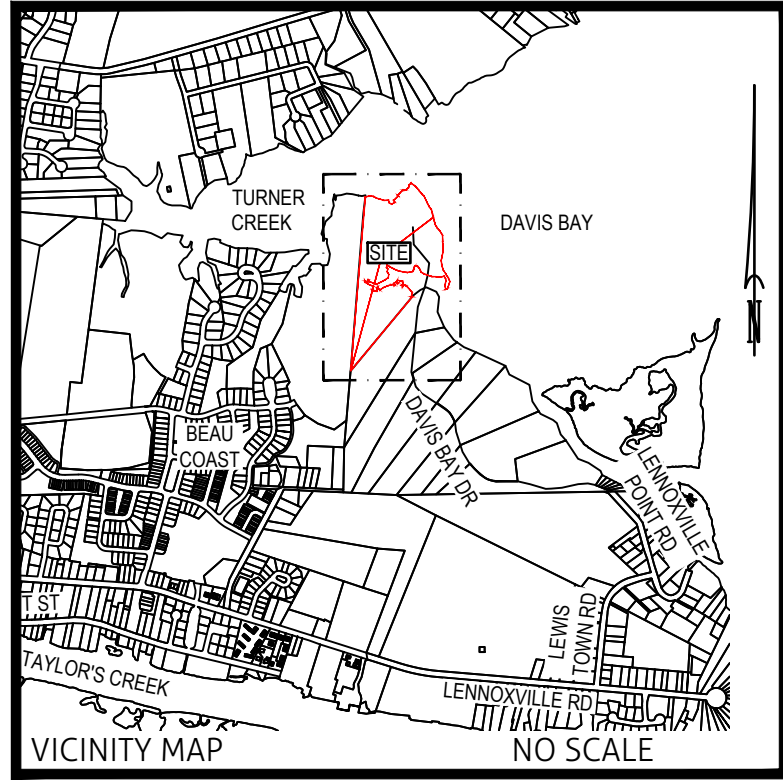
Adopted this ____ day of February, 2023.

TOWN OF BEAUFORT

By: _____
SHARON HARKER, Mayor

(Town Seal)

ELIZABETH LEWIS, Town Clerk



SURVEY CERTIFICATE

I, RUDOLF A. VANDERVELDE, JR., P.L.S., CERTIFY THAT THIS PLAN WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN DB 1183 PG 220), THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK (SEE MAP); THAT THE RATIO OF PRECISION AS CALCULATED IS 1:20,000; THAT THIS PLAN WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS XX DAY OF XXXXXXXX A.D., 2022.



RUDOLF A. VANDERVELDE, JR. (PROFESSIONAL LAND SURVEYOR)
LICENSE # 5146

TYPE OF PLAT

I, RUDOLF A. VANDERVELDE, JR., PROFESSIONAL LAND SURVEYOR LICENSE NO. L-5146, CERTIFY TO ONE OF THE FOLLOWING AS CHECKED BELOW:

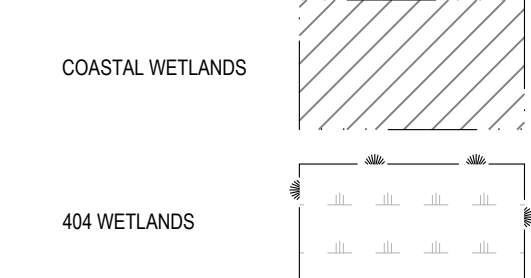
D. THAT THIS PLAN IS OF A SURVEY OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXEMPTION OR EXCEPTION TO THE DEFINITION OF SUBDIVISION.

RUDOLF A. VANDERVELDE, JR. (PROFESSIONAL LAND SURVEYOR)
LICENSE # 5146

SURVEY NOTES

- AREAS COMPUTED BY COORDINATE METHOD.
- BASIS OF BEARING NAD 83(1986)
- ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES.
- THE PROPERTY IS LOCATED IN A DESIGNATED FEMA FLOOD PLAIN (ZONE AE) AS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP NO. 372031600J, PANEL 7316, EFFECTIVE DATE JULY 16, 2003.
- WETLANDS AND NORMAL HIGH WATER LINE WERE DELINEATED AND FIELD LOCATED BY WITHERSRAVENEL IN JULY, 2022. WETLANDS NOT DELINEATED ARE NOTED ON THE SURVEY.
- AT THE TIME OF THE SURVEY, UNDERGROUND NON-GRAVITY UTILITIES WERE NOT MARKED OR FIELD LOCATED. THIS SURVEY DOES NOT CERTIFY TO THE EXISTENCE OR NON-EXISTENCE OF ANY UNDERGROUND UTILITIES OTHER THAN WHAT IS SHOWN HERON.
- TOWN OF BEAUFORT ZONING IS R-20 PER THE OFFICIAL TOWN OF BEAUFORT ZONING MAP ON THE BEAUFORT.ORG WEBSITE. PLEASE CONTACT THE TOWN OF BEAUFORT FOR ALL ZONING REQUIREMENTS AND SETBACKS.
- SEE DB 772 PG 172 (RESTRICTIVE COVENANTS) FOR DAVIS BAY SUBDIVISION.
- THE NORMAL HIGH WATER LINE SHOWN HERON ARE ALL COMPUTED POINTS UNLESS OTHERWISE NOTED.
- THE NORMAL HIGH WATER LINE EXTENDS INTO LOT 9 AS SHOWN HERON. THIS CHANGE FROM THE ORIGINAL RECORDING (PB 28 PG 889) IS THE REASON THE LOT 8 HAS 2 AREAS THAT ADD UP TO THE TOTAL ACREAGE FOR LOT 8 (AS SHOWN HERON).
- THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE EXAMINATION AND IS MADE SUBJECT TO ANY DOCUMENT OF RECORD WHICH MAY AFFECT THE SUBJECT PROPERTY.
- NCSS MONUMENT WAS NOT FOUND WITHIN 2000' OF THE SITE.
- THE ONLY PURPOSE OF THIS PLAT IS TO DEPICT AND DESCRIBE THE AREAS TO BE ANNEXED TO BEAUFORT CORPORATE LIMITS

HATCH LEGEND



NORMAL HIGH WATER LINE TABLE

LINE	BEARING	DISTANCE
L1	N 81°32'22" E	32.56
L2	N 87°34'59" E	22.84
L3	S 2°15'58" E	26.07
L4	S 29°22'37" E	27.85
L5	S 72°54'41" E	80.43
L6	N 83°51'38" E	43.86
L7	S 2°23'43" E	28.30
L8	S 63°40'14" E	23.15
L9	S 63°16'25" E	37.56
L10	N 31°52'50" W	24.11
L11	N 47°45'18" E	60.62
L12	N 32°36'59" W	10.94
L13	N 44°05'41" E	74.66
L14	S 76°14'01" E	17.11
L15	N 79°44'52" E	11.41
L16	N 51°25'32" E	33.34
L17	N 13°03'58" E	22.13
L18	N 45°59'11" E	27.49
L19	S 52°54'49" E	59.42
L20	S 39°02'58" E	45.86
L21	S 39°20'51" E	51.48
L22	S 47°48'11" E	25.85
L23	S 24°22'58" E	60.66
L24	S 26°57'46" E	49.49
L25	S 36°15'44" E	38.96
L26	S 15°29'52" E	32.72
L27	S 12°54'48" E	39.92
L28	S 12°54'48" E	21.87
L29	S 14°38'02" E	46.59
L30	S 28°21'48" E	36.76
L31	S 40°42'40" E	20.26
L32	S 30°40'08" E	45.97
L33	S 00°15'58" W	61.94
L34	S 53°03'52" W	34.76
L35	S 00°48'46" E	67.25
L36	S 12°36'30" W	79.74
L37	S 05°42'38" W	48.28
L38	S 17°06'51" E	50.08
L39	S 32°33'15" E	46.99
L40	S 20°11'22" E	51.87
L41	S 21°15'15" E	35.06
L42	S 19°13'11" W	55.87
L43	S 26°15'02" E	19.74
L44	S 77°30'15" W	15.17
L45	N 08°52'40" W	39.33
L46	N 12°36'02" E	38.68
L47	N 04°22'09" W	23.28
L48	N 26°16'56" W	30.51
L49	S 28°50'15" W	31.03
L50	N 87°50'00" W	52.19
L51	N 87°54'54" W	45.37
L52	N 71°07'48" W	56.32
L53	N 74°14'18" W	21.58
L54	S 69°57'40" W	36.29
L55	N 25°39'06" W	34.64
L56	N 37°08'56" W	34.78
L57	S 85°48'58" W	23.87
L58	S 42°41'33" W	14.16
L59	S 05°15'31" W	23.26
L60	S 33°59'37" W	22.81
L61	S 79°41'00" W	52.13
L62	N 82°47'03" W	36.06
L63	N 78°14'53" W	56.71
L64	N 66°21'41" W	43.13
L65	N 62°02'09" W	55.69
L66	N 51°30'58" W	27.21
L67	S 05°03'21" W	29.79
L68	S 42°32'42" E	18.41
L69	S 12°40'17" W	25.82
L70	S 28°04'02" E	32.21
L71	S 08°48'52" E	32.19
L72	S 56°23'42" W	41.21
L73	S 61°57'37" W	47.40
L74	S 69°15'51" W	44.32
L75	N 69°42'44" W	20.31
L76	N 69°42'44" W	82.51
L77	N 04°26'52" W	11.13
L78	N 62°49'15" W	5.23
L79	S 26°26'48" W	22.84
L80	N 69°42'44" W	22.84
L81	S 06°00'15" W	7.90
L82	S 53°24'42" W	38.59
L83	S 66°24'43" E	59.64
L84	S 38°58'38" W	11.72
L85	S 47°19'38" E	5.31
L86	N 88°17'58" E	28.71
L87	S 07°00'00" E	11.52
L88	N 65°54'53" E	17.69
L89	S 11°10'15" E	16.74
L90	S 44°45'38" E	17.37
L91	N 57°12'29" E	46.20
L92	N 67°37'34" E	45.76
L93	N 76°15'42" E	47.14
L94	S 59°49'10" E	17.22
L95	S 47°05'59" E	5.84
L96	N 07°51'15" W	21.55
L97	N 59°17'50" E	14.06
L98	S 61°48'15" W	23.56
L99	N 53°24'32" E	6.31
L100	N 58°45'39" W	17.94
L101	S 24°29'42" E	18.31
L102	S 76°54'54" E	21.79
L103	S 77°56'15" E	25.96
L104	S 11°01'22" E	22.83
L105	S 23°04'10" W	19.37
L106	S 57°20'45" E	8.53
L107	N 23°29'37" E	9.83
L108	S 81°13'24" E	17.75
L109	S 80°37'27" E	20.16
L110	S 40°44'02" E	50.19
L111	S 39°51'15" E	40.89
L112	S 14°22'48" W	40.89
L113	S 73°01'34" E	11.01

ANNEXATION CERTIFICATE

I, _____, THE _____ CLERK OF THE TOWN OF BEAUFORT, DO CERTIFY THAT THE BEAUFORT BOARD OF COMMISSIONERS APPROVED THIS MAP AND THE SITE HAS BEEN APPROVED FOR ANNEXATION AND RECORDING IN THE OFFICE OF THE REGISTER OF DEEDS:

DATE: _____

TOWN CLERK: _____

ADOPTED BY THE TOWN OF BEAUFORT BOARD OF COMMISSIONERS - ORDINANCE # _____ DATED _____

EFFECTIVE DATE OF ORDINANCE: _____

REVIEW OFFICER CERTIFICATE

I, _____, REVIEW OFFICER OF CARTERET COUNTY, CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

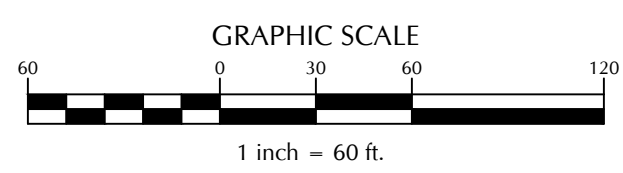
REVIEW OFFICER: _____

DATE: _____

NORTH CAROLINA CARTERET COUNTY

LEGEND (UNLESS OTHERWISE NOTED)

- AEC - AREA OF ENVIRONMENTAL CONCERN
 - CAMA - COASTAL AREA MANAGEMENT ACT
 - IPF - IRON PIPE FOUND
 - LP - LIGHT POLE
 - NHW - NORMAL HIGH WATER
- LINE LEGEND**
- ADJOINER
 - ANNEXATION BOUNDARY
 - 30' CAMA SETBACK
 - CAMA 75 AEC
 - EASEMENT
 - 1% CHANCE FEMA FLOOD LINE
 - RIGHT-OF-WAY
 - STORM DRAINAGE PIPE
 - WATERWAY
 - INTERIOR LOT LINE
 - WETLANDS 404 LINE
 - WETLANDS COASTAL LINE



REVISIONS:	DATE: 10-27-2022
	SCALE: 1"=60'
	SURVEYED BY: MS & RJ
	DRAWN BY: RAV
	CHECK & CLOSURE BY: RAV
	CAD FILE: DAVIS BAY LOTS 8&9 ANNEX.DWG
	PROJECT NO: 022001070.00

ANNEXATION MAP FOR THE TOWN OF BEAUFORT

PROPERTY OF
THE BURDETT FAMILY TRUST

TOWNSHIP: BEAUFORT	COUNTY: CARTERET	STATE: NORTH CAROLINA	SHEET 1 OF 1
TOWN OF BEAUFORT ZONING: R-20		PIN: 731618226315000 & 731618217935000	

WithersRavenel
Engineers | Planners | Surveyors
115 MacKenan Drive | Cary, NC 27511 | t: 919.469.3340 | license #: F-1479
www.withersravenel.com

W:\2022-07\02201070-Davis Bay - THE BURDETT FAMILY TRUST\Geomatics\Survey\New-Com\Drawings\Davis Bay Lots 8&9 Annexation Map.dwg - Thursday, October 27, 2022, 11:42:51 AM - WANDERVELDE, RUDY



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

**Board of Commissioners
Regular Meeting
6:00 PM Monday, February 13, 2023**

AGENDA CATEGORY: Items for Discussion & Consideration
SUBJECT: Zoning Text Amendment - Section 2-H-4 (General Provisions Residential Zones – Docks and Piers in Certain Areas of R-8, R-8A & RS-5)

BRIEF SUMMARY:

- At the January 9, 2023, meeting the Board asked for additional language regarding the proposed text for the covering of docks and piers. Staff in consult with the Town Attorney has the following additional language:
- *Residential boat docks may include roofs over permitted platform areas not to exceed four hundred square feet. The area under the roof shall not be enclosed or obstructed with features such as netting, panels, coverings, awnings, screens, shutters or other similar improvements, nor shall any roof permitted hereunder allow for second story use. The height of the roof shall not exceed more than a height of sixteen feet above the decking of the dock. Any roof permitted or hereunder shall comply with all applicable legal requirements, including but not limited to the requirements of the North Carolina Coastal Area Management Act and regulations promulgated thereunder and the requirements of the North Carolina State Building Code.*
- Staff has also included the CAMA Rules regarding docks and piers as well as applicable sections from the North Carolina Building Code - Section R327” Docks, Piers, Bulkheads and Waterway Structures”, Chapter 45 “High Wind Zones” and Chapter 46 “Coastal and Flood Plain Construction Standards” that the Town Building Inspectors would use when reviewing these types of requests.

REQUESTED ACTION:

Decision on proposed text amendment.

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Kyle Garner, AICP

Planning & Inspections Director

BUDGET AMENDMENT REQUIRED:

N/A

PLANNING BOARD STAFF REPORT

BOARD ACTION REQUEST	Case No.: 22-25
TO:	Mayor & Board of Commissioners
FROM:	Kyle Garner, Planning Director
DATE:	February 8, 2023
RE:	Updated - LDO Text Amendment Modifying Section 2-H-4 (General Provisions Residential Zones – Docks and Piers in Certain Areas of R-8, R-8A & RS-5)

Background

At the January 9, 2023, meeting the Board asked for additional language regarding the proposed text for the covering of docks and piers. Staff with the consultation of the Town Attorney is submitting that language for your consideration.

Staff has included “Draft” text language which shows text to be added as **bold highlighted** with **new proposed text in highlighted** and that to be removed shown with **strikethrough**.

Action Needed:

- Decision on Modified language for text amendment.

Attachments:

- Applicants Information 1-3
- Attachment A -Section 2-H-4 of the LDO
- Attachment B - 1998 Ordinance Excerpt
- Attachment C - Affected Properties Map
- CAMA Docks & Piers Requirements
- Code for Docks and Piers

Agenda Item Prepared By:
Kyle Garner, Planning Director

Section 2 General Provisions for Residential Zones

H) *Docks and Piers in Certain Areas of R-8, R-8A, and RS-5 Zoning Districts.*

Within the Regulated Area:

- 1) Only one residential boat dock per riparian lot is permitted. No other structure below the high-water mark is permitted.
- 2) Residential boat docks may contain boat slips subject to the following limitations:
 - a) No more than four boat slips per riparian lot with a single-family dwelling located on such lot.
 - b) No more than two boat slips per riparian lot on which there is no dwelling.
 - c) No more than two boat slips per dwelling unit on riparian lots used for multi-family dwellings, whether the multi-family dwellings are conforming or not.
- 3) Residential boat docks may not include any living quarters.
- 4) Residential boat docks may ~~not include any structures with roofs or overhead features designed to shield from rain, sun, or weather~~ include roofs over permitted platform areas not to exceed four hundred square feet. The area under the roof shall not be enclosed or allow for second story use. The height of the roof shall not exceed more than a height of sixteen feet above the decking of the dock. *Residential boat docks may include roofs over permitted platform areas not to exceed four hundred square feet. The area under the roof shall not be enclosed or obstructed with features such as netting, panels, coverings, awnings, screens, shutters or other similar improvements, nor shall any roof permitted hereunder allow for second story use. The height of the roof shall not exceed more than a height of sixteen feet above the decking of the dock. Any roof permitted or hereunder shall comply with all applicable legal requirements, including but not limited to the requirements of the North Carolina Coastal Area Management Act and regulations promulgated thereunder and the requirements of the North Carolina State Building Code.*
- 5) Residential boat docks shall be approved and constructed in accordance with the provisions of CAMA and all regulations promulgated there under, and all other applicable state, federal, or local land use laws or regulations.
- 6) Residential boat docks shall be used only for personal non-commercial purposes.
- 7) Nothing in this section shall prohibit a property owner within these specific zoning districts from leasing boat slips located upon a residential boat dock; however, no person, including an owner or tenant, may conduct commerce there from and no commercial boats may be moored to a residential boat dock (excluding boats with commercial net licenses used only by the property owner thereof).
- 8) This section does not permit the creation of additional nonconforming riparian lots. The existing nonconforming lots are not made conforming by the adoption of this section.

DRAFT ORDINANCE 23-0

AN ORDINANCE TO MODIFY THE Town of Beaufort *Land Development Ordinance (LDO)*, specifically Section 2-H-4 (General Provisions Residential Zones – Docks and Piers in Certain Areas of R-8, R-8A & RS-5)

WHEREAS the Beaufort Land Development Ordinance contains regulations which establish the development of land within the Town of Beaufort and its Extraterritorial Jurisdiction; and

WHEREAS, the Beaufort Planning Board has reviewed these ordinance text amendments and unanimously recommended its denial; and

WHEREAS the Board of Commissioners determines that the public interest will be served by adopting the following text amendments to modify text as it relates to these items.

NOW THEREFORE be it ordained by the Board of Commissioners of the Town of Beaufort as follows:

The Town of Beaufort LDO is amended as follows:

Section 2 General Provisions for Residential Zones

H) *Docks and Piers in Certain Areas of R-8, R-8A, and RS-5 Zoning Districts.*

Within the Regulated Area:

- 1) Only one residential boat dock per riparian lot is permitted. No other structure below the high-water mark is permitted.
- 2) Residential boat docks may contain boat slips subject to the following limitations:
 - a) No more than four boat slips per riparian lot with a single-family dwelling located on such lot.
 - b) No more than two boat slips per riparian lot on which there is no dwelling.
 - c) No more than two boat slips per dwelling unit on riparian lots used for multi-family dwellings, whether the multi-family dwellings are conforming or not.
- 3) Residential boat docks may not include any living quarters.
- 4) Residential boat docks may include roofs over permitted platform areas not to exceed four hundred square feet. The area under the roof shall not be enclosed or obstructed with features such as netting, panels, coverings, awnings, screens, shutters or other similar improvements, nor shall any roof permitted hereunder allow for second story use. The height of the roof shall not exceed more than a height of sixteen feet above the decking of the dock. Any roof permitted or hereunder shall comply with all applicable legal requirements, including but not limited to the requirements of the North Carolina Coastal Area Management Act and regulations promulgated thereunder and the requirements of the North Carolina State Building Code.
- 5) Residential boat docks shall be approved and constructed in accordance with the provisions of CAMA and all regulations promulgated there under, and all other applicable state, federal, or local land use laws or regulations.
- 6) Residential boat docks shall be used only for personal non-commercial purposes.
- 7) Nothing in this section shall prohibit a property owner within these specific zoning districts from leasing boat slips located upon a residential boat dock; however, no person, including an owner or tenant, may conduct commerce there from and no commercial boats may be moored to a residential boat dock (excluding boats with commercial net licenses used only by the property owner thereof).
- 8) This section does not permit the creation of additional nonconforming riparian lots. The existing nonconforming lots are not made conforming by the adoption of this section

Enacted on motion of Commissioner ----- and carried on a vote of in favor and 0 against.

This, the 13th day of February.

TOWN OF BEAUFORT

By: _____
Mayor

Attest:

_____ Town Clerk



Town of Beaufort
701 Front St. • P.O. Box 390 • Beaufort, N.C. 28516
252-728-2141 • 252-728-3982 fax
www.beaufortnc.org

**APPLICATION FOR AN AMENDMENT TO THE
BEAUFORT ZONING MAP**

Instructions:

Please complete the application below, include all the required attachments and the **\$300.00 for Rezoning request with no Land Use Plan Change** or **\$400.00 for Rezoning Request with Land Use Plan Change** and return to the Beaufort Town Hall, 701 Front Street or P.O. Box 390, Beaufort, N.C., 28516. Incomplete applications will not be processed and **will be** returned to the applicant. Please contact Planning and Inspections at 252-728-2142 if there are any questions.

APPLICANT INFORMATION

Applicant Name: Martha Harrell
Applicant Address: 909 Front Street
Phone Number: (910) 624-8842 Email: manharrell@gmail.com
Property Owner Name: Same
Address of Property Owner: _____
Phone Number: _____ Email: Charve11@Harrellsauto.com

PROPERTY INFORMATION

Property Address: 909 Front Street
15-Digit PIN: 730506393073000 Lot/Block Number: _____
Size of Property (in square feet or acres): 0.441 ac
Current Zoning: R8 **Requested Zoning:** Text Amendment
Current Use of Property: Residential Vacant Commercial Other: _____
Martha M. Harrell 11-28-22
Applicant Signature Date of Applicant's Signature
Martha M. Harrell 11-27-22
Property Owner Signature (if different than applicant) Date of Owner's Signature

An application fee of **\$300.00 for Rezoning request with no Land Use Plan Change** or **\$400.00 for Rezoning Request with Land Use Plan Change**, either in cash, money order, or check made payable to the "Town of Beaufort," should accompany this application. Payments can be made in person on the day of submittal and at such time, a credit card can be used to make the payment. Credit card payments are subject to a 3% extra fee.

Narrative

Mrs. Martha Harrell who resides at 909 Front Street in Beaufort has expressed interest in constructing a roof over her existing dock platform in Taylors Creek. This area is currently zoned R8. The Land Development Ordinance for the Town of Beaufort, SECTION 2-General Provisions for Residential Zones (H)(4) states; **Residential boat docks may not include any structures with roofs or overhead features designed to shield from rain, sun, or weather.**

North Carolina Coastal Management rules do allow for this type of development with conditions. Their rule, 15A NCAC .1205(n) reads; **Piers and docking facilities shall be single story. They may be roofed but shall not allow second story use.** Coastal Management rules also restrict the size to 400 sq ft and require that a covered structure not be enclosed. Rachel Love-Adrick, District Planner for the NC Division of Coastal Management, has written a statement that this activity is consistent with the Beaufort Land Use Plan.

The Harrell family would like the Town of Beaufort to consider a text amendment to this ordinance. They ask that the ordinance be rewritten to read; **4) Residential boat docks may include roofs over permitted platform area not to exceed 400 sq ft. The roof shall not be enclosed or allow for second story use. The height of the roof shall extend more than 16' above the decking of the dock.** A conceptual drawing of the dock at 909 Front Street is included for your review. Thanks for your consideration.

ROY COOPER
Governor
ELIZABETH S. BISER
Secretary
BRAXTON DAVIS
Director



MEMORANDUM

TO: Ryan Davenport

FROM: Rachel Love-Adrick, District Planner
Division of Coastal Management *Rya*

SUBJECT: Town of Beaufort LUP - covered platforms policies

DATE: November 18, 2022

As requested I have reviewed the Town of Beaufort’s Core Land Use Plan (LUP) for policies related to covered platforms. The town’s LUP was certified by the Coastal Resources Commission on January 26, 2007. The word “covered platforms” does not appear anywhere in the plan, nor did I identify any policies that prohibit “covered platforms”.



N.C. DIVISION OF COASTAL MANAGEMENT
ADJACENT RIPARIAN PROPERTY OWNER NOTIFICATION/WAIVER FORM
CERTIFIED MAIL · RETURN RECEIPT REQUESTED or HAND DELIVERY

(Top portion to be completed by owner or their agent)

Name of Property Owner: Martha M. Harrell

Address of Property: 909 Front St. Beaufort, NC 28516

Mailing Address of Owner: 909 Front St. Beaufort, NC 28516

Owner's email: mamharrell@gmail.com Owner's Phone#: 910-624-0335

Agent's Name: Charles Harrell Agent Phone#: 910-624-8842

Agent's Email: Charne11@harrellsauto.com

ADJACENT RIPARIAN PROPERTY OWNER'S CERTIFICATION
(Bottom portion to be completed by the Adjacent Property Owner)

I hereby certify that I own property adjacent to the above referenced property. The individual applying for this permit has described to me, as shown on the attached drawing, the development they are proposing. A description or drawing, with dimensions, must be provided with this letter.

I DO NOT have objections to this proposal. I DO have objections to this proposal.

If you have objections to what is being proposed, you must notify the N.C. Division of Coastal Management (DCM) in writing within 10 days of receipt of this notice. Correspondence should be mailed to 400 Commerce Ave., Morehead City, NC 28557. DCM representatives can also be contacted at (252) 808-2808. No response is considered the same as no objection if you have been notified by Certified Mail.

WAIVER SECTION

I understand that any proposed pier, dock, mooring pilings, boat ramp, breakwater, boathouse, lift, or groin must be set back a minimum distance of 15' from my area of riparian access unless waived by me (this does not apply to bulkheads or riprap revetments). (If you wish to waive the setback, you must sign the appropriate blank below.)

I DO wish to waive some/all of the 15' setback

John Kincheloe
Signature of Adjacent Riparian Property Owner

-OR-

I do not wish to waive the 15' setback requirement (initial the blank) _____

Signature of Adjacent Riparian Property Owner: John Kincheloe

Typed/Printed name of ARPO: John Kincheloe

Mailing Address of ARPO: 105 Milby Ct

ARPO's email: JKinch@msn.com ARPO's Phone#: 252 252 904 4593

Date: 11/21/2022 *waiver is valid for up to one year from ARPO's Signature*

N.C. DIVISION OF COASTAL MANAGEMENT
ADJACENT RIPARIAN PROPERTY OWNER NOTIFICATION/WAIVER FORM
CERTIFIED MAIL · RETURN RECEIPT REQUESTED or HAND DELIVERY

(Top portion to be completed by owner or their agent)

Name of Property Owner: Martha M. Harrell
Address of Property: 909 Front St Beaufort, NC 28516
Mailing Address of Owner: 909 Front St. Beaufort, NC. 28516
Owner's email: mamharrell@gmail.com Owner's Phone#: 910-624-0335
Agent's Name: Charles Harrell Agent Phone#: 910-624-6842
Agent's Email: charrell@Harrellsauto.com

ADJACENT RIPARIAN PROPERTY OWNER'S CERTIFICATION
(Bottom portion to be completed by the Adjacent Property Owner)

I hereby certify that I own property adjacent to the above referenced property. The individual applying for this permit has described to me, as shown on the attached drawing, the development they are proposing. A description or drawing, with dimensions, must be provided with this letter.

SBW I DO NOT have objections to this proposal. _____ I DO have objections to this proposal.

If you have objections to what is being proposed, you must notify the N.C. Division of Coastal Management (DCM) in writing within 10 days of receipt of this notice. Correspondence should be mailed to 400 Commerce Ave., Morehead City, NC 28557. DCM representatives can also be contacted at (252) 808-2808. No response is considered the same as no objection if you have been notified by Certified Mail.

WAIVER SECTION

I understand that any proposed pier, dock, mooring pilings, boat ramp, breakwater, boathouse, lift, or groin must be set back a minimum distance of 15' from my area of riparian access unless waived by me (this does not apply to bulkheads or riprap revetments). (If you wish to waive the setback, you **must sign** the appropriate blank below.)

I DO wish to waive some/all of the 15' setback

Steph B Wagner
Signature of Adjacent Riparian Property Owner

-OR-

I do not wish to waive the 15' setback requirement (initial the blank) _____

Signature of Adjacent Riparian Property Owner: _____

Typed/Printed name of ARPO: _____

Mailing Address of ARPO: _____

ARPO's email: _____ ARPO's Phone#: _____

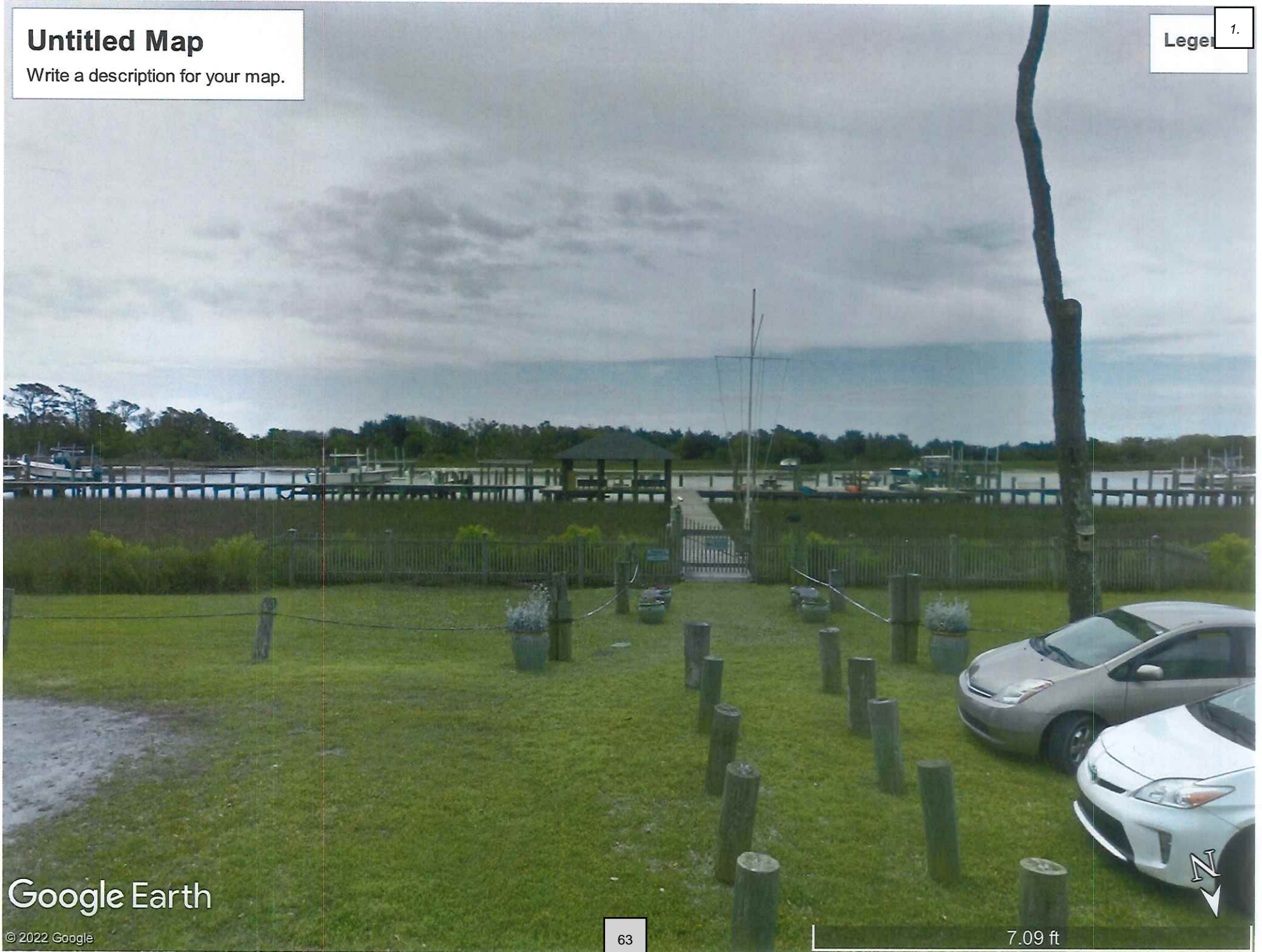
Date: _____ *waiver is valid for up to one year from ARPO's Signature*

Revised July 2021

Untitled Map

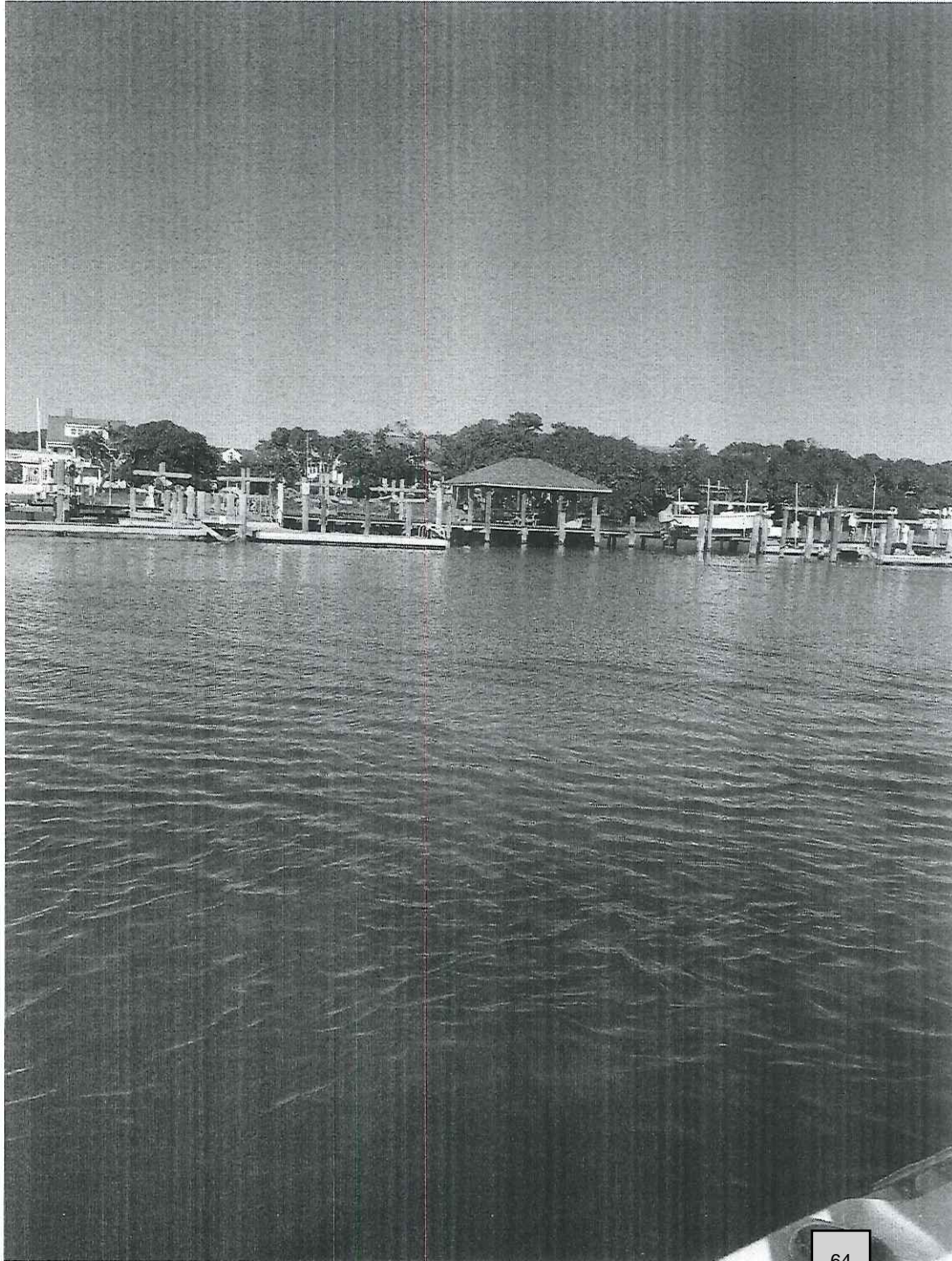
Write a description for your map.

Legend 1.



Google Earth

© 2022 Google



Untitled Map

Write a description for your map.

Legend 1.



Google Earth

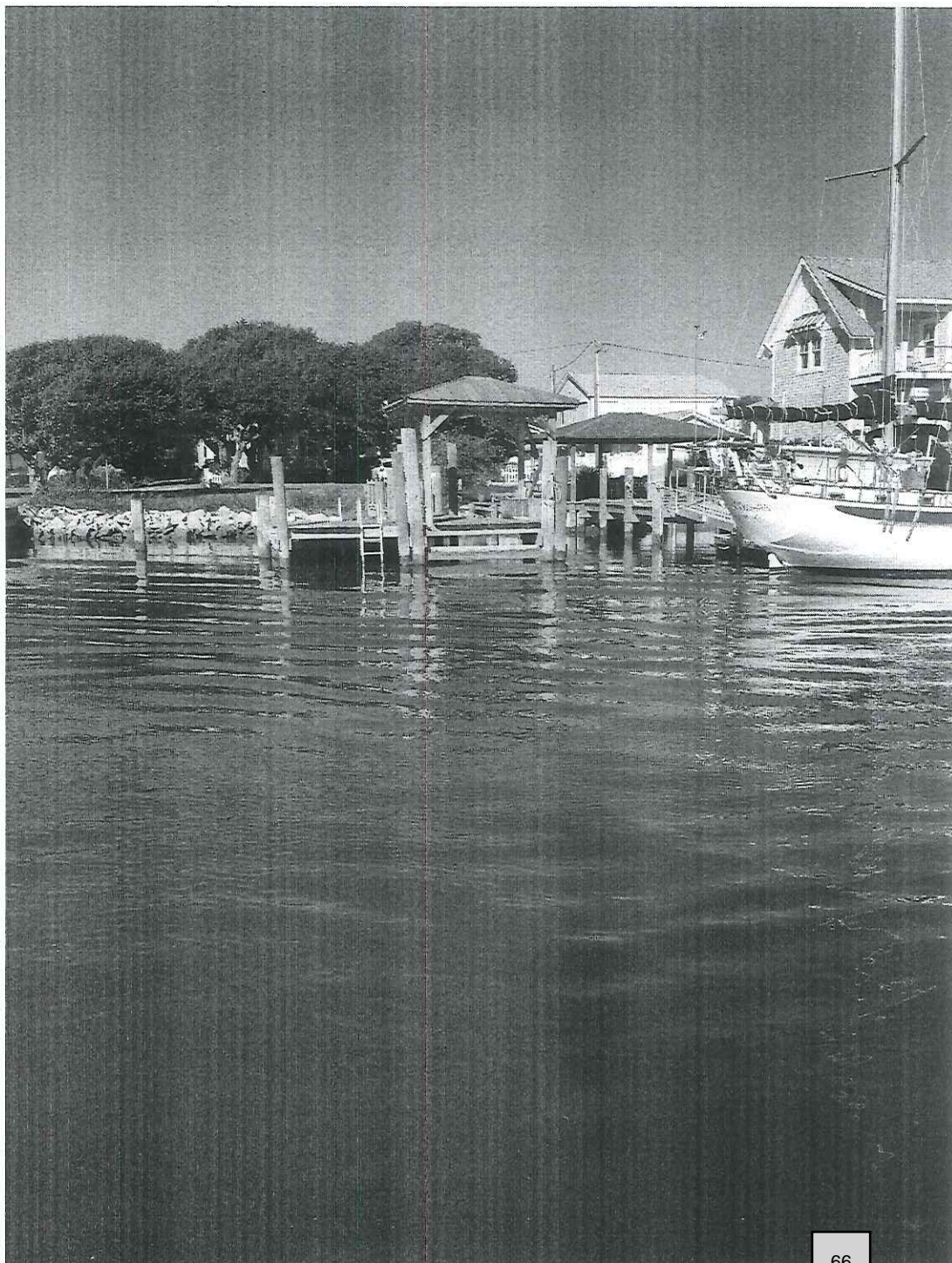
© 2022 Google

65

6.09 ft

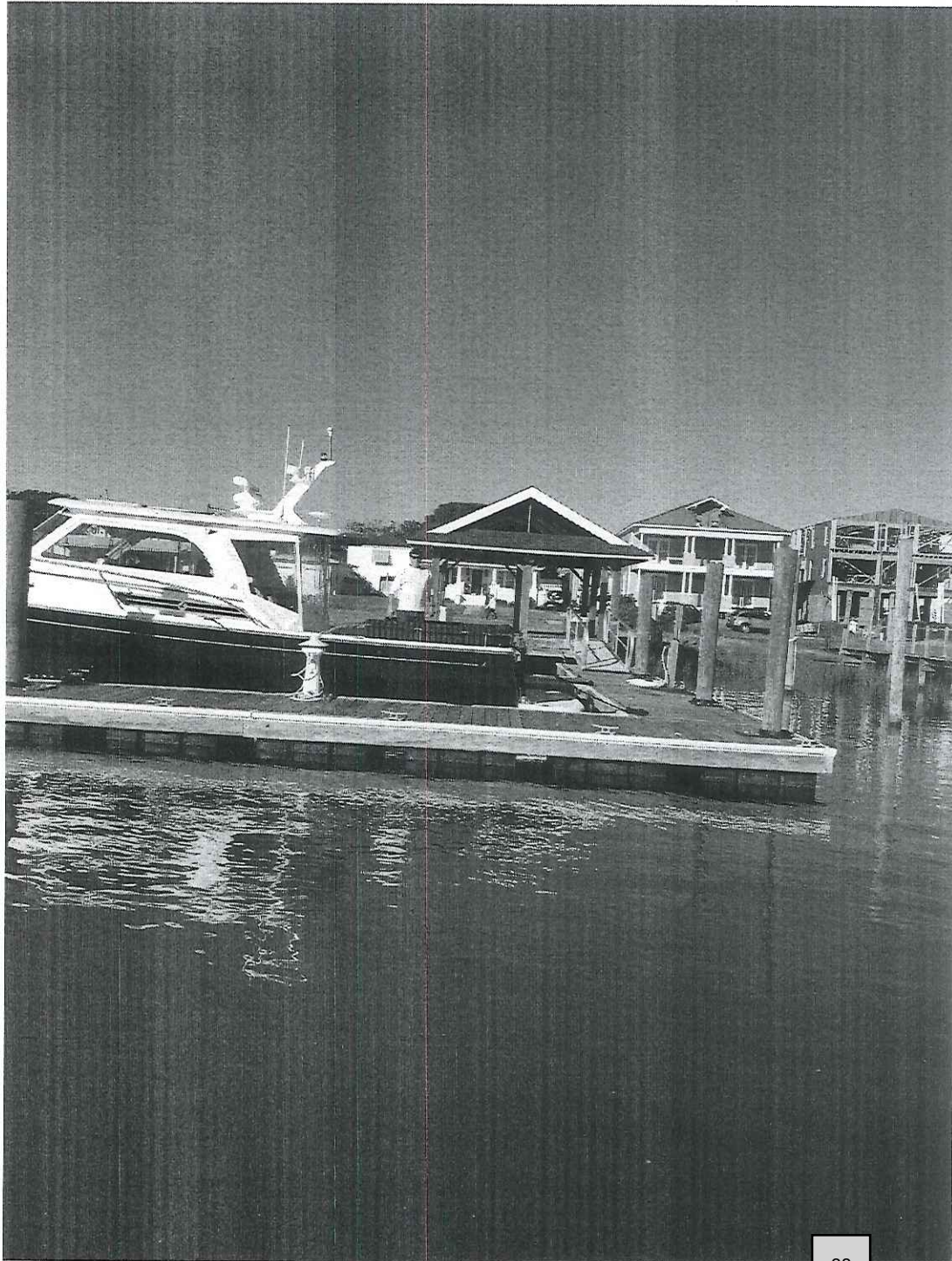


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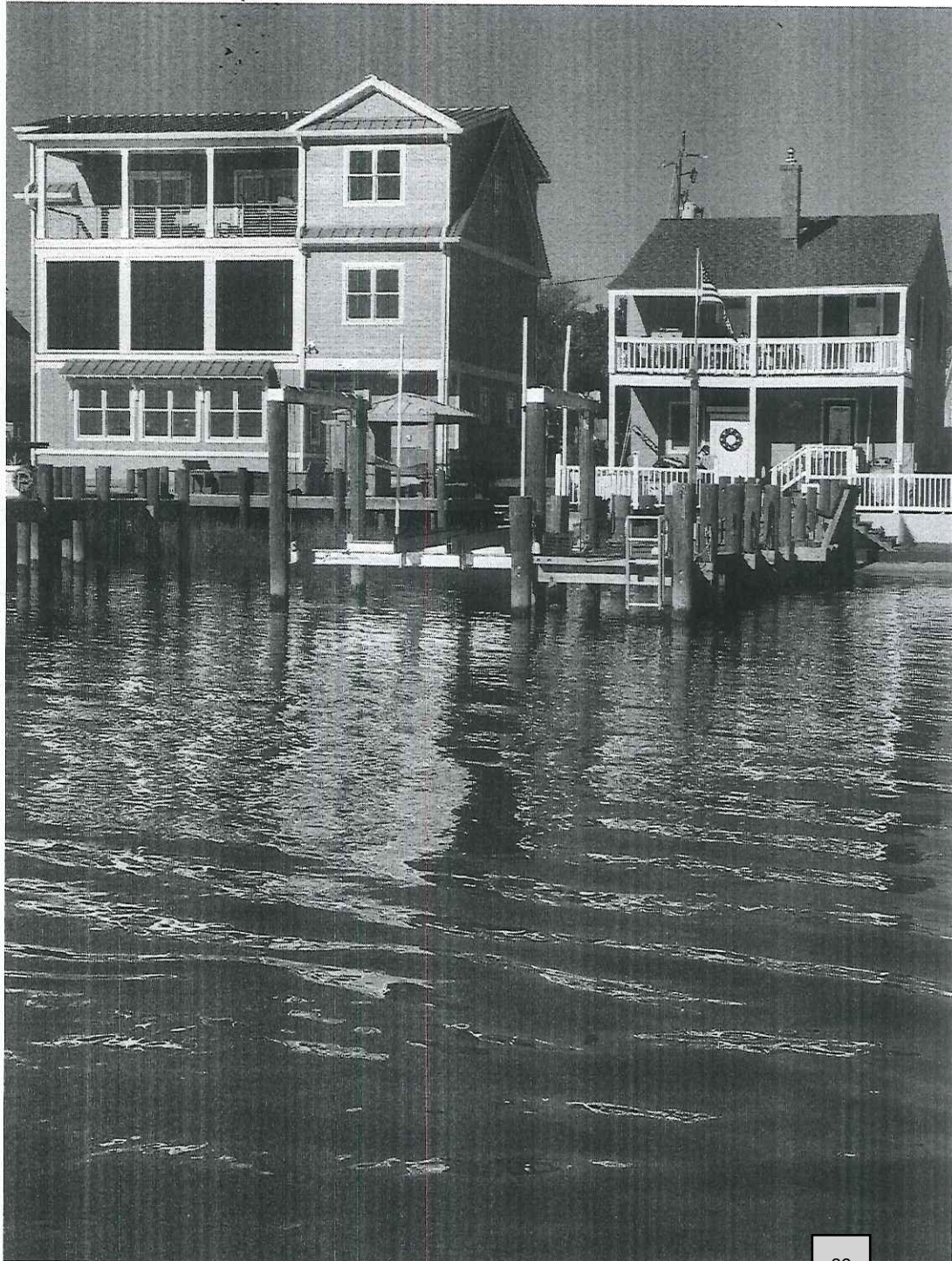


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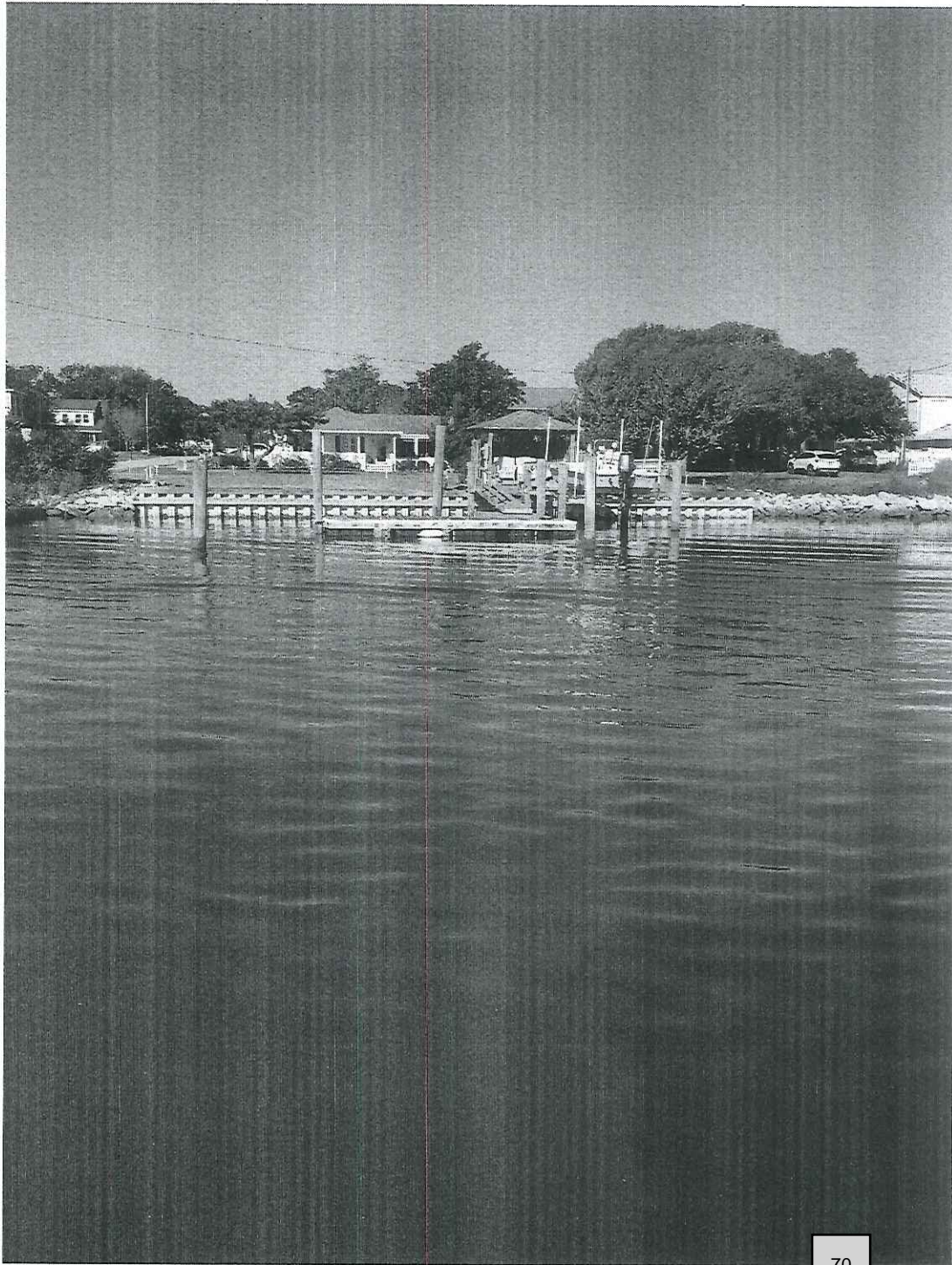




1.



69



Untitled Map

Write a description for your map.

Legend 1.



Google Earth



Untitled Map

Write a description for your map.

Legend 1.



Google Earth

© 2022 Google



Untitled Map

Write a description for your map.

Legend 1.



Google Earth



Untitled Map

Write a description for your map.

Leg 1.



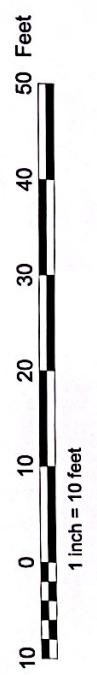
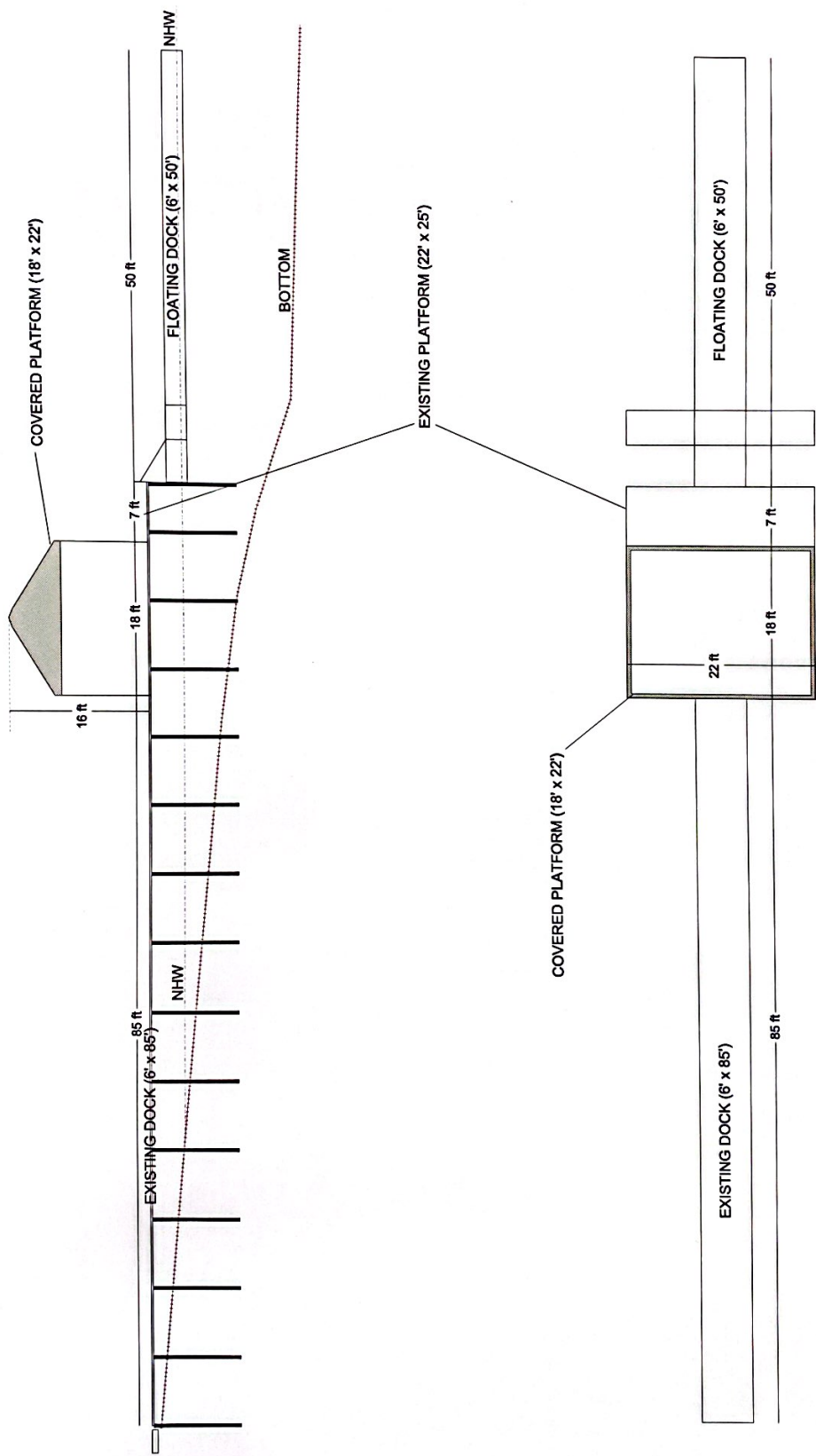
Google Earth

© 2022 Google

74

5.65 ft





Land Development Ordinance for the Town of Beaufort

- 1) The encroachment may be maintained, repaired and replaced *in situ* but may not be enlarged in any dimension, except, however, if a building is being raised to comply with FEMA flood elevations, the encroachment may be raised accordingly.
- 2) The zoning administrator and building inspector are authorized to permit maintenance, repair and replacement of the encroaching feature.
- 3) No estate in a street right-of-way is being granted in this section and the license is revocable at the will of the Town.
- 4) If an encroachment is removed and not replaced within one year, the license granted herein is revoked and will not be restored without action of the Board of Commissioners (BOC).

E) *Recreational Vehicles.*

Recreational vehicles may be stored on any lot in any residential zoning district provided they are not stored in the required setback for front yards. Recreational vehicles, while being stored in this area, cannot be used for sleeping, utility, office, material storage, etc.

F) *Accessory Buildings.*

Accessory buildings shall be subject to the following regulations:

- 1) An accessory building which is more than sixteen feet (16') in height or which is structurally attached to the principal building shall comply with all the zoning restrictions applicable to the principal building.
- 2) An accessory building no more than sixteen feet (16') in height may occupy not more than twenty-five percent (25%) of the area of a required rear yard if no part of such accessory building is less than five feet (5') from the rear and side lot lines.
- 3) An accessory building no more than sixteen feet (16') in height may be erected on any interior lot in either required side yard and on a corner lot in the required side yard not abutting the street if no part of such accessory building is less than five feet (5') from a side lot line.
- 4) An accessory building in the required rear yard of a corner lot shall not project beyond or nearer to the street than the front setback line, as extended, of the lot adjacent to thereto and whose front yard abuts thereon.

G) *Swimming Pools, Hot Tubs or Spas.*

Private swimming pools, hot tubs, or spas are permitted as accessory uses in any residential district. No private swimming pool, hot tub, or spa in a residential district shall operate as a business.

H) *Docks and Piers in Certain Areas of R-8, R-8A, and RS-5 Zoning Districts.*

Within the Regulated Area:

- 1) Only one residential boat dock per riparian lot is permitted. No other structure below the high water mark is permitted.
- 2) Residential boat docks may contain boat slips subject to the following limitations:

Land Development Ordinance for the Town of Beaufort

- a) No more than four boat slips per riparian lot with a single-family dwelling located on such lot.
 - b) No more than two boat slips per riparian lot on which there is no dwelling.
 - c) No more than two boat slips per dwelling unit on riparian lots used for multi-family dwellings, whether the multi-family dwellings are conforming or not.
- 3) Residential boat docks may not include any living quarters.
 - 4) Residential boat docks may not include any structures with roofs or overhead features designed to shield from rain, sun, or weather.
 - 5) Residential boat docks shall be approved and constructed in accordance with the provisions of CAMA and all regulations promulgated there under, and all other applicable state, federal, or local land use laws or regulations.
 - 6) Residential boat docks shall be used only for personal non-commercial purposes.
 - 7) Nothing in this section shall prohibit a property owner within these specific zoning districts from leasing boat slips located upon a residential boat dock; however, no person, including an owner or tenant, may conduct commerce there from and no commercial boats may be moored to a residential boat dock (excluding boats with commercial net licenses used only by the property owner thereof).
 - 8) This section does not permit the creation of additional nonconforming riparian lots. The existing nonconforming lots are not made conforming by the adoption of this section.
- I) ***Approval of Plats.***
No proposed subdivision plat shall hereafter be approved unless the lots shown on such plat comply with the lot width and area requirements of the applicable district.

7.2 Docks and Piers in Certain Areas of R-8 and R-8A Zoning Districts.

(a) Definitions

(1) *Regulated Area* - Properties, and adjacent riparian waters, in or adjacent to the R-8 and R-8A zoning districts on the south side of Front Street and along the east side of Gallant's Channel from Taylor's Creek to the north right of way line of Ann Street.

(2) *Residential Boat Dock* - A fixed structure (including floating -platforms attached to pilings) in or extending into riparian waters providing for, the docking or mooring of boats as herein provided, or for swimming, fishing, or viewing nature, which structure is primarily intended for the private personal use of the owner(s) or occupant(s) of the residential dwelling(s) located on a Riparian Lot. Appurtenant pilings are included - as a part of a Residential Boat Dock. "Pier" is another term for "Residential Boat Dock."

(3) *Riparian Lot* - A parcel of land adjacent to the waters of Taylor's Creek or Gallant's Channel. that either meets all requirements of an approved zoning lot or exists as a non-conforming lot. "Riparian Lot" shall also be deemed to include the lot directly across Front Street when, and as long as, such lot is owned by the same person as the Riparian Lot.

(4) *Boat Slip* - An area of a Residential Boat Dock designed for the mooring of a boat. Characteristics of a Boat Slip may include pilings, finger piers, or other devices used to moor a boat.

(b) Standards and Restrictions.

Within the Regulated Area:

(1) Only one Residential Boat Dock per Riparian Lot is permitted. No Other structure below the high water mark is permitted.

(2) Residential Boat Docks may contain Boat Slips subject to the following limitations:

a. No more than four Boat Slips per Riparian Lot with a single family dwelling located on such lot.

b. No more than two Boat Slips per Riparian Lot on which there is no dwelling.

c. No more than two Boat Slips per dwelling unit on Riparian Lots used for multifamily dwellings (whether the multifamily dwellings are conforming or non-conforming).

(3) Residential Boat Docks may not include any living quarters.

(4) Residential Boat Docks may not include any structures with roofs or overhead features designed to shield from rain, sun or weather.

(5) Residential Boat Docks shall be approved and constructed in accordance with the provisions of the Coastal Area Management Act and all regulations promulgated there under, and all other applicable state, federal, or local land use laws or regulations.

(6) Residential Boat Docks shall be used only for personal non-commercial purposes.

(7) Nothing in this section shall prohibit an owner from leasing Boat Slips located upon a Residential Boat Dock; however, no person, including an owner or tenant may conduct commerce therefrom and no commercial boats may be moored to a Residential Boat Dock (excluding boats with commercial net licenses used only by the owner thereof).

(c) Prohibition of Further Division. This section does not permit the creation of additional non-conforming Riparian Lots. Existing non-conforming lots are not made conforming by the adoption of this section.

7.3 Airport Overlay District Provisions

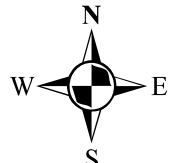
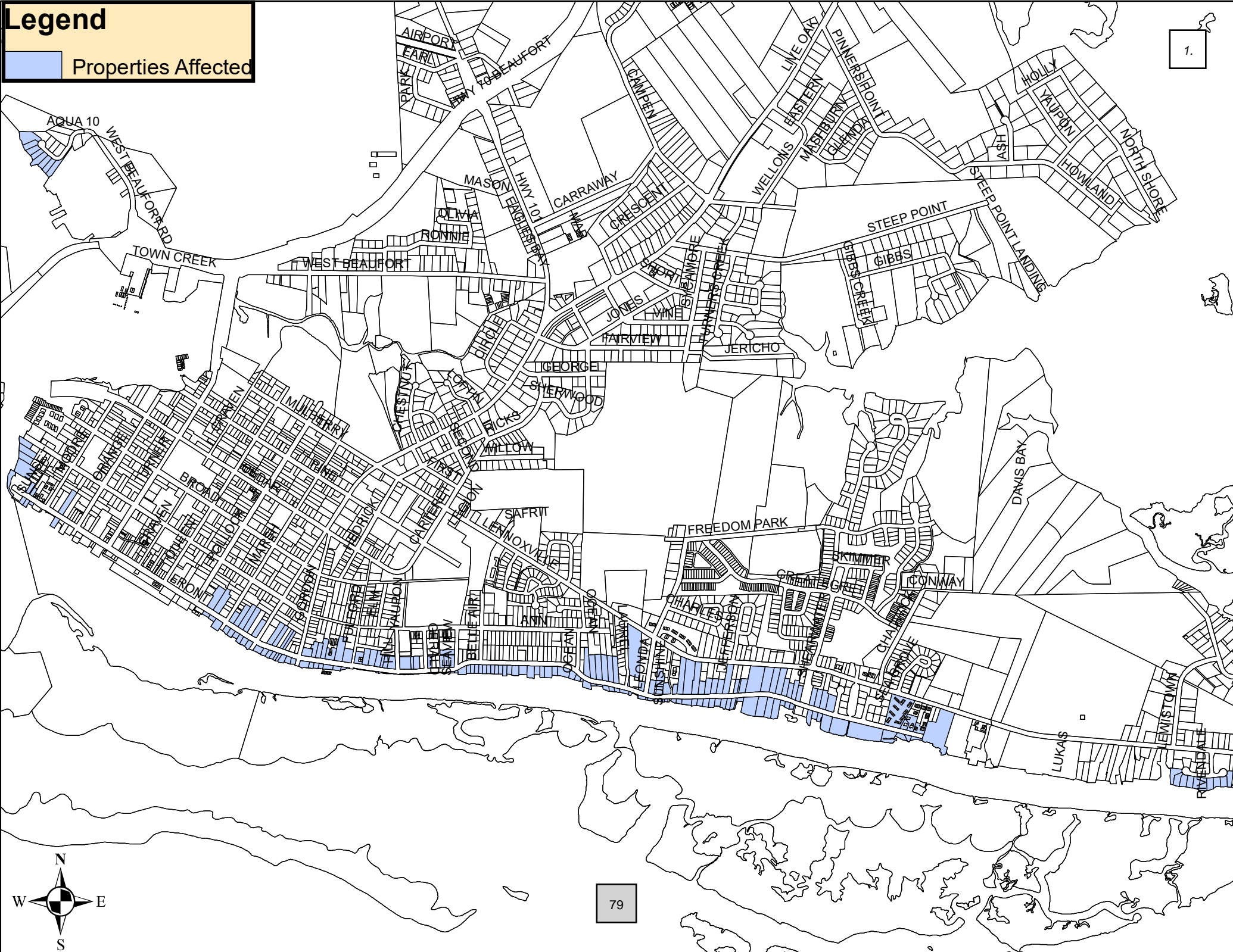
(a) Purpose

The intent of the Airport Overlay District is to reduce high density development in zones with high aircraft crash probabilities where a crash could result in catastrophic loss of life and to encourage development which is compatible with airport use characteristics within the intent and purpose of the zoning. The intent is also to provide public notice on the Carteret County land records indicating the properties that may be impacted by airport noise and vibrations.

(b) Applicability

Legend

Properties Affected



SECTION .1200 – GENERAL PERMIT FOR CONSTRUCTION OF PIERS AND DOCKING FACILITIES: IN ESTUARINE AND PUBLIC TRUST WATERS AND OCEAN HAZARD AREAS

15A NCAC 07H .1201 PURPOSE

A permit under this Section shall allow the construction of new piers and docking facilities (including pile supported or floating) in the estuarine and public trust waters AECs and construction of new piers and docks within coastal wetlands AECs according to the authority provided in Subchapter 07J .1100 and according to the Rules in this Section. This permit shall not apply to oceanfront shorelines or to waters and shorelines adjacent to the Ocean Hazard AEC with the exception of those shorelines that feature characteristics of the Estuarine Shoreline AEC. Such features include the presence of wetland vegetation, lower wave energy, and lower erosion rates than the adjacent Ocean Erodible Area.

History Note: Authority G.S. 113A-107(a); 113A-107(b); 113A-113(b); 113A-118.1; 113A-124; Eff. March 1, 1984; Amended Eff. July 1, 2009; April 1, 2003.

15A NCAC 07H .1202 APPROVAL PROCEDURES

(a) An applicant for a General Permit under this Subchapter shall contact the Division of Coastal Management and request approval for development. The applicant shall provide information on site location, dimensions of the project area, and his name and address.

(b) The applicant shall provide:

- (1) confirmation that a written statement has been obtained signed by the adjacent riparian property owners indicating that they have no objections to the proposed work; or
- (2) confirmation that the adjacent riparian property owners have been notified by certified mail of the proposed work. The notice shall instruct adjacent property owners to provide any comments on the proposed development in writing for consideration by permitting officials to the Division of Coastal Management within 10 days of receipt of the notice, and, indicate that no response will be interpreted as no objection. DCM staff shall review all comments and determine, based on their relevance to the potential impacts of the proposed project, if the proposed project can be approved by a General Permit. If DCM staff finds that the comments are worthy of more in-depth review, DCM shall notify the applicant that he must submit an application for a major development permit.

(c) No work shall begin until an on-site meeting is held with the applicant and a Division of Coastal Management representative to review the proposed development. Written authorization to proceed with the proposed development shall be issued if the Division representative finds that the application meets all the requirements of this Subchapter. Construction shall be completed within 120 days of the issuance of the general authorization or the authorization shall expire and it shall be necessary to re-examine the proposed development to determine if the general authorization may be reissued.

(d) Any modification or addition to the authorized project shall require prior approval from the Division of Coastal Management.

History Note: Authority G.S. 113A-107(a); 113A-107(b); 113A-113(b); 113A-118.1; 113A-124; Eff. March 1, 1984; Amended Eff. October 1, 2007; August 1, 1998; January 1, 1990.

15A NCAC 07H .1203 PERMIT FEE

The applicant shall pay a permit fee of two hundred dollars (\$200.00) by check or money order payable to the Department.

History Note: Authority G.S. 113A-107; 113A-113(b); 113A-118.1; 113A-119; 113-119.1; 113A-124; Eff. March 1, 1984; Amended Eff. September 1, 2006; August 1, 2000; March 1, 1991.

15A NCAC 07H .1204 GENERAL CONDITIONS

(a) Piers and docking facilities authorized by the general permit set forth in this Section shall be for the exclusive use of the land owner, or occupant and shall not be leased, rented, or used for any commercial purpose. Piers and docking facilities shall provide docking space for no more than two boats. Docking facilities providing docking space for more than two boats shall be reviewed through the major permitting process because of their greater potential for adverse impacts and, therefore, are not authorized by this general permit, excluding the exceptions described in Rule .1205 of this Section.

(b) Individuals shall allow representatives of the Department of Environment and Natural Resources to make inspections at any time deemed necessary in order to be sure that the activity being performed under the authority of the general permit set forth in this Section is in accordance with the terms and conditions prescribed herein.

- (c) There shall be no interference with navigation or use of the waters by the public by the existence of piers and docking facilities.
- (d) The permit set forth in this Section shall not be applicable to proposed construction where the Department determines that the proposed activity will endanger adjoining properties or significantly affect historic, cultural, scenic, conservation or recreation values, identified in G.S. 113A-102 and G.S. 113A-113(b)(4).
- (e) The permit set forth in this Section does not eliminate the need to obtain any other required state, local, or federal authorization.
- (f) Development carried out under the permit set forth in this Section shall be consistent with all local requirements, AEC Guidelines, and local land use plans current at the time of authorization.

History Note: Authority G.S. 113A-107(a); 113A-107(b); 113A-113(b); 113A-118.1; 113A-124; Eff. March 1, 1984; Amended Eff. May 1, 1990; RRC Objection due to ambiguity Eff. May 19, 1994; Amended Eff. August 1, 2014; July 1, 2009; August 1, 1998; July 1, 1994.

15A NCAC 07H .1205 SPECIFIC CONDITIONS

- (a) Piers and docking facilities may extend or be located up to a maximum of 400 feet waterward from the normal high water line or the normal water level, whichever is applicable.
- (b) Piers and docking facilities shall not extend beyond the established pier length along the same shoreline for similar use. This restriction shall not apply to piers and docking facilities 100 feet or less in length unless necessary to avoid interference with navigation or other uses of the waters by the public such as blocking established navigation routes or interfering with access to adjoining properties as determined by the Division of Coastal Management. The length of piers and docking facilities shall be measured from the waterward edge of any wetlands that border the water body.
- (c) Piers and docking facilities longer than 200 feet shall be permitted only if the proposed length gives access to deeper water at a rate of at least one foot at each 100 foot increment of pier length longer than 200 feet, or if the additional length is necessary to span some obstruction to navigation. Measurements to determine pier and docking facility lengths shall be made from the waterward edge of any coastal wetland vegetation that borders the water body.
- (d) Piers shall be no wider than six feet and shall be elevated at least three feet above any coastal wetland substrate as measured from the bottom of the decking.
- (e) The total square footage of shaded impact for docks and mooring facilities (excluding the pier) allowed shall be 8 square feet per linear foot of shoreline with a maximum of 800 square feet. In calculating the shaded impact, uncovered open water slips shall not be counted in the total.
- (f) The maximum size of any individual component of the docking facility authorized by this General Permit shall not exceed 400 square feet.
- (g) Docking facilities shall not be constructed in a designated Primary Nursery Area with less than two feet of water at normal low water level or normal water level under the general permit set forth in this Section without prior approval from the Division of Marine Fisheries or the Wildlife Resources Commission.
- (h) Piers and docking facilities located over shellfish beds or submerged aquatic vegetation (as defined by the Marine Fisheries Commission) may be constructed without prior consultation from the Division of Marine Fisheries or the Wildlife Resources Commission if the following two conditions are met:
 - (1) Water depth at the docking facility location is equal to or greater than two feet of water at normal low water level or normal water level; and
 - (2) The pier and docking facility is located to minimize the area of submerged aquatic vegetation or shellfish beds under the structure as determined by the Division of Coastal Management.
- (i) Floating piers and floating docking facilities located in Primary Nursery Areas, over shellfish beds, or over submerged aquatic vegetation shall be allowed if the water depth between the bottom of the proposed structure and the substrate is at least 18 inches at normal low water level or normal water level.
- (j) Docking facilities shall have no more than six feet of any dimension extending over coastal wetlands and shall be elevated at least three feet above any coastal wetland substrate as measured from the bottom of the decking.
- (k) The width requirements established in Paragraph (d) of this Rule shall not apply to pier structures in existence on or before July 1, 2001 when structural modifications are needed to prevent or minimize storm damage. In these cases, pilings and cross bracing may be used to provide structural support as long as they do not extend more than ~~of~~ two feet on either side of the principal structure. These modifications shall not be used to expand the floor decking of platforms and piers.
- (l) Boathouses shall not exceed a combined total of 400 square feet and shall have sides extending no further than one-half the height of the walls as measured in a downward direction from the top wall plate or header and only covering the top half of the walls. Measurements of square footage shall be taken of the greatest exterior dimensions. Boathouses shall not be allowed on lots with less than 75 linear feet of shoreline.
- (m) The area enclosed by a boat lift shall not exceed 400 square feet.
- (n) Piers and docking facilities shall be single story. They may be roofed but shall not allow second story use.
- (o) Pier and docking facility alignments along federal maintained channels shall also meet Corps of Engineers regulations for construction pursuant to Section 10 of the Rivers and Harbors Act of 1899 (33 U.S.C. 403).

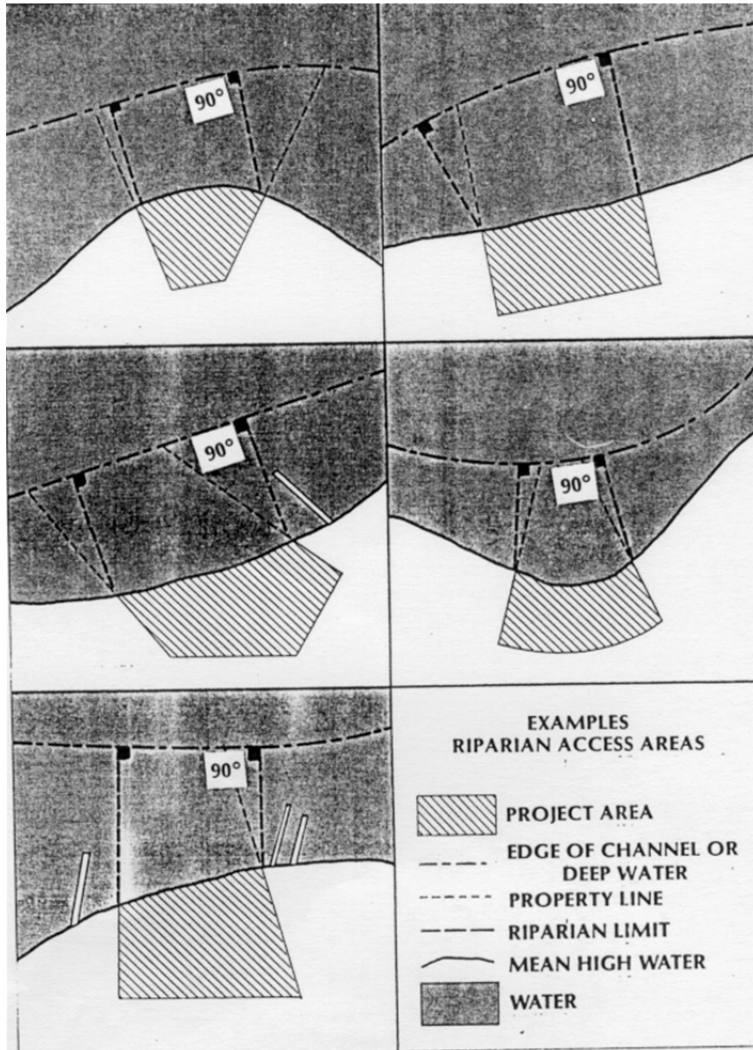
(p) Piers and docking facilities shall in no case extend more than 1/4 the width of a natural water body, human-made canal or basin. Measurements to determine widths of the water body, human-made canals, or basins shall be made from the waterward edge of any coastal wetland vegetation which borders the water body. The 1/4 length limitation shall not apply when the proposed pier and docking facility is located between longer structures within 200 feet of the applicant's property. However, the proposed pier and docking facility shall not be longer than the pier head line established by the adjacent piers and docking facilities nor longer than 1/3 the width of the water body.

(q) Piers and docking facilities shall not interfere with the access to any riparian property, and shall have a minimum setback of 15 feet between any part of the pier and docking facility and the adjacent property lines extended into the water at the points that they intersect the shoreline. The minimum setbacks provided in this Paragraph may be waived by the written agreement of the adjacent riparian owner(s), or when two adjoining riparian owners are co-applicants. Should the adjacent property be sold before construction of the pier commences, the applicant shall obtain a written agreement with the new owner waiving the minimum setback and submit it to the Division of Coastal Management prior to initiating any development of the pier or docking facility. The line of division of areas of riparian access shall be established by drawing a line along the channel or deep water in front of the property, then drawing a line perpendicular to the line of the channel so that it intersects with the shore at the point the upland property line meets the water's edge. Application of this Rule may be aided by reference to the approved diagram in Paragraph (t) of this Rule illustrating the rule as applied to various shoreline configurations. Copies of the diagram may be obtained from the Division of Coastal Management website at <http://www.nccoastalmanagement.net>. When shoreline configuration is such that a perpendicular alignment cannot be achieved, the pier or docking facility shall be aligned to meet the intent of this Rule to the maximum extent practicable.

(r) Piers and docking facilities shall provide docking space for no more than two boats (a boat is defined in 15A_NCAC 07M .0602(a) as a vessel or watercraft of any size or type specifically designed to be self-propelled, whether by engine, sail, oar, paddle or other means, which is used to travel from place to place by water) except when stored on a platform that has already been accounted for within the shading impacts condition of this general permit. Boats stored on floating or fixed platforms shall not count as docking spaces.

(s) Applicants for authorization to construct a pier or docking facility shall provide notice of the permit application to the owner of any part of a shellfish franchise or lease over which the proposed pier or docking facility would extend. The applicant shall allow the lease holder the opportunity to mark a navigation route from the pier to the edge of the lease.

(t) The diagram shown below illustrates various shoreline configurations:



(u) Shared piers or docking facilities shall be allowed and encouraged provided that in addition to complying with (a) through (t) of this Rule the following shall also apply:

- (1) The shared pier or docking facility shall be confined to two adjacent riparian property owners and the landward point of origination of the structure shall overlap the shared property line.
- (2) Shared piers and docking facilities shall be designed to provide docking space for no more than four boats.
- (3) The total square footage of shaded impact for docks and mooring facilities shall be calculated using (e) of this Rule and in addition shall allow for combined shoreline of both properties.
- (4) The property owners of the shared pier shall not be required to obtain a 15-foot waiver from each other as described in subparagraph (q) of this rule as it applies to the shared riparian line for any work associated with the shared pier, provided that the title owners of both properties have executed a shared pier agreement that has become a part of the permit file.
- (5) The construction of a second access pier or docking facility not associated with the shared pier shall not be authorized under the general permit set forth in this Section.

History Note: Authority G.S. 113A-107(a); 113A-107(b); 113A-113(b); 113A-118.1; 113A-124; Eff. March 1, 1984;
 Amended Eff. December 1, 1991; May 1, 1990; March 1, 1990;
 RRC Objection due to ambiguity Eff. March 18, 1993;
 Amended Eff. August 1, 1998; April 23, 1993;
 Temporary Amendment Eff. December 20, 2001;
 Amended Eff. August 1, 2014; July 1, 2009; April 1, 2003.

BUILDING PLANNING

R325.4 Means of egress. The means of egress for mezzanines shall comply with the applicable provisions of Section R311.

R325.5 Openness. Mezzanines shall be open and unobstructed to the room in which they are located except for walls not more than 36 inches (914 mm) in height, columns and posts.

Exceptions:

1. Mezzanines or portions thereof are not required to be open to the room in which they are located, provided that the aggregate floor area of the enclosed space is not greater than 10 percent of the mezzanine area.
2. In buildings that are not more than two stories above grade plane and equipped throughout with an automatic sprinkler system in accordance with Section R313, a mezzanine shall not be required to be open to the room in which the mezzanine is located.

SECTION R326**SWIMMING POOLS, SPAS AND HOT TUBS**

R326.1 General. The design and construction of pools and spas shall comply with Appendix V.

SECTION R327**DOCKS, PIERS, BULKHEADS
AND WATERWAY STRUCTURES**

R327.1 General. Docks, piers, bulkheads and waterway structures shall be constructed in accordance with Chapter 36 of the North Carolina Building Code.

Exception: Structures complying with the following are not required to meet the provisions of Chapter 36 of the North Carolina Building Code or this code.

1. Fixed piers associated with a one- or two-family dwelling meeting all of the following:
 - 1.1. A maximum of four boat slips for a single owner of a one- or two-family dwelling or two adjacent, riparian owners.
 - 1.2. A maximum height of 15 feet (4572 mm) measured from deck to mud line at any location along the pier.
 - 1.3. A maximum normal pool depth of 13 feet (3962 mm) on lakes and ponds and a maximum mean low water depth of 7 feet (2134 mm) in other locations.
 - 1.4. A maximum walkway width of 6 feet (1829 mm).
 - 1.5. A maximum pile spacing of 8 feet (2438 mm), in both directions.
 - 1.6. A maximum of 576 square feet (53.5 m²) for non-walkways areas.
 - 1.7. A maximum boat slip length of 40 feet (12.2 m).
 - 1.8. A maximum roofed area of 576 square feet (53.5 m²) with an additional maximum 2 foot (610 mm) overhang.
- 1.9. Constructed with no enclosed or multilevel structures.
- 1.10. Supporting a boatlift with a maximum design capacity no greater than 16,000 pounds (71.2 kN).
2. Floating docks associated with a one- or two-family dwelling meeting all of the following:
 - 2.1. A maximum of four boat slips for a single owner of a one- or two-family dwelling or two adjacent, riparian owners.
 - 2.2. A maximum normal pool depth of 20 feet (6096 mm) for docks with guide piles on lakes and ponds and a maximum mean low water depth of 10 feet (3048 mm) for docks with guide piles in other locations.
 - 2.3. A maximum boat slip length of 40 feet (12.2 m).
 - 2.4. Finger piers, crosswalks or other floating surfaces having a minimum width of 3 feet (914 mm) wide to a maximum of 6 feet (1829 mm) wide, except for a single 8-foot by 16-foot (2438-mm by 4877-mm) section.
 - 2.5. When constructed with a roof and the following conditions exist:
 - i. Ultimate design wind speed is 115 mph (51 m/s) or less;
 - ii. Roof load is 20 psf (0.96 kPa) or less;
 - iii. A maximum eave height of 10 feet (3048 mm);
 - iv. A maximum roof slope of 4:12;
 - v. A maximum roofed area of 576 square feet (53.5 m²) with an additional maximum 2 foot (610 mm) overhang;
 - vi. A minimum boat slip width of 12 feet (3658 mm);
 - vii. A minimum floating dock width of 4 feet (1219 mm) along both sides of the boat slip;
 - viii. A maximum dead load of 12 psf (0.57 kPa);
 - ix. Floating structures supporting roof structures are balanced or anchored to reduce the possibility of tipping.
- 2.6. Constructed with no enclosed or multilevel structures.
- 2.7. Supports a boat lift with a maximum design capacity no greater than 16,000 pounds (71.2 kN).

CHAPTER 45 HIGH WIND ZONES

This chapter is a *North Carolina* addition and not part of the 2015 *International Residential Code*. There will be no underlined text.

SECTION R4501 GENERAL

R4501.1 General. The provisions of this chapter shall be applicable to buildings constructed in high wind zones as noted by the text. These provisions shall be in addition to or in lieu of previous chapters.

R4501.2 Alternate construction. In lieu of specific code requirements for structures in the 130, 140, and 150 miles per hour (58 m/s, 63 m/s and 67 m/s) wind zones, compliance with International Code Council ICC 600 *Standard for Residential Construction in High-Wind Regions* or AF&PA *Wood Frame Construction Manual for One- and Two-Family Dwellings* is acceptable.

SECTION R4502 DESIGN PRESSURE FOR DOORS AND WINDOWS

TABLE R4502(a)
DESIGN PRESSURES FOR DOORS AND WINDOWS^{a, b, c, d}
POSITIVE AND NEGATIVE IN PSF

VELOCITY (mph)	MEAN ROOF HEIGHT (feet)		
	15	25	35 ^e
130	25	29	32
140	31	35	39
150	37	43	47

For SI: 1 foot = 304.8 mm, 1 mile per hour = 0.447 m/s,
1 degree = 0.01745 rad.

- a. Alternative pressures may be determined by using the *North Carolina Building Code*, ASCE-7, or the *International Building Code*.
- b. If window or door is more than 4 feet from a corner, the pressure from this table shall be permitted to be multiplied by 0.87. This adjustment does not apply to garage doors.
- c. For windows or doors in structures with a roof slope of 10 degrees (2:12) or less from the horizontal, the pressure from this table may be multiplied by 0.90.
- d. Design pressure ratings based on the standards listed in Section R609 are adequate documentation of capacity to resist pressures from the table.
- e. Where the mean roof height exceeds this table, values shall be determined by a design professional.

TABLE R4502(b)
DESIGN PRESSURES (IN PSF) GARAGE DOORS^{a, b, c, d, e}

VELOCITY (mph)	MEAN ROOF HEIGHT (feet)		
	15	25	35 ^f
130	20	23	26
140	25	29	32
150	30	35	39

For SI: 1 foot = 304.8 mm, 1 mile per hour = 0.447 m/s,
1 degree = 0.01745 rad.

(continued)

TABLE R4502(b)—continued
DESIGN PRESSURES (IN PSF) GARAGE DOORS^{a, b, c, d, e}

- a. The pressures in this table are for garage doors at least 9 feet by 7 feet and at least 2 feet from the corner.
- b. Alternative design pressures may be determined by using the *North Carolina Building Code*, ASCE-7, or the *International Building Code*.
- c. For doors in a structure with a roof slope of 10 degrees (2:12) or less from the horizontal the pressures from this table may be multiplied by 0.90.
- d. Design pressure ratings based on tests done according to ASTM E330 are adequate documentation.
- e. Garage doors on the ground level of a structure in a flood zone do not have to meet the above design pressures provided all of the following conditions are met:
 - 1. Structure is anchored to the girders and top of the piling to resist the forces given in Chapter 45.
 - 2. The garage door occurs below the top of the piling.
 - 3. Provide openings at the garage level that comply with either of the following options:
 - i. Design all exterior walls at the garage level to break away at 20 psf or less; or
 - ii. Provide openings (in walls at the garage level without the garage level without the garage door) equal to at least 20 percent of the total wall area from the ground to the roof.
- f. Where the mean roof height exceeds this table, values shall be determined by a design professional.

SECTION R4503 FOOTINGS

R4503.1 General. All exterior walls shall be supported on continuous concrete footings in the 140 and 150 mph (63 m/s and 67 m/s) wind zones. Exterior wall footings in the 130 mph (58 m/s) wind zone shall be constructed in accordance with Section R403.1.

Exception: Pile foundations shall be constructed in accordance with Chapter 46.

R4503.1.1 Footing size. Footings shall be a minimum of 8 inches by 24 inches (203 mm by 610 mm) for houses two and one-half stories and less. The footings for a three-story building shall be 10 inches by 24 inches (254 mm by 610 mm).

Exception: Alternative footing sizes are permitted when a footing mass equivalent is provided to resist uplift forces. See Figure R4503.1.1.

R4503.1.2 Footing reinforcement. Footings shall be reinforced with three #4 bars or two #5 bars at 3 inches (76 mm) above the bottom of the footing. The bars shall be equally spaced with 3 inches (76 mm) clear minimum from the side of the footing. The bars shall be continuous or lapped 25 inches at all splices.

R4503.1.3 Interior piers and pier footings. The dimensions for the interior piers and pier footings shall comply with Table R403.1(2).

R4503.1.4 Interior thickened slabs. Monolithic slabs with integral footings resisting uplift shall be reinforced in accordance with Section R4503.1.2.

R4503.1.5 Interior foundation walls. Interior foundation walls resisting uplift shall be reinforced in accordance with Section R4503.1.2.

R4503.2 Pier and curtain wall footings. Pier and curtain walls in the 140 and 150 mph (63 m/s and 67 m/s) wind zones shall be constructed in accordance with Sections R4503.2.1 and R4503.2.2 and Figures R4503.2(a) through R4503.2(d).

R4503.2.1 Enlarged footings at piers. The curtain wall footing must meet the minimum projection requirements in Figure R403.1(1) and footing dimensions for the pier footings shall comply with Table R4503.2.1.

R4503.2.2 Continuous width footings. Uniform continuous width footings for pier and curtain wall foundations shall be a minimum of 8 inches (203 mm) thick and 24 inches (60 mm) wide. Footings shall be reinforced with three #4 bars (or two #5 bars) at 3 inches (76 mm) above the bottom of the footing. The bars shall be continuous or lapped 25 inches (635 mm) at all splices.

R4503.3 Footing dowels. All footings shall have reinforcing dowel bars to match the vertical reinforcing bars in the foundation wall above. Dowels or threaded rods shall have a standard hook length of 12 times the bar diameter embedded in

the footing and shall lap the wall or pier reinforcing at least 25 inches (635 mm).

R4503.4 Footing anchor bolts. All anchor bolts shall have a standard hook length of 12 times the bolt diameter embedded in the footing or foundation wall. They shall not be permitted to be lapped.

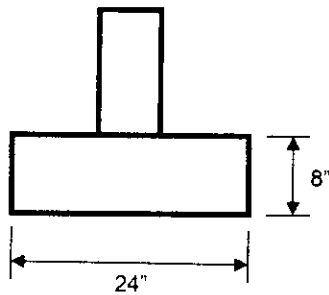
Exceptions:

1. Anchor bolts in bond beams as permitted by Section R4504.2.1.1
2. Anchor bolts in slabs on grade as permitted by Section R4504.2.2

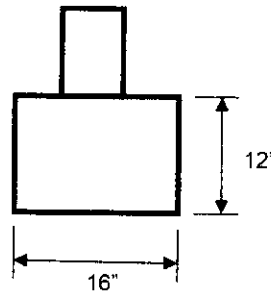
**SECTION R4504
WALL AND FOUNDATION ANCHORAGE**

R4504.1 Anchorage in the 130 mph wind zone. Exterior walls of structures in the 130 mph (58 m/s) wind zone shall be anchored to the foundation wall or slab on grade with 1/2-inch (13 mm) anchor bolts, 4 feet (1219 mm) on center extended 15 inches (381 mm) into masonry and 7 inches (178 mm) into concrete and are exempt from the other requirements of this section.

R4504.2 Anchorage in the 140 and 150 mph wind zones. Exterior walls of structures in the 140 and 150 mph (63 m/s and 67 m/s) wind zones shall be anchored to the footing to resist the forces specified in Section R4508.2, by the prescriptive requirements of this section and Figures R4504.2(a) through R4504.2(f), or as allowed by Section R4508.4.



24 inches x 8 inches = 192 square inches



16 inches x 12 inches = 192 square inches

For SI: 1 foot = 304.8 mm.

**FIGURE R4503.1.1
ALTERNATIVE FOOTING SIZE**

**TABLE R4503.2.1
FOOTINGS TO RESIST UPLIFT FROM PIERS
IN 140 AND 150 MPH WIND ZONES SUPPORTING
GIRDERS IN EXTERIOR WALLS**

VELOCITY (mph)	FOOTING SIZE GIRDER SPAN		
	4'-0"	6'-0"	8'-0"
140	2'-0" x 2'-0" x 10"	2'-4" x 2'-4" x 10"	2'-8" x 2'-8" x 10"
150	3'-0" x 3'-0" x 10"	3'-4" x 3'-4" x 12"	3'-8" x 3'-8" x 12"

For SI: 1 inch = 25.4 mm, 1 foot = 304.8 mm, 1 mile per hour = 0.447 m/s.

Note: See Table R403.1(2) for 130 mph wind zone.

R4504.2.1 Exterior foundation walls. Vertical reinforcement bars shall be installed not more than 2 feet (51 mm) from each corner and at intervals not to exceed Table R4504.2.1 with all reinforced cells grouted solid. The reinforcement bars shall terminate in a bond beam in accordance with Section R4504.2.1.1 or continuous anchorage bolts shall terminate at the sill plate or exterior wall framing in accordance with Section R4504.2.1.2.

**TABLE R4504.2.1
WALL REINFORCEMENT BARS
OR CONTINUOUS ANCHORAGE BOLTS^{a, b, c, d}**

BAR/BOLT SIZE (Inches)	$\frac{5}{8}$	$\frac{1}{2}$	$\frac{3}{8}$
MAXIMUM SPACING (Inches)	96	72	42

For SI: 1 inch = 25.4 mm.

- Applies to 140 and 150 mph wind zones.
- Continuous anchorage from footing to girder or wall framing.
- Applies to footing dowel bars, vertical reinforcement and anchor bolts.
- Spacing may exceed the tabulated values by up to 8 inches provided the total number of required bars is installed.

R4504.2.1.1 Bond beams. The top of a concrete or masonry foundation wall shall have a bond beam in accordance with Figure R4504.2(a). The bond beam shall be reinforced with one #5 bar. The bar shall be continuous or lapped 25 inches (635 mm) at all splices.

R4504.2.1.1.1 Bond beam plate anchorage. A minimum of two 2 × 6 sill plates shall be anchored with $\frac{1}{2}$ -inch (13 mm) anchor bolts with 2 × 2 × $\frac{1}{8}$ inch (51 × 51 × 3 mm) washers at intervals not to exceed Table R4504.2.1.1. An approved anchor from the sill plate to the wall framing shall be installed to resist the forces specified in Table R4508.2 or sheathing shall be fastened in accordance with Figure R4508.4(b). See Figure R4504.2(a).

**TABLE R4504.2.1.1
ANCHOR BOLT SPACING^a**

WIND SPEED (mph)	140	150
MAXIMUM SPACING (Inches)	21	18

For SI: 1 inch = 25.4 mm, 1 mile per hour = 0.447 m/s.

- Required spacing of $\frac{1}{2}$ -inch anchor bolts where a bond beam is required and for slab on grade with a single sole plate. See Figure R403.1(1) for 130 mph or less.

R4504.2.1.2 Continuous anchorage bolts. A minimum of two 2 × 6 sill plates shall be anchored with continuous anchor bolts in accordance with Table R4504.2.1 with 2 × 2 × $\frac{1}{8}$ inch (51 × 51 × 3 mm) washers. Where the vertical anchorage bolts terminate at the sill plate, an approved anchor from the sill plate to the wall framing shall be installed to resist the forces specified in Table R4508.2 or sheathing shall be fastened in accordance with Figure R4508.4(b). See Figure R4504.2(b).

Exception: Where the uplift anchorage bolts from Table R4504.2.1 are continuous from the footing to the exterior wall framing, a single 2 × 6 sill plate is permitted. See Figure R4504.2(c).

R4504.2.2 Exterior concrete slab-on-grade footings. Anchorage shall be installed at intervals not to exceed Table R4504.2.1 and shall terminate in a minimum 2 × 4 double sole plate. See Figure 4504.2(d).

Exceptions:

- Where the bolts terminate in a single sole plate, anchorage shall be installed at intervals not to exceed Table R4504.2.1.1. See Figure R4504.2(e).
- Foundation anchorage spaced and installed in accordance with the manufacturer's installation instructions that provides equivalent anchorage to resist the forces in Table R4508.2 shall be installed to provide continuous load path from the single sole plate to the wall.

R4504.2.3 Ground supported slab with masonry stem wall. A minimum of two 2 × sill plates shall be anchored with $\frac{1}{2}$ -inch (13 mm) continuous anchor bolts with 2 × 2 × $\frac{1}{8}$ inch (51 × 51 × 3 mm) washers at intervals not to exceed Table R4504.2.1.1. An approved anchor from the sill plate to the wall framing shall be installed to resist the forces specified in Table R4508.2 or sheathing shall be fastened in accordance with Figure R4508.4(b). See Figure R4504.2(f).

**SECTION R4505
WALL CONSTRUCTION**

R4505.1 Construction. Exterior walls of wood frame construction shall be in accordance with Figures R602.3(1) and R602.3(2). Components of exterior walls shall be fastened in accordance with Table R602.3(1). Walls of wood frame construction shall be designed and constructed in accordance with ANSI AWC *National Design Specification for Wood Construction*, listed in Chapter 44.

Exterior walls subject to wind speeds of 130 mph (58 m/s) or greater as established in Table R301.2(1) shall be designed in accordance with accepted engineering practice. See Tables R4505(a) and R4505(b).

In bearing walls, studs which are not more than 10 feet (3048 mm) in length shall be spaced not more than is specified in Tables R4505(a) and R4505(b) for the corresponding stud size.

**SECTION R4506
STRUCTURAL BRACING**

R4506.1 Structural bracing in 130 mph wind zone. Structural bracing in the 130 mph (58 m/s) wind zone shall comply with Section R602.10.3.

R4506.2 Structural bracing in 140 and 150 mph wind zones. All stories shall be continuously sheathed with wood structural panels. All panels shall be fastened in accordance with Table R4506.2. Where sheathing is used to resist uplift, see Section R4508.4 for blocking requirements. Otherwise, blocking shall be installed if less than 50 percent of the wall length is sheathed. If a wall is sheathed less than 25 percent of its length, then that wall shall be designed in accordance with approved engineering practice.

TABLE R4505(a)
STUDS IN 130, 140, AND 150 MPH ZONES
Requirements for Wood Stud In: Exterior Walls Supporting One Floor, Roof and Ceiling or Less/Exterior Nonloadbearing Walls in Two Story Structure or Less/Interior Walls Supporting One Floor, Roof and Ceiling or Less

STUD LENGTH	STUD SPACING	130 MPH		130 MPH		140 MPH		150 MPH	
		2 x 4	2 x 6	2 x 4	2 x 6	2 x 4	2 x 6	2 x 4	2 x 6
		Species: Spruce Pine Fir (South) without Structural Sheathing		Species: Spruce Pine Fir (South) with 3/8" Wood Structural Sheathing					
8	16	#2	Stud	Stud	Stud	Stud	Stud	#2	Stud
8	24	#2	Stud	#2	Stud	#2	Stud	#2	Stud
10	16	#2	Stud	#2	Stud	#2	Stud	#2	Stud
10	24	Design	#2	Design	#2	Design	#2	Design	#2
		Species: Spruce Pine Fir without Structural Sheathing		Species: Spruce Pine Fir with 3/8" Wood Structural Sheathing					
8	16	Stud	Stud	Stand	Stud	Stud	Stud	#3	Stud
8	24	#2	Stud	#3	Stud	#2	Stud	#2	Stud
10	16	#2	Stud	#2	Stud	#2	Stud	#2	Stud
10	24	Design	Stud	#2	Stud	Design	Stud	Design	Stud

For SI: 1 inch = 25.4 mm, 1 mile per hour = 0.447 m/s.

Explanation of Table Entries:

Design – Studs with this entry shall be in accordance with accepted engineering practice.

#2 – #2 Grade construction

#3 – #3 Grade

Stud – Stud grade

Standard – Standard grade

Utility – Utility grade

3/8" wood structural sheathing shall be attached with 8d nails at 6" at perimeter and 12" at intermediate supports. When a grade is specified in the table any grade above it in this list may be used.

TABLE R4505(b)
EXTERIOR WALLS FOR FIRST FLOOR OF THREE STORY

EXTERIOR BEARING WALLS ^{a, b, c, d, e} FIRST FLOOR OF THREE STORY			
Spruce Pine Fir			
WIND ZONE (mph)	2 x 4 @ 12" o.c. Structural Sheathing	3 x 4 or 2 x 6 @ 16" o.c. Structural Sheathing	
130	#2	Any grade	
140	#2	Any grade	
150	#2	Any grade	
Exterior Nonbearing Walls ^{a, b, c, d, e, f} First Floor of Three Story			
Spruce Pine Fir			
WIND ZONE (mph)	2 x 4 @ 12" o.c. Blocking	2 x 4 @ 16" o.c. Blocking	3 x 4 or 2 x 6 @ 16" o.c. Structural Sheathing
130	#2, Stud	#2	Any grade
140	#2, Stud	NP	Any grade
150	#2	NP	Any grade

For SI: 1 inch = 25.4 mm, 1 foot = 304.8 mm.

- a. Any grade = any grade except standard, utility and economy.
- b. Corner bracing is required where blocking is specified.
- c. 2 - 2 x 4s at 16 inches or 1 - 2 x 4 at 8 inches may be used where 3 x 4 at 16 inches is specified.
- d. Refer to Sections R4506 and R4508.4 for sheathing requirements.
- e. Bearing stud height is limited to 10 feet.
- f. 2x full depth blocking at mid-height.

**TABLE R4506.2
PANEL FASTENER SPACING^a**

	BLOCKING REQUIRED	NO BLOCKING REQUIRED
Center of Panel	6"	12"
Vertical Edge of Panel	6"	6"
Horizontal Edge of Panel	3"	3"

For SI: 1 inch = 25.4 mm.
a. Table based on 8d nails.

R4506.3 Gable endwalls. Gable endwalls in the 130, 140 and 150 mph (58 m/s, 63 m/s and 67 m/s) wind zones shall either be supported by lateral bracing at the ceiling or have continuous studs from the floor to the roof. 2 x 4 studs at 16 inches (406 mm) on center are limited to 10 feet (3048 mm) in length between supports. Nonbearing 2 x 6 SPF #2 studs at 16 inches (406 mm) on center with 5/8-inch (9 mm) wood structural panel sheathing are limited to unsupported lengths of 18 feet (5486 mm) in 130 mph (58 m/s), 16 feet (4877 mm) in 140 mph (53 m/s) and 14 feet (4267 mm) in 150 mph (67 m/s) wind zones. Where open web trusses are installed, wood structural panel sheathing shall extend 12 inches (305 mm) beyond horizontal construction joints. Where the horizontal joint occurs over minimum 1 inch (25 mm) thick OSB or plywood or 2x rimboard, a minimum 1 1/2 inch (38 mm) overlap is required.

R4506.4 Lateral support at ceiling. Where studs are not continuous, the ceiling must be used to support the endwall. 2 x 4 lateral bracing shall be installed on the top of ceiling joists or truss bottom chords at 8 feet (2438 mm) on center and extend 8 feet (2438 mm) inward from the gable endwall. See Figure R4506.7(a).

R4506.5 Full height studs. Full height studs may be sized using the bracing at the ceiling to limit the stud length. See Figure R4506.5.

R4506.6 Cathedral endwalls. Studs shall be continuous from the uppermost floor to either the ceiling or the roof.

R4506.7 Overhang at endwalls. The overhang is limited to 12 inches (305 mm) where a laddered soffit is installed. The overhang may be increased to 24 inches (610 mm) where outlookers are framed over a dropped endwall into the first rafter or truss. See Figures R4506.7(a) and R4506.7(b). If the overhang exceeds 24 inches (610 mm), then the overhang shall be designed in accordance with approved engineering practice.

R4506.8 Roof sheathing attachment. The roof sheathing panel edges shall be blocked and nailed at the end two rafter or truss spaces. See Figure R4506.8.

Exception: The panel edges need not be blocked where 2 x 4 diagonal braces are framed from the top of the endwall to the lateral bracing at the ceiling.

**SECTION R4507
MASONRY WALL CONSTRUCTION**

R4507.1 Reinforcement. Masonry walls subject to wind speeds of 140 mph (63 m/s) or greater, as established in Table R301.2(1), shall be constructed in accordance with Table R4507.1 or the requirements of Figures R4507.1(a) and R4507.1(b) and this section. Additionally, the minimum area of reinforcement shall not be less than 0.002 times the gross cross-sectional area wall, not more than two-thirds of which may be used in either direction. No required vertical reinforcement shall be less than 3/8 inch (9.5 mm) in diameter. Principal wall reinforcement shall have a maximum spacing of 4 feet (1219 mm) on center.

For 130 mph (58 m/s) wind zones, see Figure R606.11(1) and Table R606.6.4.

**TABLE R4507.1
H/T LATERAL SUPPORT RATIOS FOR
UNREINFORCED EXTERIOR MASONRY WALLS^{a, b, d, e}**

Wall Construction	ULTIMATE WIND SPEED, MPH ^c	
	140	150
Solid masonry units	13	11
Hollow concrete masonry units or masonry bonded hollow walls	9	8
Cavity walls identical wythes	The H/t ratio shall be 0.70 of the H/t ratio for single wythe walls. The t-value shall be the sum of the nominal thickness of the individual wythes.	
Cavity walls with wythes of different types or size masonry	The wall shall be designed based on ACI-530 or the H/t ratio may be 0.70 of the H/t ratio of a single wythe hollow wall. The t-value shall be the sum of the nominal thickness of the individual wythes.	

- a. H = clear height or length between lateral supports.
t = nominal wall thickness.
- b. All masonry units shall be laid in Type M, S or N mortar. Where Type N mortar is used and the wall spans in the vertical direction, the ratios shall be reduced by 10 percent.
- c. Design based on partially enclosed building.
- d. These values are based on using masonry cement mortar. If nonair-entrained Portland cement/lime mortar is used, the values in the table may be increased by 1.25. Larger H/t ratios may be used if the design is done in accordance with ACI-530.
- e. Larger H/t ratios may be used if the design is done in accordance with ACI-530.

**SECTION R4508
ROOF TIE DOWN**

R4508.1 Roof tie down. Roof assemblies in the 130, 140 and 150 mph (58 m/s, 63 m/s and 67 m/s) wind zones as established in Table R301.2(1) shall have rafter or truss ties provided in accordance with either Table R4508.2 or the prescriptive requirements of Section R4508. Anchorage in the 130 mph (58 m/s) wind zone shall be continuous from the roof to the foundation wall or pier. Anchorage in the 140 and 150 mph (63 m/s and 67 m/s) wind zones shall be continuous from the roof to the footing. See Section R4504.

R4508.2 Considerations. For trusses, the nailing requirements from Table R4508.2 shall include the nailing requirements for both rafters and ceiling joists. As an alternative to the anchorage requirements of Tables R602.3(1) and R4508.2, the anchorage for roof members may be based on a designed connection taking into account all horizontal and vertical forces. Forces for alternative anchorage design may result from wind uplift; wind lateral on roof; wind lateral on walls to be transferred to the top plate of the wall; roof/ceiling loads; and other loads depending on the specific building design. If roof members align with the studs, the connection may be made from the roof member directly to the studs. If the connection is from the roof member to the top plate, a double top plate is required and both connections must meet the requirements of Table R4508.2. Where ceiling joists are not parallel with and connect to the roof members, the anchorage requirements for each roof member shall be increased by 110 pound (50 kg). Hip end walls and hip rafters shall be anchored in accordance with this section.

**TABLE R4508.2
ROOF TIE DOWN REQUIREMENTS
ALONG EXTERIOR WALLS (plf)^{a, b, c, d}**

WIND SPEED (mph)	STRUCTURE WIDTH	
	24 feet	36 feet
130	240	345
140	330	470
150	430	615

For SI: 1 foot = 304.8 mm, 1 mile per hour = 0.447 m/s.

- a. Alternate to the requirements of this table or roof not covered by this table shall be designed in accordance with the *North Carolina Building Code* or *ICC 600 Standard for Residential Construction in High-Wind Regions*.
- b. See Section 4505 for material requirements in Coastal High Hazard Areas and Ocean Hazard Areas and Ocean Hazard Areas.
- c. Roof slope 2:12 to 12:12.
- d. The uplift load requirements may be interpolated for intermediate structure widths.

R4508.3 Anchorage from roof to wall. One and one-half inch (38 mm) by 18 gage fabricated metal ties at 24 inches (610 mm) on center with five 8d nails at each end may be used to resist the uplift loads from the roof to the double top plate. Install one tie at each end of each rafter in 130 mph (58 m/s) and two ties at each end of each rafter in 140 mph (63 m/s) and 150 mph (67 m/s) wind zones. Truss anchorage shall be in accordance with design specifications. See Figure R4508.3.

R4508.4 Anchorage using wood structural panels. Wood structural panel sheathing may be used to resist both lateral load and uplift simultaneously. Panels shall be installed as follows:

1. Panels may be installed parallel or perpendicular to studs.
2. Panels shall be 3/8-inch (10 mm) minimum thickness.
3. Nail spacing shall be 8d at 6 inches (152 mm) on center along vertical edges of panel and 12 inches (305 mm) at intermediate vertical framing.
4. At double edge panel locations, the horizontal nail spacing shall be 8d staggered at 3 inches (76 mm) on center. See Figure R4508.4(b).
5. Where open web trusses are installed, panel shall extend 12 inches (305 mm) beyond horizontal construction joints and shall overlap girders their full depth. Where the horizontal joint occurs over minimum 1 inch (25 mm) thick OSB or plywood or 2x rimboard, a minimum 1 1/2 inch (38 mm) overlap is required. See Figure R4508.4(a).
6. Panel attachment to framing shall be as illustrated in Figure R4508.4(b).
7. Blocking shall be required at all joints if sheathing is used to resist uplift.

**TABLE R4508.4
UPLIFT CAPACITY OF WOOD STRUCTURAL
PANEL SHEATHING USED TO RESIST
BOTH LATERAL LOAD AND UPLIFT^a**

VERTICAL NAIL SPACING	8D @ 6" EDGE AND 12" INTERMEDIATE		
	6"	4"	3"
Alternate nail spacing at top and bottom edges	6"	4"	3"
Uplift capacity (plf) nails— double row	240	474	710

For SI: 1 inch = 25.4 mm.

a. Tabulated values are for Spruce-Pine-Fir framing.

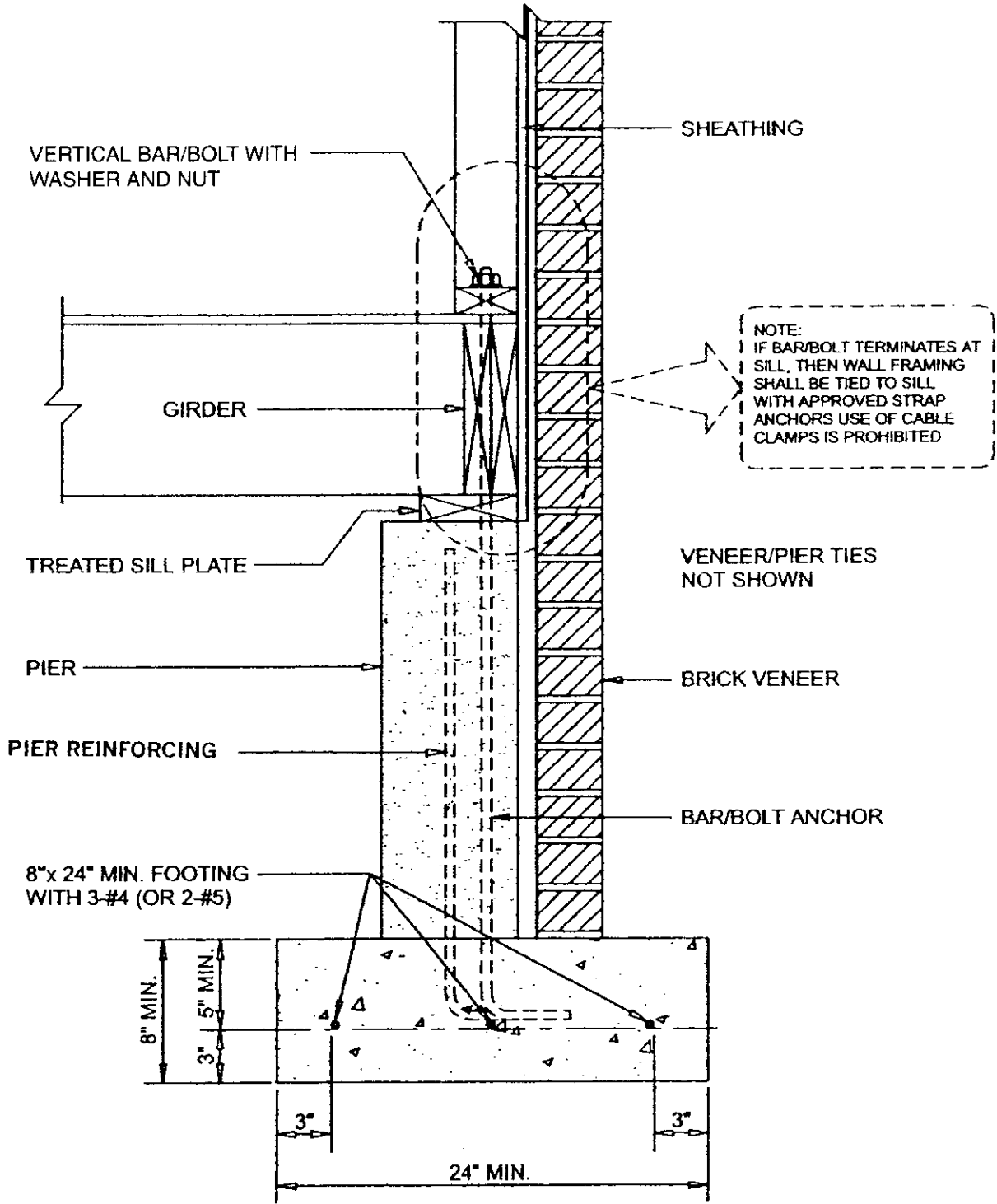


FIGURE R4503.2(a)
CONTINUOUS VENEER PIER/CURTAIN WALL

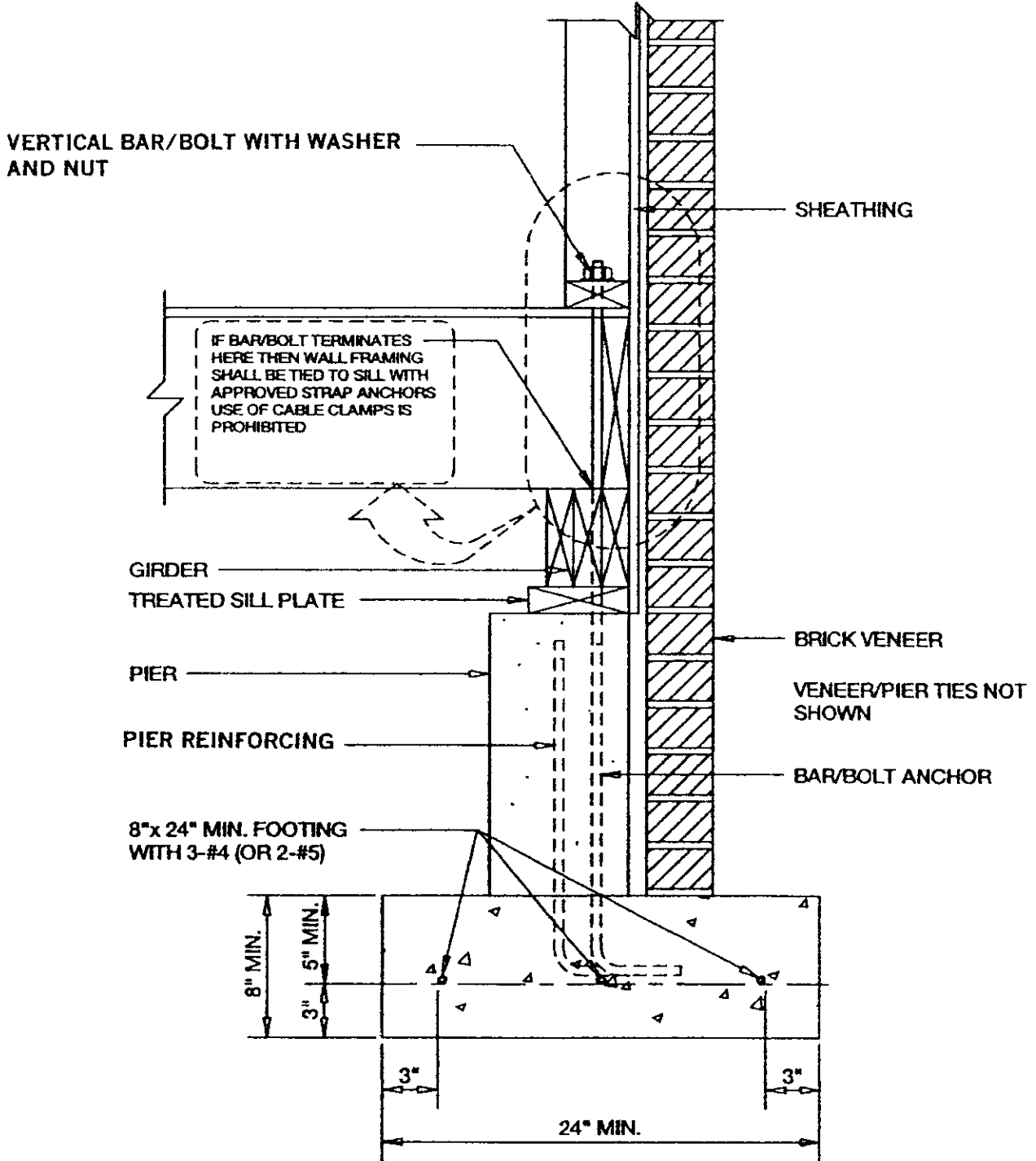


FIGURE R4503.2(b)
CONTINUOUS VENEER PIER/CURTAIN WALL

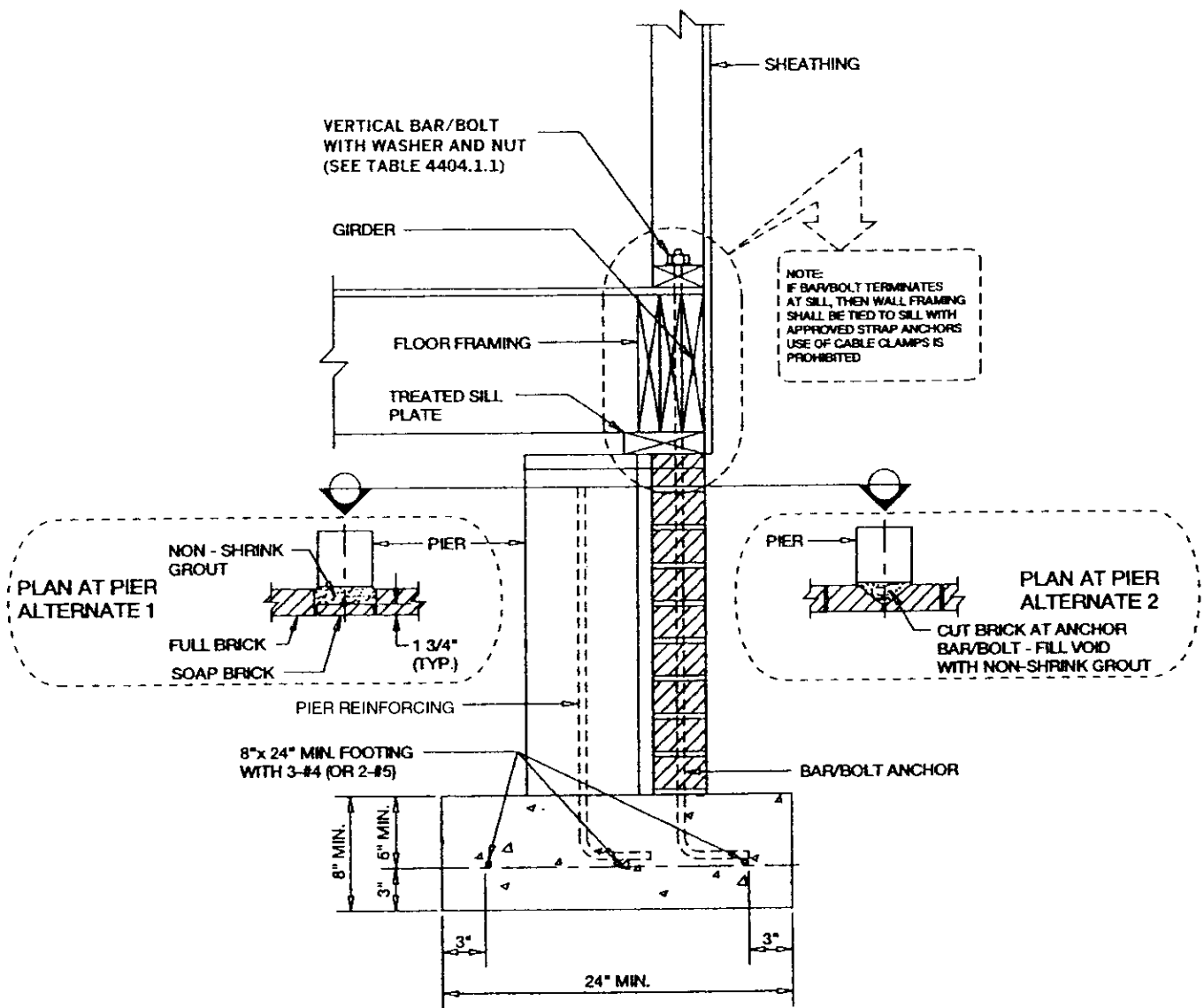


FIGURE R4503.2(c)
 VENEER SHIRT WALL
 PIER/CURTAIN WALL

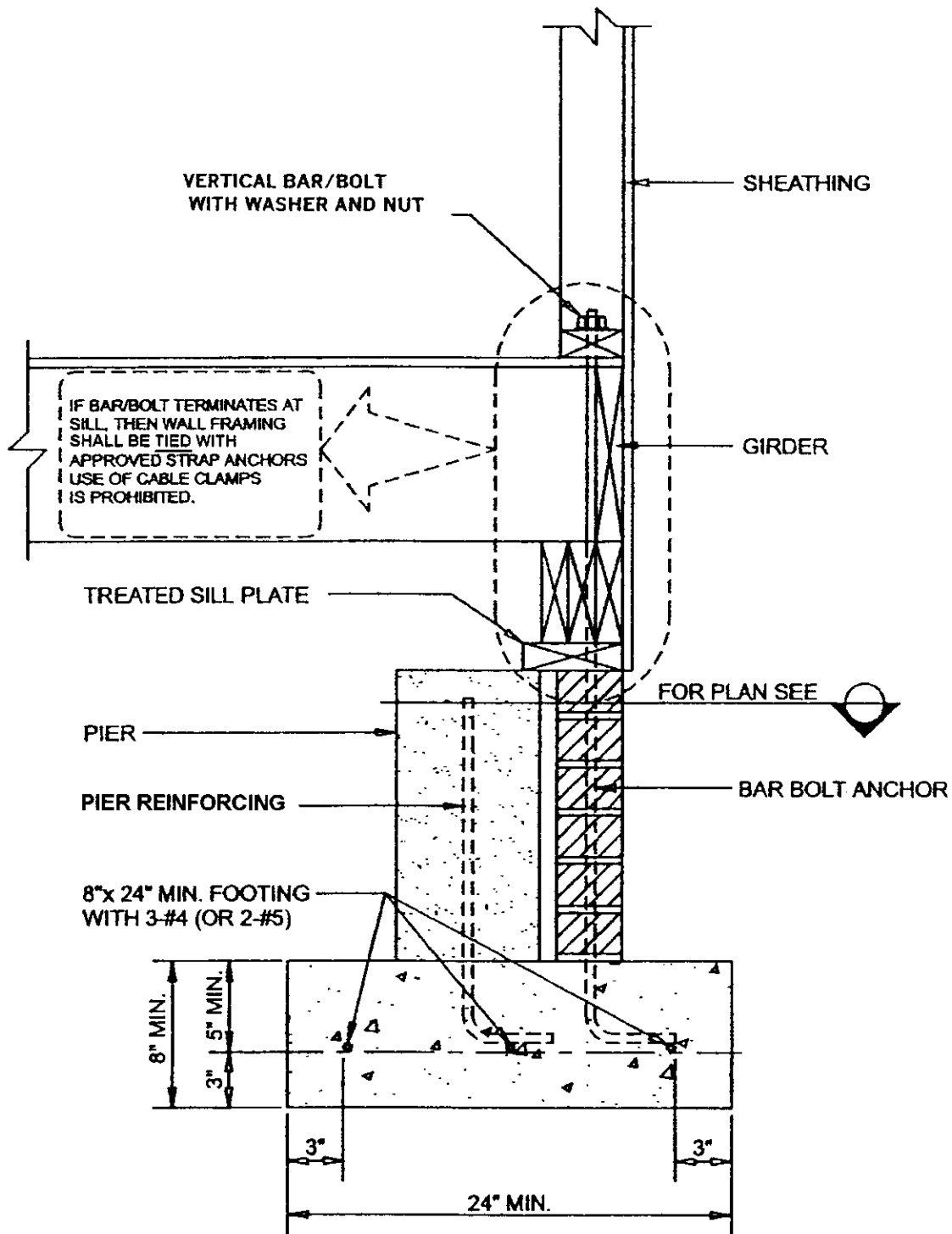


FIGURE R4503.2(d)
VENEER SHIRT WALL PIER/CURTAIN WALL

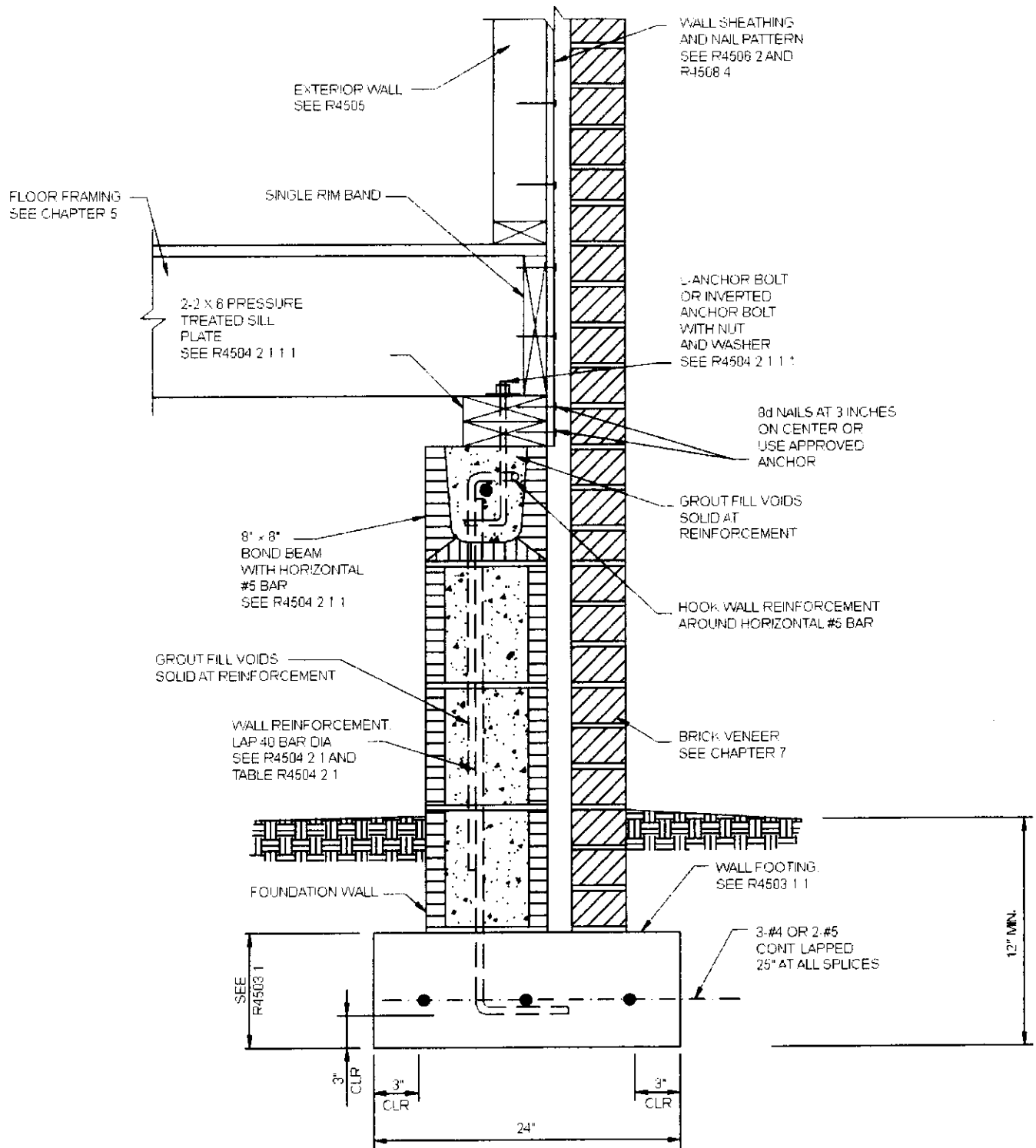


FIGURE R4504.2(a)
FOUNDATION WALL WITH BOND BEAM

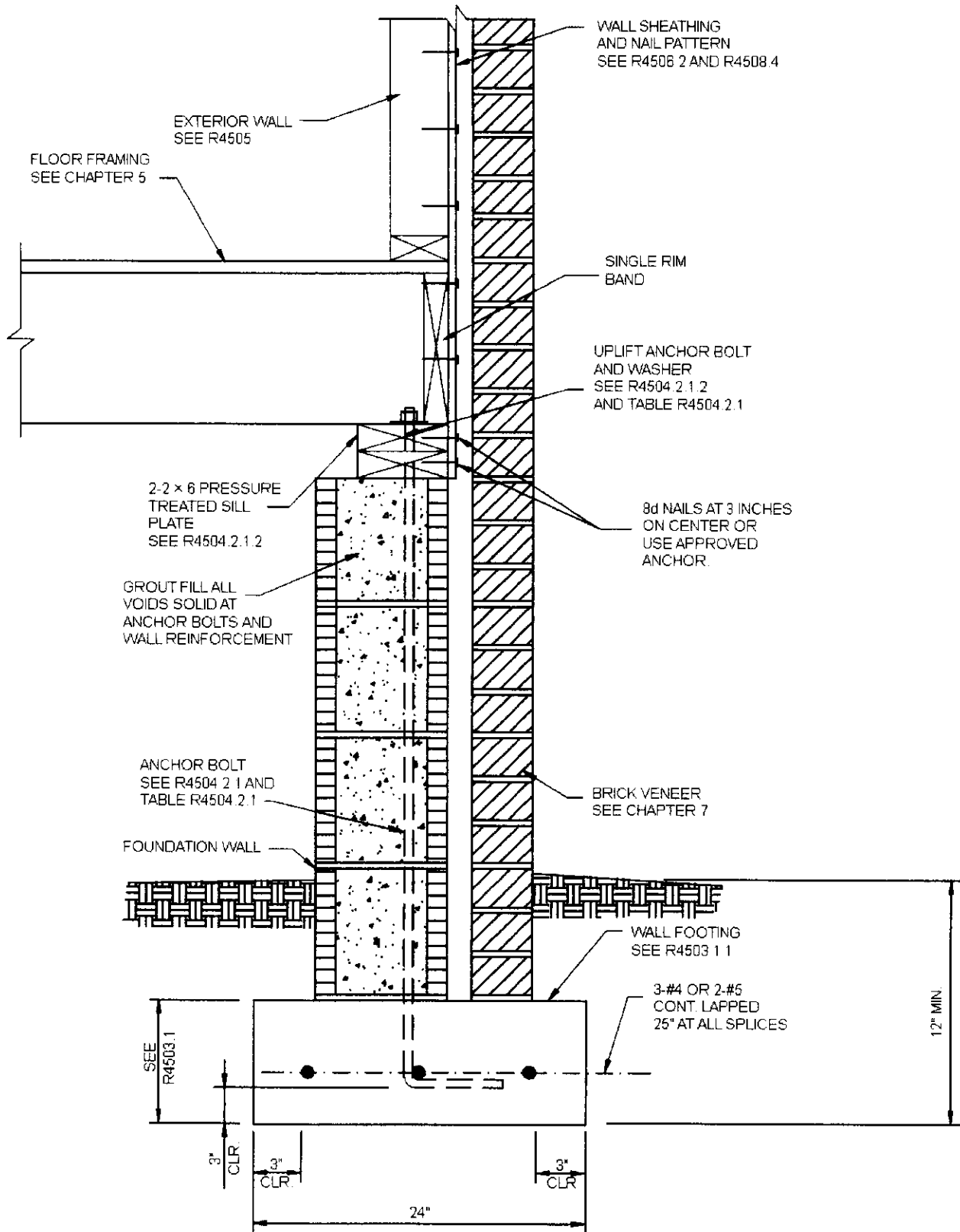


FIGURE R4504.2(b)
FOUNDATION WALL WITH UPLIFT ANCHOR BOLTS FROM FOOTING TO SILL PLATE

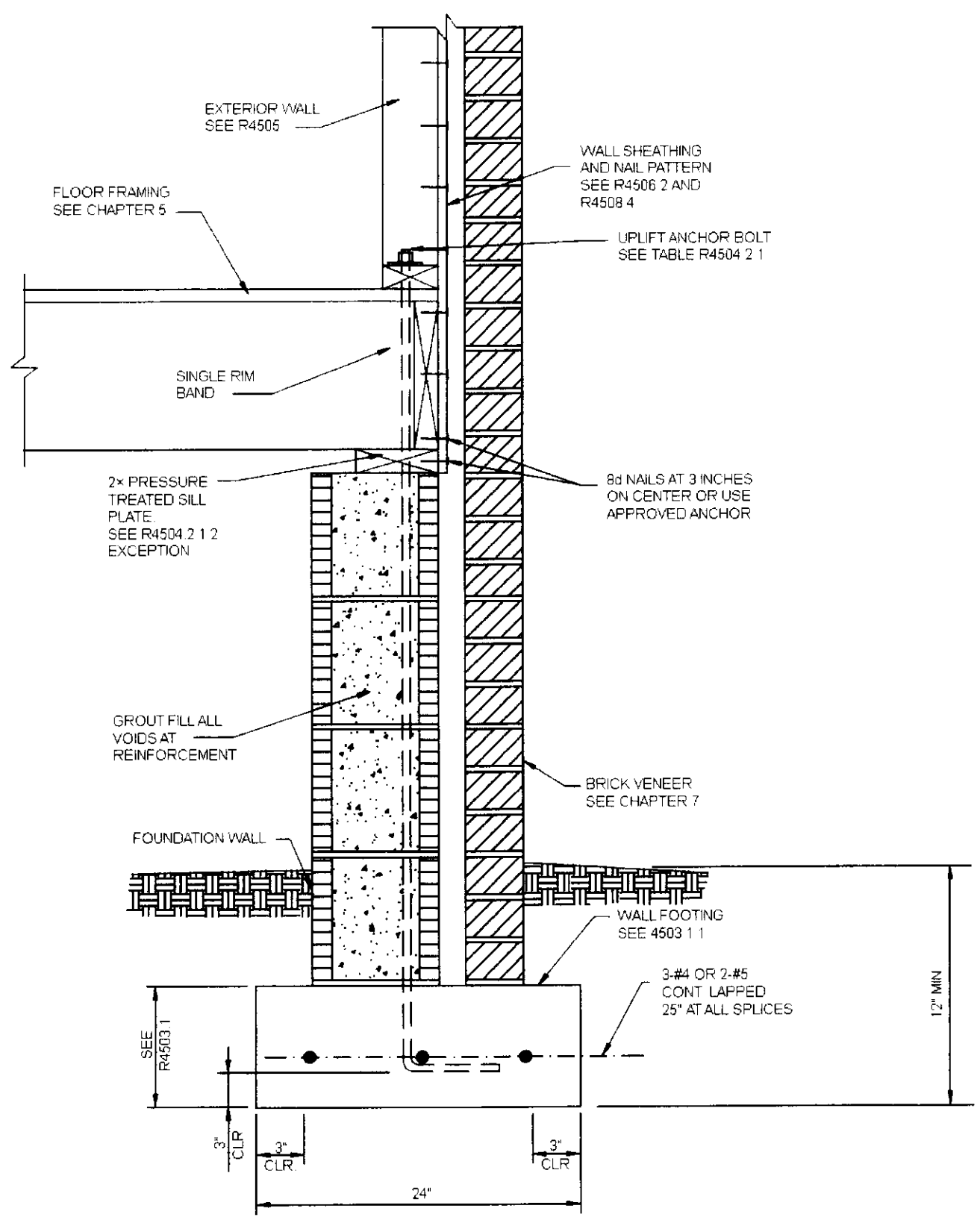


FIGURE R4504.2(c)
FOUNDATION WALL WITH UPLIFT ANCHOR BOLTS
CONTINUOUS FROM FOOTING TO EXTERIOR WALL FRAMING

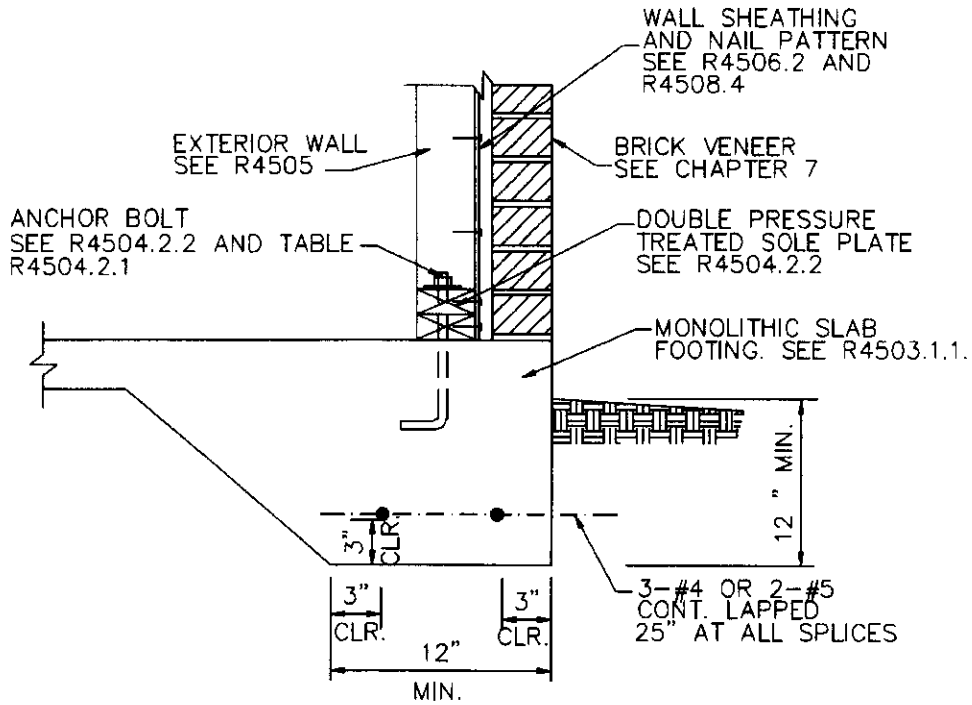


FIGURE R4504.2(d)
EXTERIOR CONCRETE SLAB ON GRADE FOOTING—
DOUBLE SOLE PLATE

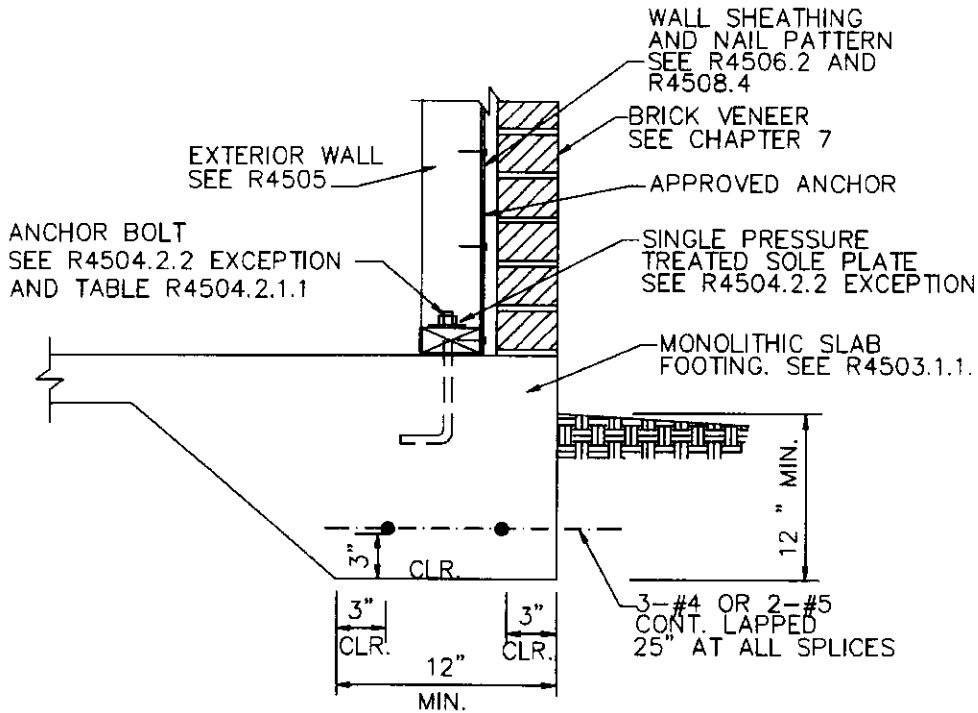


FIGURE R4504.2(e)
EXTERIOR CONCRETE SLAB ON GRADE FOOTING—
SINGLE SOLE PLATE

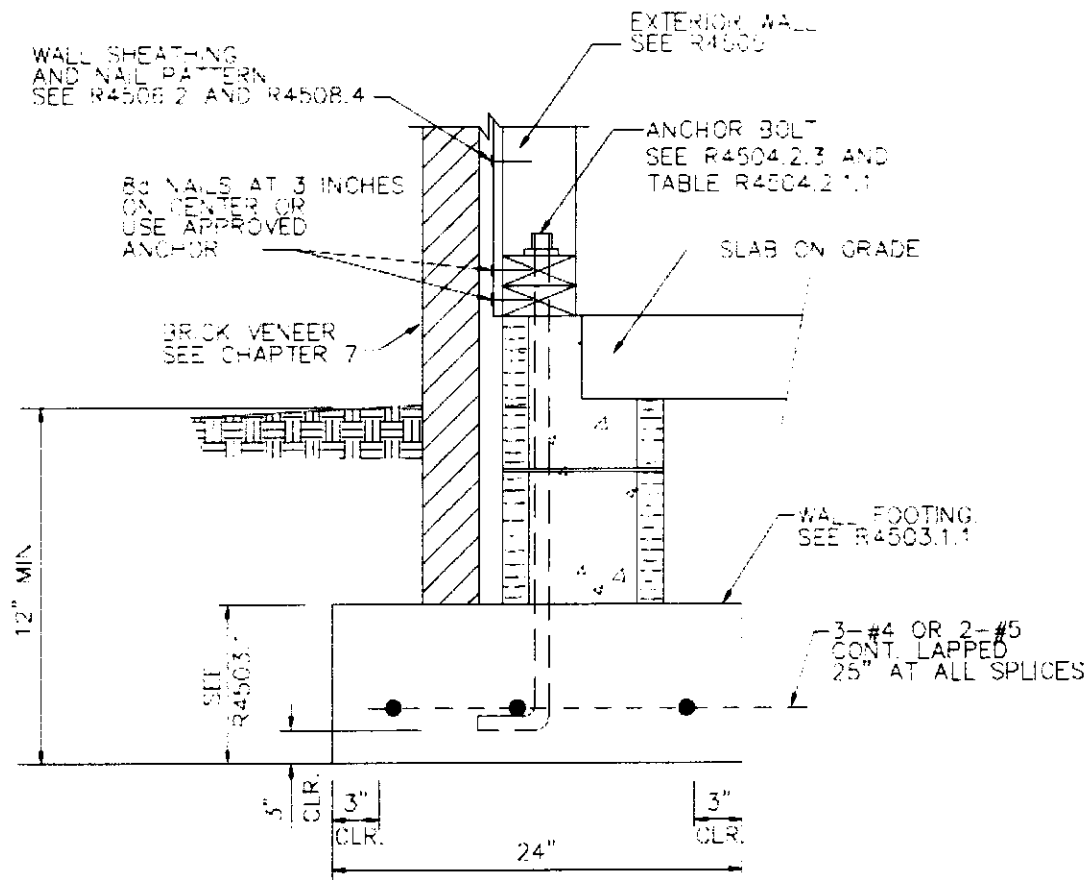


FIGURE R4504.2(f)
GROUND SUPPORTED SLAB WITH MASONRY STEM WALL

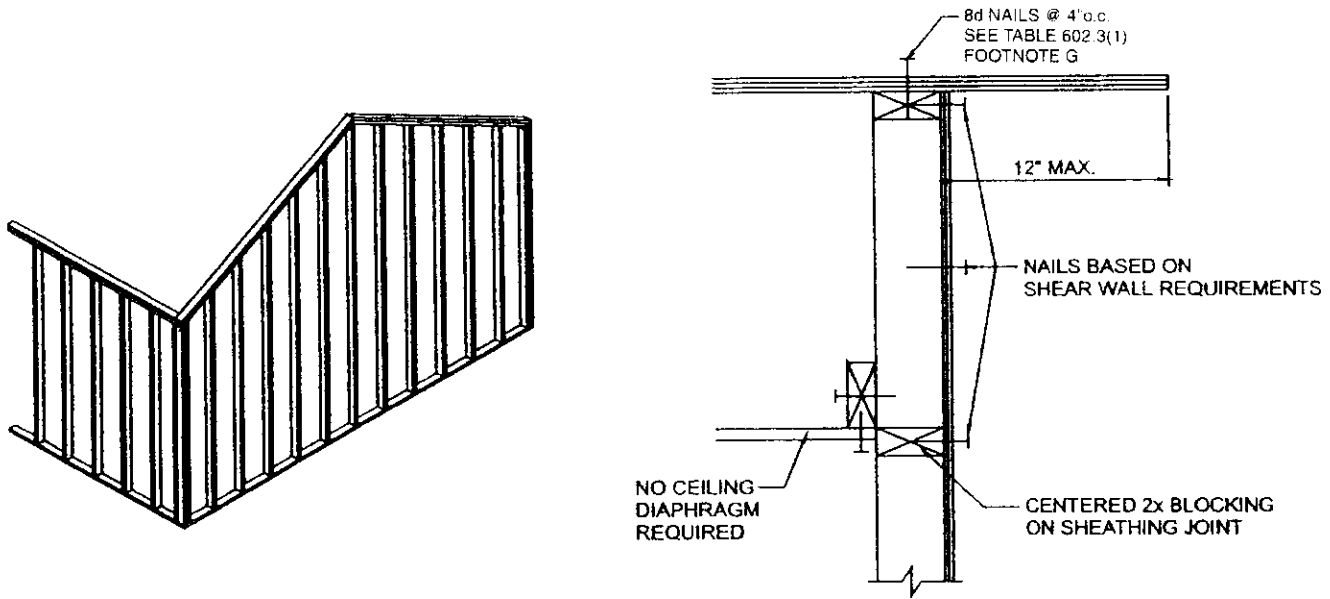


FIGURE R4506.5
GABLE ENDWALL BALLOON FRAMING PREFERRED METHOD

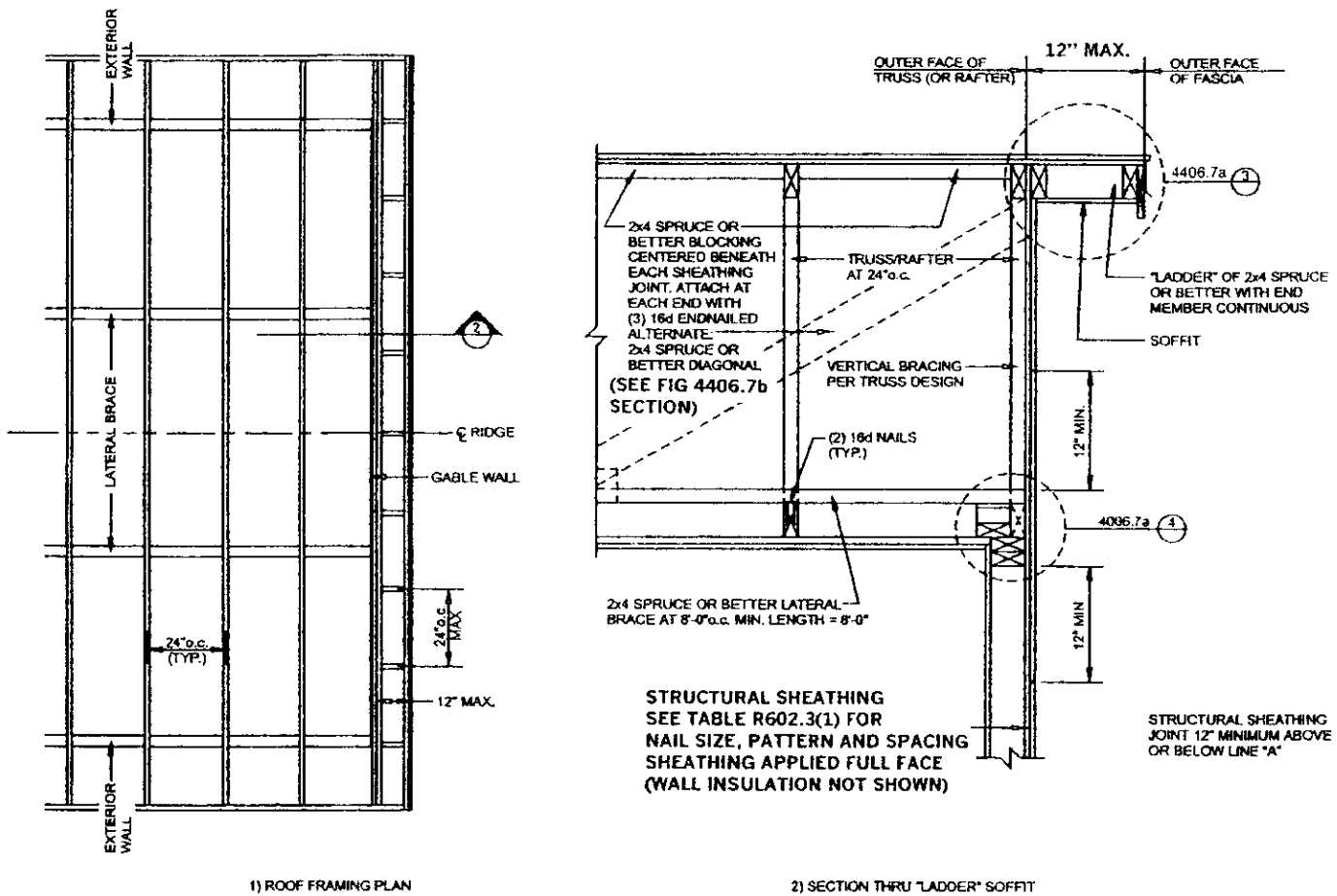
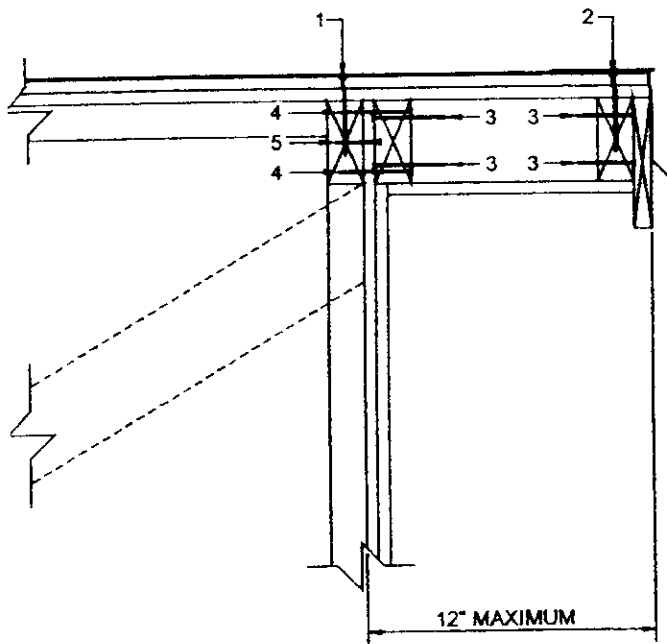
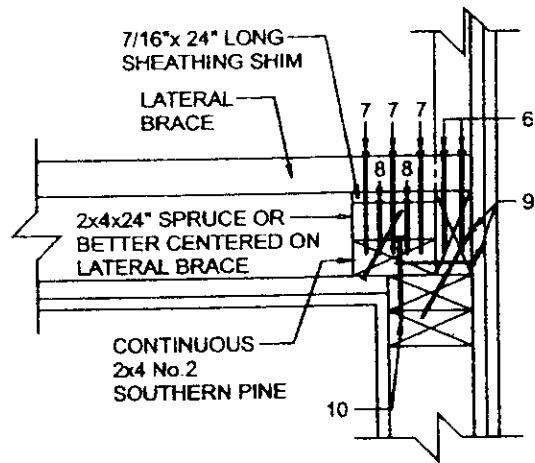


FIGURE R4506.7(a)
OVERHANG AT ENDWALLS



3 R4506.7a "LADDER" ATTACHMENT
NAILING DETAIL AT TOP OF GABLE



4 R4506.7a
NAILING DETAIL AT LATERAL BRACE

NAIL SCHEDULE			
MARK	No. & SIZE	SPACING	REMARKS
1	8d	4" o.c.	
2	8d	6" o.c.	
3	(2) 16d		EACH SIDE
4	(2) 16d	24" o.c.	
5	8d	6" o.c.	
6	(2) 16d		EACH TRUSS
7	(5) 16d		TYPICAL
8	(6) 16d		ALTERNATE:
	(* TO 2x4 BELOW)		(8) 8d
9	16d	8" o.c.	ALTERNATE TOENAIL & ENDNAIL
10	16d	8" o.c.	

FIGURE R4506.7a—continued
OVERHANG AT ENDWALLS

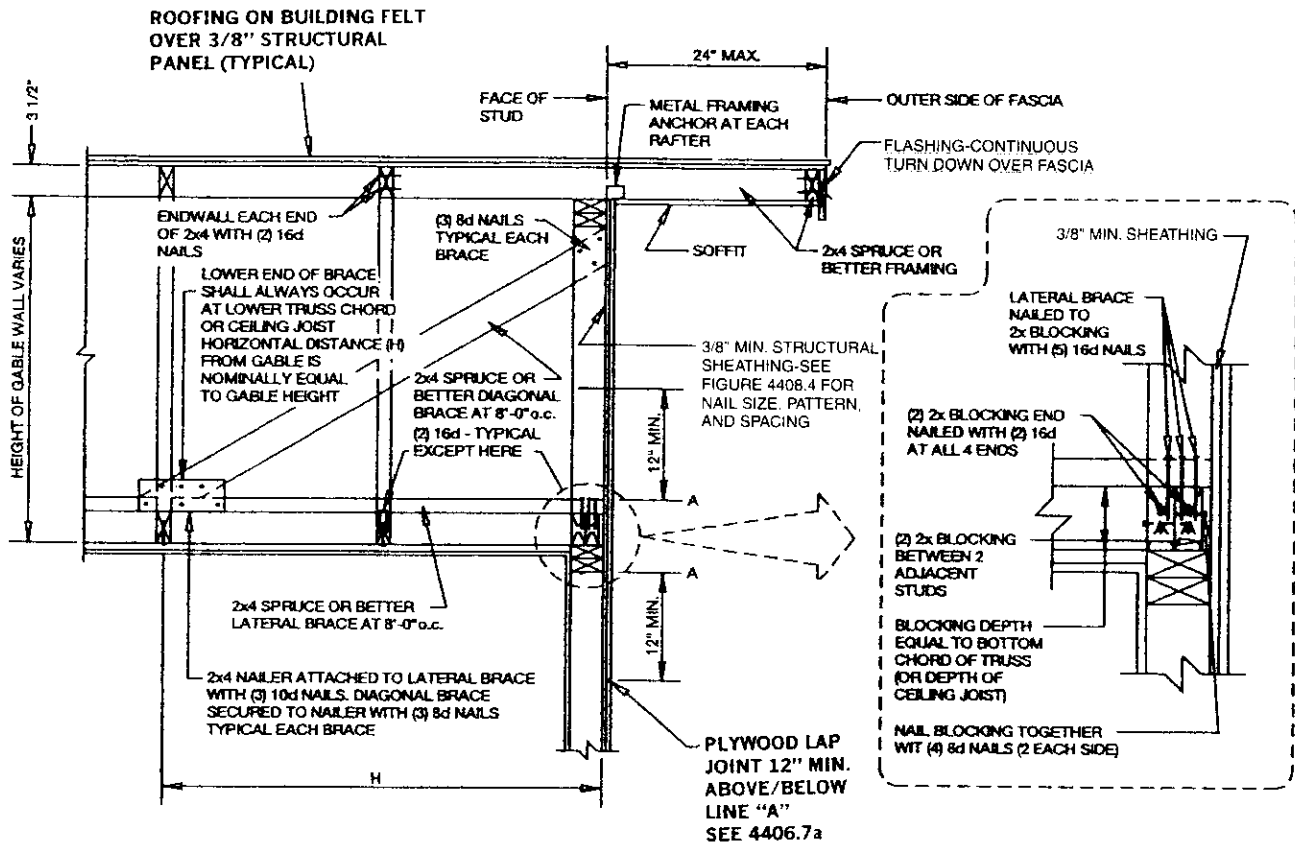


FIGURE R4506.7(b)
GABLE END OVERHANG

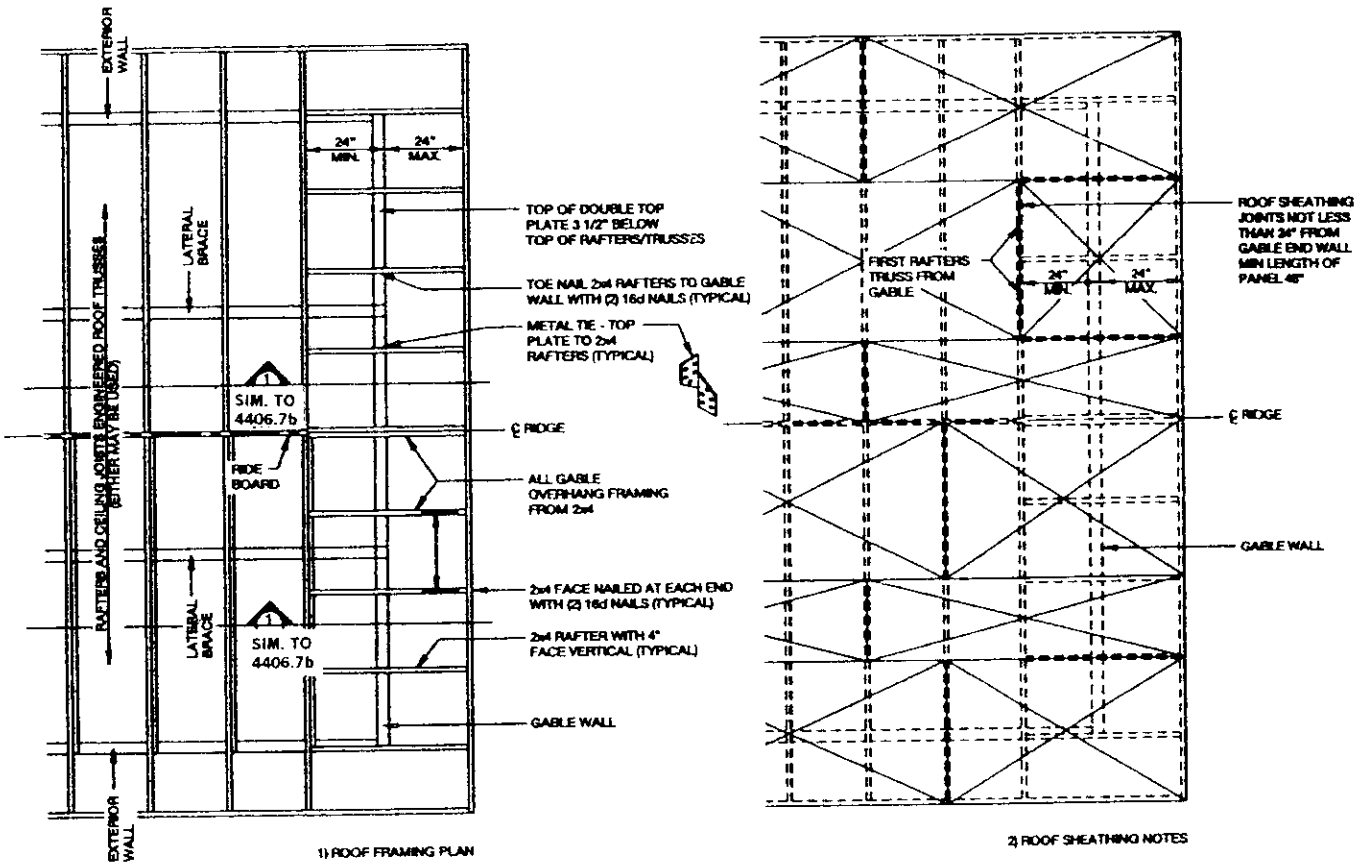
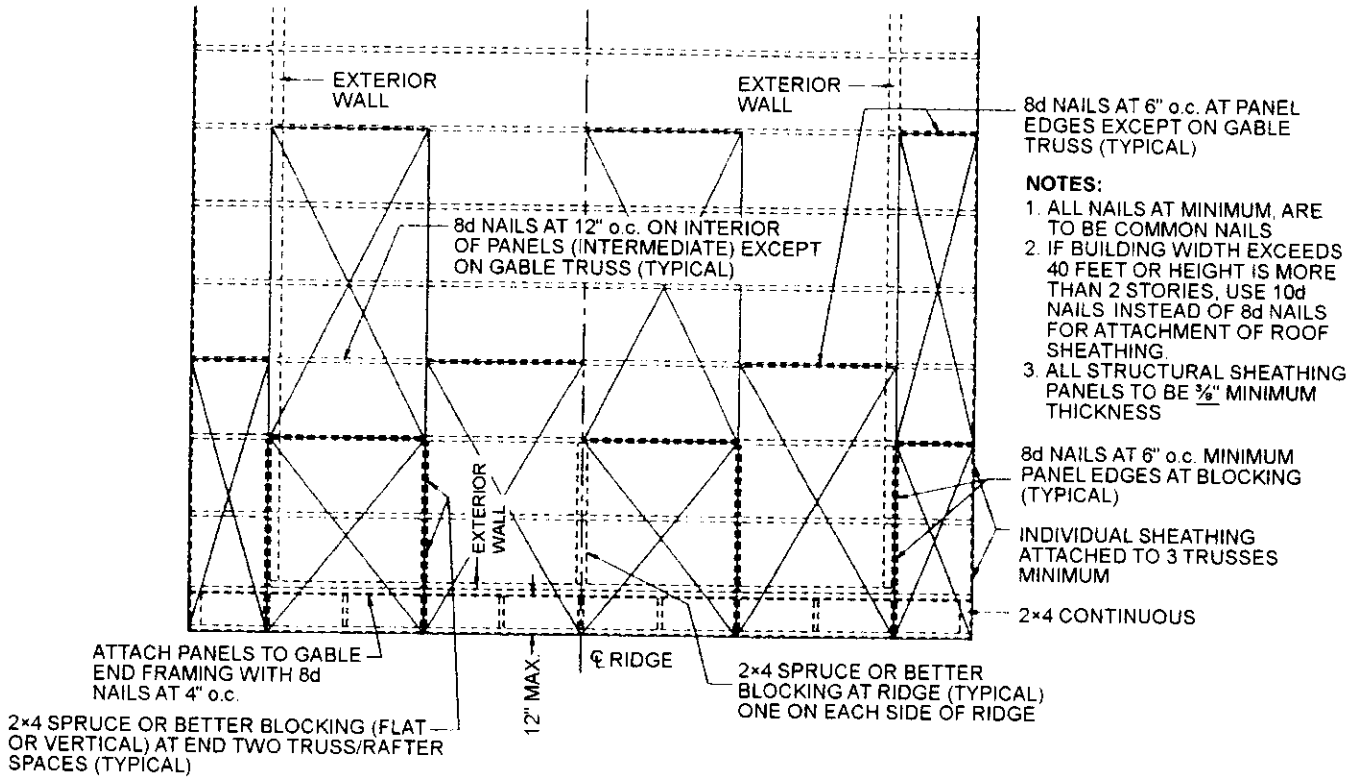
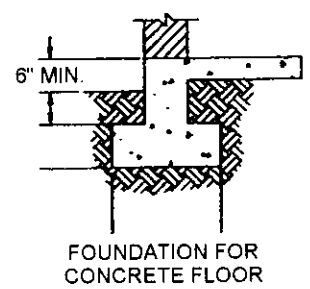
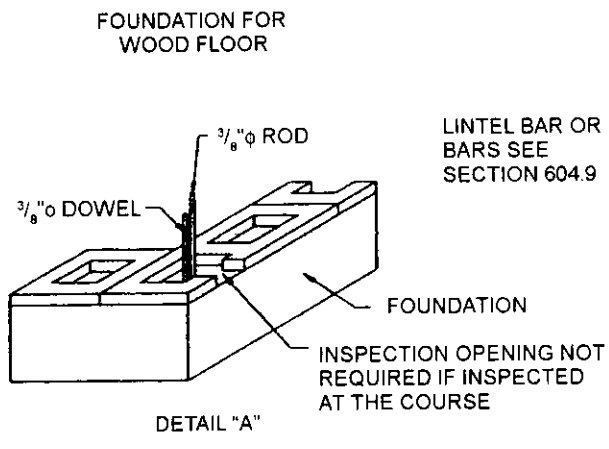
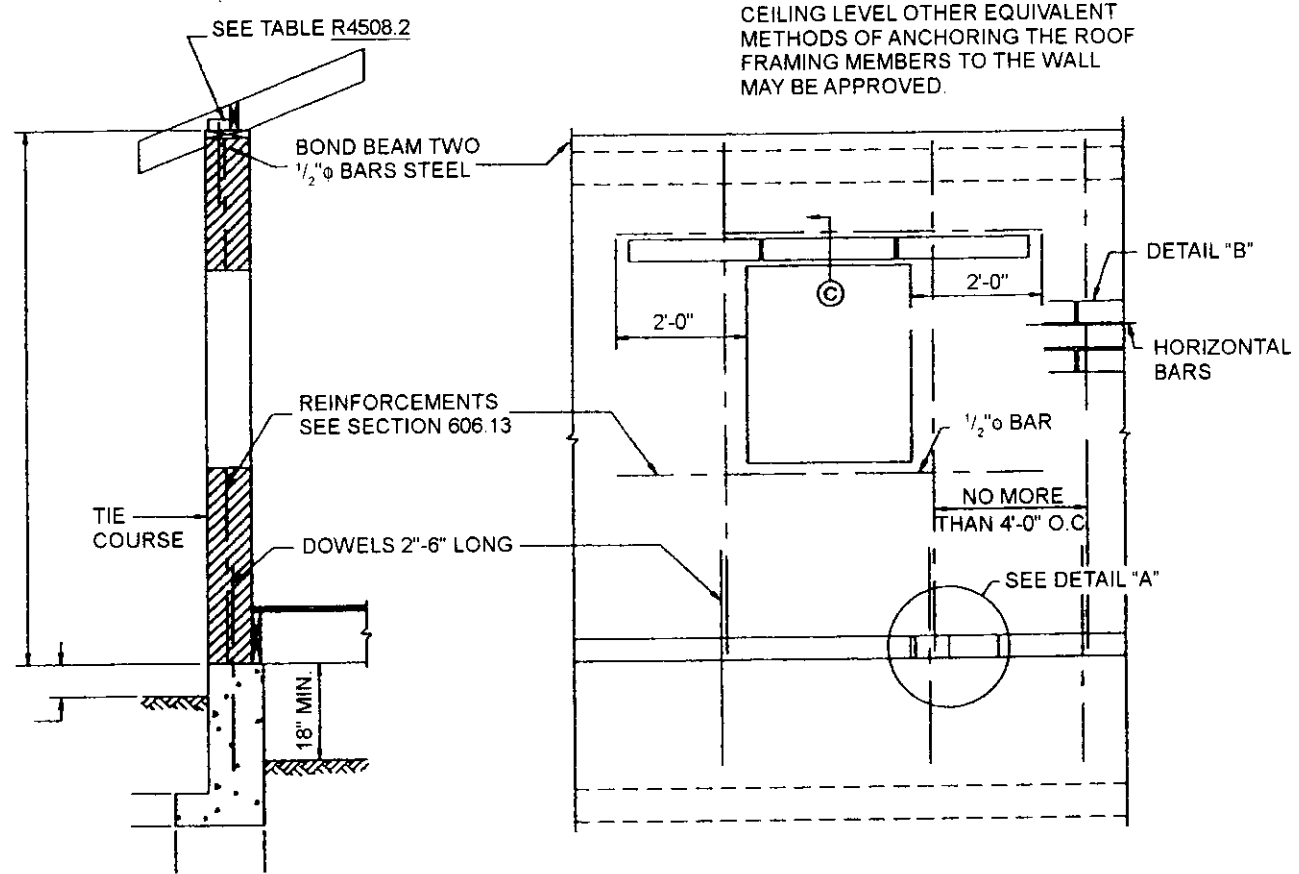


FIGURE R4506.7(c)
GABLE END OVERHANG



**FIGURE R4506.8
ROOF SHEATHING ATTACHMENT PLAN**

NOTE: CONTINUOUS BOND REQUIRED AT EACH FLOOR OR BEAM CEILING LEVEL OTHER EQUIVALENT METHODS OF ANCHORING THE ROOF FRAMING MEMBERS TO THE WALL MAY BE APPROVED.



A FULL BED JOINT MUST BE PROVIDED. ALL CELLS CONTAINING VERTICAL BARS ARE TO BE FILLED TO TOP OF WALL PROVIDE INSPECTION OPENING AS SHOWN ON DETAIL "A". HORIZONTAL BARS ARE TO BE LAID AS SHOWN ON DETAIL "B". LINTEL BARS ARE TO BE LAID AS SHOWN ON SECTION "C".

FIGURE R4507.1(a)
REQUIREMENTS FOR REINFORCED GROUTED MASONRY CONSTRUCTION
WHERE WIND ZONE 1 OR 2 AND WIND SPEED 140 MPH OR GREATER

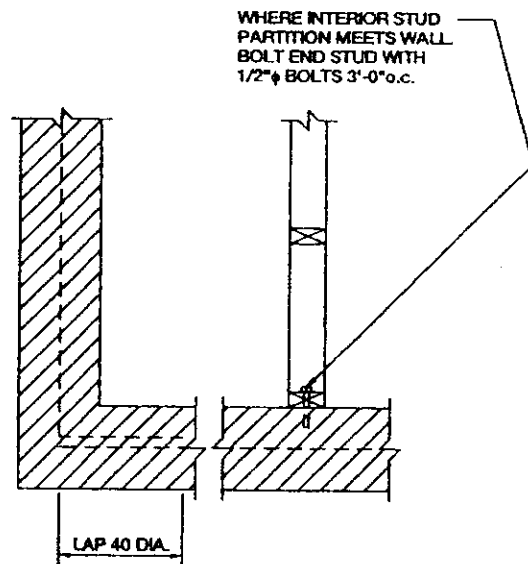
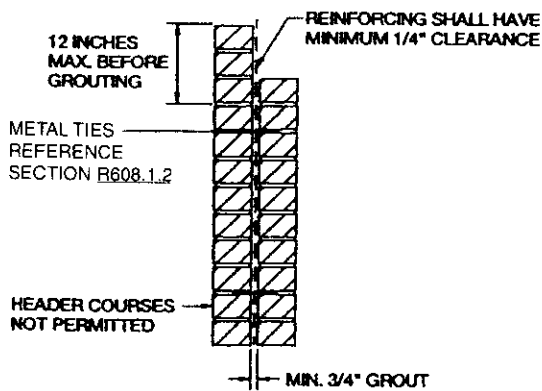
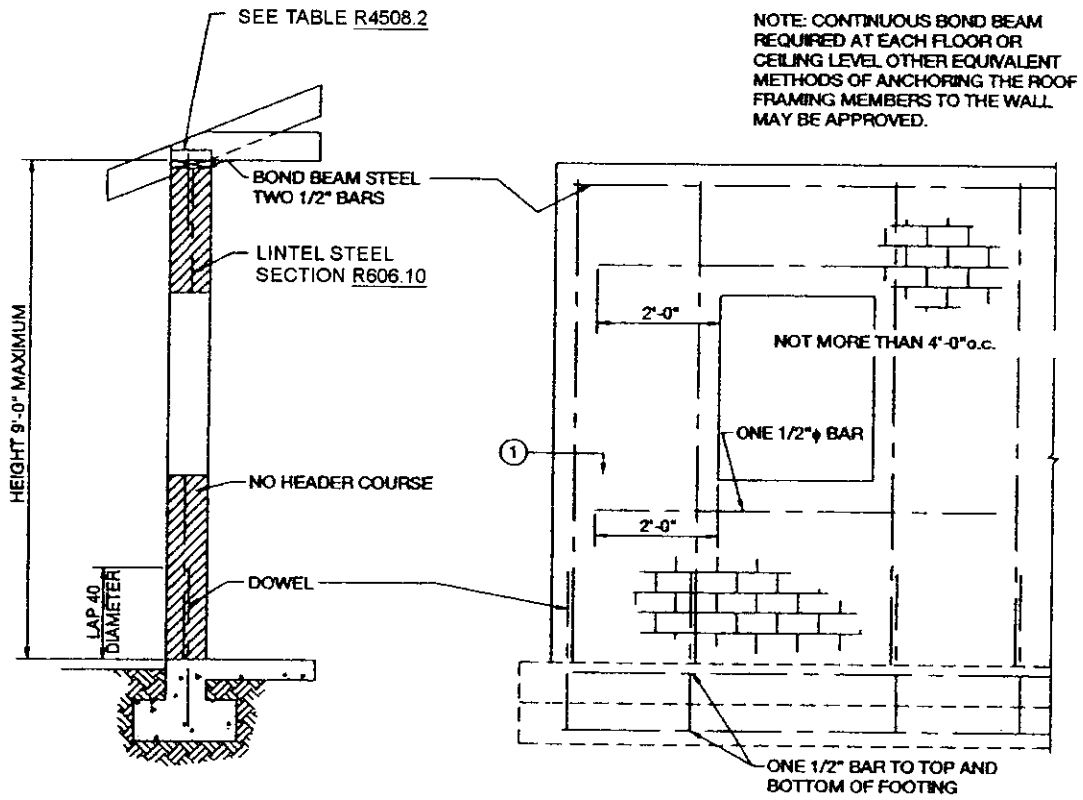


FIGURE R4507.1(b)
 REQUIREMENTS FOR REINFORCED HOLLOW-UNIT MASONRY CONSTRUCTION
 WHERE WIND ZONES ARE 140 MPH OR GREATER

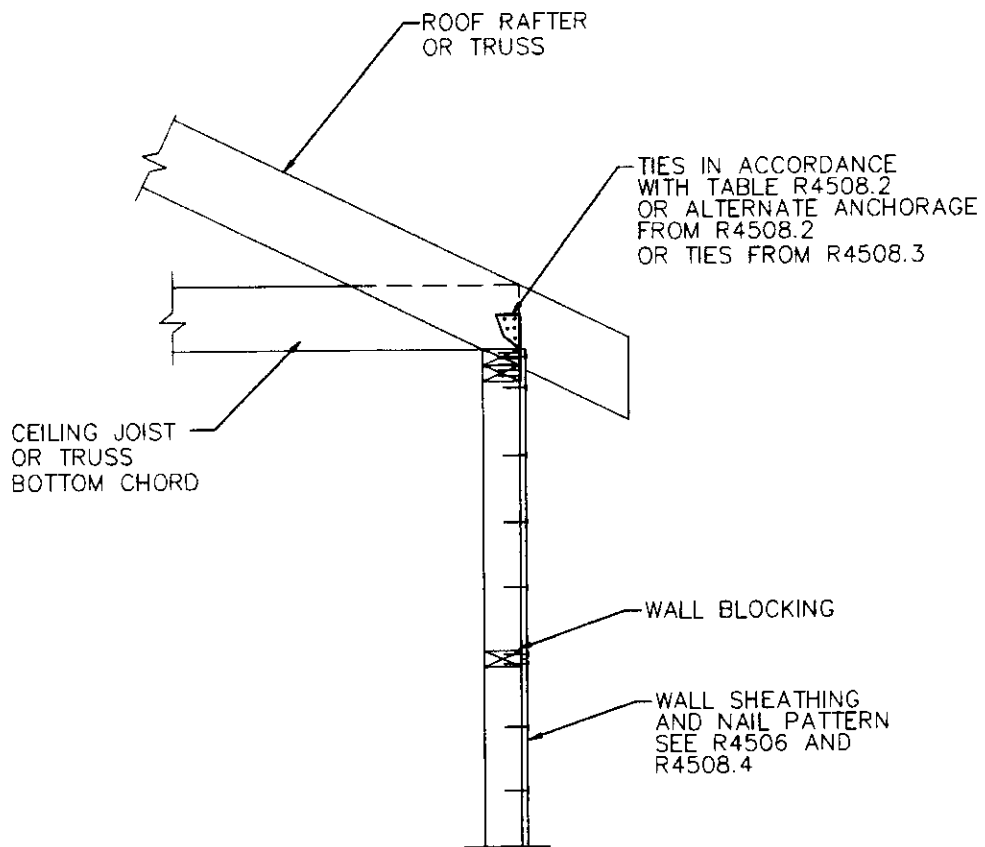


FIGURE R4508.3
ROOF RAFTER/TRUSS ANCHORAGE

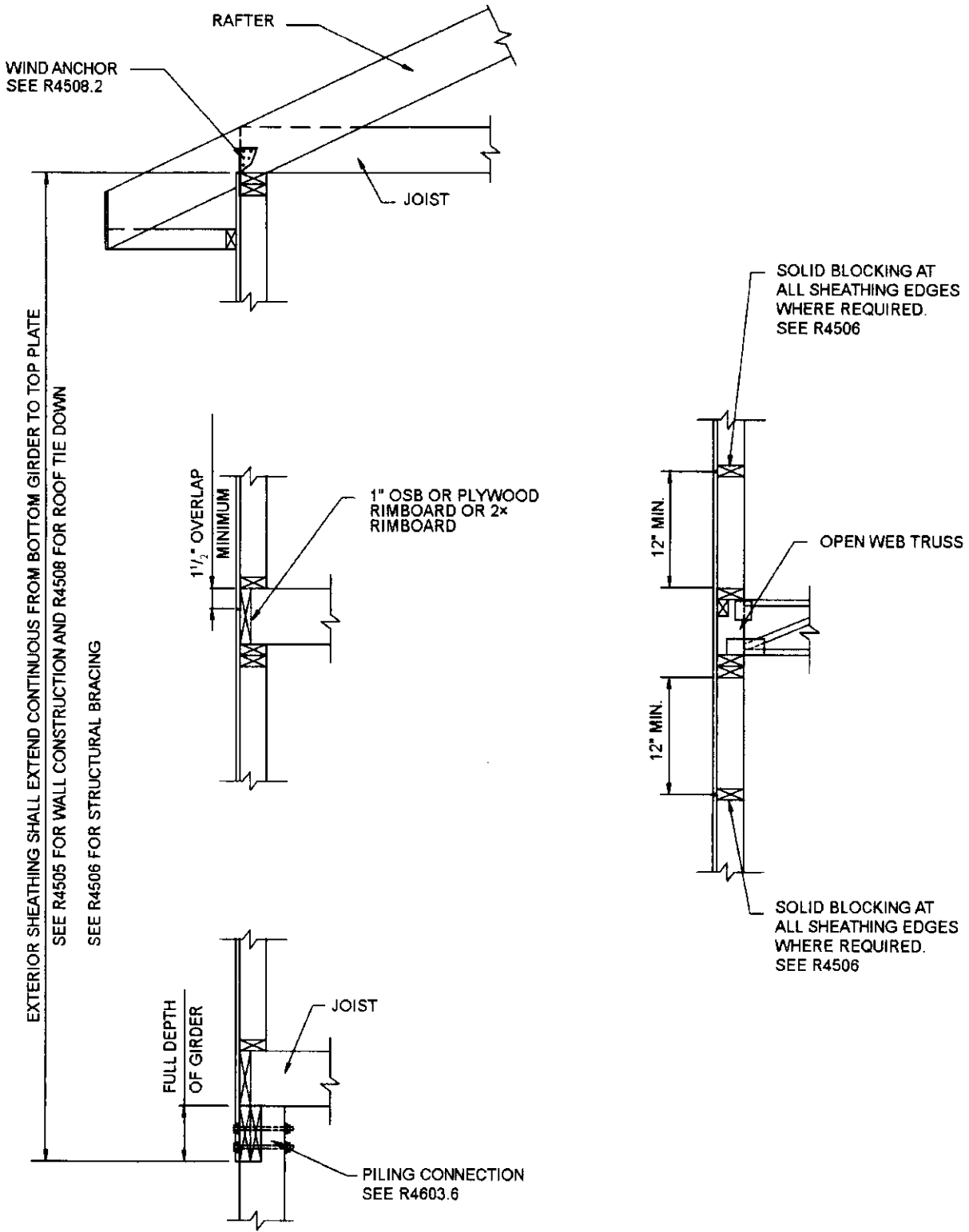


FIGURE R4508.4(a)
TWO STORY WALL SECTION—PANEL ATTACHMENT

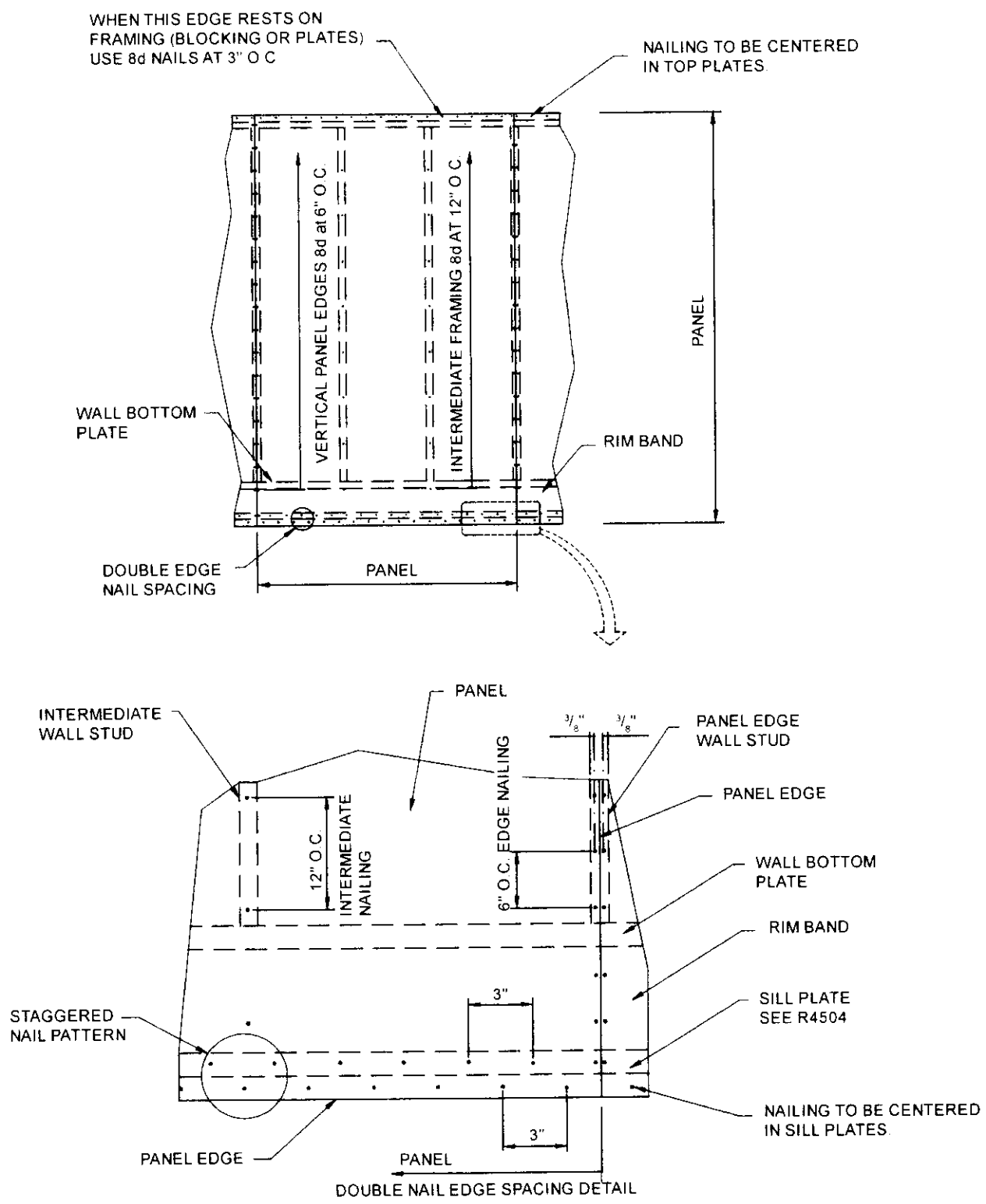


FIGURE R4508.4(b)
 PANEL ATTACHMENT TO COUNTER UPLIFT HORIZONTAL OR VERTICAL

CHAPTER 46

COASTAL AND FLOOD PLAIN CONSTRUCTION STANDARDS

This chapter is a North Carolina addition and not part of the 2015 *International Residential Code*. There will be no underlined text.

SECTION R4601 PURPOSE, APPLICATION AND SCOPE

R4601.1 General. The requirements set forth in this section shall apply to all construction located within areas identified by governmental agency (state and federal) as coastal high hazard areas, ocean hazard areas, the regulatory flood plain areas, and all areas designated as 150 mph (67 m/s) wind zone. See Table R301.2(1).

SECTION R4602 DEFINITIONS

BASE FLOOD ELEVATION. The peak water elevation in relation to MSL expected to be reached during a design flood that is established by the North Carolina Building Code Council as a flood having a 1-percent chance of being equaled or exceeded in any given year.

COASTAL HIGH HAZARD AREA. An area subject to coastal flooding and high velocity waters including storm wave wash, as shown by Federal Emergency Management Agency Maps and subject to the approval of the Building Code Council.

FLOOD PLAIN. Land below base flood elevation, which of record has in the past been flooded by storm water-surface runoffs, or tidal influx, and as defined by the Corps of Engineers' maps, the Federal Emergency Management Agency maps or as approved by the Building Code Council.

LOWEST FLOOR. The lowest floor of the lowest enclosed area (including basement). An unfinished or flood-resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor provided that:

1. The walls are substantially impermeable to the passage of water and the structural components have the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy; or
2. Construction shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing the entry and exit of flood waters.

MSL. Mean Sea Level as defined by National Geodetic Vertical Datum.

OCEAN HAZARD AREA. An area, as identified by the North Carolina Coastal Resources Commission, and subject to approval by the Building Code Council, near the shoreline of the Atlantic Ocean that has been identified as subject to at least one of the following hazards: (A) historical or predicted future trends of long-term erosion, (B) erosion expected to

occur during a coastal storm reaching the base flood elevation, or (C) shoreline fluctuations due to tidal inlets.

SECTION R4603 PILING STANDARDS

R4603.1. General. All one- and two-family dwellings in areas identified as coastal high hazard areas or ocean hazard areas shall be constructed on a pile foundation of wood or concrete.

R4603.2 Concrete piles. Concrete piles are permitted to be used if made and installed in accordance with the *North Carolina Building Code*, Chapter 18.

R4603.3 Size of wood piles. Round timber piles shall not be less than 8 inches (203 mm) in diameter at building level and have a minimum tip diameter of 6 inches (152 mm). Square timber piles shall not be less than 8 inches square (0.005 m²), nominal. Piles supporting uncovered stairs, uncovered walkways and uncovered decks shall be 6 inches × 6 inches (153 mm × 153 mm) minimum, or if round, have a minimum tip diameter of 6 inches (153 mm). Piles supporting uncovered stairs, uncovered walkways and uncovered decks less than 5 feet (1524 mm) above grade are permitted to be 4 inches × 4 inches (102 mm × 102 mm) minimum.

R4603.4 Required depth of piles. Pile tip shall extend to a depth of not less than 8 feet (2438 mm) below the natural grade or finished grade of the lot, whichever is lower. All pilings within the ocean hazard area shall have a tip penetration of at least 5 feet (1524 mm) below mean sea level or 16 feet (4877 mm) below average original grade, whichever is least. Structures within ocean hazard areas that are placed upon the site behind a line 60 times the annual erosion rate away from the most seaward line of stable natural vegetation are exempt from this additional tip penetration requirement.

R4603.5 Spacing of wood piles. The maximum center-to-center spacing of wood piles shall not be more than 8 feet (2438 mm) on center under load-bearing sills, beams, or girders. For dwellings having more than two stories above piles or where the piling spacing exceeds 8 feet (2438 mm) on center, the pile foundation shall be designed by a *registered design professional*. Pile spacing in the nonload-bearing direction are permitted to be 12 feet (305 mm).

R4603.6 Tying and bracing of wood piles. If sills, beams or girders are attached to the piling, a minimum of two ⁵/₈-inch (16 mm) galvanized steel bolts per beam member shall be through bolted at each piling connection in accordance with Figure R4503.6(a). When piling is notched so that the cross-section is reduced below 50 percent or is top bearing, sills, beams or girders shall be attached using ³/₁₆ × 4 × 18-inch (5

× 102 × 467 mm) hot dip galvanized straps, one each side, bolted with two $\frac{5}{8}$ inch (15.9 mm) galvanized through bolts in accordance with Figure R4603.6(b) and Figure R4603.6(c). At corners, girders shall be connected to the pile with a minimum $\frac{3}{16}$ × 4 × 18-inch (5 × 102 × 467 mm) hot dip galvanized strap bolted with two $\frac{5}{8}$ inch (15.9 mm) galvanized through bolts on the exterior and a minimum L4 × $\frac{3}{16}$ × 18 inches (102 × 5 × 467 mm) galvanized steel angle bolted with two $\frac{5}{8}$ inch (15.9 mm) galvanized through bolts on the interior in accordance with Figure R4603.6(d).

Bracing of pile foundations is required where the clear height from ground to sill, beam or girder exceeds 10 feet (3048 mm) or the dwelling is more than one story above piles. A line of X-bracing is defined as a row of piles with X-bracing provided in at least two bays. A line of X-bracing shall be provided at all exterior pile lines. Where the perimeter lines of X-bracing exceed 40 feet (12 192 mm), an additional line of X-bracing shall be provided near the center of the building. See Figure R4603.6(e). X-bracing shall be with 2 × 10s through bolted with two $\frac{3}{4}$ -inch (19.1 mm) bolts at each end. The *code official* is permitted to accept alternative bracing designs if they bear the seal of a *registered design professional*.

R4603.7. Protection against decay. The minimum net retention of preservatives shall be in accordance with AWPA U1.

R4603.8 Piling may be placed by auger, jetting or drop hammer. Piling shall receive a final set by drop hammer or other approved methods, acceptable to the *code official* to ensure compaction of material at end bearing.

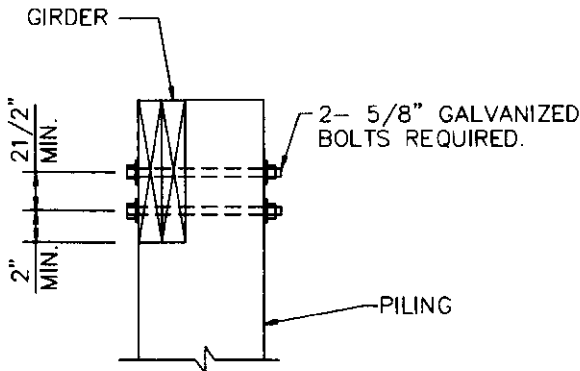
**SECTION R4604
ELEVATION STANDARDS**

R4604.1. Lowest structural member. The lowest structural member, excluding pilings and bracing supporting the lowest habitable floor in the coastal high hazard area and ocean hazard area, shall be elevated above the base flood elevation.

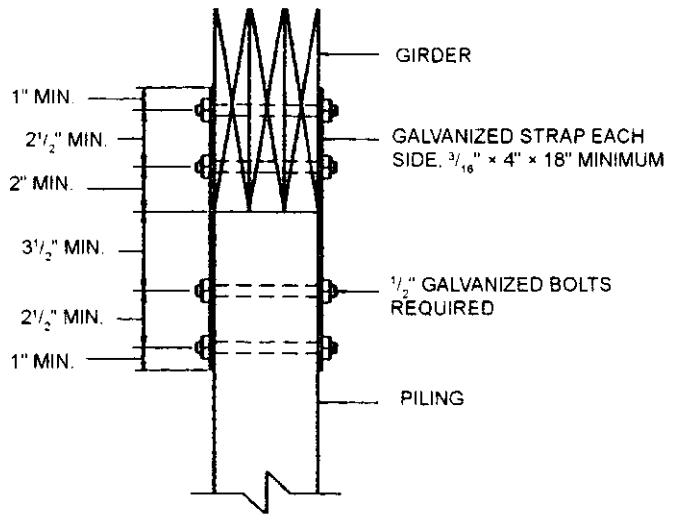
R4604.2. First habitable floor. The elevation of the first habitable floor of all structures in the regulatory flood plain except in the coastal high hazard areas shall be above the base flood elevation.

Exception: This requirement does not apply to the addition, renovation or reconstruction to any building that was constructed prior to the initial Flood Insurance Study for that area if the addition, renovation or reconstruction does not exceed 50 percent of the present market value of the structure.

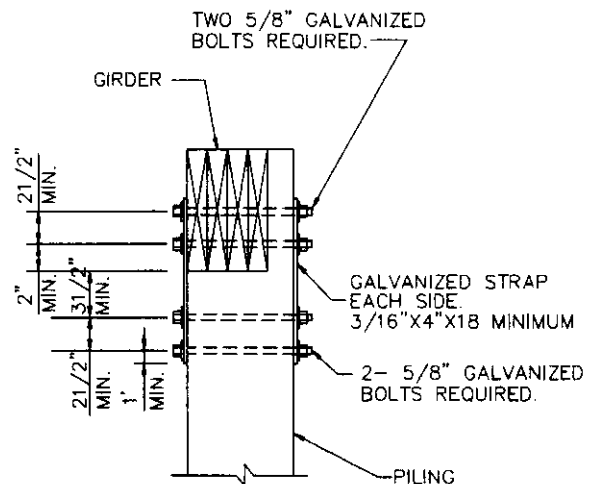
R4604.3. Walls below flood elevation. Where walls are constructed below flood elevation in coastal high hazard area and ocean hazard area, they shall be constructed in a manner to eliminate wave forces on the piling.



**FIGURE R4603.6(a)
PILING NOTCHED LESS THAN 50%**



**FIGURE R4603.6(b)
TOP MOUNTED GIRDER**



**FIGURE R4603.6(c)
PILING NOTCHED MORE THAN 50%**

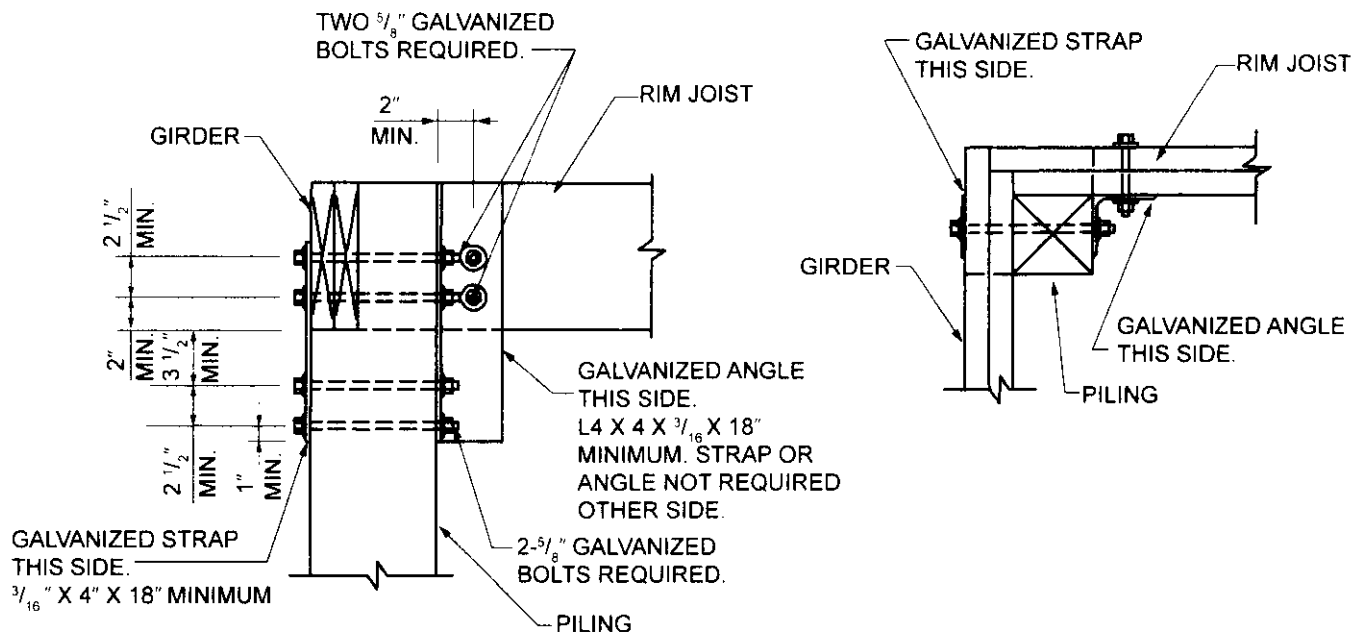


FIGURE R4603.6(d)
CORNER PILE CONNECTION

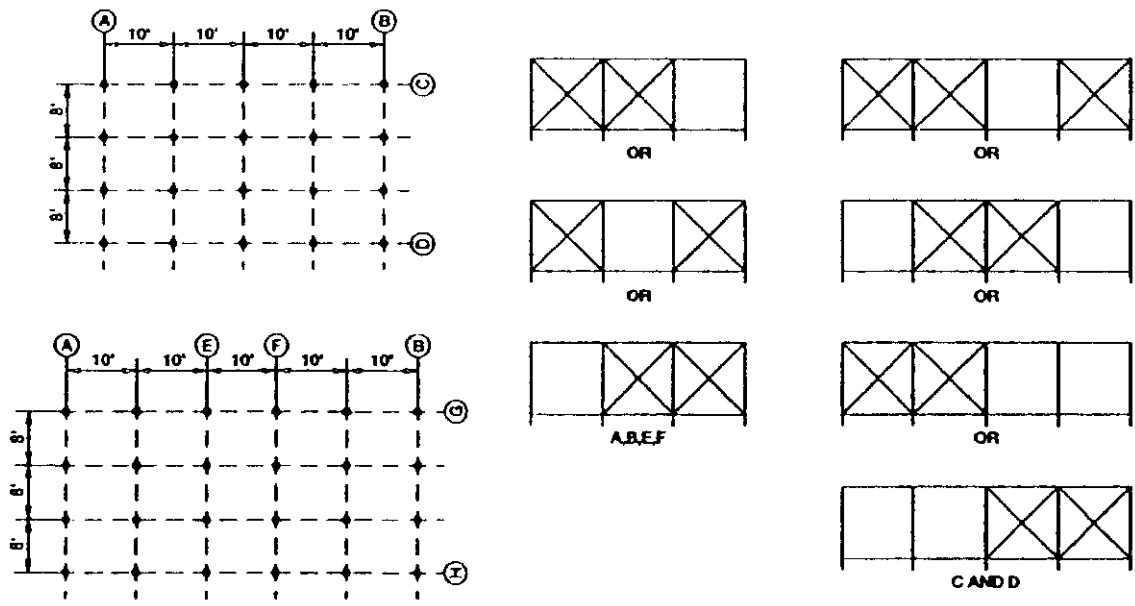


FIGURE R4603.6(e)
ELEVATIONS
(SHOWING POSSIBLE ARRANGEMENT OF X-BRACING IN LINE) (G AND H SIMILAR)

**SECTION R4605
CONSTRUCTION MATERIALS
AND METHODS STANDARDS**

R4605.1. General. The requirements of Sections R4605.2 through R4605.8 are applicable in the coastal high-hazard area, the ocean hazard area, and all areas defined as 150 mph (67 m/s) wind zone.

R4605.2. Roof anchorage. Every rafter or roof truss shall be anchored to the bearing wall as required by Section R4508. At the ridges, rafters shall have a minimum 1 × 6 or 2 × 4 collar or wind beam. Every third rafter not to exceed 4 feet (1219 mm) on center shall be anchored vertically with minimum 1 × 6 or 2 × 4 from its midpoint to ceiling joists below.

R4605.3 Wood frame wall construction. Maximum stud spacing shall be 16 inches o.c. (406 mm) for 2 × 4s and 24 inches (610 mm) for 2 × 6s. See Section R4505 for wall construction requirements. See Section R4508 for uplift anchorage requirements.

R4605.4. Design by registered design professional. Equal or better methods of tying structures together and to foundations designed for a specific building by a *registered design professional* shall be accepted by the *code official*.

R4605.5 Fastener corrosion resistance. In the coastal hazard area and the ocean hazard area, all metal connectors and fasteners outside of conditioned spaces shall be hot-dip galvanized steel after fabrication and meet ASTM A153. Exposed metal connectors, such as tie-down straps on porches, decks, and areas under the structure, shall be a minimum ³/₁₆-inch (5 mm) thick, and shall be hot-dip galvanized after fabrication and meet ASTM A123 or ASTM A153. Stainless steel light-gage metal connectors shall be permitted

in exposed or partially exposed locations. Metal connectors of approved equivalent corrosion-resistant material are permitted to be accepted. See Table R4605.5.

R4605.6 Building anchorage.

1. For masonry buildings, the roof structure, including rafters and joists, shall be anchored to the wall in accordance with Section R606.11. All mortar used for masonry walls shall be Type M or S.
2. For masonry or wood frame buildings, all sills, beams or girders that resist uplift (including interior sills, beams, girders, and joists where the perimeter is unenclosed) shall be anchored to the footing in accordance with Section R4504. Footing dowel bars shall have an 8-inch (203 mm) hook.
3. Where wood partitions and masonry walls join, the stud abutting the masonry shall be double and bolted to the masonry with three ¹/₂-inch (13 mm) galvanized bolts.
4. Steel and wooden columns and posts, including porch columns, shall be anchored with metal ties and bolts to their foundations and to the members that they support.

R4605.7 Insulation. Insulation installed in floors in exposed areas under buildings elevated on pilings shall be held in place with plywood with exterior glue or other material approved by the *code official*.

R4605.8 Accessory structures. Detached *accessory structures* and out buildings shall be bolted to their foundation or otherwise constructed so as to prevent overturning.

**TABLE R4605.5^a
CORROSION RESISTANCE**

	OPEN (exterior, porches, under house)	EXPOSURE LEVEL VENTED/ENCLOSED (attic, floor trusses, enclosed crawl spaces and stud cavity)	CONDITIONED (heated/cooled living areas)
Nails, staples, screws	Hot-dip galvanized	Hot-dip galvanized	—
Nuts, bolts, washers, tie rods	Hot-dip galvanized	Hot-dip galvanized	—
Steel connection plates & straps (³ / ₁₆ " minimum thickness)	Hot-dip galvanized after fabrication	Hot-dip galvanized	—
Sheet metal connectors, wind anchors, joists hangers, steel joists and beams	Stainless steel or hot-dipped galvanized after fabrication	Hot-dip galvanized after plate fabrication or triple galvanized ^b	Hot-dip galvanized or triple galvanized ^b
Truss plates	Stainless steel or hot-dipped galvanized after fabrication	Hot-dip galvanized after fabrication, stainless steel, triple galvanized ^b or in accordance with TPI-1 of the Truss Plate Institute within 6'-0" of a gable louver, ridge or soffit vent. Otherwise, standard galvanized ^b .	Standard galvanized

a. Applies only to structures located in coastal high-hazard area and ocean high hazard area.

b. Triple galvanizing—G185, standard galvanizing—G60, both per ASTM A653/A653M.



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516 252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

**Board of Commissioners
Regular Meeting
6:00 PM Monday, February 13, 2023**

AGENDA CATEGORY: Items for Discussion and Consideration

SUBJECT: Sewer Allocation Request
Proposed Davis Bay Subdivision

BRIEF SUMMARY:

The consulting firm of WithersRavenel is requesting on behalf of the Burdett Family Trust that 300 gallons per day (gpd) of sewer treatment capacity be allocated to the portion of the Davis Bay residential subdivision that borders the Beau Coast residential subdivision. The capacity being requested is for 4 lots with those lots being for 5-bedroom houses.

The allocation request is being brought forth by Town staff subsequent to approval of the preliminary plat the Board of Commissioners during the January 9, 2023 regular meeting. Town staff is also bringing the allocation request forward concurrent with consideration of the annexation petition by the Board of Commissioners. If approved, the allocation represents less than 0.02 percent of the 1.5 million gallons per day treatment capacity of the Town's wastewater treatment plant (WWTP). The most recent accounting shows the sum of the utilized and reserved capacities to stand at approximately 81 percent.

REQUESTED ACTION:

Consider approving the allocation of 300 gpd of sewer capacity to the Burdett Family Trust for the 4-lot expansion of the Davis Bay residential subdivision.

EXPECTED LENGTH OF PRESENTATION:

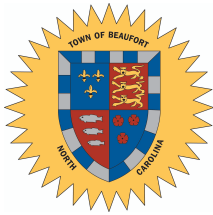
5 minutes

SUBMITTED BY:

Greg Meshaw, PE, Town Engineer

BUDGET AMENDMENT REQUIRED:

No



TOWN OF Beaufort
Public Services Department
701 Front Street, Beaufort, NC 2816
P.O. Box 390, Beaufort, NC 28516
Phone: 252-728-2141

2.

WASTEWATER ALLOCATION REQUEST

The Town of Beaufort, in an effort to manage and maintain the sewer and water capacity for the Town, requires that this application be completed and submitted to the Town for consideration of a utility allocation. Review fee is due upon submittal of request.

Wastewater Allocation Request Review Fee: \$50

SITE INFORMATION

Name of Project: Davis Bay Subdivision **Acreage of Property:** 20.8
County Tag Number: N/A **NC PIN:** 731618217935000, 731618226315000
Address/Location: 190 Davis Bay Drive, Beaufort, NC 28516

Zoning District: R-20

Location Status: Town Limits Existing Out-of-Town Service Area
 Out-of-Town Service Approval/Agreement

APPLICANT INFORMATION

Applicant: WithersRavenel
Mailing Address: 219 Station Road, Suite 101, Wilmington NC 28405
Phone Number: (910) 256-9277 **Fax:** N/A
Contact Person: Joe Boyd, P.E.
Email Address: jboyd@withersravenel.com

PROPERTY OWNER INFORMATION

Name: The Burdett Family Trust
Mailing Address: 190 Davis Bay Drive
Phone Number: (252) 728-1310 **Fax:** N/A
Email Address: meyers.eddy@gmail.com

FOR OFFICE USE ONLY

Date Received: _____ File Number/Name: _____

PROJECT INFORMATION

Use: New Expanded Change Use Type: Residential Commercial

Proposed Use(s): R-20 Existing Use(s): R-20

Developer Name: The Burdett Family Trust

Mailing Address: 190 Davis Bay Drive

Phone Number: (252) 728-1310 Fax Number: N/A

Email Address: meyers.eddy@gmail.com

ALLOCATION REQUEST (See instructions on page 3 regarding use of Professional Engineer)

The following supplemental information is required:

- Complete development proposal for Priority Levels 1, 2 or 3 allocation request
- Preliminary plan or sketch plan for Priority Level 4 allocation request meeting requirements for site plans as established on the Town's Building Permit Application or as described for sketch plans by the Town's Subdivision Ordinance
- If a phasing schedule is proposed, include as an attachment

Residential:

Gross Acreage: 20.8

Single Family	# of Units	GPD per Unit	Total Requested GPD
1-2 Bedroom Units			
3 Bedroom Units			
>3 Bedroom Units	4	300	1,200
Total	4	-----	1,200

Multi-Family	# of Units	GPD per Unit	Total Requested GPD
1-2 Bedroom Units			
3 Bedroom Units			
>3 Bedroom Units			
Total		-----	

Non-Residential: (Design Flow Guideline provided as Appendix A)*

**If design flow deviates from the flow rates presented in Appendix A, provide supporting documentation/justification as an attachment in the form of 12 months of water bills demonstrating gallons per day utilized.*

Gross Acreage: N/A

Use	Measurement Unit	# of Units	GPD per Unit	Total Requested GPD
Total			-----	

TOTAL REQUESTED GALLONS PER DAY: 1,200

APPLICANT AFFIDAVIT

I/We, the undersigned, do hereby make application and petition to the Town of Beaufort to approve the subject Wastewater Allocation. I hereby certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Beaufort, North Carolina, and will not be returned.

Eddy Meyers

Print Name

DocuSigned by:
Eddy Meyers
3D46FCC4A0E5473...

Signature of Applicant

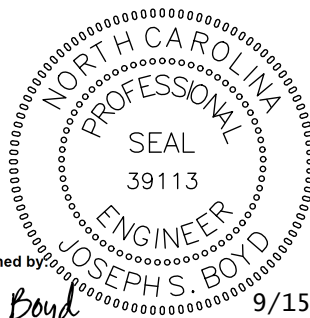
9/18/2022

Date

ENGINEER'S CERTIFICATION

The allocation request data provided on page 2 of this form shall be provided by a Professional Engineer for all requests except single lot residential infill requests and commercial requests equal to or less than 360 gallons per day. The certification statement below shall be completed by the Professional Engineer providing the data.

I, Joseph Boyd, P.E. hereby attest that the total requested allocation and the values used to derive the total are to the best of my knowledge, accurate and complete having been prepared in accordance with the instructions of this form while also adhering to applicable State laws, regulations, and rules, concerning the determination of design daily wastewater flows from facilities served by public wastewater collection and treatment systems.



DocuSigned by:
Joseph Boyd
EEA7107411AC44D... 9/15/2022

Signed and Dated Professional Engineer Seal

WithersRavenel

Firm Name

219 Station Road, Suite 101, Wilmington NC 28405

Address

(910) 256-9277

Telephone No.

jboyd@withersravenel.com

Email Address

TOWN OF BEAUFORT OFFICE USE ONLY:

Approved by: Town Engineer
 Board of Comissioners

Allocation approved: _____ gallons per day

Date of Approval: _____

Confirmation signature by:

Town Manager

APPENDIX A: DESIGN FLOW RATES

The following table from the North Carolina Administrative Code 02T.0114 shall be used to determine the minimum allowable design daily flow of wastewater facilities. Alternatively, the Town in its sole and absolute discretion may calculate the customer's initial average daily wastewater flow based on data from the customer's operations (or from similarly situated customers) with a comparable sanitary sewer system, where such data are available and reasonably current.

Establishment Type	Daily Flow Rate
Barber and Beauty Shops	
Barber Shops	50 gal/chair
Beauty Shops	125 gal/booth or bowl
Businesses, Offices and Factories	
General business and office facilities	25 gal/employee/shift
Factories, excluding industrial waste	25 gal/employee/shift
Factories or businesses with showers or food preparation	35 gal/employee/shift
Warehouse	100 gal/loading bay
Warehouse – self storage (not including caretaker residence)	1 gal/unit
Churches	
Churches without kitchens, day care or camps	3 gal/seat
Churches with kitchen	5 gal/seat
Churches providing day care or camps	25 gal/person (child & employee)
Fire, Rescue and Emergency Response	
Fire or rescue stations without on-site staff	25 gal/person
Fire or rescue stations with on-site staff	50 gal/person/shift
Food and Drink Facilities	
Banquet, dining hall	30 gal/seat
Bars, cocktail lounges	20 gal/seat
Caterers	50 gal/100 sq. ft. floor space
Restaurant, full Service	40 gal/seat
Restaurant, single service articles	20 gal/seat
Restaurant, drive-in	50 gal/car space
Restaurant, carry out only	50 gal/100 sq. ft. floor space
Institutions, dining halls	5 gal/meal
Deli	40 gal/100 sq. ft. floor space
Bakery	10 gal/100 sq. ft. floor space
Meat department, butcher shop or fish market	75 gal/100 sq. ft. floor space
Specialty food stand or kiosk	50 gal/100 sq. ft. floor space
Hotels and Motels	
Hotels, motels and bed & breakfast facilities, without in-room cooking facilities	120 gal/room
Hotels and motels, with in-room cooking facilities	175 gal/room
Resort hotels	200 gal/room
Cottages, cabins	200 gal/unit
Self-service laundry facilities	500 gal/machine
Medical, Dental and Veterinary Facilities	
Medical or dental offices	250 gal/practitioner/shift
Veterinary offices (not including boarding)	250 gal/practitioner/shift
Veterinary hospitals, kennels, animal boarding facilities	20 gal/pen, cage, kennel or stall
Hospitals, medical	300 gal/bed
Hospitals, mental	150 gal/bed
Convalescent, nursing, rest homes without laundry facilities	60 gal/bed
Convalescent, nursing, rest homes with laundry facilities	120 gal/bed
Residential care facilities	60 gal/person
Parks, Recreation, Camp Grounds, R-V Parks and other Outdoor Activity Facilities	
Campgrounds with comfort station, without water or sewer hookups	75 gal/campsite

Establishment Type	Daily Flow Rate
Campgrounds with water and sewer hookups	100 gal/campsite
Campground dump station facility	50 gal/space
Construction, hunting or work camps with flush toilets	60 gal/person
Construction, hunting or work camps with chemical or portable toilets	40 gal/person
Parks with restroom facilities	250 gal/plumbing fixture
Summer camps without food preparation or laundry facilities	30 gal/person
Summer camps with food preparation and laundry facilities	60 gal/person
Swimming pools, bathhouses and spas	10 gal/person
Public access restrooms	325 gal/plumbing fixture
Schools, Pre-school and Day Care	
Day care and preschool facilities	25 gal/person (child & employee)
Schools with cafeteria, gym and showers	15 gal/student
Schools with cafeteria	12 gal/student
Schools without cafeteria, gym or showers	10 gal/student
Boarding schools	60 gal/person (student & employee)
Service Stations and Car Wash Facilities	
Service stations, gas stations	250 gal/plumbing fixture
Car wash facilities	1200 gal/bay
Sports Centers	
Bowling center	50 gal/lane
Fitness, exercise, karate or dance center	50 gal/100 sq. ft.
Tennis, racquet ball	50 gal/court
Gymnasium	50 gal/100 sq. ft.
Golf course with only minimal food service	250 gal/plumbing fixture
Country clubs	60 gal/member or patron
Mini golf, putt-putt	250 gal/plumbing fixture
Go-kart, motocross	250 gal/plumbing fixture
Batting cages, driving ranges	250 gal/plumbing fixture
Marinas without bathhouse	10 gal/slip
Marinas with bathhouse	30 gal/slip
Video game arcades, pool halls	250 gal/plumbing fixture
Stadiums, auditoriums, theaters, community centers	5 gal/seat
Stores, Shopping Centers, Malls and Flea Markets	
Auto, boat, recreational vehicle dealerships/showrooms with restrooms	125 gal/plumbing fixture
Convenience stores, with food preparation	60 gal/100 sq. ft.
Convenience stores, without food preparation	250 gal/plumbing fixture
Flea markets	30 gal/stall
Shopping centers and malls with food service	130 gal/1000 sq. ft.
Stores and shopping centers without food service	100 gal/1000 sq. ft.
Transportation Terminals	
Air, bus, train, ferry, port and dock	5 gal/passenger

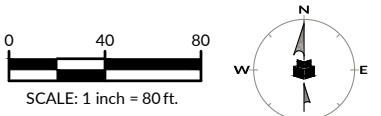
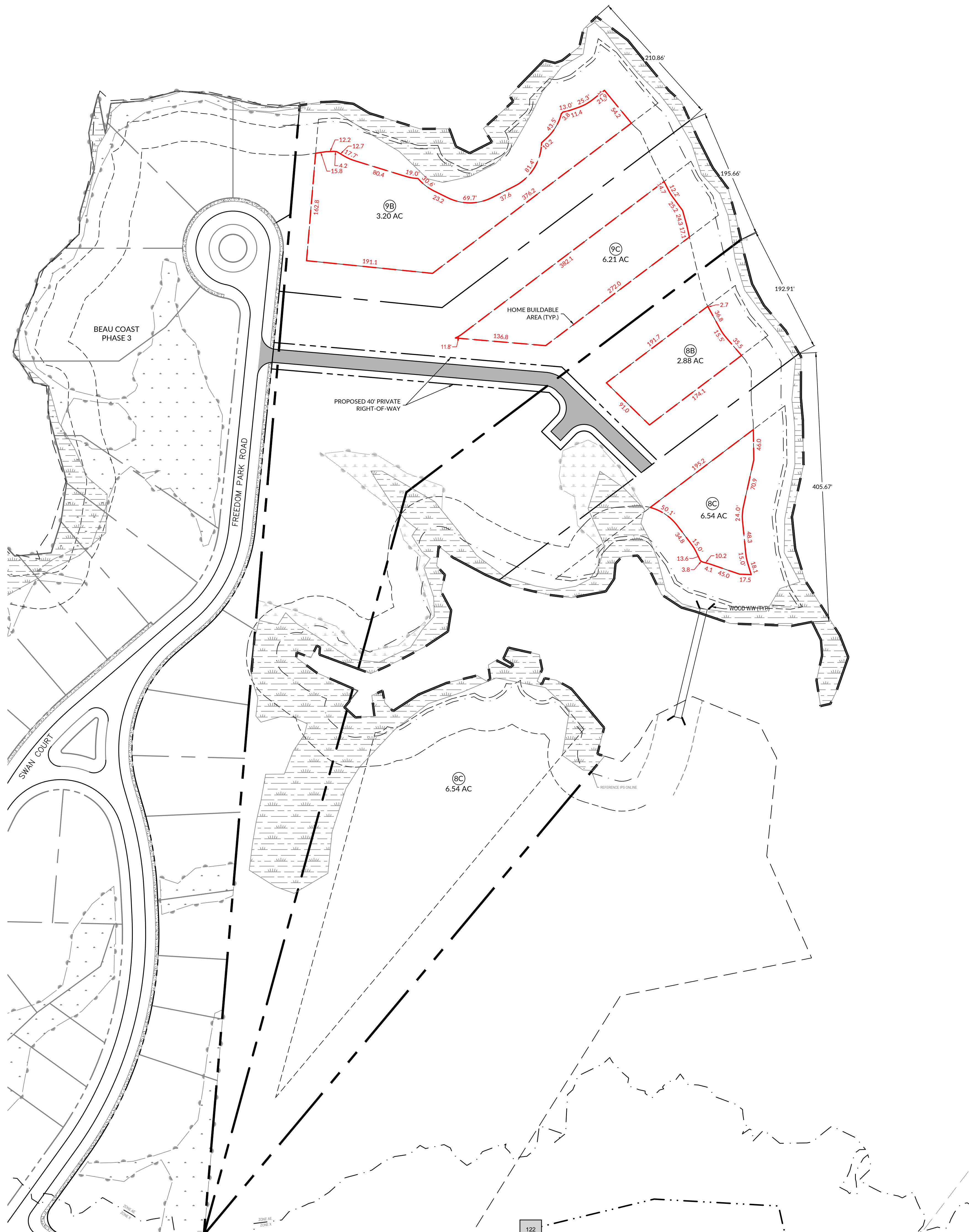
Source: North Carolina Administrative Code 02T.0114, January 1, 2007

The North Carolina Division of Environmental Quality approved on August 8, 2022 the Town of Beaufort's request for an adjusted daily sewage flow rate (flow reduction) that would apply to all permitted but not yet tributary residential connections and all future residential connections within the Town of Beaufort service area. Accordingly, the in determining the volume from single-family, detached residential units, the flow rate shall be 60 gallons per day per bedroom. The minimum volume of sewage from each dwelling unit shall be 120 gallons per day and each additional bedroom above two bedrooms shall increase the volume by 60 gallons per day.

Per 15A NCAC 02t .0114 (b), in determining the volume of sewage from multifamily residential dwelling units such as apartments, condominiums, townhouses, and all other types of attached residential units, the flow rate shall be 120 gallons per day per bedroom. The minimum volume of sewage from each dwelling unit shall be 240 gallons per day and each additional bedroom above two bedrooms shall increase the volume by 120 gallons per day. When the occupancy of a dwelling unit exceeds two persons per bedroom, the volume of sewage shall be determined by the maximum occupancy at a rate of 60 gallons per person per day.

Each bedroom or any other room or addition that can function as a bedroom shall be considered a bedroom for design purposes.

K:\08\08\07020297\A.1 Davis Bay Subdivision\CAD Drawing\303\Site Plan\303.dwg Wednesday, December 7, 2022 3:01:45 PM - RBE/EDISON



INITIAL PLAN DATE: 09/21/2022
 REVISIONS:
 1 12/01/2022 RB
 PER CLIENT COMMENTS
 2 12/07/2022 RB
 PER TOWN COMMENTS

WR Job No.	DATE
220750.00	09/21/2022
DRN: GC	DGN: GC
	CKD: RB

LOT FIT PLAN

C3.00



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516 252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

**Board of Commissioners
Regular Session Meeting
6:00 PM Monday, February 13, 2023**

AGENDA CATEGORY: Items for Discussion and Consideration
SUBJECT: NC Department of Transportation Cedar Street Abandonment

BRIEF SUMMARY:

The North Carolina Department of Transportation Division of Highways (NCDOT) proposes to abandon from the secondary road system that portion of Cedar Street (SR 1493) from SR 1493 Live Oak Street (SR 1493) to Turner Street (SR 1174). This means of course, that NCDOT intends for the Town to assume maintenance of this segment of Cedar Street once it is abandoned. The portion of Cedar Street from Turner Street to its western end will remain part of the secondary road system; however, abandonment of this segment by NCDOT at a later date is expected.

Given the foregoing, NCDOT has requested that the Board of Commissioners adopt a resolution supporting abandonment of the road and that an "Abandonment Petition" be filed by the Town with NCDOT.

REQUESTED ACTION:

Consider adopting the resolution in support of the abandonment of Cedar Street from Live Oak Street to Turner Street and instructing Town staff to file an "Abandonment Petition."

EXPECTED LENGTH OF PRESENTATION:

5 minutes

SUBMITTED BY:

Greg Meshaw, PE, Town Engineer

BUDGET AMENDMENT REQUIRED:

No



**RESOLUTION REQUESTING TRANSFER OF MAINTENANCE OBLIGATIONS FROM NC DEPARTMENT OF TRANSPORTATION TO TOWN OF BEAUFORT
RESOLUTION NO. 23-_____**

WHEREAS, the **North Carolina Department of Transportation** has undertaken the construction of certain improvements, namely the bio-retention cells currently being constructed at multiple locations along the edges of SR 1493 (Cedar Street) from SR 1493 (Live Oak Street) to SR 1174 (Turner Street), and will be undertaking the repaving of SR 1493 between the same intersections; and

WHEREAS, the **North Carolina Department of Transportation** has indicated that it will not maintain the aforesaid bio-retention cell and roadway pavement improvements and that furthermore, the construction of the bio-retention cell and roadway pavement improvements will require the Town of Beaufort to assume all maintenance of every feature of the entirety of the portion of the SR 1493 as has been indicated in red on the attached map, including, but not limited to, paving, asphalt, drainage and pavement markings; and

WHEREAS, the **Town of Beaufort** is agreeable to assuming all maintenance obligations associated with the bio-retention cell improvements and all other maintenance for the portion of the streets above-mentioned, including, but not limited to, paving, asphalt, drainage and pavement markings, provided the bio-retention cell improvements currently under construction are completed and prove to be operating properly, the portions of the roads at issue are thereafter repaved, and same are found to meet minimum standards and criteria established by the Division of Highways of the Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1) That the Town of Beaufort:
 - a) Requests the North Carolina Department of Transportation Division of Highways to review the above-described recitals and transfer the roads at issue to the Town of Beaufort for maintenance, subject to the conditions set forth above; and
 - b) Resolves to file the attached petition in support of said request.

Adopted by the Town of Beaufort Board of Commissioners this 9th day of January 2023.

Elizabeth Lewis
Clerk to the Board

Sharon Harker
Mayor/Chairperson of Council/Board

Clerk to the Board (Signature)

Mayor of Board (Signature)

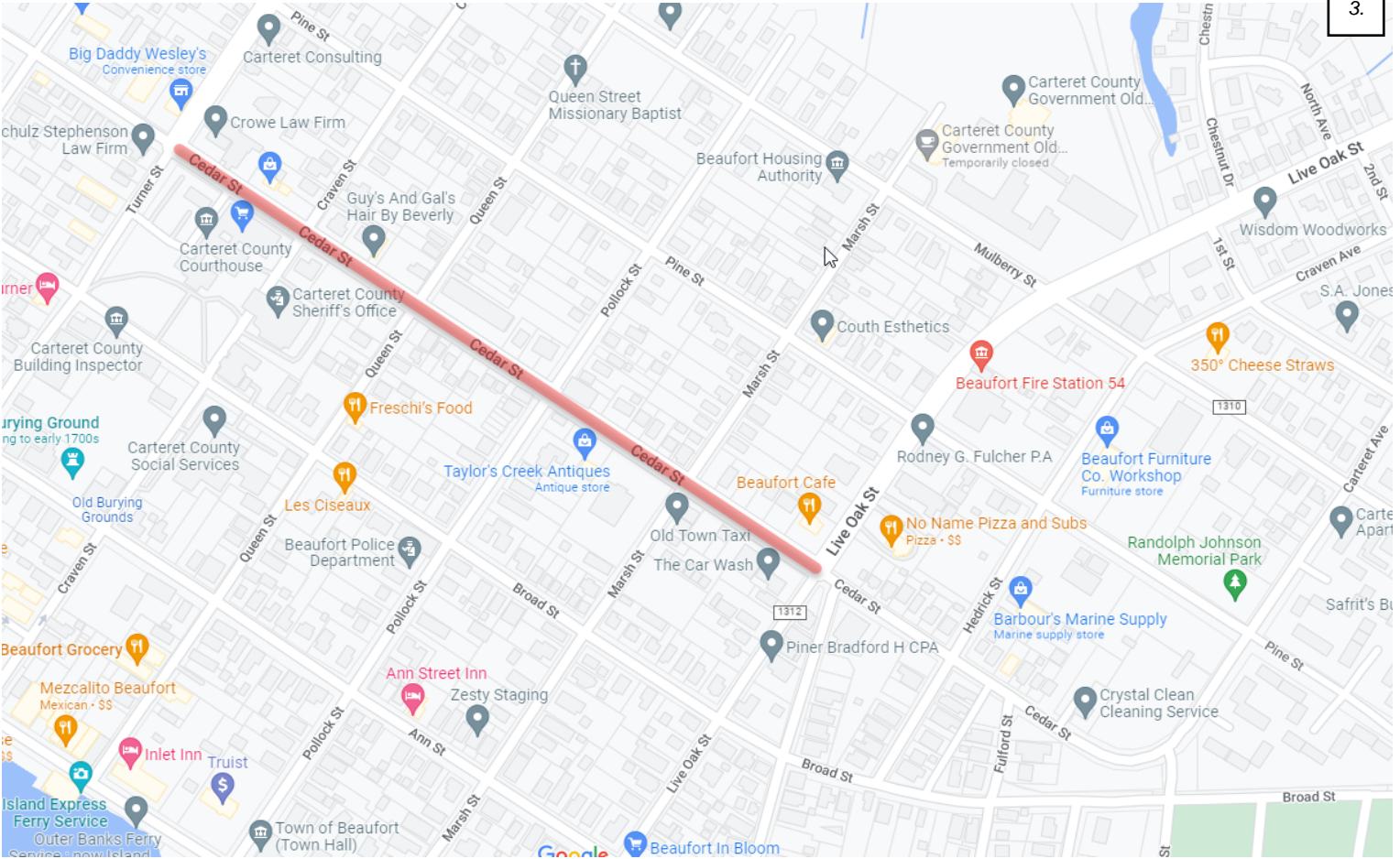
CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and Town Clerk of the Town of Beaufort does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Board of Commissioners duly held on the 12th day of September, 2022; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office.

IN WITNESS WHEREOF, I have hereunto set my hand this 12th day of September 2022.

Elizabeth Lewis, Clerk to the Board (Signature)

(Seal)



Abandon Cedar Street from Live Oak Street to Turner Street —————



Town of Beaufort, NC

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252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

**Board of Commissioners
Regular Meeting
6:00 PM – Monday, Feb. 13, 2023**

AGENDA CATEGORY: Items for Discussion and Consideration
SUBJECT: Police Department- Handheld Radio Replacement Project

REQUESTED ACTION:

Select vendor from submitted RFP's. Complete RFP's are available for review upon request.

EXPECTED LENGTH OF PRESENTATION:

5 minutes

SUBMITTED BY:

Chief Burdette

BUDGET AMENDMENT REQUIRED:

No

BID TABULATION

DATE FOR RECEIPT OF BIDS: October 24, 2022

**I CERTIFY THAT THIS IS A TRUE AND ACCURATE
TABULATION OF BIDS RECEIVED.**

**BY: Paul Burdette
Chief of Police**



**Beaufort Police
Dept.**

215 Pollock St. • P.O. Box 390 •
Beaufort, N.C. 28516
252-728-4561 • 252-728-1254 fax
www.beaufortnc.org

PROJECT: Portable Radio Replacement

Paul Burdette
Paul Burdette

Item No.	Description	Unit	Quantity	ECI Communications Morehead City, NC		Motorola Solutions Wilmington, NC	
				Unit \$	Total \$	Unit \$	Total \$
1	Portable Radio	EA	22	3,669.99	80,739.78	5,147.25	113,239.50
2	Rechargeable Battery	EA	26	131.46	3,417.96	134.48	3,496.48
3	Rapid Charger	EA	22	75.99	1,671.78	127.17	2,797.74
4	Lapel Mic	EA	22	123.14	2,709.08	106.92	2,352.24
5	Extended Warranty	EA	22	159.60	3,511.20	227.00	4,994.00
	Bid Total				92,049.80		126,879.96
6	Additional Programming Fees	-	0	-	0.00		26,993.00
	EQUIPMENT BASE BID TOTAL				92,049.80		153,872.96

ECI COMMUNICATIONS

109-B Riggs Road
 MOREHEAD CITY, NC 28557
 252-240-3524
 252-240-3522 FAX

Estimate 4.

DATE	ESTIMATE NO.
9/28/2022	6173

NAME / ADDRESS
Beaufort Police Dept. 215 Pollock Street Beaufort, NC 28516

P.O. NO.	JOB NAME
	Chief

ITEM	DESCRIPTION	QTY	RATE	TOTAL
	Exhibit F			
VP-8000	Kenwood VP-8000, MII, 700/800, VHF, 2048 CH, Immersion Rated, Black, P25 Conventional, P25 Phase 1, P25 Phase 2, Antenna, 3 year warranty	22	3,669.99	80,739.78T
KNB-L2M Battery	Kenwood, Li-Ion Battery, 2600 Mah, Immersion, Mil-Spec 810	26	131.46	3,417.96T
VIKING Charger	Kenwood single bay rapid rate charger for VP series	22	75.99	1,671.78T
KMC-70M	Kenwood Lapel Mic, Black, IP67/68, Immersion, Active Noise Reduction	22	123.14	2,709.08T
VIKING Extende...	Viking/ TK-5XX0 series 2 year extended warranty	22	159.60	3,511.20T
Shipping	Shipping Charges		0.00	0.00T
	5 year total warranty on the radios 1 year warranty on accessories			

Subtotal	\$92,049.80
Sales Tax (6.75%)	\$6,213.36
TOTAL	\$98,263.16

Thank you for the opportunity to give this estimate.

E-mail	Web Site
gary.ecicomm@bizec.rr.com	www.eci-comm.com

**EXHIBIT F
TOWN OF BEAUFORT, NORTH CAROLINA
REQUEST FOR PROPOSAL FOR REPLACEMENT OF TOWN OF BEAUFORT
POLICE DEPARTMENT HANDHELD RADIOS**

We agree to perform the work described in REQUEST FOR PROPOSAL: for the following amounts:

Item	Description	Quantity	Unit Price	Total Price
Handheld Portable Radios	APX 8000 ALL BAND PORTABLE MODEL 1.5.	22	\$5,147.25	\$113,239.50
	ADD: ASTRO DIGITAL CAI OPERATION.	22	\$425.25	\$9,355.50
	ADD: P25 9600 BAUD TRUNKING	22	\$247.50	\$5,445.00
	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY).	22	\$0.00	\$0.00
	ADD: TDMA OPERATION	22	\$371.25	\$8,167.50
	DEL: DELETE UHF BAND	22	-\$600.00	-\$13,200.00
	ADD: 5Y ESSENTIAL SERVICE	22	\$227.00	\$4,994.00
	ADD: SMARTZONE OPERATION	22	\$1,237.50	\$27,225.00
Single Bay Rapid Rate Desktop Chargers	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA.	22	\$127.17	\$2,797.74
MIL Standard 810H, Li-Ion 2600 mAh batteries	BATT IMPRES 2 LIION R IP67 3400T.	26	\$134.48	\$3,496.48
Lapel Mics- MIL Spec, IP54/55/67/68, Speaker Mic with Active Noise Reduction	AUDIO ACCESSORY- REMOTE SPEAKER MICROPHONE, IP68 REMOTE SPEAKER MICROPHONE, 3.5MM, UL	22	\$106.92	\$2,352.24
Incentive				-\$10,000.00

Attach Manufacturer's Data, Descriptions, and Literature Concerning the Proposed Equipment
Total Net Cost – Bid Amount \$153,872.96

***Note, total net cost of radios and accessories includes delivery costs.**

AUTHORIZED REPRESENTATIVE:

Name of Company Motorola Solutions, Inc.

Printed Name & Title: Kristin Donovan, Area. Sales Manager - NC

Signature 

Date

October 21, 2022

BPD Request for Proposal (RFP) Scoring Sheet

Project: Portable Handheld Radio Replacement (2022)

Submitting Firm Name: ECL Communications

Reviewer's Name: Chief Burdette

Date: 10/24/2022

Question 1: Was the RFP received by the due date & time? **Yes** No If yes, go to question 2. If no, reject submission unless an exemption is granted by the selection committee. Committee must document reason(s) for allowing exemption.

Question 2: Did the submitting vendor follow submission instructions? **Yes** No If yes, proceed with evaluation. If no, reject submission unless an exemption is granted by the selection committee. Committee must document reason(s) for allowing exemption.

Item	RFQ Requirements	Maximum Possible Points	Score	Comments
1	<p>Vendor Capabilities & Experience</p> <ul style="list-style-type: none"> Firm's capabilities, experience, and record of successful projects demonstrated? Specialized design and/or construction management capabilities and practices? Innovative approaches to specific past projects resulting to benefits to owner and/or client? 	45	45	<ul style="list-style-type: none"> Established vendor in good standing Offers suggestions to issues we may be facing re: communications items
132	<p>Experience of Project Team</p> <ul style="list-style-type: none"> Qualifications, relevant experience, and location of project team members who will be assigned to perform most of the work. Qualifications, experience, and location of any sub-consultants who will be part of the project team. Key personnel past and/or current experience working on Town projects will be given consideration. 	45	45	<ul style="list-style-type: none"> Preferred vendor for majority of our communication and equipment needs Currently manages our communications inventory
3	<p>Past Performance with the Town of Beaufort</p> <ul style="list-style-type: none"> If past experience with the Town, was (were) the project(s) completed successfully in accordance with the agreed upon fee, deliverables, schedule, and responsiveness to the Town? If past experience with the Town, did the firm demonstrate and ability to work with Town staff and policies as well as third-party entities and outside agencies? <p><i>If a firm has no prior experience with the Town or it has been more than five (5) years since the last project, the firm will not be evaluated on this criterion and will be given a score of five (5) points.</i></p>	10	10	<ul style="list-style-type: none"> Established vendor with good relationship and history of customer service Timely responses to service needs Familiar with department needs and capabilities
		100	100	

BPD Request for Proposal (RFP) Scoring Sheet

Project: Portable Handheld Radio Replacement (2022)

Submitting Firm Name: Motorola Solutions

Reviewer's Name: Chief Burdette

Date: 10/24/2022

Question 1: Was the RFP received by the due date & time? **Yes** No If yes, go to question 2. If no, reject submission unless an exemption is granted by the selection committee. Committee must document reason(s) for allowing exemption.

Question 2: Did the submitting vendor follow submission instructions? **Yes** No If yes, proceed with evaluation. If no, reject submission unless an exemption is granted by the selection committee. Committee must document reason(s) for allowing exemption.

Item	RFQ Requirements	Maximum Possible Points	Score	Comments
1	Vendor Capabilities & Experience <ul style="list-style-type: none"> Firm's capabilities, experience, and record of successful projects demonstrated? Specialized design and/or construction management capabilities and practices? Innovative approaches to specific past projects resulting to benefits to owner and/or client? 	45	45	<ul style="list-style-type: none"> Internationally recognized communications provider
133	Experience of Project Team <ul style="list-style-type: none"> Qualifications, relevant experience, and location of project team members who will be assigned to perform most of the work. Qualifications, experience, and location of any sub-consultants who will be part of the project team. Key personnel past and/or current experience working on Town projects will be given consideration. 	45	45	<ul style="list-style-type: none"> Experience in major projects whose scope for exceeds the parameters of this RFP
3	Past Performance with the Town of Beaufort <ul style="list-style-type: none"> If past experience with the Town, was (were) the project(s) completed successfully in accordance with the agreed upon fee, deliverables, schedule, and responsiveness to the Town? If past experience with the Town, did the firm demonstrate and ability to work with Town staff and policies as well as third-party entities and outside agencies? <p><i>If a firm has no prior experience with the Town or it has been more than five (5) years since the last project, the firm will not be evaluated on this criterion and will be given a score of five (5) points.</i></p>	10	5	<ul style="list-style-type: none"> No experience with company specifically with Beaufort Most recently acquired WatchGuard which is a current vendor
		100	95	



Town of Beaufort, NC

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252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

**Board of Commissioners
Regular Meeting
6:00 PM Monday, February 13, 2023
Train Depot, 614 Broad Street**

AGENDA CATEGORY: Items for Discussion and Consideration

SUBJECT: Volunteer Board Appointments

REQUESTED ACTION:

Review attached volunteer board applications and make the following appointments.

- Planning Board: (3) Members
- Historic Preservation Commission: (2) Members

Adopt attached resolution regarding the Board of Adjustment ETJ Members, appointments made by Carteret County Board of Commissioners.

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Elizabeth Lewis, Town Clerk

Applicant	Volunteer Board/Commission/Committee	Re-Appointment or New
Bradley Hedrick	Historic Preservation Commission	Re-Appointment
John Stephens	Historic Preservation Commission	Re-Appointment
Marissa Morris	Historic Preservation Commission	New
Margaret Powell	Historic Preservation Commission	New
Becky Bowler	Planning Board	Re-Appointment
John Lopiccolo	Planning Board	Re-Appointment
Charlie Deaton	Planning Board	New
Mac Hines	Planning Board	New
Dexter Matthews	Planning Board	New
Lynn Hurley	Planning Board	New
John Stephens	Planning Board	New
Charles Harrell	Planning Board	New
George Stanziale	Planning Board	New
Ryan Neve	Planning Board	Re-Appointment
Robert Shores	Planning Board	New
Laura Holland	Planning Board	New

Volunteer Boards, Commissions, and/or Committees' Application

On behalf of the Beaufort Commissioners, Town Manager, and Town staff, we are pleased you are interested in becoming a member of one of the Town's vital Boards, Committees, or Commissions.

One major way residents can have a positive impact on the future of the Town of Beaufort is volunteering to serve on the Town's various advisory boards and commissions. Residents who volunteer for these positions are an important link that connects the public to its governing body and are the advisers who make recommendations that ultimately shape the future of our Town. To learn more about the role of each advisory board visit the Volunteer Boards and Commissions page: (<https://www.beaufortnc.org/bc>).

If you wish to be considered for appointment to an advisory board, please complete this application. Once you click submit, your application will be routed to the TOWN CLERK. For more information about this application or it's process, you may contact the Town Clerk, Elizabeth Lewis at e.lewis@beaufortnc.org or 252-728-2141 ext. 233

Untitled Section

Advisory Board/ Commission Interested in: *

Historic Preservation Commission ▼

First Name *

Bradley

Last Name *

Hedrick

Email Address *

sparkytect@hotmail.com

Phone Number

5402209260

Home Address *

315 Hedrick Street

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

N/A

Are you a full-time resident of the Town of Beaufort? *

Yes

No

Are you a part-time resident of the Town of Beaufort? *

Yes

No

Please select your highest level of COMPLETED education: *

Less than a High School Diploma or Equivalent (GED)

High School Diploma or Equivalent (GED)

Associates Degree

Bachelor's Degree

Master's Degree

Who is your current Employer? *

Williams Electric

What is your current job title? *

Electrician

Years in your current position: *

42

5.

Please provide a brief description of your duties *

All types of electrical installations

Please briefly describe your community activities and/or volunteer experience: *

Board of Code Appeals, Fredericksburg, VA; Historic Preservation Commission, Beaufort, NC

How long have you lived in the Town of Beaufort? *

2.5 years

Are you currently serving on a Town Advisory Board/Commission? *

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

Historic Commission

Why are you interested in serving on this board/commission? *

Interest as well as formal degree in Historic Preservation and maintaining the historic integrity of Beaufort

Please describe any background or abilities that qualify you to serve on this board/commission: *

Experience in construction and rehabilitation of historic structures

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: _____

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

- Yes
- No
- Maybe
- Other: _____

Date of Submission *

MM DD YYYY

11 / 21 / 2022

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. This application will remain on file in the Office of the Town Clerk for 1 year.

Yes

No

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Google Forms

Volunteer Boards, Commissions, and/or Committees' Application

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If you wish to be considered for appointment to an advisory board, please complete this application. Once you click submit, your application will be routed to the TOWN CLERK. For more information about this application or it's process, you may contact the Town Clerk, Elizabeth Lewis at e.lewis@beaufortnc.org or 252-728-2141 ext. 233

Untitled Section

Advisory Board/ Commission Interested in: *

Historic Preservation Commission ▼

First Name *

John

Last Name *

Stephens

Email Address *

jstephens0304@aol.com

Phone Number

9199615456

Home Address *

1107 Ann Street

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

1107 Ann Street

Are you a full-time resident of the Town of Beaufort? *

Yes

No

Are you a part-time resident of the Town of Beaufort? *

Yes

No

Please select your highest level of COMPLETED education: *

Less than a High School Diploma or Equivalent (GED)

High School Diploma or Equivalent (GED)

Associates Degree

Bachelor's Degree

Master's Degree

Who is your current Employer? *

Moonrakers Properties, LLC

What is your current job title? *

Member Manager

Years in your current position: *

8

Please provide a brief description of your duties *

Owner/Operator

Please briefly describe your community activities and/or volunteer experience: *

Currently on this commission

How long have you lived in the Town of Beaufort? *

8 years

Are you currently serving on a Town Advisory Board/Commission? *

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

Historical Preservation

Why are you interested in serving on this board/commission? *

Currently applied for the Planning Board. Applying here in order to have a continual seat if not selected for the planning board. Could do both if needed.

Please describe any background or abilities that qualify you to serve on this board/commission: *

Have been in this seat for 4 + years. Looking to be a part of the Town's planning process.

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: _____

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

- Yes
- No
- Maybe
- Other: _____

Date of Submission *

MM DD YYYY

12 / 09 / 2022

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. This application will remain on file in the Office of the Town Clerk for 1 year.

Yes

No

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Untitled Section

Advisory Board/ Commission Interested in: *

Historic Preservation Commission ▼

First Name *

Marissa

Last Name *

Morris

Email Address *

marissa_morris@apple.com

Phone Number

2155195559

Home Address *

1401 Ann Street

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

N/A

Are you a full-time resident of the Town of Beaufort? *

Yes

No

Are you a part-time resident of the Town of Beaufort? *

Yes

No

Please select your highest level of COMPLETED education: *

Less than a High School Diploma or Equivalent (GED)

High School Diploma or Equivalent (GED)

Associates Degree

Bachelor's Degree

Master's Degree

Who is your current Employer? *

Apple

What is your current job title? *

World Wide Expansion Leader

Years in your current position: *

12.5 years

Please provide a brief description of your duties *

I lead a team that supports all expansion efforts for Apple globally

Please briefly describe your community activities and/or volunteer experience: *

In the past I was on the Board of our former community Chestnut Hill. I have also volunteered for numerous organizations with Apple.

How long have you lived in the Town of Beaufort? *

2.5 years

Are you currently serving on a Town Advisory Board/Commission? *

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

N/A

Why are you interested in serving on this board/commission? *

I want to ensure I give back and have a positive impact on the towns future. I care deeply about Beaufort and if I can be a part of the board that shapes the future and well being of our town then I would be honored to do so.

Please describe any background or abilities that qualify you to serve on this board/commission: *

I have been in leadership roles for the majority of my working career. I have the ability to listen intently while ensuring I respectfully provide my opinion. I have been involved in numerous real estate transactions while living in Pennsylvania. I also own two properties in Beaufort. I have had the opportunity to reside in New York, Philadelphia, Rio de Janerio and California where the understanding of the community and towns history as well as preservation were extremely important to me.

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: _____

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

- Yes
- No
- Maybe
- Other: _____

Date of Submission *

MM DD YYYY

01 / 08 / 2023

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. This application will remain on file in the Office of the Town Clerk for 1 year.

Yes

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Untitled Section

Advisory Board/ Commission Interested in: *

Historic Preservation Commission

First Name *

Margaret

Last Name *

Powell

Email Address *

leonar135opu@outlook.com

Phone Number

252-732-5306

Home Address *

264 Glenda Dr. Apt. I, Beaufort NC. 28516

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

P. O. BOX 114 Beaufort, NC. 28516

Are you a full-time resident of the Town of Beaufort? *

Yes

No

Are you a part-time resident of the Town of Beaufort? *

- Yes
- No

Please select your highest level of COMPLETED education: *

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? *

Retired

What is your current job title? *

Child Development Teacher

Years in your current position: *

23years

Please provide a brief description of your duties *

Provide care , safety and supervision for children ages 3 to 5 years of age. Teach and encourage through self-help skills. Motivating their social, emotional, mental an physical being. One of our Mottos: "LEARNING THROUGH PLAY ". One example: Teaching thea Alphabets through songs or songs and animal pictures.

Please briefly describe your community activities and/or volunteer experience: *

Cemetery Community Speaker, campaign for Mayor Stanley 2 of his elected years,

How long have you lived in the Town of Beaufort? *

65years

Are you currently serving on a Town Advisory Board/Commission? *

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

Cemetery Board 2010, Women' Democrate

Why are you interested in serving on this board/commission? *

There is so much history in our town which has yet to be shated , buried treasures , well , some would like for treaures to stay buried , but why they tell our story.

Please describe any background or abilities that qualify you to serve on this board/commission: *

I am a native born and raise in the Town of Beaufort, I grew up listening to life of my. ancestors and their legacy living hear, Union town

My 3 generation grandparents were slaves, and researching my home town is a one my favorite hobbies.

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: Black American

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

- Yes
- No
- Maybe
- Other: _____

Date of Submission *

MM DD YYYY

01 / 10 / 2023

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. This application will remain on file in the Office of the Town Clerk for 1 year.

Yes

No

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Google Forms

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Untitled Section

Advisory Board/ Commission Interested in: *

Planning Board

First Name *

John

Last Name *

Stephens

Email Address *

jstephens@moonrakersbeaufort.com

Phone Number

9199615456

Home Address *

1107 Ann Street, Beaufort, NC 28516

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

N/A

Are you a full-time resident of the Town of Beaufort? *

Yes

No

Are you a part-time resident of the Town of Beaufort? *

- Yes
- No

Please select your highest level of COMPLETED education: *

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? *

Self Employeed

What is your current job title? *

Member Manager

Years in your current position: *

40+

Please provide a brief description of your duties *

I own and operate Moonrakers Properties, LLC & Taylor's Creek Group, LLC

Please briefly describe your community activities and/or volunteer experience: *

Most recently and currently I am a member on the Beaufort Historical Preservation Commission. Nearly five years I believe.

How long have you lived in the Town of Beaufort? *

Since February 2014

Are you currently serving on a Town Advisory Board/Commission? *

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

BHPC

Why are you interested in serving on this board/commission? *

To participate in the planning of Beaufort to help it be the best it can be. This is where I plan to retire soon.

Please describe any background or abilities that qualify you to serve on this board/commission: *

I have been in tune to Beaufort's growth and initiatives since 2012. I believe I can hit the ground running and contribute to the board ensuring good recommendations move to the town's commissioners.

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: _____

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

- Yes
- No
- Maybe
- Other: _____

Date of Submission *

MM DD YYYY
11 / 19 / 2022

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Yes

No

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Untitled Section

Advisory Board/ Commission Interested in: *

Planning Board

First Name *

Becky

Last Name *

Bowler

Email Address *

becky.bowler@gmail.com

Phone Number

9175653563

Home Address *

107 Harper Street Beaufort NC 28516

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

N/A

Are you a full-time resident of the Town of Beaufort? *

Yes

No

Are you a part-time resident of the Town of Beaufort? *

Yes

No

Please select your highest level of COMPLETED education: *

Less than a High School Diploma or Equivalent (GED)

High School Diploma or Equivalent (GED)

Associates Degree

Bachelor's Degree

Master's Degree

Who is your current Employer? *

Guggenheim Partners

What is your current job title? *

Managing Director - Strategic Partnerships Group, Guggenheim Investments

Years in your current position: *

17

Please provide a brief description of your duties *

25+ years business experience in financial services in NYC prior to moving to Beaufort in 2020. I currently serve as a Managing Director of a global asset management firm where I have worked for the past 17 years. My role involves collaboration with clients and colleagues, due diligence, contract review, complex project management and, perhaps most germane to the Planning Board, commitment to being prepared for every meeting.

Please briefly describe your community activities and/or volunteer experience: *

I currently serve on the Town of Beaufort Planning Board and am applying for re-appointment.

Additional volunteer experience:

- Advisory Cabinet member - Hot Bread Kitchen, a non-profit focused on small business incubation, job training and creating economic mobility for people of color, women and immigrants.
www.hotbreadkitchen.org
- Guggenheim Partners Corporate Social Responsibility Committee - member of senior leadership committee (served 5 year term through Dec. 2020)
- Board of Directors 108 East 91st, NY, NY - elected by fellow property owners and neighbors to serve as vice president of building co-op board (2013-2014)
- Town of Beaufort Harbor & Waterways Advisory Committee (current member)

I also support and volunteer with the Olde Beaufort Farmers Market.

How long have you lived in the Town of Beaufort? *

Full-time since October 2020

Are you currently serving on a Town Advisory Board/Commission? *

- Yes
- No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

- Town of Beaufort Planning Board (current member, 2 years)
- Town of Beaufort Harbor & Waterways Advisory Committee (current member)

Why are you interested in serving on this board/commission? *

I have served on the Planning Board for 2 years and am seeking re-appointment.

I'm dedicated to focusing on the best interests of ALL fellow citizens and tax-payers with a keen eye on judicious, well thought-out, properly paced growth to maintain the special character of the Town and to protect the environmentally sensitive area in and around Beaufort.

I'm excited to work alongside fellow Planning Board members, Town of Beaufort staff and the Town's third-party consultant/s on, for example, the important updates to be undertaken in 2023 forward to the LDO & UDO, compliance with 160D and utilization of the guidance provided in the Town's CAMA and Comprehensive Land Use Plan. As a member of the Town's Harbor & Waterways Advisory Committee, I have a detailed understanding that project which may complement work being undertaken by the Planning Board.

Please describe any background or abilities that qualify you to serve on this board/commission: *

Long term business experience incl. due diligence and project management. Significant volunteer and board service. Details provided above and I'll be pleased to provide the Town and Board of Commissioners with additional information and/or to answer questions any time.

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: _____

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

Yes

No

Maybe

Other: _____

Date of Submission *

MM DD YYYY

12 / 30 / 2022

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Yes

No

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Untitled Section

Advisory Board/ Commission Interested in: *

Planning Board

First Name *

JOHN

Last Name *

LOPICCOLO

Email Address *

jlopiccolo1@gmail.com

Phone Number

2527285336

Home Address *

1113 Hammock Lane

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

n/a

Are you a full-time resident of the Town of Beaufort? *

Yes

No

Are you a part-time resident of the Town of Beaufort? *

- Yes
- No

Please select your highest level of COMPLETED education: *

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? *

Carteret Foot & Ankle Specialists

What is your current job title? *

Podiatrist

Years in your current position: *

Owner/manager

Please provide a brief description of your duties *

Medical and surgical care of the foot

Please briefly describe your community activities and/or volunteer experience: *

Planning Board, Friends of the Maritime museum board, Beaufort Arts and Music Board

How long have you lived in the Town of Beaufort? *

22 Years

Are you currently serving on a Town Advisory Board/Commission? *

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

Planning Board, Friends of the Maritime museum board, Beaufort Arts and Music Board

Why are you interested in serving on this board/commission? *

I'm interested in helping see the town grow responsibly

Please describe any background or abilities that qualify you to serve on this board/commission: *

Planning board experience, Business owner

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: _____

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

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- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

- Yes
- No
- Maybe
- Other: _____

Date of Submission *

MM DD YYYY

01 / 04 / 2023

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- Yes
- No

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Untitled Section

Advisory Board/ Commission Interested in: *

Planning Board

First Name *

Charlie

Last Name *

Deaton

Email Address *

cddeaton2@gmail.com

Phone Number

5404481222

Home Address *

711 Broad St, Beaufort, NC 28516

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

N/A

Are you a full-time resident of the Town of Beaufort? *

Yes

No

Are you a part-time resident of the Town of Beaufort? *

Yes

No

Please select your highest level of COMPLETED education: *

Less than a High School Diploma or Equivalent (GED)

High School Diploma or Equivalent (GED)

Associates Degree

Bachelor's Degree

Master's Degree

Who is your current Employer? *

NC Division of Marine Fisheries

What is your current job title? *

Coastal Habitat Protection Plan biologist

Years in your current position: *

1

Please provide a brief description of your duties *

Draft 5-year updates to the NC Coastal Habitat Protection Plan (CHPP), guide implementation of CHPP action items, coordinate state agencies on inter-jurisdictional CHPP issues, provide GIS mapping and field support for all habitat protection and restoration activities undertaken by NC DMF staff.

Please briefly describe your community activities and/or volunteer experience: *

I'm a participant in the Eastern Carteret Collaborative, which focuses on building resiliency for our part of Carteret County, and I've previously led tours of the Rachel Carson Reserve for students, developed lesson plans for the SciREN teacher-research exchanges, and participated in the Carteret for Science group, providing outreach to the public on recent advances in marine science. I participated in all of the public meetings and provided written comments for the recent CAMA Land Use Plan update. I've also volunteered with political campaigns (NC House and US Senate) working in Carteret County.

How long have you lived in the Town of Beaufort? *

8 years

Are you currently serving on a Town Advisory Board/Commission? *

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

N/A

Why are you interested in serving on this board/commission? *

I'm interested in helping guide the town's growth in the coming years, with an eye for protecting our incredible natural resources and ensuring that the long-term residents of our town can continue to afford to live here. I'm passionate about ensuring that everyone in Beaufort can continue to have access to high-quality housing and good-paying jobs from a diversified business sector, but in just my 8 years as a resident of Beaufort, I've watched housing affordability dramatically plummet while our economy has consolidated around tourism. I believe that we must take steps to ensure that all of Beaufort's residents can continue to thrive here. Now that the CAMA Land Use Plan update has been passed, it will be crucial to ensure that it is implemented fairly and effectively, and as a government professional tasked with implementing a large, multi-agency five-year plan, I have the experience to ensure our town can succeed in that.

Please describe any background or abilities that qualify you to serve on this board/commission: *

As a marine scientist, I have a specialized expertise in many of the issues that the town currently faces, including the impacts of development, rising sea levels, and worsening storm flooding. I've published peer-reviewed papers on how sea-level rise and warming temperatures across many decades have affected coastal environments, and on how development of coastal areas has affected the long-term sustainability of coastal habitats like salt marshes and seagrasses.

I worked for the NC Coastal Reserve program (the part of the CAMA that manages the Rachel Carson Reserve) as a research associate for 3 years and led guided tours of the Rachel Carson Reserve for 3 years with Beaufort Paddle, so I have a very hands-on understanding of how Beaufort's natural environment is changing and how to best help steward it for future generations.

As the Coastal Habitat Protection Plan (CHPP) biologist for the NC Division of Marine Fisheries, I'm tasked with guiding the implementation of the nearly 50 actions called for in the 2021 CHPP Amendment, and as such, I'm well-versed in working with the state's Divisions of Coastal Management (CAMA) and Water Resources to implement multi-agency solutions to threats to coastal habitats.

And as one of Beaufort's many long-term renters to have been recently displaced by the rising popularity of short-term rental properties, I can personally speak to the need for an increased diversity of housing options so that all of Beaufort's residents can continue to call our town home. As a marine scientist, I recognize the issues that increasingly dense housing can cause for the environment, but I also recognize that there are many ways to prevent and mitigate potential damages, and I will use my voice on the board to provide a voice for smart development that works for all of Beaufort's residents without negatively impacting our environment.

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: _____

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

- Yes
- No
- Maybe
- Other: _____

Date of Submission *

MM DD YYYY

01 / 08 / 2023

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Yes

No

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Untitled Section

Advisory Board/ Commission Interested in: *

Planning Board

First Name *

Mac

Last Name *

Hines

Email Address *

mahines41@yahoo.com

Phone Number

252-904-4294

Home Address *

106 Leonda Dr

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

N/A

Are you a full-time resident of the Town of Beaufort? *

Yes

No

Are you a part-time resident of the Town of Beaufort? *

- Yes
- No

Please select your highest level of COMPLETED education: *

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? *

Self

What is your current job title? *

Owner

Years in your current position: *

45

Please provide a brief description of your duties *

Building contractor and land developer

Please briefly describe your community activities and/or volunteer experience: *

Served on Habitat for Humanity Board in Rocky Mount for 10 years as well as built Habitat houses.

How long have you lived in the Town of Beaufort? *

15 years

Are you currently serving on a Town Advisory Board/Commission? *

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

N/A

Why are you interested in serving on this board/commission? *

Want to be helpful to the Beaufort community. Feel I would be an asset to the Planning Board given my business background in real estate.

Please describe any background or abilities that qualify you to serve on this board/commission: *

Business background.

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: _____

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

- Yes
- No
- Maybe
- Other: _____

Date of Submission *

MM DD YYYY

01 / 09 / 2023

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- Yes
- No

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Untitled Section

Advisory Board/ Commission Interested in: *

Planning Board

First Name *

Dexter

Last Name *

Matthews

Email Address *

dextermatthews@icloud.com

Phone Number

19193458482

Home Address *

606 Ann Street, Beaufort , NC 28516

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

606 Ann Street, Beaufort , NC 28516

N/A

Are you a full-time resident of the Town of Beaufort? *

- Yes
- No

Are you a part-time resident of the Town of Beaufort? *

- Yes
- No

Please select your highest level of COMPLETED education: *

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? *

Liberty Tire Recycling

What is your current job title? *

VP Government Relations and Environmental Affairs

Years in your current position: *

8

Please provide a brief description of your duties *

I manage lobbying efforts across the US for legislation favorable to the company's business interests in recycling of scrap tires.

Please briefly describe your community activities and/or volunteer experience: *

Advisory board member for the Center for Sustainable Energy and Environmental Engineering, ECU; Advisory board member for the Raleigh Six Forks Branch of the State Employees Credit Union; Member of the board of directors for the Southeast Recycling Development Council; Member of the Business Council for the State of Texas Alliance for Recycling, Past member of the Fuquay-Varina, NC Board of Adjustment.

How long have you lived in the Town of Beaufort? *

3 1/2 years

Are you currently serving on a Town Advisory Board/Commission? *

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

N/A in Beaufort

Why are you interested in serving on this board/commission? *

I am interested in the opportunity to provide input on Beaufort development proposals and fostering development complimentary to the history and beauty of our town.

Please describe any background or abilities that qualify you to serve on this board/commission: *

In addition to the volunteer experience listed above, prior to my current position with Liberty Tire Recycling I retired from the state of NC as director of the Division of Waste Management in the Department of Environmental Quality. In that role, I worked with local governments across the state on issues such as waste management infrastructure needs, redevelopment opportunities through brownfield site remediation, hurricane response, and hazardous substance and petroleum release and remediation.

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: _____

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

Yes

No

Maybe

Other: _____

Date of Submission *

MM DD YYYY

01 / 09 / 2023

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. This application will remain on file in the Office of the Town Clerk for 1 year. *

Yes

No

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Google Forms

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Untitled Section

Advisory Board/ Commission Interested in: *

Planning Board

First Name *

Lynn

Last Name *

Hurley

Email Address *

eleanorlhurley@gmail.com

Phone Number

8042961095

Home Address *

323 Fishing Duck

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

323 Fishing Duck

Are you a full-time resident of the Town of Beaufort? *

Yes

No

Are you a part-time resident of the Town of Beaufort? *

- Yes
- No

Please select your highest level of COMPLETED education: *

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? *

Workday

What is your current job title? *

Managing Partner

Years in your current position: *

<1

Please provide a brief description of your duties *

Partner with the C-suite of Workday's key customers in Government and Higher Education to create strategic plans for how technology supports the institution's mission and its overall short and long-range plans. Assist these senior leaders in maximizing the value of their partnership and investment with Workday.

Please briefly describe your community activities and/or volunteer experience: *

- Served 10 years on the Richmond Waldorf School Board of Trustees (7 as Board Chair); currently serving on the Finance Committee of the Board.
- Volunteered for 3 years in the Palliative Care Unit at MCv, Richmond, VA
- Various volunteer roles in community cleanup and trail building
- Volunteer food packer at Richmond Feedmore
- Recently registered to volunteer with the North Carolina Coastal Federation

How long have you lived in the Town of Beaufort? *

7 months

Are you currently serving on a Town Advisory Board/Commission? *

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

Richmond Waldorf School

Why are you interested in serving on this board/commission? *

I am fortunate that my children are grown, and my work allows me to live anywhere I like. In searching for my new home, one of my goals was to live in a place where I could actively participate in the life of the community, and leverage my skills and experience to make a positive impact. Beaufort is experiencing the challenges of exponential growth and the forces of climate change. Both require careful and thoughtful long-range planning, and I'd like to help with that process. Perhaps as someone new to the area, I can offer fresh perspective.

Please describe any background or abilities that qualify you to serve on this board/commission: *

My career has focused on supporting customers in strategic thinking and planning to meet their mission and their business goals. My experience spans a variety of types of business entities and institutions, so I am able to consider a broad range of perspectives in the Planning Board's endeavors. It may also be helpful that I've been a consultant for most of my career, and that role requires a measure of diplomacy and maintenance of objectivity that I believe are helpful for a Board such as this one.

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: _____

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

Yes

No

Maybe

Other: _____

Date of Submission *

MM DD YYYY

01 / 09 / 2023

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Yes

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Untitled Section

Advisory Board/ Commission Interested in: *

Planning Board

First Name *

CHARLES

Last Name *

HARRELL

Email Address *

charrell@harrellsauto.com

Phone Number

9106248842

Home Address *

909 FRONT ST.

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

N/A

Are you a full-time resident of the Town of Beaufort? *

Yes

No

Are you a part-time resident of the Town of Beaufort? *

- Yes
- No

Please select your highest level of COMPLETED education: *

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? *

SELF EMPLOYED (RETIRED)

What is your current job title? *

N/A

Years in your current position: *

2

Please provide a brief description of your duties *

Before retiring I was President -Harrells Automotive, Inc, President- Southeastern Automotive, Inc.and Member-Manager - Harrell Land Group.

Please briefly describe your community activities and/or volunteer experience: *

Fayetteville Technical Community College Board of Trustees- 24 yrs. Chairman 4 yrs.
Military Affairs Committee in Fayetteville,N.C. 20 yrs. Chairman 2 yrs.
Fayetteville Area of Economic Development 15 yrs
Highland Presbyterian Church (Fayetteville)
Wachovia Bank Board
PNC Bank Board
Select Bank Board

How long have you lived in the Town of Beaufort? *

BEAUFORT I have owned my home since 2005, full time resident in 2019

Are you currently serving on a Town Advisory Board/Commission? *

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

No local boards in Carteret County or Beaufort

Why are you interested in serving on this board/commission? *

To help serve the community in which I live.

Please describe any background or abilities that qualify you to serve on this board/commission: *

My past experience in business, development and serving on public boards.

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: _____

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

- Yes
- No
- Maybe
- Other: _____

Date of Submission *

MM DD YYYY

01 / 27 / 2023

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Yes

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Untitled Section

Advisory Board/ Commission Interested in: *

Planning Board

First Name *

george

Last Name *

stanziale

Email Address *

gstanzialejr@outlook.com

Phone Number

919.949.7482

Home Address *

302 Gordon Street

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

N/A

Are you a full-time resident of the Town of Beaufort? *

Yes

No

Are you a part-time resident of the Town of Beaufort? *

- Yes
- No

Please select your highest level of COMPLETED education: *

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? *

Independant Consultant

What is your current job title? *

Past President, Chair

Years in your current position: *

46. Recently retired.

Please provide a brief description of your duties *

Served as President, Chair and Director of Design. Served as Firmwide Practice Leader for Landscape Architecture, Civil Engineering and Municipal Planning Chief Business Development Officer

Please briefly describe your community activities and/or volunteer experience: *

I am a visiting lecturer in the NC State College of Design, lectures focused on the Zoning process in NC; assisted in the development of the Real Estate and Development Curriculum Master's Program at NC State in the colleges of Design, Engineering and Business; lectured at Duke University's College of Engineering focusing on the Site and Development Planning and Approval processes; lectured on the development process in the Kenan Flagler master's program in Real Estate Development at UNC Chapel Hill. (Also, see boards and commissions below)

How long have you lived in the Town of Beaufort? *

part time, 12 years, full time, 3 years

Are you currently serving on a Town Advisory Board/Commission? *

- Yes
- No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

- Yes
- No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

I was a co-founder of the Durham Appearance Commission and served as Chair for seven years. I served as VP of the Durham Convention Authority for 5 years; I served as chair of the Durham Mayor's commission for the development of Crime Prevention Prevention through Environmental Design (CEPTED) ordinances; I currently serve as a Board of Trustee member of the William Peace University in Raleigh, and I have served as a board member and President of the College of Design Board at NC State University.

Why are you interested in serving on this board/commission? *

I have extensive experience with understanding and utilizing development ordinances, zoning and development processes in Beaufort, in towns across North and South Carolina as well as nationally. I feel I can bring a wealth of knowledge, perspective and experience to the board. as a resident of Beaufort, I have a deep concern for the planning of our town, that it develops in a quality and environmentally sound way and that it protects the value of our resident's property while preserving its long incredible history.

Please describe any background or abilities that qualify you to serve on this board/commission: *

I have been a Landscape Architect and Master Planner for over 46 years. I have an associate degree in Architecture and a 5-year professional degree (BLA) in Landscape Architecture. I have designed projects in healthcare, corporate, parks and recreation, and new residential and golf communities nationally and internationally. prior to retiring, I served as a principal with an internationally recognized Landscape Architectural firm based in Florida for 18 years, opened 3 offices for them in NC, served as Managing principal in my own firm for 18 years and as President and Director of Design and Chair of a design and engineering firm based in Raleigh for 10 years. Projects I have designed have received more than 50 design and planning awards including two presented at the White House by First Lady Hillary Clinton.

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: _____

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

Yes

No

Maybe

Other: _____

Date of Submission *

MM DD YYYY

01 / 30 / 2023

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Yes

No

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Google Forms

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Untitled Section

Advisory Board/ Commission Interested in: *

Planning Board

First Name *

Ryan

Last Name *

Neve

Email Address *

ryan.neve@gmail.com

Phone Number

252 622 7872

Home Address *

444 Campen Road

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

N/A

Are you a full-time resident of the Town of Beaufort? *

Yes

No

Are you a part-time resident of the Town of Beaufort? *

- Yes
- No

Please select your highest level of COMPLETED education: *

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? *

UNC Chapel Hill

What is your current job title? *

Engineering & IT Services

Years in your current position: *

5

Please provide a brief description of your duties *

Provide Engineering and IT services to the UNC Institute of Marine Sciences

Please briefly describe your community activities and/or volunteer experience: *

15 years on Beaufort planning board

How long have you lived in the Town of Beaufort? *

19

Are you currently serving on a Town Advisory Board/Commission? *

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

Beaufort planning Board

Why are you interested in serving on this board/commission? *

new UDO

Please describe any background or abilities that qualify you to serve on this board/commission: *

Recent Planning board chairman

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: _____

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

- Yes
- No
- Maybe
- Other: _____

Date of Submission *

MM DD YYYY

01 / 31 / 2023

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. This application will remain on file in the Office of the Town Clerk for 1 year. *

Yes

No

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Google Forms

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Untitled Section

Advisory Board/ Commission Interested in: *

Planning Board

First Name *

Robert

Last Name *

Shores

Email Address *

bshores@shorespc.com

Phone Number

2056167641

Home Address *

112 Pollock Street

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

112 Pollock Street

Are you a full-time resident of the Town of Beaufort? *

Yes

No

Are you a part-time resident of the Town of Beaufort? *

- Yes
- No

Please select your highest level of COMPLETED education: *

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? *

self/semi-retired

What is your current job title? *

Attorney

Years in your current position: *

owner

Please provide a brief description of your duties *

Attorney

Please briefly describe your community activities and/or volunteer experience: *

Volunteer Boy Scouts of America Greater Alabama Council

How long have you lived in the Town of Beaufort? *

2-3 years

Are you currently serving on a Town Advisory Board/Commission? *

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

n/a (in North Carolina)

Why are you interested in serving on this board/commission? *

As a relatively new member of this community, I am interested in seeing the town prosper and want to be involved in making the best use of existing assets and resources. This particular committee seems well positioned to move the town in a positive direction to find the best solutions for the current needs of Beaufort.

Please describe any background or abilities that qualify you to serve on this board/commission: *

My 34 years in the private practice of law required problem solving, critical thinking, intensively working with others to resolve cases, meeting deadlines and compliance with court rules and statutes. These experiences should be useful in accomplishing the goals of this committee.

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: _____

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

- Yes
- No
- Maybe
- Other: _____

Date of Submission *

MM DD YYYY

02 / 02 / 2023

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Yes

No

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Untitled Section

Advisory Board/ Commission Interested in: *

Planning Board

First Name *

Laura

Last Name *

Holland

Email Address *

hashtaglaurafactor@gmail.com

Phone Number

Home Address *

305 Moore Street Beaufort NC 28516

Is your mailing address the same as your home address? *

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A *

N/A

Are you a full-time resident of the Town of Beaufort? *

Yes

No

Are you a part-time resident of the Town of Beaufort? *

- Yes
- No

Please select your highest level of COMPLETED education: *

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? *

Retired

What is your current job title? *

Retired

Years in your current position: *

N/A

Please provide a brief description of your duties *

N/A

Please briefly describe your community activities and/or volunteer experience: *

Prior to moving here in 2020, I volunteered in my children's schools and with their extracurricular activities. I participated on committees for the HOA in my neighborhood in Chapel Hill. I volunteered on professional committees at my workplace.

How long have you lived in the Town of Beaufort? *

3 years

Are you currently serving on a Town Advisory Board/Commission? *

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? *

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A *

N/A

Why are you interested in serving on this board/commission? *

I believe it is important that citizens give back to the communities they live in whenever and wherever possible. I have a lifelong love for this town and want to do my part to make sure that growth that is necessary is well thought out and planned while retaining the unique characteristics of this very special place.

Please describe any background or abilities that qualify you to serve on this board/commission: *

While I have only lived in Beaufort for the past three years, I have a long history with this town. My grandparents lived, worked, and raised their family here. From childhood to adulthood, I spent most holidays and practically every summer here. I have seen this town change from a sleepy village to a bustling tourist attraction. I worked in and owned a business here for about 8 years from 2007-2015. Being a current resident and previous business owner, I feel I have experiences in both roles that would contribute to helping the town continue to grow in a safe and practical manner while still retaining the qualities that make this town so special.

Gender *

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity *

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: _____

Which age group describes you? *

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? *

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? *

- Yes
- No
- Maybe
- Other: _____

Date of Submission *

MM DD YYYY

02 / 02 / 2023

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. This application will remain on file in the Office of the Town Clerk for 1 year. *

Yes

No

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RESOLUTION OF THE TOWN OF BEAUFORT, NORTH CAROLINA BOARD OF COMMISSIONERS REQUESTING THAT THE CARTERET COUNTY BOARD OF COMMISSIONERS FILL VACANT TOWN OF BEAUFORT BOARD OF ADJUSTMENT SEATS

WHEREAS, the Town of Beaufort ("the Town") is a North Carolina municipal corporation organized and existing pursuant to Chapter 160A of the North Carolina General Statutes; and,

WHEREAS, North Carolina General Statutes §160D-301 and §160D-302 authorize the creation, by ordinance, of a town planning board and town board of adjustment, respectively; and,

WHEREAS, the Town has, by ordinance, created a planning board in Section 22 of its Land Development Ordinance ("LDO") and a board of adjustment in Section 21 of the LDO; and,

WHEREAS, North Carolina General Statute §160D-307 requires that when a town "elects to exercise extraterritorial powers under this Chapter, it shall provide a means of proportional representation based on population for residents of the extraterritorial area to be regulated;" and,

WHEREAS, Section 21(A)(1) of the Town's LDO, consistent with North Carolina General Statutes §160D-307, provides that, "One regular and one alternate member (of the Board of Adjustment) shall be appointed by the Carteret County Board of Commissioners (CC BOC) and shall reside within the Town's extraterritorial jurisdiction (ETJ);" and,

WHEREAS, one of the Board of Adjustment regular member seats and one alternate member seats designated for residents of the Town's ETJ is currently vacant; and,

WHEREAS, N.C. Gen. Stat. §160D-307(B) and Sections 22(A)(1) and 21 (A)(1) of the Town's LDO provide that if the Carteret County Board of Commissioners fails to make these appointments within 90 days after receiving a resolution from the Town's Board of Commissioners requesting that the appointments be made, the Town's Board of Commissioners may make the appointments;

NOW THEREFORE, THE BOARD OF COMMISSIONERS OF THE TOWN OF BEAUFORT HEREBY RESOLVES AS FOLLOWS:

Section 1. The Town hereby requests that the Carteret County Board of Commissioners appoint a qualified individual to fill the vacant Board of Adjustment regular member seat and alternate member seat designated for a resident of the Town's ETJ.

Section 2. The Town hereby notifies the Carteret County Board of Commissioners of its intent to fill the vacant Town Board of Adjustment regular member seat and alternate member seat, both of which are designated for residents of the Town's ETJ if, within 90 days of receipt of this Resolution, the Carteret County Board of Commissioners does not fill these vacancies.

Section 3. This Resolution shall be effective upon adoption.

Section 4. That the Town Manager, Clerk and/or Attorney are authorized to take all actions necessary to accomplish the purposes of this Resolution.

ADOPTED THIS ____ DAY OF _____, 2023.

TOWN OF BEAUFORT

By: _____
SHARON HARKER, Mayor

(Town Seal)

Elizabeth Lewis, Town Clerk



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

**Board of Commissioners
Regular Meeting
6:00 PM Monday, February 13, 2023
Train Depot, 614 Broad Street**

AGENDA CATEGORY: Items for Discussion and Consideration

SUBJECT: Town of Beaufort Charter Amendment

REQUESTED ACTION:

Review and approve attached ordinance amending the Town of Beaufort Charter.

EXPECTED LENGTH OF PRESENTATION:

1 Minutes

SUBMITTED BY:

Elizabeth Lewis, Town Clerk



**ORDINANCE AMENDING THE CHARTER AND THE TOWN CODE OF ORDINANCES
OF THE TOWN OF BEAUFORT
ORDINANCE NO. 23-_____**

WHEREAS, the Town of Beaufort (hereinafter “Town”) has determined that Town has historically suffered a loss of continuity in leadership based on the mayoral term being set for 2 years and the term for Commissioners being set for 4 years; and,

WHEREAS, the extension of the mayoral term from 2 to 4 years will benefit Town and its citizens by providing continuity in leadership; and,

WHEREAS, N.C. Gen. Stat. § 160A-102 provides in part:

By following the procedure set out in this section, the council may amend the city charter by ordinance to implement any of the optional forms set out in G.S. 160A-101. The council shall first adopt a resolution of intent to consider an ordinance amending the charter. The resolution of intent shall describe the proposed charter amendments briefly but completely and with reference to the pertinent provisions of G.S. 160A-101, but it need not contain the precise text of the charter amendments necessary to implement the proposed changes.

WHEREAS, N.C. Gen. Stat. § 160A-101 provides in part:

Any city may change its name or alter its form of government by adopting any one or combination of the options prescribed by this section:

- ...
- (8) Selection of mayor:**
 - a. The mayor shall be elected by all the qualified voters of the city for a term of not less than two years nor more than four years.**

WHEREAS, pursuant to N.C. Gen. Stat. §§ 160A-101 and 102, the Board of Commissioners of Town adopted a RESOLUTION OF INTENT on December 12, 2022, to signify its intent to amend Town’s Charter and Code of Ordinances to change the term of the mayor from 2 to 4 years, to be effective beginning with the 2023 mayoral election.

WHEREAS, on January 9, 2023, and after due advertisement as required by law, Town’s Board of Commissioners held a public hearing regarding the amendments to Town’s Charter and Code of Ordinances as above described.

NOW, THEREFORE, be it resolved and ordained by the Board of Commissioners in and for the Town of Beaufort as follows:

Section 1. The recitals set forth above are incorporated herein as an integral part hereof.

Section 2. Section 5 of the Charter of the Town is amended by deleting the phrase ***“and every year after”*** from the first sentence and adding a sentence which reads ***“The term of the Commissioners is 4 years, and the term of the mayor is 4 years.”*** Any other provision of the Charter, or amendments thereto, providing for a 2 year mayoral term is hereby amended to reflect a 4 year mayoral term so as to conform to the amendments herein adopted.

Section 3. A new Section 30.27, entitled “Term of Office,” shall be added to the Town’s Code of Ordinances, which shall state ***“The mayor shall be elected for a 4 year term, beginning at the regular municipal election to be held in 2023.”***

Section 4. The Clerk to the Board of Commissioners shall (a) file a certified true copy of this Ordinance with the North Carolina Secretary of State and the North Carolina General Assembly’s Legislative Library (b) take such steps as may be reasonably necessary to update the Town’s Code of Ordinances to reflect the actions herein taken.

Ordained and adopted the _____ day of February, 2023.

TOWN OF BEAUFORT

BY: _____
SHARON E. HARKER, MAYOR

ATTEST:

ELIZABETH LEWIS, TOWN CLERK