

CAROLINA BEACH

Town Council Regular Meeting

Tuesday, September 14, 2021 – 6:30 PM

Council Chambers, 1121 N. Lake Park Boulevard, Carolina Beach, NC



AGENDA

CALL TO ORDER

ADOPT THE AGENDA

CONSENT AGENDA

1. Set a public hearing for October 12th, 2021 to amend Article VI. - Landscaping and Development Specification to consider adopting standards to address Tree Preservation. Applicant: Town of Carolina Beach.
2. Set a public hearing for October 12th, 2021 to a Conditional Zoning to consider a Pickle Ball Court located at 209 Peninsula Dr in the R-2 zoning district Applicant: Terry & Kelly Wyckoff.
3. Budget Amendments/Transfers
4. Approval of Meeting Minutes from 8/10/2021 and 8/24/2021

SPECIAL PRESENTATIONS

5. Centennial Committee Update
6. Events Update by Tim Murphy
7. Manager's Update

PUBLIC COMMENT

Public Comment allows the public an opportunity to address the Town Council. There is a three minute limit on public comments.

PUBLIC HEARINGS

8. Consider amending the Land Use Plan & Article IX Mixed Use commercial-residential development and the Mixed Use Commercial classification. Applicant: Cape Fear Four, LLC
9. Consider a Text Amendment to Chapter 40 Article XII Section 40-354 Review Criteria, to update standards related to Major and Minor PUD applications Applicant: Town of Carolina Beach

ITEMS OF BUSINESS

- [10.](#) Special Use Permit Extension Request– 402 N. Lake Park Blvd. Applicant: Charles Poindexter
- [11.](#) Parking Season Updates and Recommendations
- [12.](#) Bid Approval for New Fire Apparatus
- [13.](#) Hamlet Ocean Rescue and Bathrooms
- [14.](#) Committee Appointments

NON-AGENDA ITEMS

ADJOURNMENT



AGENDA ITEM COVERSHEET

PREPARED BY: Jeremy Hardison, Planning Director

DEPARTMENT: Planning

MEETING: Town Council – 14 September 2021

SUBJECT: Set a public hearing for October 12th, 2021 to amend Article VI. - Landscaping and Development Specification to consider adopting standards to address Tree Preservation. Applicant: Town of Carolina Beach.

BACKGROUND:

Staff is proposing an ordinance to preserve trees.

ACTION REQUESTED

Set public hearing for October 12th, 2021

RECOMMENDED MOTION:

Approve consent agenda



AGENDA ITEM COVERSHEET

PREPARED BY: Jeremy Hardison, Planning Director

DEPARTMENT: Planning

MEETING: Town Council – 14 September 2021

SUBJECT: Set a public hearing for October 12th, 2021 to a Conditional Zoning to consider a Pickle Ball Court located at 209 Peninsula Dr in the R-2 zoning district
Applicant: Terry & Kelly Wyckoff.

BACKGROUND:

Staff is proposing an ordinance to preserve tress.

ACTION REQUESTED

Set public hearing for October 12th, 2021

RECOMMENDED MOTION:

Approve consent agenda



AGENDA ITEM COVERSHEET

PREPARED BY: Debbie Hall, Finance Director

DEPARTMENT: Finance

MEETING: Town Council – 9/14/2021

SUBJECT: Budget Amendments/Transfers

BACKGROUND:

I have received several budget amendments and/or transfer requests. As you know, transfers require only your notification whereas amendments require your approval. Listed below you will find a description of the amendments and/or transfers. I have also attached a copy of the supporting documentation for the appropriations.

Appropriations:

Appropriate \$12,000 donation from Pleasure Island Revitalization Assoc. Crawl for Paws to account 10-510-048 Police K-9 Maintenance.

Appropriate \$2,500 donation from Katherine Fletcher to account 10-620-018 Parks & Rec M&O Grounds for a new bench swing at Lake Park.

Appropriate \$1,597.50 from the General Fund Fund balance to account 10-410-064 Hurricane Florence to cover cost of disaster consulting assisting with the Marina hurricane damages.

Transfers:

Transfer \$3,000 from account 10-410-016 Legislative M&O Equipment to account 10-420-051 Executive Liability Insurance to cover current and future deductibles.

BUDGET IMPACT:

Appropriation for Hurricane Florence consulting services will affect the budget.

ACTION REQUESTED:

Approve the budget amendments and/or transfers as presented by the Finance Director.



Memo

Town of Carolina Beach

To: Chief Ward
From: Debbie Hall
CC:
Date: 8/19/2021
Re: Budget Appropriation

Comments: Pleasure Island Revitalization Assoc. Crawl for Paws donated \$12,000 on August 9, 2021 to be used only for the Police K-9 unit and supplies. The funds were deposited into the General Fund and have been appropriated to line item 10-510-048 K-9 Maintenance.

LeAnn Pierce
Mayor

Steve Shuttleworth
Council Member

Lynn Barbee
Council Member



Jay
Mayor P

Item 3.

JoDan Garza
Council Member

Bruce Oakley
Town Manager

Town of Carolina Beach
1121 N. Lake Park Blvd.
Carolina Beach, NC 28428
Tel: (910) 458-2999
Fax: (910) 458-2997

To: Debbie Hall, Finance Director
Bruce Oakley, Town Manager

From: Eric Jelinski, Parks and Recreation Director

Date: 8/19/2021

Re: Budget Transfers

I am requesting the below budget transfers for the FY 20/21 Parks and Recreation Department budget. If you have any questions regarding the below transfers, please let me know.

Account	Amount	Transfer to Account	Reason
General Fund 10-335-000 Misc	\$2,500	10-620-018	The Parks and Recreation Department received a donation of \$2,500 for a new bench swing at Lake Park. The funds were deposited into the GF and I am requesting transfer to the parks and rec. line 10-620-018.



Memo

Town of Carolina Beach

To: Ed Parvin
From: Debbie Hall
CC:
Date: 9/2/2021
Re: Budget Appropriation

Comments: We need to appropriate \$1,597.50 from the General Fund fund balance to account 10-410-064 Legislative Hurricane Florence to cover the invoice received from Rostan Solutions for their assistance with the Marina FEMA claim. The cost is FEMA reimbursable.

From: Kim Ward
Sent: Friday, August 27, 2021 10:09 AM
To: Debbie Hall
Subject: Budget Transfer Request

Debbie,

I am requesting to transfer \$3,000 to 10-420-051 (Liability Insurance) from 10-410-016 (Maintenance & Repair Equipment).

The annual insurance premium came in much higher than I had originally budgeted. We will need to have funds available for any deductibles that we will incur.

Thank you,

Kim Ward

Town Clerk
Town of Carolina Beach
1121 N Lake Park Blvd
Carolina Beach, NC 28428
Phone 910-458-2992





AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council – 9/14/2021

SUBJECT: Approval of Meeting Minutes from 8/10/2021 and 8/24/2021

BACKGROUND:

Attached are the meeting minutes from 8/10/2021 and 8/24/2021.

ACTION REQUESTED:

Review and consider approving under the consent agenda.

CAROLINA BEACH

Town Council Regular Meeting

Tuesday, August 10, 2021 - 6:30 PM

Council Chambers, 1121 N. Lake Park Boulevard, Carolina Beach, NC



MINUTES

CALL TO ORDER

Mayor Pierce called the meeting to order at 6:30 PM, followed by the invocation by Dorrene Stanley and Pledge of Allegiance.

PRESENT

Mayor LeAnn Pierce
Mayor Pro Tem Jay Healy
Council Member Lynn Barbee
Council Member JoDan Garza
Council Member Steve Shuttleworth

ALSO PRESENT

Town Manager Bruce Oakley
Assistant Town Manager Ed Parvin
Town Clerk Kim Ward
Town Attorney Noel Fox

ADOPT THE AGENDA

Mayor Pierce said a closed session would be added to the agenda.

ACTION: Motion to adopt the agenda

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

CONSENT AGENDA

1. Set a public hearing for September 14, 2021 to amend Article XII to consider adopting updated standards for Planned Unit Developments. Applicant: Town of Carolina Beach
2. Set a public hearing for September 14, 2021 to Article III & Article IX to consider adopting updated standards for Private Parking Lots. Applicant: Town of Carolina Beach
3. Set a public hearing for September 14, 2021 to amend Article IX to consider amending mixed use commercial-residential standards to accommodate standalone residential structures. Applicant: Cape Fear Four, LLC
4. Set a public hearing for September 14, 2021 to consider amending the Land Use Plan for the Mixed Use Commercial classification to allow standalone residential buildings within a Mixed Use commercial-residential development. Applicant: Cape Fear Four, LLC

5. Year-End Budget Transfers
6. Budget Amendments for Carryovers
7. Budget Amendments/Transfers for FY22
8. Approval of Meeting Minutes from 7/13/2021 and 7/27/2021

Council Member Garza asked about the \$59,319.74 appropriation to cover the final lease payment on Motorola radios for Police and Fire. Finance Director Debbie Hall said there was a down payment in addition to a five-year lease, for a total of six payments, but the Town only budgeted for the five regular payments due to an oversight regarding the down payment. Council Member Garza said it is necessary to go through contracts to avoid surprises.

Council Member Barbee asked if the Town owns the Motorola equipment now. Ms. Hall the final payment would satisfy the lease, resulting in ownership.

Council Member Garza praised the carryover totals going back into the General Fund and Utility Fund. He said he would like to see how much the Town overspent on unbudgeted items. Mr. Oakley said this can be discussed at the upcoming workshop. Council Member Garza asked for a three-year history if possible.

ACTION: Motion to adopt the consent agenda

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

Mayor Pierce welcomed past Mayor Joe Benson, who was in the audience. She also praised the Ocean Rescue lifeguards for recent recognition as United States Lifesaving Association Division C national champs for small beach towns and No. 8 in the nation. She said they would be at the next workshop for a formal presentation.

SPECIAL PRESENTATIONS

9. Presentation by Pleasure Island Habitat Regarding Heritage Trees

Bryant Bass, president and a founding member of Pleasure Island Habitat, presented ideas about preserving heritage trees on the island. The initiative, called Habitat for Trees, will donate trees to be planted on Town property. They are asking both Carolina Beach and Kure Beach to identify areas where heritage trees may be planted. There will be no cost to the Town. He was joined by fellow board members Deb LeCompte, Jasmine McKee, and Melanie Boswell.

Mayor Pro Tem Healy said he supported the initiative.

Council Member Barbee said he was excited to see positive action about trees on the island.

Council Member Garza suggested that the group meet with Mr. Oakley and get Town input from the Land Use Plan map to identify weak and strong spots. He also recommended that they keep an eye on Senate Bill 436 because it could support efforts in the long term.

Mayor Pierce expressed appreciation for the group's work.

ACTION: Motion to support the Habitat for Trees program

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

10. Presentation by the Wilmington MPO

Nick Cannon, Transportation Demand Management Coordinator for the Wilmington Urban Area Metropolitan Planning Organization (WMPO), presented the Cape Fear Change in Motion 2020 plan.

Short-Range Transportation Demand Management (TDM) Plan

1. Identifies strategies that mitigate traffic congestion and diversity mode use in the WMPO region
2. Short-range strategies = one to five years
3. Overall goal to reduce Vehicle Miles Traveled (VMT) by 10 percent in five years

Mission statement: to provide WMPO Area residents with the resources and offer motivation to choose healthy, sustainable, and effective multimodal transportation to reduce stress on the road network and increase alternative methods of mobility

Development Process

1. Convening the Go Coast Committee and review of TDM element in Cape Fear Moving Forward 2045
2. Review of Cape Fear Moving Forward 2045 survey responses and additional public survey for Cape Fear Change in Motion 2020
 - Specific questions about biking, walking, carpool, and public transit
 - How WMPO Area residents get around now vs. how they want to get around in the future
3. Public comment
4. Prioritizing strategies

Mr. Cannon reviewed community feedback and statistics.

Strategies

Seven strategies were outlined as viable opportunities to decrease traffic congestion and diversify mode use in the next one to five years.

- Alternative work schedules
- Bike-share program

- Carpool and vanpool
- Consulting for telecommunicating opportunities
- Fostering a bicycle- and pedestrian-friendly culture
- Improved TDM-focused collaboration
- Personalized commuter plans

Mr. Cannon went over the benefits, challenges, and application of each of the seven strategies.

Scorecard: Members of the Go Coast Committee created a Strategy Scorecard to grade each strategy on its ability to show great success. The Scorecard ranks each strategy's feasibility and impact using the considerations of:

- Ease of implementation
- Cost
- Existing conditions
- Demand
- Impact on traffic (benefit)
- Impact on VMT (benefit)

Primary Priority

- Alternative work schedules
- Consulting for telecommunicating opportunities
- Fostering a bicycle- and pedestrian-friendly culture

Secondary Priority

- Bike-share program
- Carpool and vanpool
- Improved TDM-focused collaboration
- Personalized commuter plans

Strategy Work Plans

- Each strategy is given accountable and measurable work plans to guide strategy success.
- TDM Coordinator is responsible for monthly and quarterly review of these work plans.
- Updates will be provided regularly to the Go Coast Committee, Technical Coordinating Committee, and WMPO Board.

Plan Implementation

1. Adoption by the WMPO Board
2. Present plan to WMPO member jurisdictions
3. Adhere to the strategies work plan
 - Marketing/outreach
 - Establish and maintain relationships with partners
 - Go Coast events
 - Data collection
4. Regular review by TDM Coordinator and the Go Coast Committee

Other TDM-Oriented Services

In addition to these seven strategies, Go Coast can assist with locally identified TDM-oriented initiatives.

- Information/marketing
- Ordinances and development conditions
- Other comprehensive programs

Council Member Garza said recommendations and solutions should be specific to each municipality, so he suggested that Mr. Cannon speak to Town staff. He said something at the County level would not work and encouraged Mr. Cannon to find ways to think outside the box to get input.

Mayor Pro Tem Healy said it would be great if WMPO had a parking solution. He said this plan appears to be more tailor-made for a larger city. Mr. Cannon said he thinks there are opportunities to work with smaller towns that are growing to help get ahead of potential future problems with congestion.

Council Member Garza recommended that Mr. Cannon leverage information from the Town's traffic study that was done three years ago. He said traffic mitigation was a need for the Town and wished Mr. Cannon luck with WMPO's endeavors.

Mr. Cannon said WMPO's Technical Coordinating Committee includes Town staff members, so he encouraged Council to identify those members and share ideas.

Council Member Shuttleworth said he wanted to put in a pitch for density to encourage walking and bike riding and having fewer people on the road. He said this should be kept in mind for the future.

11. Events Update by Tim Murphy

Tim Murphy, Recreation Programs Superintendent/Community Events Coordinator for the Town, reviewed special events for August/September:

- Carolina Beach Market – May 15-October 2 (Saturdays) at Lake Park
- 35th Annual Beach Music Fest – August 14
- Whomporama – August 21 at Hamlet Access
- Dragon Boat Regatta – September 17-18 at Carolina Beach Marina
- Teal Hearts 5K Race – September 25
- S.H.A.R.E. King Mackerel Tournament – September 25-26
- Fireworks continue weekly on Thursdays through September (except for Friday on Labor Day weekend)
- Family Night continues weekly on Tuesdays through the end of August
- Movies at the Lake series continues weekly on Sundays through Labor Day, then on Saturdays through September

Mr. Murphy said the Town is in negotiations with Netflix series "Florida Man" for the Surfside East and Surfside West partial parking lots for the shoot on the beach strand on August 16. He said the

production will continue filming at private residences and the SeaWitch Motel on August 17-18. He said the Surfside lots are directly adjacent to the SeaWitch Motel.

Carolina Beach resident Lisa Wilkins presented a new event request for the Beachin' Car Show on Sunday, October 10, at the lake. She said part of the proceeds will go to Little Pink Houses of Hope, and the event is proposing to have two food trucks, vendors, and cars lined up on the street side so people can walk on the concrete to view them. She also brought up the possibility of offering helicopter rides during the event, which she acknowledged could be a sore subject. She said cars may be loud at times, but the event is being proposed for only a four-hour window from 10:00 AM to 2:00 PM.

Ms. Wilkins said the event could bring a lot of people to the area, and it's free for those who want to attend. She said money would come from the participants paying a registration fee to show their cars, and trophies would be available to winners.

Council Member Garza asked Ms. Wilkins if she had put on a car show in the past. Ms. Wilkins said no, but she has organized many other types of events. Council Member Garza asked about any problems she anticipated besides noise and encouraged her to reach out to nearby residents. Ms. Wilkins said she had no other major concerns.

Mayor Pierce asked how many cars would participate. Ms. Wilkins said she would like to see about 100. Ms. Wilkins said revenue would also come from vendors, and the registration fee could grow as the event, proposed to be annual, grows in future years.

Mayor Pierce said she doesn't have a problem with the car show but would not be in favor of the helicopter rides.

Council Member Garza and Mayor Pro Tem Healy said they agreed.

Mr. Murphy said he thinks it will be a great event for the island.

Ms. Wilkins said a DJ would provide musical entertainment.

ACTION: Motion to approve the Beachin' Car show October 10 as presented to staff less the helicopter Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

Mr. Murphy said the organizers of a few events reached out asking the Town to consider lowering parking rates for events renting lots in the shoulder season. He said the peak rates are now in effect through the end of October.

Mr. Oakley said a recurring event that was not charged in the past before Mr. Murphy began working in his current position brought up the issue because organizers were charged last year. Mr. Oakley said unless Council directed otherwise, the Town would continue to charge.

Mr. Murphy said the event in question is the Surf Fishing Tournament, which takes place toward the end of October. He said they were charged about \$2,000 last year.

Council Member Shuttleworth asked if the Town is charging all other events the same amount. Mr. Murphy said yes. Council Member Shuttleworth said there needs to be consistency among all events, so the Town should either charge or not charge everyone.

Mr. Oakley said staff can review the matter and bring it back before Council at the upcoming workshop.

Council Member Barbee said Maureen Ferguson Lewis wanted to remind Mr. Murphy that Pets in the Park is on Saturday, October 9. Mr. Murphy apologized for not bringing it up and promised to give the event a lot of attention at the September Council meeting.

Council Member Garza said the upcoming weekend is going to be extremely busy due to the Beach Music Festival, and he wanted to know if the Town would remind residents and visitors about possible issues with traffic and parking. Mr. Murphy said yes.

12. Manager's Update

Town Manager Bruce Oakley gave an update on various projects and events.

Stormwater and Flooding

Recent conditions:

- 10 inches of rain within a few days
- Record rainfall Wednesday morning
- Flash flooding Saturday morning
- Ground saturation/highwater table

Mr. Oakley said staff was overwhelmed but did everything possible to address the issues, which were reported at 23 locations.

Mr. Parvin said because much of the rainfall happened over the weekend, the situation became overwhelming for on-call staff. He said the Town is looking at options for increasing resources when something like this is upcoming.

Council Member Barbee asked what the Town's responsibility is versus the property owner's responsibility for ponds such as the one by Publix.

Mr. Parvin said there are some ponds that the Town maintains, but the one by Publix is not one of them. He said that pond does have to be inspected and was inspected and passed in May. He said there was a clog in one of the pipes that occurred since then, but once the Town let the owners know about it they were very proactive. He said if there is an issue outside of the inspections, the Town usually finds out about it when there is heavy rainfall.

Council Member Barbee asked how often the ponds are inspected. Mr. Parvin said the pond by Publix undergoes an annual inspection.

Mr. Parvin said 9 projects have been completed with 13 upcoming projects, including 8 through American Rescue Plan funds. He said stormwater and getting projects completed are priorities for the Town.

Council Member Garza asked if staff responds to those who report issues. Mr. Parvin said when someone puts in a service request, they can ask for a phone call or email back.

Mayor Pro Tem Healy asked how long an inspection takes, such as for the Publix pond. Public Works Director Brian Stanberry said the Town pays someone to perform the inspection, which takes about 30 minutes. Mayor Pro Tem Healy asked why this is only done once per year. Mr. Stanberry said prior to a rain event the Town will look at ponds, and this is done more often than once per year but not at the level of an annual inspection.

Council Member Shuttleworth said many of the 23 reported issues were due to clogged pipes. Mr. Stanberry said that's what happens after every rain, and they have to be cleaned out. Council Member Shuttleworth said there are other stormwater issues besides clogged pipes that he didn't see on the list. Mr. Stanberry said the list represents the complaints that came in and the ones to which staff responded.

Council Member Shuttleworth said it gets frustrating for Council Members when they hear from residents that they are not getting a response from staff when reporting issues.

Council Member Garza recommended that staff use recent data about stormwater issues to develop a checklist for potential clogs. He said the Town should reiterate to residents that they should be on the lookout for clogged drains so they can remove leaves and take other measures to help the situation.

American Rescue Plan: Premium Pay Essential Employees

- \$1,500: First Responders/Utility and Public Works
- \$1,000: Essential Support and Public Interaction
- \$500: Essential Support (Remote Work/Limited Interaction)
- \$100: Seasonal and Part-Time Employees

Mr. Oakley said that in addition to the American Rescue Plan funds being used for stormwater, the Town is proposing to use \$150,000 in American Rescue Plan funding to pay staff members who had to work during the COVID state of emergency and were exposed to potential risks. He said the Town must wait for further guidance from the federal government before using the funds in this manner, and the Town will have to present Council with a detailed budget and tracking system to ensure the money is spent exactly as outlined. Mr. Oakley said the Town received the money on Friday but can't spend it until there is a specific plan that is adopted by Council. He said this will be discussed more at the upcoming Council workshop.

Manager's Update

- COVID-19 – emergency paid leave
- Legislative update
 - State Rep. Charlie Miller – 2021 budget appropriations
 - Ocean Boulevard sidewalk – \$485,000
 - Carolina Beach Avenue North paving – \$650,000
 - Lake dredge – \$2,000,000
 - Coastal storm risk management – \$4,750,000
 - Park improvements/State Park turn lane (discussions about these possibly being included)
- Ward and Smith – former U.S. Rep. Mike McIntyre
 - Coastal storm risk management
 - Senate and House approved appropriation bills – \$11,550,000 (2022 budget)

Council Member Barbee asked if the emergency paid leave is necessary due to concerns about staff members coming to work sick. Mr. Oakley said yes and added that it is particularly beneficial for new staff members who don't have any sick time accrued and would otherwise have to go without pay.

Mayor Pierce asked if there is still a possibility of renourishment funds this year. Mr. Oakley said yes, according to the U.S. Army Corps of Engineers, and that it has been sent to the U.S. Office of Management and Budget as the highest priority. Mayor Pierce said her understanding is that the Town would have an answer in the next couple of weeks, and Mr. Oakley confirmed this. Mayor Pierce said she is pleased with the work Mr. McIntyre is doing for the Town on the State level.

ACTION: Motion to reinstate the emergency paid leave

Motion made by Council Member Shuttleworth

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

Council Member Garza asked about bids for the Hamlet project. Mr. Oakley said the Town did not receive any bids and therefore changed some of the requirements, such as removing some of the pre-bid qualifications. He said the deadline is August 19.

Council Member Shuttleworth asked what the stumbling blocks are with the Hamlet bids. Mr. Oakley said those who bid on this project are going to be smaller operations. Council Member Shuttleworth asked which prerequisites will be waived during this round. Mr. Parvin said he could get a specific list together later, but overall, the requirements were hefty for a small project. He said staff plans to have a presentation of the recommended bid during the next Council workshop later this month and that he was hopeful and confident there would be bids this time. Council Member Shuttleworth asked what staff's last estimate for the project is. Mr. Parvin said \$629,000.

Council Member Garza asked about the time frame for the Hamlet project. Mr. Parvin said he hopes to get it built this year and that the plan is to award a bid at the next workshop with constructing starting shortly thereafter and a finished project by next season.

Council Member Garza asked if the Town had come up with creative ways to let property owners know that they can avoid the \$1.50 administrative fee for receiving paper utility bills. Mr. Oakley said after discussion with Ms. Fox and research, staff determined the Town was not legally authorized to charge the fee so that was never implemented.

Council Member Barbee asked if Council could get an update on stormwater projects at the workshop every month. Mr. Oakley said yes.

Council Member Shuttleworth asked staff to consider a basic design for the Hamlet project similar to the \$250,000 plan for Mike Chappell Park. He said the Boardwalk area needs public bathrooms badly and that it could be easier to find bids with a simpler plan. Mayor Pierce said the Town could always add on to a basic design in the future.

Council Member Garza asked about the citation process for the Beach Patrol staff because his understanding was that those citations would help to pay for these new positions. Mr. Oakley said the Beach Patrol staff members currently call the Police Department if there is an issue, but the Town is trying to develop a way to change this. He said the while the Beach Patrol does have the right to write citations, there is a technology issue that is keeping this from being implemented.

Council Member Shuttleworth asked about the portajohns on Cape Fear Boulevard because he thought they were going to be located on the Federal Emergency Management Agency (FEMA) lot. Mr. Oakley said there was some miscommunication about where the portajohns were supposed to go on the lot and that they could be relocated. Mayor Pierce said this is all the more reason the Town needs to get more bathrooms built.

Mayor Pierce recognized former Mayor Dan Wilcox, who had joined the audience.

PUBLIC COMMENT

Wayne Rouse of 508 Monroe Avenue said after meeting with leadership at the Police Department and other staff recently he learned there was a great need for a canine officer. He said he approached some citizens about helping with this effort and was able to raise \$12,000 for this purpose. He asked Council to thank the following donors:

- Ked Cottrell of Pleasure Island Animal Hospital
- Pleasure Island Disaster Relief Fund
- Jeff Hogan of Celtic Creamery
- Missy and Ryland Mason of RW Mason Roofing
- Island Women
- Pleasure Island Revitalization Association (PIRA)

Mayor Pierce said she appreciates Mr. Rouse organizing this effort, and she asked Mr. Oakley to put together thank-you notes for the donors.

Richard Cecelski of 941 Carolina Sands Drive, Director and Founder of Carolina Ocean Studies, an organization that offers environmental education and boating cruises for school groups, said he

wanted to talk about the marina project. He asked that the Town include his organization in preparation for the bid package. He said captains at the marina have a lot of ingenuity and experience that will help create solutions for the process. He said hopes they can meet on a monthly basis during the early stages of the project.

Dorrene Stanley of 1201 Saint Joseph Street said the backyard of her residence flooded recently due to the construction of a new home at 102 Summer Salt Lane. She said stormwater was not properly channeled or mitigated by builder Todd Piper, who is a member of the Town's Planning and Zoning Commission. Ms. Stanley said Mr. Piper brought a sump pump and diverted the stormwater runoff to the street, which was already inundated with water. She said he told her he had decided to cut a trench on the Town right-of-way instead of installing a drain. Ms. Stanley said when she questioned his authority to do this without Town approval, Mr. Piper said he would do what he had to do to mitigate the water because the Town never responds to builders or contractors. Ms. Stanley said she thinks Mr. Piper abused his position as a Planning and Zoning Commissioner. She said she is asking that the Town terminate his seat on the Commission and added that she and her neighbors are demanding that the Town investigate this matter and take appropriate action.

Mayor Pierce said Council would discuss this matter with Mr. Oakley.

No one else requested to speak.

PUBLIC HEARINGS

13. Amend Chapter 40, Zoning Ordinance to address gated communities and drives.

Applicant: Town of Carolina Beach

ACTION: Motion to open a public hearing to amend Chapter 40, Zoning Ordinance to address gated communities and drives

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

Mr. Hardison presented the details.

Gated Communities and Drives

Gates

- Fire Department requests regulations
- Zoning ordinance is silent, no regulations
- Currently two gated communities (Oceana/Spinnaker Point and Waterview)

Council Member Garza asked if Hidden Hills is gated. Mr. Hardison said the community has a gate that is just there for safety reasons. He said it is not automatic, and they don't keep it locked or closed.

Mr. Hardison outlined the proposed ordinance, which was reviewed and recommended by the

Technical Review Committee (TRC) and unanimously approved by the Planning and Zoning Commission. The ordinance would not allow gates in a public right-of-way. A vehicle turnaround shall be provided before the gate entrance, and the gate shall be setback a minimum of 60 feet from the curb line or end of the abutting street. All gates will be required to open away from, not toward, a vehicle entering the development. Pedestrian access shall be provided. The gate entrance shall be illuminated. Emergency access shall be approved by the Fire Marshal and meet fire code standards. The proposed ordinance addresses opening gate width requirements and would exempt the Town for closing streets and facilities for maintenance or safety reasons, such as Canal Drive for flooding reasons or Freeman Park for severe weather.

The Land Use Plan does not address gates directly. The proposed amendment would not conflict with the plan if the Town would like to address standards and create an allowance. The change would only regulate new gated communities that are permitted in the future; existing communities would not have to retrofit.

Dorrene Stanley of 1201 Saint Joseph Street asked if the whole system is for emergency purposes only. Council Member Shuttleworth said the proposed amendment would allow a private gated community to be created if it meets certain requirements, and the Town would be exempt if access was needed for safety purposes. He said the intent is to ensure gated communities are developed in a safe manner.

No one else requested to speak.

ACTION: Motion to close the public hearing

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

Mayor Pierce said she is OK with the proposed amendment.

Council Member Barbee said if this is for public safety purposes, then he doesn't have a problem with it.

Mayor Pro Tem Healy said it makes good sense.

ACTION: Motion to amend Chapter 40, Zoning Ordinance to address gated communities and drives as presented

Motion made by Council Member Garza

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

Mr. Hardison asked that certain language be added to the motion.

ACTION: Motion for approval, whereas in accordance with the provisions of NCGS, the Council does hereby find and determine that the adoption of the following ordinance amendment to amending Chapter 40 is consistent with the goals and objectives of the adopted Land Use Plan and other long-range plans

Motion made by Council Member Garza

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

ITEMS OF BUSINESS

14. Adopt a Resolution of Intent to close 20' on the east side of the 1400 block of Croaker Ln right-of-way

The petition submitted by Kristen Dunn is to close the 20-foot feet right-of-way on the east side of the 1400 block of the Croaker Lane right-of-way. The area to be closed includes 6 lots that face Croaker Lane and 1 corner lot on Ocean Boulevard.

Mr. Hardison presented the details.

Proposal is to close 20 feet on the west side

- 90-foot right-of-way
- 7 lots adjacent to Croaker Lane (east)
- West side owned by federal government and where the Town has installed Greenway
- 400 feet deep, dead ends into buffer zone

400 Croaker Lane

- Paved in 2008
- Installed water/sewer lines
- Stormwater
- Fire hydrant
- Cleanouts
- Meters
- Installed on west side
- Power and fiber optics

Council Member Shuttleworth asked if there are utilities within the 20 feet. Mr. Hardison said yes. Council Member Shuttleworth said if the Town vacates, the applicant will have public utilities on their property, so he wanted to know if it will be encumbered with a utility easement or some other mechanism for Town access. Ms. Fox said the Town would have to reserve an easement for the public infrastructure, but today is just about whether to adopt a resolution. Council Member Shuttleworth asked if acceptance of the resolution would mean vacating or if there would be an additional process. Ms. Fox said a public hearing would be required and that Mr. Hardison would go through the process.

Wilmington Beach

- 1913
- 16x7 block area
- (18) 50-foot rights-of-way
- (5) 90-foot rights-of-way
- In 1955, the federal government purchased 5 of the 50-foot rights-of-way to create Military Ocean Terminal Sunny Point (MOTSU)
- Total of 12 rights-of-way that are greater than 50 feet
- Lots were platted 50-foot-by-100-foot lots

Process for Street/Alleyway Closures

- Petition or request for street/alley closing (Mr. Hardison went over comments presented at the TRC meeting)
- Resolution of intent to close
- Publication of resolution of intent to close and notification to adjoining property owners
- Public hearing following 4 weeks of advertising
- Record at Register of Deeds the resolution ordering street closed
- Ownership of the right-of-way after closure

Mayor Pierce asked if there is an issue that would make someone request this closure. Mr. Hardison said the petitioner wanted to add a deck to a home under construction and that the current ordinance would not allow for them to meet the setback. Mayor Pierce said the Town has spent a lot of time talking about having to gain easements where there are utilities, so she's not sure why the Town would give that away. Mr. Hardison said it's not an ideal situation and that it may become necessary to police the easement because the property owners treat this as part of their yard.

Council Member Shuttleworth said the biggest issue is the Town doesn't have many 90-foot rights-of-way, especially not heading north and south. He said it's not something that's ever going to be widened and developed because it's a dead-end street that is a block long, but the cumbersome part is that it's burdened with utility easements and the Town would need to find a way to protect its ability to access that infrastructure.

Mayor Pro Tem Healy said it's all about the utility easements. He said he thinks this sets a bad precedent going forward but that if easements weren't involved, he'd be fine with it.

Council Member Garza said even if it wasn't for the easement, he would not be in favor of the closure because there are a lot of roads in that area and if you do it for one you create a precedent for others.

Council Member Shuttleworth said a typical right-of-way is 50 feet instead of the 90 feet for Croaker Lane. He said that is a lot of space and it's already developed, and it's not a dead end that will be connected somewhere. He asked if it's typical to be able to put an easement here. Ms. Fox said yes and that Council would have to find at the end of this process that the abandonment of that right-of-way was not contrary to the public's interest.

Matt Dunn of 905 Ocean Boulevard and husband of Kristen Dunn, who submitted the petition, said they are building a new home and wanted to put a small deck on the Croaker Lane side of the

structure. He said in order to meet setback guidelines, they would have to extend their property and that asking for a variance would be too challenging. Mr. Dunn said they have no problem moving forward with an easement for the utilities and that they have lived next to the property for 15 years.

Mayor Pierce asked how many houses would be affected. Mr. Hardison said 7. Mayor Pierce said that's a lot of property owners for going through the easement process, and one could disagree with an easement. She said she is concerned about the precedent this would set and that she felt it was important to look at the bigger picture.

Mr. Dunn said his wife notified everyone on the street of the petition.

Council Member Barbee said he has no problem with what the Dunn's are trying to do, but he is struggling with being able to say closure is not contrary to public interest. He said it would be difficult to say giving away a space with public utilities is not contrary to public interest.

Council Member Shuttleworth said most residential lots are developed and most utility entities require easements. He said it's not uncommon to see utility easements and public utilities placed in those easements on private property.

ACTION: Motion that we deny the request of the intent to close 20 feet of the east side of the 1400 block of Croaker Lane

Motion made by Mayor Pro Tem Healy

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza

Voting Nay: Council Member Shuttleworth

Motion passed 4-1

15. Committee Appointments

Council voted by private ballot on committee appointments for expiring and vacant terms. Mr. Parvin said there was a tie, so he distributed another ballot that Council marked and returned.

Council appointed the following positions:

- Beautification Committee: Scott Pate
- Board of Adjustment: Jullena Jones Shelley, Paul Levy, Amanda Nestor, and Keith Bloemendaal
- Operations Advisory Committee: Butch LeCompte
- Marketing Advisory Committee: Lexi Pate
- Parks and Rec Committee: Charlie Thomas (honorary), Jason Kesler, Bill Nadeau, and Jessica Guinn
- Planning and Zoning Commission: Melanie Boswell
- Police Advisory Committee: Lou Messina and Lynn Conto

Mayor Pierce congratulated the new appointees and thanked everyone who applied.

Council Member Garza asked staff to send an email thanking everyone who applied and asking those not appointed to continue to be involved.

Council Member Barbee encouraged those not appointed to go to meetings and fully participate. He said the only difference is that they don't get to vote.

NON-AGENDA ITEMS

Council Member Garza

- There has been a lot of rainfall in the past week, and it is hurricane season. Residents should be prepared. Staff will do the best job possible to mitigate stormwater issues. Thanks to staff members for what they do.
- House Bill 781, which allows open containers in certain business districts, would be helpful now that the COVID-19 Delta variant is on the rise. It is unknown what the next 60 days will hold, so this could give structure.
- Senate Bill 436, which supports tree ordinances, is something to watch because it could be beneficial for the Town.
- What is the cutoff point for beach renourishment to happen this year? Mr. Oakley said he thought it was beyond that point.
- What is the status of responses to letters to Canal Drive residents? Mr. Oakley said he has spoken with several of the property owners but has not yet heard back from others. He said he and Ms. Fox will be meeting with Coastal Area Management Act (CAMA) tomorrow to discuss some of the Canal Drive issues.
- Police are doing the best they can to curb illegal fireworks.
- Committees and upcoming new Council Members should take the opportunity to share goals and missions and build a relationship.

Council Member Barbee

- Thanks to Mr. Oakley and Mr. Parvin for coming to the Carolina Beach Inlet Association meeting. Communication with boat captains will be important for the marina project. The captains will be flexible if they know what's happening.
- Residents want to know the process for getting speed bumps. Staff should look at what other places do and develop best practices so Council Members can respond to those inquiries.

Mayor Pro Tem Healy

- It will be important to talk to captains on a regular basis to get their input regarding the marina project.

Council Member Shuttleworth

- What is the status of the proposed draft of the tree ordinance? Mr. Oakley said Mr. Hardison brought the issue back to the Planning and Zoning Commission, and this will be discussed at the next Council workshop.

Mayor Pierce

- The tree ordinance is a concern, and Council looks forward to seeing what staff is putting together.

CLOSED SESSION

ACTION: Motion to go into closed session to discuss an attorney/client matter in accordance with NCGS 143-318.11(a)(3). Matters being discussed include:

18 CVS 3151 Town of Carolina Beach vs. Carolina Freeman LLC

18 CVS 3152 Town of Carolina Beach vs. B&F Enterprises LLC

18 CVS 3153 Town of Carolina Beach vs. DRDK LLC

18 CVS 3154 Town of Carolina Beach vs. Freeman Beach LLC

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

Mayor Pierce called the meeting back to order.

ACTION: Motion to give direction to the Town Attorney and the Finance Director to work together in the collection of the Wilmington Beach assessments

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

ADJOURNMENT

ACTION: Motion to adjourn

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

The meeting adjourned at 9:15 PM.

CAROLINA BEACH

Town Council Workshop

Tuesday, August 24, 2021 - 9:00 AM

Council Chambers, 1121 N. Lake Park Boulevard, Carolina Beach, NC



MINUTES

CALL TO ORDER

Mayor Pierce called the meeting to order at 9:00 AM.

PRESENT

Mayor LeAnn Pierce

Mayor Pro Tem Jay Healy

Council Member Lynn Barbee

Council Member JoDan Garza

Council Member Steve Shuttleworth

ALSO PRESENT

Town Manager Bruce Oakley

Town Clerk Kim Ward

DISCUSSION ITEMS

1. Employee Recognition

Ocean Rescue Captain Tony Wallace recognized the 2021 Ocean Rescue team for success at the recent regional and national lifeguard competitions. He said the group placed second in its division during the regional and first in its division at national, as well as taking home several first-place individual medals at the national level. Lifeguards Mia Holden, Britt Jewell, and Jackson Hudson were present. Mayor Pierce offered congratulations and thanked them for representing the Town. Council Member Shuttleworth said the Ocean Rescue team serves an important ambassador role for the Town and expressed his appreciation for their hard work. Mayor Pro Team Healy said the group makes the Town proud.

Planning Director Jeremy Hardison introduced new Code Enforcement Officer Bryan Shaleuly, who has 20 years of experience in the real estate industry and started working toward getting code certificates before being hired by the Town. Mayor Pierce said it was great to have him on the team.

Mr. Oakley recognized Sheila Nicholson, Executive Assistant to the Town Manager, for 10 years of service to the Town. Mayor Pierce praised her for always being helpful and going the extra mile.

2. Planning and Zoning Committee Update

Planning and Zoning Commission Chairman Deb LeCompte gave an update on the Commission's upcoming goals that were determined during an August 12 workshop:

- Tree preservation: Council has already given the Commission direction to work on this, and the Commission is discussing proactive ideas.
- Regulation of short-term rentals: There is a need to address nuisance and abatement as well as some kind of registration mechanism in case of emergency evacuation situations such as hurricanes and pandemics. There are legal issues that must be considered.
- Stormwater: Improvements to the existing ordinance and permitting process are necessary, and these should address enforcement, best management practices, and penalties for negligent and negative impacts on the community.
- Review of ordinances: The Town should review ordinances already on the books, remove those that are antiquated, and possibly update others.

Council Member Garza said regulation of short-term rentals is a touchy subject, so it will be important to keep an eye on legal updates. Chairman LeCompte said the goal is to follow the law while also having the ability to contact people in case of evacuations or properties that continue to be a nuisance.

Council Member Barbee asked if there is a time frame regarding the tree preservation issue. Chairman LeCompte said the goal is to have something to Council during the October meeting. She said the Commission already has a lot of good ideas and must figure out how to move forward in a way that's legal and appropriate.

Mayor Pro Tem Healy said he recommends that all Commissioners talk into the mic during their meetings. He said it was difficult to hear a couple of people recently.

Chairman LeCompte said as she was reading through ordinances, she found that there is already one for tree preservation, so that will be a small foundation for continuing work on the issue.

Mayor Pierce thanked Chairman LeCompte for bringing forward the goals. She asked Mr. Oakley to explain House Bill 496.

Mr. Oakley said this bill would prevent municipalities from adopting tree preservation ordinances, but it has been taken out and put in the State budget for approval. He said he and Town Attorney Noel Fox have interpreted that the Town would be exempt from this measure because of past local legislation that specifically permits tree ordinances in New Hanover County and all its municipalities. He said if there is any doubt, Council can try to get a tree ordinance on the books.

Mayor Pro Tem Healy said the Town's best bet is to put a tree ordinance in place anyway.

Council Member Shuttleworth said he would recommend that Council adopt something very simplistic because this is a complicated issue, and rapid decisions could lead to unintended consequences that cause problems later. He said he does not think a well-thought-out tree ordinance can be put in place in 30 to 60 days.

Mr. Oakley said if there is any concern, Council can adopt a basic placeholder ordinance. Council Member Barbee asked if the ordinance that Chairman LeCompte mentioned could serve as a placeholder. Mr. Oakley said he will run this by Ms. Fox.

3. Financial Update

Finance Director Debbie Hall gave a financial update for fiscal year 2021, the period from July 1, 2020, through June 30, 2021. She said these are projections because she is still in the middle of closing out things, which will affect some of these figures, and final numbers will be available in October.

General Fund FY21 (YTD)

Revenue: \$17.4 million

Expenses: \$15.1 million

Revenue over expenses (gain): \$2.2 million

Estimated fund balance: 27 percent

Utility Fund FY21 (YTD)

Revenue: \$10.1 million

Expenses: \$8.1 million

Revenue over expenses (gain): \$1.8 million

Council Member Shuttleworth said with 18 percent excess revenue in a year, it could be hard for the Town to justify having to keep raising utility rates. Ms. Hall said expenses are lower because of \$359,000 in carryovers that were rolled over this year. Council Member Shuttleworth asked if these were projects that were budgeted the previous year but spending had not occurred. Ms. Hall said yes.

Council Member Garza asked about the figure for the past three years. Ms. Hall said last year it was negative \$61,000, but it's hard to say what the current number will be until auditors have finished doing entries.

Council Member Shuttleworth expressed concerns about the amount paid by the Utility Fund to the General Fund. He said if general administrative costs are \$650,000, then the Town can't just arbitrarily reduce the transfer number. He said it's risky to find the money somewhere else and not fair to short the General Fund because the Town is trying to massage the budget. He said these cuts should come from somewhere else.

Stormwater Damage Prevention Fund

Balance as of June 30, 2020: \$1.95 million

Amount added: \$350,000

Total as of June 30, 2021: \$2.3 million

Council Member Garza asked for a quick rundown of how the funds are used. Ms. Hall said this is in case the Town has to start contributing to beach renourishment. She said this was started several years ago to help build up reserves if the Town stops receiving federal funding.

Council Member Garza asked when the audit typically starts. Ms. Hall said the auditors are coming next week, which is a week earlier than normal so final numbers will hopefully be available sooner.

4. Stormwater Update

Brandon Wise, new Stormwater Manager, gave an update on stormwater projects:

Why Do We Have Stormwater?

- The Town of Carolina Beach is required to maintain a stormwater program per their Municipal Separate Storm Sewer System (MS4) permit issued by the State of North Carolina
- Permit #NCS000394
- The Stormwater Department maintains all stormwater conveyances inside of Town limits such as catch basins, pipes, ditches, swales, ponds, and other stormwater containment devices
- The Stormwater Department ensures all Town facilities with a potential to pollute are maintained in accordance with North Carolina Department of Environmental Quality (NCDEQ) requirements
- The Stormwater Department helps mitigate flooding by controlling levels in lakes and ponds around the Town along with cleaning stormwater lines to try to prevent blockages
- The Stormwater Department helps educate the public about stormwater and how it affects their everyday lives
- Regulations and enforcement are given to the Stormwater Department via Town Ordinance Chapter 32 and the Clean Water Act of 1972 via MS4 permit #NCS000394

Stormwater Operations

Staffing: 6 full-time staff members (1 open position), 1 permit review, Stormwater System Manager, all of whom report to the Public Works Director

1. Quarterly maintenance and inspection of Canal Drive outfall valves
2. Pre-/during/post-rain event inspection of all stormwater infrastructure
 - All stormwater ponds are inspected following large rain events per the requirements of the Town's MS4 permit
 - Trash racks are inspected and cleaned prior to known large rain events
3. Quarterly cleaning of 7 sedimentation vaults and trash racks
4. Pipe system cleaning: 5,147 linear feet of line cleaned since June 1
5. Street sweeping: 416 miles of road swept since June 1
6. Maintain and operate 5 primary pump stations and 3 (working on 4) auxiliary stormwater pumps
7. Lake/pond oversight
 - Town maintains Carolina Beach Lake, Greenville pond (end of Greenville Avenue by the Greenway), Alabama pond (end of Alabama Avenue near start of the Greenway), Seagrove pond (western side of Carolina Sands on the Greenway), Town Hall pond (pond on North Lake Park Boulevard next to Sherwin-Williams), Ocean Ridge pond (end of Winner Avenue), and Island Forest pond (Bennet Lane)

A Day in Stormwater

- Street Sweeper Operator begins sweeping around 7:00 AM
 - Averages ~10 miles of road a day
 - Preventative maintenance keeps excess sediment out of the stormwater system

- Stormwater Supervisor starts day inspecting pond and determining day's schedule for pumping, begins inspecting the stormwater system for any visible issues
- Field staff arrives and receives day's work from Stormwater Manager
 - Work may entail – cleaning stormwater system to remove sediment from infrastructure, installing riprap around inlets and outlets to help prevent sedimentation, general lawn care around ponds or ditches, cleaning of stormwater BMPs at the Boardwalk or other public restrooms/showers
- Permit Reviewer receives permit applications for fill/grade/clear permits and drainage permits
 - Permit Reviewer inspects approved permit sites along with making sure all active construction sites are in compliance with Town stormwater ordinances and are draining properly
- Stormwater Manager receives calls from public and maintains list of areas of concern along with known problem sites
 - Manager responds to calls and inspects problem areas to try to determine how to help address issues or if issues may fall to the responsibility of the property owner
 - Manager also ensures all Town documentation and work is done in compliance with NCDEQ permit requirements

Problem Resolution

1. Flooding concerns are fielded through Director and staff.
2. If actions are appropriate and achievable, they are undertaken directly.
3. Lists are created of the reported and observed issues.
 - Lists are created for different types of jobs and what type of work is going to be necessary to complete jobs, such as Vactor jobs, TLC jobs, camera jobs, repair jobs
4. Staff determines if a solution for each issue is budgetarily feasible.
5. Immediately fundable projects are moved forward.
6. Staff maintains a line of communication with citizens in area of concern if an immediate solution is not obtainable.
7. If solution is not permissible in the existing budget, it is factored into the upcoming budget proposal.

Stormwater and Flooding

Issues Documented Week of August 1-7

- Summer Salt Lane/Saint Joseph: multiple properties affected, Publix pond, CB Village, easement Raleigh/Monroe: property development related, solution in negotiation
- 400 Tennessee: low area, potential clogged line, potential new basin
- 404 Columbia: low area, property owner wants to install basin, tie into Town system
- 405 Columbia: impacted by high lake levels on Wednesday AM
- 705 South 5th: clogged pipe – Vactor scheduled
- 519 Canal: failed stormwater pipe, bulkhead compromised
- Sea Oats/Canal: pipe and basin clogged, standing water in road, Vactor scheduled
- 1613 Pinfish: drain clogged, Vactor scheduled
- 1606/1612 Snapper: flooding of private property, potential basin in right-of-way
- 200/300 Goldsboro: pipes need jetting, possibly related to failure of N.C. Department of Transportation (NCDOT) stormwater on Lake Park

- 600 North Lake Park: failure in NCDOT stormwater pipe – reported to NCDOT
- 8th/Columbia: clogged trash rack on Town right-of-way and construction related
- 1607 Spot: no stormwater infrastructure, standing water, possible retention swale
- 1411 Pinfish: standing water
- 935 Tidewater: construction site runoff, addressed with contractor
- 1205/1207 Snapper: construction concerns
- 1416 Searay: construction concerns
- 904 Grand Bahama: flooding from Basin Road, proposed solution with American Rescue Plan funding
- 706 Canal: construction runoff adjacent
- 1512 Bonito: drainage issues

Stormwater and Flooding – Work Completed

- Summer Salt Lane/Saint Joseph – worked with Publix and their contractor to get pond unclogged, getting quotes to complete work of removing overgrowth from wetlands at Saint Joseph, plan put in place to address overland washout on Saint Joseph
- Raleigh/Monroe – ongoing project, working with homeowner on Charlotte Avenue to get canal cleaned on their property to help address the pipes holding water
- 400 block of Tennessee – storm drains cleaned with Vactor truck, determined issue is a ditch on private property, property owner has been informed of requirement for maintenance and is working on taking care of it
- 404 Columbia – met with homeowner and the Town is going to install stub-out in stormwater box to allow homeowner to tie into the drain system and help drain low spot in yard
- 405 Columbia – met with homeowner to discuss concerns about potential construction behind house, also discussed approval of installing yard drains that drain to a Town basin
- 705 South 5th – cleaned basins at driveway and at corner of road, cleaned pipe along 5th and Sumter, installed riprap around catch basin to help prevent sediment from reaching the system
- 519/601 Canal – purchase order has been created for work to be completed, working on ensuring all proper Coastal Area Management Act (CAMA) permits are obtained
- Sea Oats/Canal – catch basins cleaned, scheduled to clean outlet pipe during inspection of check valve
- 1613 Pinfish – catch basin cleaned along with cleaning of stormwater lines along road
- Majority of construction concerns handled with meetings by Stormwater Manager, Building Inspector, or Permit Reviewer

Projects in the Works

- Pipe to be fixed along Spartanburg, problem identified, solution determined will be fixed in the near future
- Drainage issues at Beach Community Church (4th and Cape Fear), Town is going to install small pipe to allow for the church to build a catch basin in order to help drain area used for parking
- Saint Joseph overland wash, 811 called in, will begin work on small swale and berm to direct water to waterway
- Regrade land around catch basins at the Florida/Maryland intersection along with cleaning the catch basins and the stormwater line

- Begin inspections of Canal Drive outfalls along with cleaning some of the outfalls (must be done at low tide)
- Multiple locations of flooding concerns needing attention from the Vector truck
- Multiple right-of-way ditches in the Wilmington Beach area scheduled for maintenance
- Sinkhole at Island Marina, quotes being gathered to address the problem
- Continuing to gather quotes from contractors to complete large-scale (budgeted) projects, hoping to start knocking out some of the larger projects
- Work with the Town's Wastewater Treatment Plant to implement stormwater management for the facility to better handle flooding during large rain events
- Developing information pamphlet for all residences with pools to go over proper ways to drain pools in order to prevent chlorination of waterways and flooding of neighboring properties
- Developing information pamphlet for all owners of private stormwater ponds on the maintenance and operation requirements of these ponds

Mr. Wise said he's available weekdays 7:00 AM to 4:00 PM at brandon.wise@cb.org (preferred contact method) or 910-524-6061. The on-call number, 910-465-0593, is available at all times.

Council Member Barbee asked how staff members know what they are going to work on each day. Mr. Wise said what they work on is based on factors such as how big the problem is and the weather. Council Member Barbee asked if there is a record of what is done each day. Mr. Wise said yes.

Council Member Shuttleworth suggested working with staff in other departments, such as Operations and Utilities, so they know to stop for clogged curb inlet grate covers to pull out pine straw and trash. He said residents should do this as well because Stormwater staff can't get to everything.

Mayor Pierce said the Town needs to train everybody to do this.

Council Member Barbee said residents have made positive comments about working with Mr. Wise.

Mayor Pro Tem Healy said the public should read the weekly update to stay informed on everything being done by Stormwater staff.

Council Member Garza welcomed Mr. Wise to the Town and said it was a great presentation.

Mr. Oakley said stormwater was also a policy issue put in the State budget; this is a measure that would prevent municipalities from adopting stormwater ordinances above and beyond what the state already has. He said it is not unusual for some bills to be moved to the budget as a negotiating tool.

5. Manager's Update

Town Manager Bruce Oakley gave an update on various projects and events:

Hamlet Ocean Rescue/Restroom Facility

The Town received bids from 5 bidders ranging from \$777,000 to \$968,000. Staff has met with the low bidder and is verifying past local work. Mr. Oakley said he is requesting Council authorization to

negotiate an interim agreement to construct the restrooms. He said this would give the Town the opportunity to negotiate with the contractor, but he would have to come back to Council with a project ordinance to approve funding in the budget.

Mayor Pro Tem Healy asked about the possibility of using room occupancy tax (ROT) funds. Mr. Oakley said the debt service that the Town takes for a public restroom used by tourists could be reimbursed with ROT dollars, but the Town would have to borrow the money and build it first, then every year ask for a reimbursement on the debt service.

Council Member Garza asked if the Town is giving up quality by going with the cheapest bid. Mr. Oakley said the Town has to go with the lowest responsible bidder.

Council Member Garza asked if the project will be completed by next summer. Mr. Oakley said the current projection is for mid- to late March.

ACTION: Motion to authorize the Town Manager to pursue contract negotiations on the Hamlet bathrooms

Motion made by Council Member Barbee

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

Mayor Pierce asked who the Project Manager would be. Mr. Oakley said Paula Kempton and Ben Meister would be the Project Managers.

Coastal Storm Damage Mitigation

Mr. Oakley and Mayor Pierce will meet with the U.S. Army Corps of Engineers next week for updates on federal funding.

Lake Dredge

The Project Manager is currently meeting with the Engineer to work on permitting and options, and hopefully more information is coming soon. Another individual has reached out about disposal of spoils and the Town has looked at the County landfill, but this is an expensive option.

NON-AGENDA ITEMS

Council Member Shuttleworth

- Potholes on Canal Drive and side streets are dangerous and have been a problem for several months. Some work was recently done on them, but it was not a complete job and the problem persists. Mr. Oakley said the Town recently hired a new contractor to take care of this because it wasn't getting done.
- How many monetary citations have the new Beach Patrol employees written? There are reports that they are not writing citations but are instead calling the Police to write them, and the Police aren't always responding. He is not interested in adding 3 people to staff just to educate, and if Police are summoned and don't show up he'd like to know why. Mr. Oakley said the

Beach Patrol employees are empowered to write tickets, but there is a technology issue and they don't have the proper equipment. He said next year they will be fully integrated with the ticketing systems. Council Member Shuttleworth and Mayor Pierce expressed frustration. Mr. Oakley said the Beach Patrol employees have prompted a lot of compliance, which is the ultimate goal. Council Member Shuttleworth said it's about making money, and the public is tired of the Town raising taxes and utility rates while placating visitors.

Council Member Garza

- The Town should have a game plan if it wants to continue the Beach Patrol next season.

Council Member Barbee

- It's concerning to see bills get moved into the State budget, especially when it comes to tree preservation. He is not in favor of the State trying to take away authority from municipalities, and the Town should do whatever is necessary to push back. Mayor Pierce said the recent resolution Council passed was a way of reaching out to let the State know what the Town's position is.

Mayor Pro Tem Healy

- He and Mr. Oakley are attending a Military Ocean Terminal Sunny Point (MOTSU) meeting tomorrow in Leland, and he looks forward to reporting back to Council.

Mayor Pierce

- Did the Town inspect the community building? Mr. Oakley said yes.

CLOSED SESSION

6. Closed Session to Discuss a Personnel Matter

ACTION: Motion that we go into closed session to discuss a personnel matter in accordance with NCGS 143-318.11(6)

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

Mayor Pierce called the meeting back to order and said Council took no action during closed session.

ADJOURNMENT

ACTION: Motion to adjourn

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

The meeting adjourned at 10:30 AM.



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council 9/14/2021

SUBJECT: Centennial Committee Update

BACKGROUND:

The Centennial Committee will give an update on their upcoming goals.

ACTION REQUESTED:

Provide the Committee feedback on their proposed goals.

RECOMMENDED MOTION:

No motion requested.



Carolina Beach Centennial Planning Framework

September 2021

CB-18—Beauties on Parade on Main Boardwalk, Carolina Beach, N. C.
"The South's Miracle Beach"

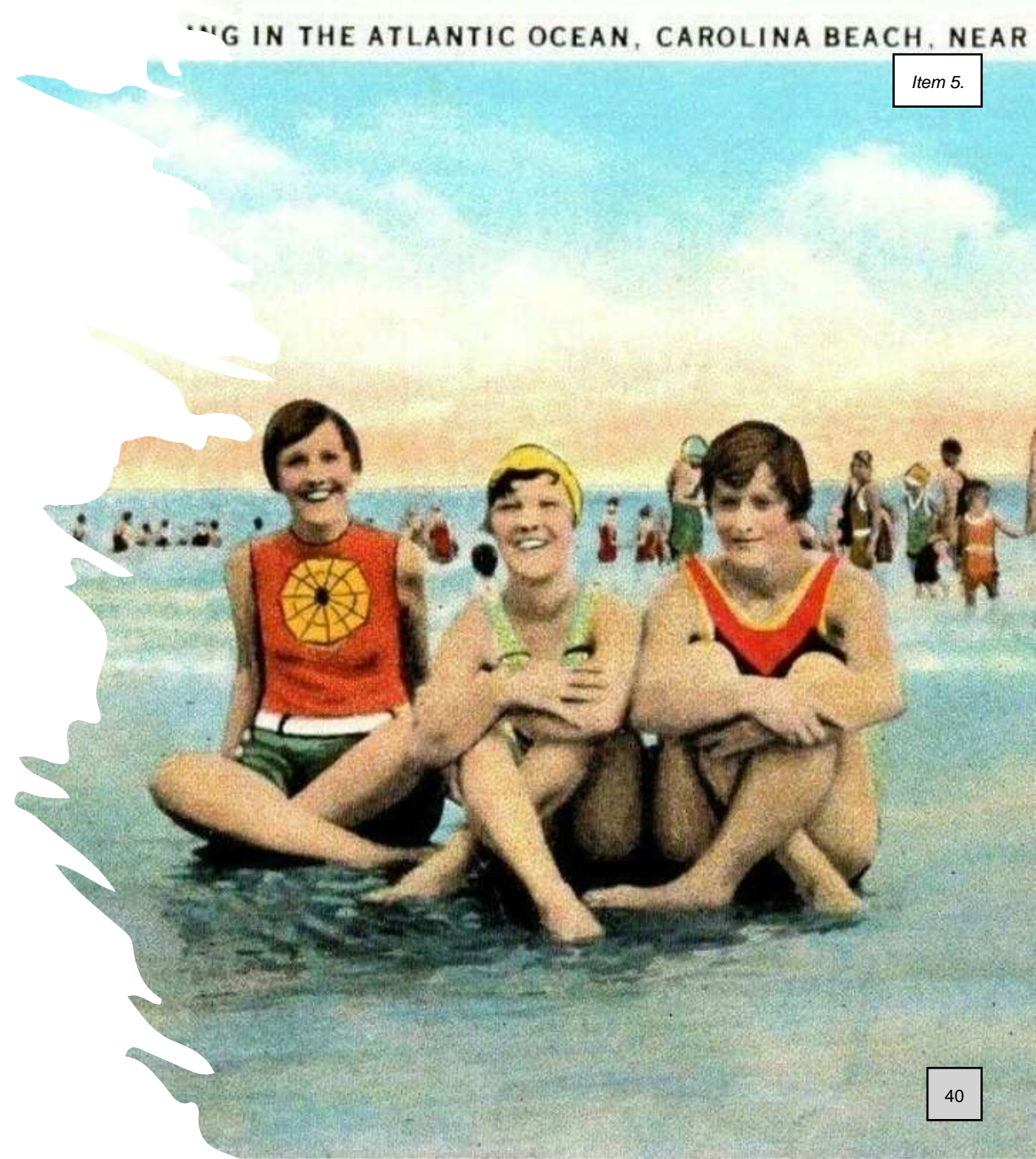
MISSION STATEMENT

The mission of this centennial celebration is to honor the past and present of Carolina Beach and to inspire its continued growth and prosperity into the next century.

Tagline: *Waves of the past carried on the tides of tomorrow.*

PURPOSE

The purpose of the CB Centennial Committee is to identify programs, events and opportunities celebrating 100 Years of incorporated Carolina Beach and work with the community, businesses and town staff to prioritize, fund and execute a plan of action that will delight residents and visitors from March- September 2025.



Item 5.

A LITTLE BIT OF CB HISTORY

The incorporation of Carolina Beach was introduced in the House on February 21, 1925. This process went through channels until being ratified by the senate and sent to Secretary of State on March 6, 1925.

Wilmington Dispatch, dated September 5, 1925, state that 'Carolina Beach became an incorporated town on this date...' The mayor and other town officers assumed office on September 5, 1925.

The Centennial Committee recommends kicking off the Carolina Beach Centennial Celebration on Thursday, March 6, 2025, and end the festivities on the weekend of September 5th, 2025. This will allow for a wide range of inclusive programs and events that residents, visitors and businesses can all participate in throughout the spring & summer.



2021 GOALS

- Establish a mission statement & tag line ✓
- Establish the Centennial celebration timeline (March 6-September 5, 2025) ✓
- Project , Programs & Events Pitch ✓
- Press Release Announcing Centennial Committee ✓
- Council Presentation- Scheduled for September 2021
- Launch Official Centennial Logo Contest- September 2021
- Begin Marketing schedule to include Wilmington and Beaches Convention & Visitors Bureau- Jan 2022 ✓
- Establish a Centennial page on TOCB website & official FB page to communicate progress, events & fundraisers- *in progress*
- Prioritize projects – Discuss risks, cost, impact of each proposal and assign “owners” to lead the project – *ongoing*
- Establish goals for 2022, 2023 & 2024 – *in progress*
- Confirm a depository for all donations and sponsorship monies with an established non-profit – *in progress*





SAMPLING of PROPOSED PROJECTS

Item 5.

- Painted Venus flytrap Resin Statues throughout town (similar program to Airlie Garden Squirrels & Owls)
- Car Show with cars from each decade
- Install a Time Capsule on the Boardwalk
- Update the town seal to incorporate the Centennial with a banner “#100 years”
- Commission Interactive 100th Birthday Mural
- Water Tower Refresh with Centennial Banner
- QR Code Experience- “CB Past & Present” Self Tour
- Dedicate streets for “famous” locals who helped shape or impacted CB
- Boat Parade & Decades Golf Cart Parade
- Judge Burnett Sundial Install
- Vintage Bathing Suit Exhibition
- Honor the Freeman Family & celebrate their contribution to CB through the Arts

CENTENNIAL COMMITTEE

- Jennah Bosch * Sharon Carlson
- Ryan Cavanaugh * Elaine Henson
- Christine Higgins * Alannah Keeler
- Debra LeCompte * Maureen Lewis- Chair
- Vince Losito * Shelia Marshall
- Frances Massey * Jasmine McKee
- LeeAnn Tluchowski -Secretary
- Town Liaisons ~ Alan Griffin * Lynn Barbee





THANK YOU!

For more info or to get involved,
Please contact us at cb100@carolinabeach.org



AGENDA ITEM COVERSHEET

PREPARED BY: Tim Murphy

DEPARTMENT: Parks and Rec

MEETING: Town Council Meeting 9/14/2021

SUBJECT: Events Update by Tim Murphy

BACKGROUND:

Tim Murphy will give an update on the upcoming events.

ACTION REQUESTED:

No action needed.



AGENDA ITEM COVERSHEET

PREPARED BY: Bruce Oakley, Town Manager

DEPARTMENT: Executive

MEETING: Town Council Meeting 9/14/2021

SUBJECT: Manager's Update

BACKGROUND:

Town Manager Bruce Oakley will give an update on various projects and events.



Resolution No. 21-2241

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CAROLINA BEACH, NORTH CAROLINA, AUTHORIZING AN AMENDMENT TO THE 2021 CAMA LAND USE PLAN

WHEREAS, the Town of Carolina Beach desires to amend its CAMA Land Use Plan, specifically the policy related to Residential uses allowed only on upper stories Mixed Use Commercial building; and

WHEREAS, the CAMA Land Use Plan currently states; and

2020 Town of Carolina Beach CAMA Land Use Plan **Future Land Use Map and Character Areas** Mixed Use Commercial

Higher density area with a mix of uses, within the district and individual buildings. Residential uses allowed only on upper stories.

WHEREAS, the Town of Carolina Beach desires to amend the CAMA Land Use Plan to state; and

Higher density area with a mix of uses, within the district and individual buildings. Residential uses allowed only on upper stories; unless associated with a mixed commercial-residential use on a 10 acre or greater lot with a minimum 3,000 sq ft of commercial space provided per acre.

WHEREAS, on August 12, 2021 the Planning & Zoning Commission recommended approval of the draft amendment to the CAMA Land Use Plan; and

WHEREAS, the Town of Carolina Beach conducted a duly advertised public hearing on the draft amendment to the CAMA Land Use Plan at the Regular Meeting of the Town Council on September 14, 2021; and

WHEREAS, at the Regular Meeting on September 14, 2021 the Town Council of the Town of Carolina Beach, North Carolina found the draft amendment to be consistent with the Town Council desired vision for the future and approved to adopt the draft amendment; and

WHEREAS, the adopted draft amendment will be submitted as required by State law to the District Planner for the Division of Coastal Management under the North Carolina Department of Environmental Quality and forwarded to the Coastal Resources Commission; and

WHEREAS, a review of the adopted draft amendment will be scheduled; and the Division of Coastal Management will certify the draft amendment;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Carolina Beach, North Carolina, that in the CAMA Land Use Plan be amended as follows:

2020 Town of Carolina Beach CAMA Land Use Plan
Future Land Use Map and Character Areas
Mixed Use Commercial

Higher density area with a mix of uses, within the district and individual buildings. Residential uses allowed only on upper stories; [unless associated with a mixed commercial-residential use on a 10 acre or greater lot with a minimum 3,000 sq ft of commercial space provided per acre..](#)

BE IT FURTHER RESOLVED that the Town Council of the Town of Carolina Beach, North Carolina, has adopted the draft amendment; and

BE IT FURTHER RESOLVED that the Town Manager of the Town of Carolina Beach is hereby authorized to submit the adopted CAMA Land Use Plan draft amendment to the State for certification as described above.

Adopted this 14th day of September 2021.

LeAnn Pierce
Mayor

Attest:

Kim Ward
Town Clerk



Amendment Number:

21T-01

PETITION FOR A TEXT AMENDMENT

Petitions shall be submitted for review to the Department of Planning and Development located at 1121 N. Lake Park Blvd., Carolina Beach, NC 28428. Only complete petitions will be processed.

PETITIONER

Petitioner's Full Name: Samuel Frank, Agent for Phone #: (910)-794-4835
CAPE FEAR FOUR, LLC
 Street Address: 127 RACING DR STE. 101
 City: WILMINGTON State: NC Zip: 28403
 Email: SF@WardandSmith.com

REQUESTED TEXT AMENDMENT

Town Code Section(s) Requested to be Amended:

§40-261(u)

Please provide a general proposal for the amendment to the Town Code Section(s) stated above which you believe will result in improved regulations for all the residents of the Town of Carolina Beach

Allow for mixed use over multiple buildings on large sites.

This petition will be scheduled for the next possible meetings with the following boards: (1) Technical Review Committee, (2) Planning and Zoning Commission and (3) Town Council. The petitioner or a representative should be present at all meetings to answer any questions. Contact the Department of Planning and Development for a schedule of meeting times and submittal deadlines. All meetings are held at the Municipal Administration Building, 1121 N. Lake Park Boulevard, Carolina Beach, NC 28428. Petitioners will be informed of any changes in date, time, or location of meetings.

I understand that the \$350 fee for review is nonrefundable.

Signature of Petitioner:

Date: 7-13-21

Amendment Number: 21LP-01

Item 8.



PETITION FOR A LAND USE PLAN AMENDMENT

Petitions shall be submitted for review to the Department of Planning and Development located at 1121 N. Lake Park Blvd., Carolina Beach, NC 28428. Only complete petitions will be processed.



PETITIONER

Petitioner's Full Name: Samuel B. Franck, Agent for Cape Fear Four, LLC Phone #: (910)- 794 - 4835

Street Address: 127 Racine Dr., Suite 100

City: Wilmington State: NC Zip: 28401

Email: sbfb@wardandsmith.com

REQUESTED LAND USE PLAN AMENDMENT

Land Use Plan Section(s) Requested to be Amended:

Proposal is to adapt the LUP, including without limitation the definition of Future Land Use Map and Character Areas, "Mixed Use Commercial" on Page 45, to contemplate the possibility of mixed-use development that includes multiple structures and some residential use on the ground floor.

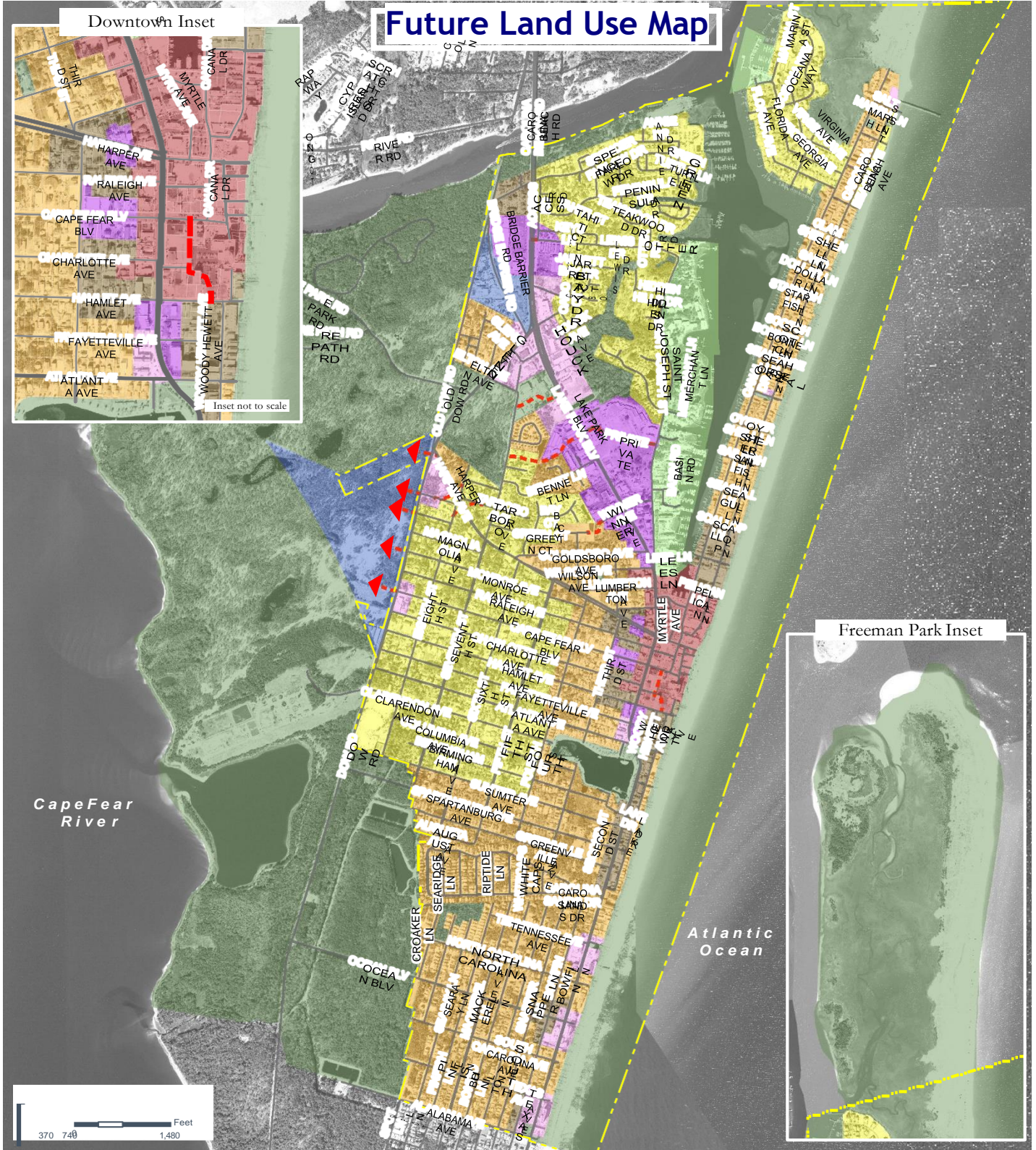
Please provide a reason for the amendment to the Land Use Plan Section(s) stated above: The proposed amendment is intended to allow for mixed use development over multiple buildings on large sites within the Mixed Use Commercial land use type identified by the LUP.

This petition will be scheduled for the next possible meetings with the following boards: (1) Technical Review Committee, (2) Planning and Zoning Commission and (3) Town Council (4) Coastal Resource Commission. The petitioner or a representative should be present at all meetings to answer any questions. Contact the Department of Planning and Development for a schedule of meeting times and submittal deadlines. All meetings are held at the Municipal Administration Building, 1121 N. Lake Park Boulevard, Carolina Beach, NC 28428. Petitioners will be informed of any changes in date, time, or location of meetings.

I understand that the \$800 fee for review is nonrefundable.

Signature of Petitioner: [Signature] Date: 7/26/2021

Future Land Use Map and Character Areas



The Town of Carolina Beach Future Land Use Map.

Certified: November 18, 2020

Future Land Use Map and Character Areas

Mixed Use Commercial

Higher density area with a mix of uses, within the district and individual buildings. Residential uses allowed only on upper stories; unless associated with a mixed commercial-residential use on a 10 acre or greater lot with a minimum 3,000 sq ft of commercial space provided per acre. ground floor encouraged to be active. 4-5 story structures possible, unless adjacent to low or medium density residential. Attractive street facades.





Resolution No. 21-2041

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CAROLINA BEACH, NORTH CAROLINA, AUTHORIZING AN AMENDMENT TO THE 2021 CAMA LAND USE PLAN

WHEREAS, the Town of Carolina Beach desires to amend its CAMA Land Use Plan, specifically the policy related to Residential uses allowed only on upper stories Mixed Use Commercial building; and

WHEREAS, the CAMA Land Use Plan currently states; and

2020 Town of Carolina Beach CAMA Land Use Plan **Future Land Use Map and Character Areas** Mixed Use Commercial

Higher density area with a mix of uses, within the district and individual buildings. Residential uses allowed only on upper stories.

WHEREAS, the Town of Carolina Beach desires to amend the CAMA Land Use Plan to state; and

Higher density area with a mix of uses, within the district and individual buildings. Residential uses allowed only on upper stories; unless associated with a mixed commercial-residential use on a 10 acre or greater lot with a minimum 3,000 sq ft of commercial space provided per acre.

WHEREAS, on August 12, 2021 the Planning & Zoning Commission recommended approval of the draft amendment to the CAMA Land Use Plan; and

WHEREAS, the Town of Carolina Beach conducted a duly advertised public hearing on the draft amendment to the CAMA Land Use Plan at the Regular Meeting of the Town Council on September 14, 2021; and

WHEREAS, at the Regular Meeting on September 14, 2021 the Town Council of the Town of Carolina Beach, North Carolina found the draft amendment to be consistent with the Town Council desired vision for the future and approved to adopt the draft amendment; and

WHEREAS, the adopted draft amendment will be submitted as required by State law to the District Planner for the Division of Coastal Management under the North Carolina Department of Environmental Quality and forwarded to the Coastal Resources Commission; and

WHEREAS, a review of the adopted draft amendment will be scheduled; and the Division of Coastal Management will certify the draft amendment;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Carolina Beach, North Carolina, that in the CAMA Land Use Plan be amended as follows:

2020 Town of Carolina Beach CAMA Land Use Plan
Future Land Use Map and Character Areas
Mixed Use Commercial

Higher density area with a mix of uses, within the district and individual buildings. Residential uses allowed only on upper stories; [unless associated with a mixed commercial-residential use on a 10 acre or greater lot with a minimum 3,000 sq ft of commercial space provided per acre..](#)

BE IT FURTHER RESOLVED that the Town Council of the Town of Carolina Beach, North Carolina, has adopted the draft amendment; and

BE IT FURTHER RESOLVED that the Town Manager of the Town of Carolina Beach is hereby authorized to submit the adopted CAMA Land Use Plan draft amendment to the State for certification as described above.

Adopted this 14th day of September 2021.

LeAnn Pierce
Mayor

Attest:

Kim Ward
Town Clerk



ORDINANCE NO. 20-1148

Amend Chapter 40 Zoning Article IX, Mixed use Commercial-Residential

- (u) *Mixed ~~use~~ commercial-residential.* The purpose of the mixed ~~use~~ commercial-residential ~~use development~~ is to accommodate ~~mixed-use buildings that preserve and limit the ground floor or first habitable floor to commercial uses with either~~ commercial and/or residential uses ~~within a building and/or development.~~ ~~allowed above. Development is encouraged that exhibits physical design characteristics that include storefronts oriented to pedestrian movement with a decreased reliance on vehicles.~~
- (1) The first habitable floor shall have 50 percent of the building footprint being dedicated to a commercial use.
- (2) In a VE flood zone the commercial use may be reduced to 25% of the building footprint.
- a. ~~—A commercial building and use.~~
- i. ~~In a VE flood zone the commercial use shall occupy at least 25 percent of the building footprint.~~
- ii. ~~In AE or X zones the commercial use shall occupy at least 50 percent of the building footprint.~~
- (3) For each lot that is 10 acres or greater, subsections (1) and (2) above shall not apply, and cumulative commercial uses shall occupy a minimum of ~~1,500~~ 3,000 square feet per acre. Stand-alone residential buildings shall not be located any closer than three times the setback distance to a major thoroughfare (Lake Park and Dow).
- (4) There shall be pedestrian connectivity between all commercial uses.
- (5) Mixed use commercial-residential developments located in the CBD shall have ~~the a~~ building's front facade and at least one ingress/egress located adjacent to a public right-of-way or town property.
- (6) A conditional zoning shall be required if the mixed use commercial-residential development meets any of the following:
- a. Mixed use buildings that are cumulatively more than 25,000 square feet of gross floor area.
 - b. Building height that exceeds 50 feet.

DEFINITION:

Mixed ~~use~~ commercial-residential means a building development that contains both commercial and residential uses. ~~contains at least one floor devoted to allowed commercial use and at least one devoted to allowed residential use.~~

Adopted this 14th day of September, 2021.

LeAnn Pierce, Mayor

Attest: _____

Kimberlee Ward, Town Clerk



AGENDA ITEM COVERSHEET

PREPARED BY: Jeremy Hardison, Planning & Development Director

DEPARTMENT: Planning

MEETING: Town Council – 14 September 2021

SUBJECT: Consider a Text Amendment to Chapter 40 Article XII Section 40-354 Review Criteria, to update standards related to Major and Minor PUD applications
Applicant: Town of Carolina Beach

BACKGROUND:

Since adopting Planned Unit Development (PUD) by right that contain four units or less staff has seen an increase in proposals. Staff has seen a pattern with existing nonconforming structures on properties that are requesting a second detached structure. The issue is that the existing house does not meet code and creating difficult situations when trying to create additional units. The proposed language would eliminate the option to have a PUD without making all structures conforming and to reiterate the site plan requirements for PUDs, as set forth in Article XIII.

ACTION REQUESTED:

Vote on or direct staff on the proposed language

Staff recommends approval of the Text Amendment

RECOMMENDED MOTION:

Approval - whereas in accordance with the provisions of the NCGS, the Commission does hereby find and determine that the adoption of the following ordinance amendment to Chapter 40 Article XII Section 40-354 Review Criteria, to update standards related to Major and Minor PUD applications is consistent with the goals and objectives of the adopted Land Use Plan and other long-range plans

Or - A statement approving the proposed amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were taken into account in the zoning amendment.

Denial - based on inconsistencies with the goals and objectives of the adopted Land Use Plan and/or other long-range planning documents.

Planned Unit Developments



ORDINANCE 21-1156

Amend Chapter 40 Zoning Article XII, Sec. 40-354 Review Criteria

Sec. 40-354. – Review Criteria

(14) Any lot which has an existing nonconforming structure shall not be permitted to add an additional primary structure as a part of a Major or Minor PUD, unless the nonconforming structure is fully brought up to current code.

(15) In addition to all regulations and requirements set forth in Article XII, all Major and Minor PUD applications must submit a site plan which meets the standards set forth in Article XIII, Sec. 40-394, Site Plan

Adopted this 14th day of September, 2021.

LeAnn Pierce, Mayor

Attest: _____

Kimberlee Ward, Town Clerk



AGENDA ITEM COVERSHEET

PREPARED BY: Jeremy Hardison, Planning & Development Director

DEPARTMENT: Planning & Development

MEETING: Town Council 9.14.21

SUBJECT: Special Use Permit Extension Request– 402 N. Lake Park Blvd

BACKGROUND:

A special use permit, issued by the town council, shall become null and void if start of construction or occupancy of the proposed use as specified on the special use permit has not commenced within 24 months of the date of issuance. At the request of the permittee, and for good cause shown, the Town Council may extend said period required for start of construction or occupancy for up to 12 months. No work or permits have been issued since the Conditional Use Permit was issued on October 8, 2019.

The applicant, Charles Poindexter is requesting a Special Use Permit Extension for 12 months. for a multi-family project to construct 36 residential condo units located at 402 N. Lake Park Blvd. As part of the 160D NC Statute rewrite Conditional Use Permits are now referred to as Special Use Permits. In 2015 the applicant was issued a previous Conditional Use Permit for a 52' 7" tall building with 36 one bedroom units. That permit was good for two years, but expired due to construction not starting. On October 8, 2019 the applicant was issued another Conditional Use Permit for a 57 ft tall building consisting of 36 units (28 one bedroom units and 8 two bedroom). That permit is set to expire on October 8, 2021.

The ordinance and the 2007 Land use plan was amended prior to the 2019 Conditional Use Permit to state that the building height may be permitted up to sixty (60) feet maximum with one additional foot on the required front setback and one additional foot added cumulatively to the required side setbacks for each additional foot. The height allowance is still mentioned in the ordinance with the approval of a Special Use Permit, but that specific verbiage did not carry over to the 2020 Land Use Plan. The Land Use Classification in this area does not address a specific height allowance.

ACTION REQUESTED:

The applicant is requesting a Special Use Permit Extension for 12 months to October 8, 2022. For good cause shown the Council may extend the Special Use Permit for up to 12 months.

Joe Benson
Mayor

Steve Shuttleworth
Council Member

LeAnn Pierce
Council Member



Tom Bridges
Mayor Pro Tem

JoDan Garza
Council Member

Ed Parvin
Interim Town Manager

Town of Carolina Beach
1121 N. Lake Park Boulevard
Carolina Beach, North Carolina 28428
TEL: (910) 458-2999
FAX: (910) 458-2997

ORDER GRANTING A CONDITIONAL USE PERMIT MODIFICATION

Location: 402 N. Lake Park Blvd.

Applicant: Pelican Point CB LLC

The Town Council of the Town of Carolina Beach, having held a quasi-judicial public hearing on **October 8, 2019** to consider the application submitted by Pelican Point CB, LLC for issuance of a Conditional Use Permit for a 36 unit multi-family condo building at 402 N. Lake Park Blvd ("Property"). At the hearing both the Town and the Applicant presented sworn testimony. The record included the following:

1. Application filed 8/25/19, dated by Pelican Point CB, LLC for a Conditional Use Permit which contained the site plan, and project narrative.
2. Staff Memorandum dated 10/1/19 summarizing the Application and Town Staff's position.
3. Power Point presentation presented on October 8, 2019.
4. The following persons offered sworn testimony: Planning Director Jeremy Hardison and Charles Poindexter for the Applicant.
5. Testimony by Jeremy Hardison and Charles Poindexter

Jeremy Hardison testified that:

1. The Property is zoned both Highway Business and Marina Business.
2. Existing improvements on the Property include a bulkhead and dock.
3. A 24 Foot entrance is proposed off Saint Joseph Street.
4. A 5 foot sidewalk will be installed adjacent to Saint Joseph Street which will tied into an existing sidewalk.
5. A dedicated 20 foot fire lane will be located on the north side of the proposed building and is a requirement for the fire department.
6. The applicant proposes forty-eight (48) parking spaces.
7. The dumpster will be enclosed.
8. A fire hydrant will installed.
9. Stormwater treatment will be on site.
10. A ten (10) foot landscape buffer is required
11. A monument sign at the entrance is proposed.
12. The maximum height of the building is 57 feet to the top of the elevator shaft.
13. Surface parking will be located in front and some parking will be underneath the building.
14. A swimming pool is proposed adjacent to the sound.
15. The CAMA Land Use Plan supports pedestrian use and interconnectivity to the marina and accessibility to the sound.
16. Staff recommends a condition of an easement for future expansion of the marina walk.
17. Staff recommends a stub out for interconnectivity with the property located to the South.

Charles Poindexter testified that:

1. Existing improvements on the Property include a bulkhead, floating dock and gazebo.
2. The proposed future boardwalk would require deconstruction of those improvements.
3. The future boardwalk would be located half in the swimming pool and half in the yard.
4. The CAMA setback is thirty (30) feet.
5. Giving up ten (10) feet of property to the Town does not sound like a very good idea to me.
6. Interconnectivity between the Property and the property to the South would create a safety concern.

After considering all the testimony and evidence presented, Council made the following findings of fact:

1. Pelican Point Development, LLC is the owner of a parcel located at 402 N. Lake Park Blvd. in Carolina Beach, NC.
2. The western portion of the property is zoned Highway Business (HB) and the eastern piece is Marina Business (MB-1).
3. The square footage property is 40.839 square feet.
4. The multi-family building will be on the MB-1 portion of the lot.
5. Multi-family uses are allowed in the MB-1 district with a CUP.
6. A portion of the parking will be located in the HB district and under the building. Parking areas located in other districts are allowed with the approval of a CUP.
7. CUP was issued on September 8, 2015 for a similar project by the applicant for 36 one bedroom units that expired on September 8, 2017, because construction had not started.
8. There are no density requirements in HB or MB
9. The proposed building height is 57' in height to the top of the elevator shaft. The ordinance and the 2007 Land use plan was amended to state that the building height may be permitted up to sixty (60) feet maximum with one additional foot on the required front setback and one additional foot added cumulatively to the required side setbacks for each additional foot.
10. The property is located in an AE 11 Floodzone.
11. A former private road (Lee's Ln) was purchased by Pelican Point Development, LLC and combined with 402 N. Lake Park Blvd.
12. The property is within a CAMA Area of Environmental Concern and will need a major CAMA permit.
13. The Town plans to extend an existing boardwalk adjacent to the sound.

After considering all the testimony and evidence presented, the Town Council makes the following CONCLUSIONS OF LAW:

With the inclusion of certain conditions, the Applicant met each of the following seven (7) specific and four (4) general standards:

Specific:

- (1) Ingress and egress to property and proposed *structures* thereon with particular reference to automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe;
- (2) Off-street parking and loading areas where required, with particular attention to the items in (1) above and the economic, noise, glare, or odor effects of the *conditional use* on adjoining properties and properties generally in the district;
- (3) Refuse and service area, with particular reference to the items in (1) and (2) above;

- (4) *Utilities*, with reference to locations, availability, and compatibility;
- (5) Screening and buffering with reference to type, dimensions, and character;
- (6) *Signs*, if any, and proposed exterior lighting with reference to glare, traffic safety, economic effect, and compatibility and harmony with properties in the district;
- (7) Required *yards* and other *open space* and preservation of existing trees and other attractive *natural features* of the land.

General Standards:

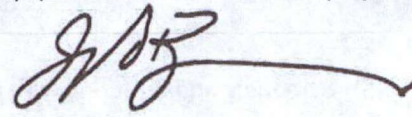
- (1) That the use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved by the issuance of the C.U.P.;
- (2) That the use meets all required conditions and specifications;
- (3) That the use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity; and
- (4) That the location and character of the use if developed according to the plan as submitted and approved will be in harmony with the area in which it is to be located and in general conformity with the Town Land Use Plan and Policies

Therefore, it is ordered that the application for the issuance of a Conditional Use Permit by Pelican Point CB LLC be granted, subject to the following conditions:

- 1) The site plan corresponding to this approval was designed by CSD Engineering dated 8/27/19.
- 2) Prior to issuance of building permit, all local state and federal approval letters and final site plan shall be submitted, and approved by the Town of Carolina Beach.
- 3) Major changes to approved plans and conditions of development may be authorized only by the town council after review and recommendation by the planning and zoning commission.
- 4) Landscaping waiver per approved site plan.
- 5) Outdoor artificial lighting fixtures shall be designed and positioned so that the point source of light from a light fixture is not directly visible from adjacent properties and/or right-of-ways.
- 6) Install a 5' Sidewalk adjacent to N. Lake Park Blvd
- 7) The storm water system must be installed according to approved plans and a letter signed and sealed by a licensed engineer must be provided verifying that the system is properly installed and functioning.
- 8) Obtain CAMA permit prior to the issuance of a building permit.
- 9) Provide for a 20' fire lane on the north side of the building.
- 10) Provide an easement for future interconnectivity with the property to the south.
- 11) Provide a 10' access easement on the rear of the property for future expansion of the marina walk within the 30' CAMA setback area.
- 12) A plan that includes a grading schedule, and construction schedule shall be submitted to the Technical Review Committee.
- 13) Infrastructure and site plan as-builts shall be provided/approved prior to CO.
- 14) Work with the NCDOT and the Town to reconfigure the intersection of St. Joseph Street and North Lake Park Blvd.

- 15) The Conditional Use Permit is subject to expire on 10/8/21 if construction of the project has not started.

Ordered the 8th day of October, 2019.



Joe Benson, Mayor

CERTIFIED: Kimberlee Ward
Kimberlee Ward, Town Clerk

1-14-2020
Date

1121 N. Lake Park Blvd.
Carolina Beach, NC 28428
Phone (910) 458-2999
Fax (910) 458-2997



**TOWN OF CAROLINA BEACH
SPECIAL USE PERMIT EXTENSION**



21-C0
Item 10.

A special use permit, issued by the town council, shall become null and void if start of construction or occupancy of the proposed use as specified on the special use permit has not commenced within 24 months of the date of issuance. At the request of the permittee, and for good cause shown, the town council may extend said period required for start of construction or occupancy for up to 12 months

Please complete all sections of the application.

A. Property Information

Address(es): 402 N Lake Park Blvd
PIN(s): RD 8818-006-019-000
Project Name Harbormaster
Size of lot(s): 100' X 285'

B. Application for Extension

1. Reason for extension request:

still running 2 CUD
conditions w/ Noel Fox & our attorney
Don't have resolution yet, but working on it.

2. Period of extension request:

12 months

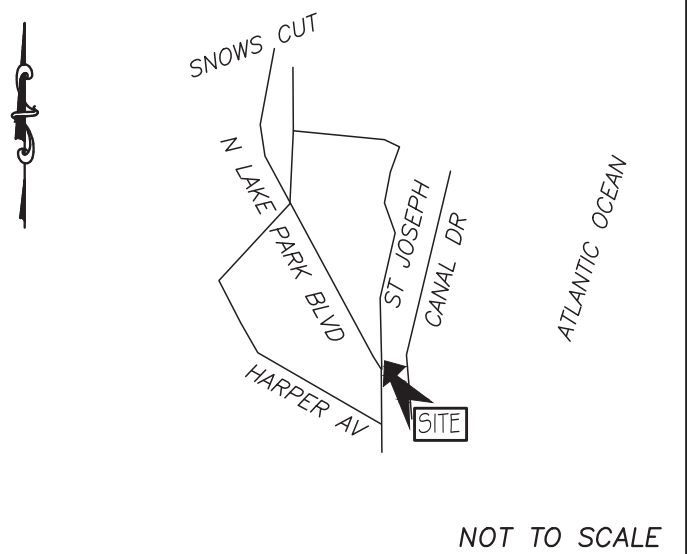
C. Applicant Contact Information

Company/corporate Name (if applicable):
Charles C. Pommeroy, II
Applicant's Name
7923 Reunion Rd
Mailing Address
Wilmington, NC 28411
City, State, and Zip Code
910.620.4677
Telephone

CCP11@MAC.COM
Email

D. Owner Contact Information (if different)

Robert W Huth
Owner's Name
1430 Commonwealth Dr Ste 301
Mailing Address
Wilmington NC 28403
City, State, and Zip Code
910.620.4672
Telephone



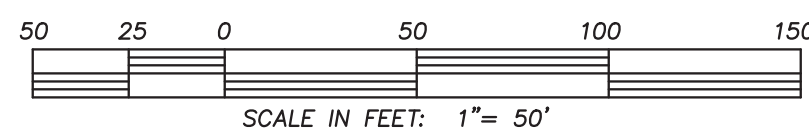
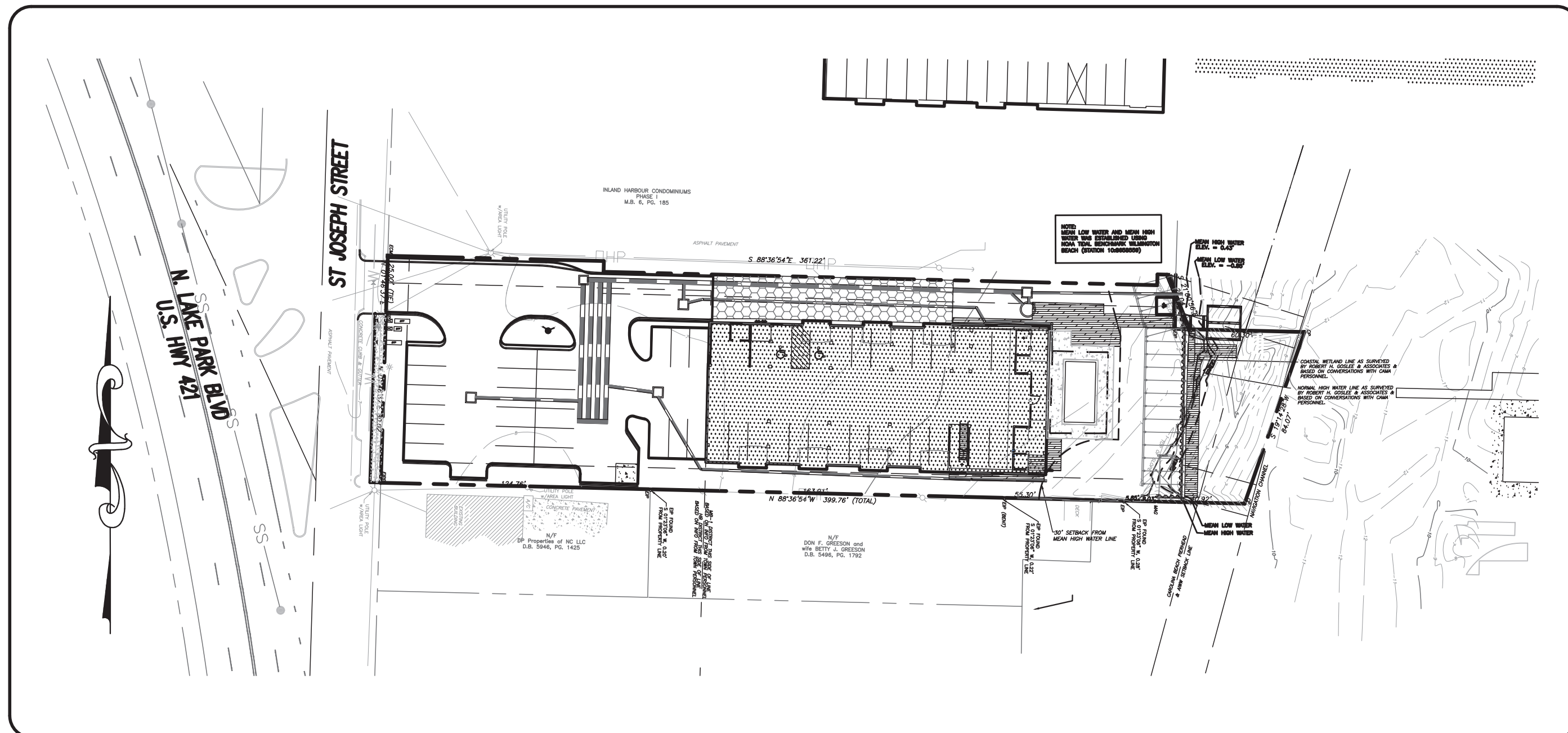
CONSTRUCTION DRAWINGS for
HARBOR VIEW
LOCATED IN TOWN OF CAROLINA BEACH
NEW HANOVER COUNTY, NORTH CAROLINA

GENERAL NOTES:

1. NEW HANOVER COUNTY PARCEL NUMBERS:
PID = R08B18-006-019-000
2. TOTAL PROJECT AREA: 40,839 SF (0.94 AC)
3. EXISTING ZONING DISTRICT: MB-1
4. LAND CLASSIFICATION: URBAN
5. THIS SITE IS LOCATED WITHIN ZONE "AE" ELEV 11 ACCORDING TO FEMA FIRM COMMUNITY PANEL NUMBER 372031300K, EFFECTIVE DATE 6/29/16
6. SITE ADJACENT TO 402 NORTH LAKE PARK BLVD
7. EXISTING IMPROVED ONSITE = 4,688 SF
8. ASBUILT, BOUNDARY AND TOPOGRAPHIC SURVEY PERFORMED AND PROVIDED TO CSD ENGINEERING BY ROBERT H. GOSLEE AND ASSOCIATES, PA (910-763-1941) VERTICAL DATUM = 88
9. STORMWATER DRAINS TO CAROLINA BEACH YACHT BASIN, SB 18-87-31.2
10. LAND OWNER = PELICAN POINT DEVELOPMENT, LLC
337 BROADELY DRIVE
WILMINGTON, NC 28409

WATER & SEWER USAGE NOTES:

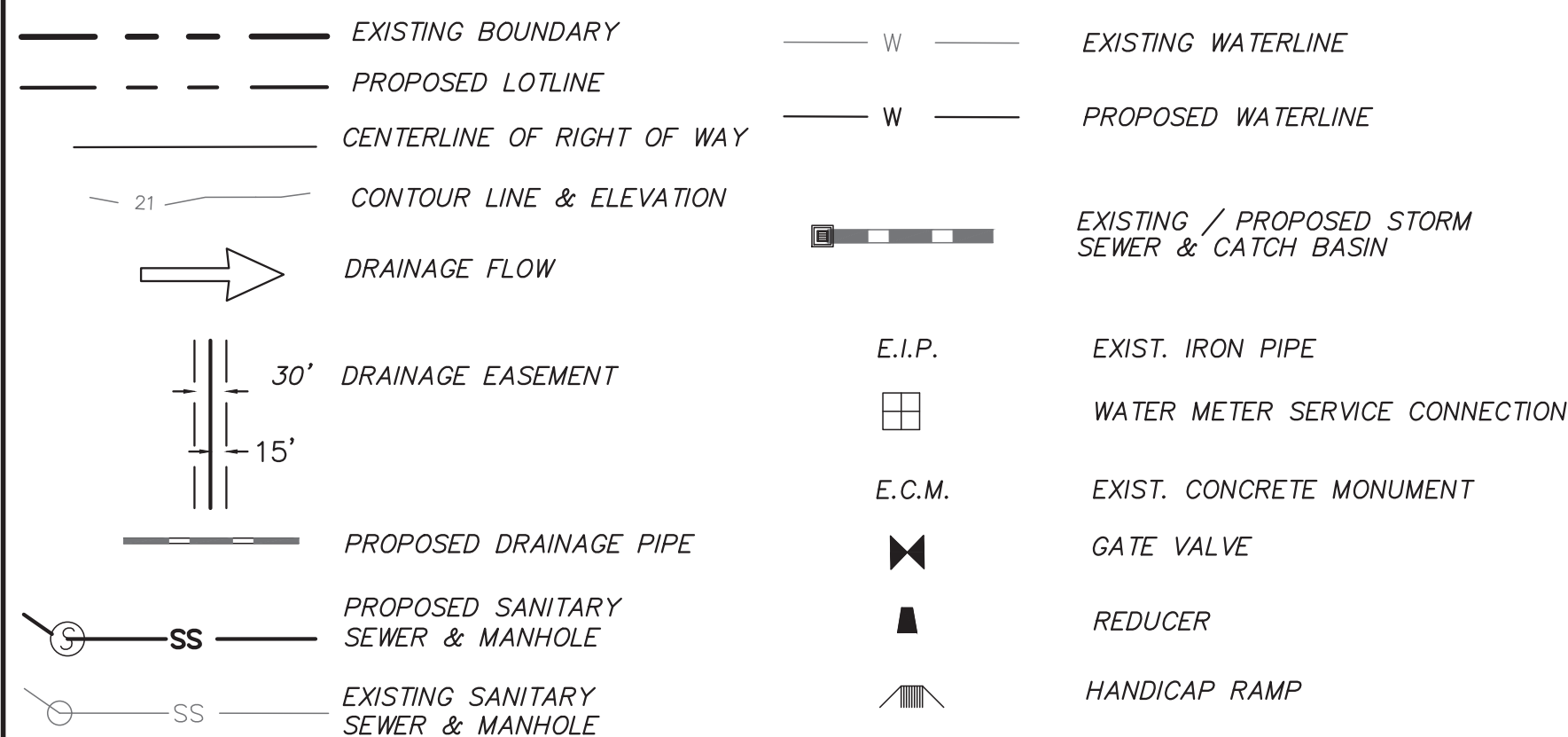
CURRENT WATER USAGE	0	GPD	PROPOSED WATER USAGE	8,640	GPD
CURRENT SEWER USAGE	0	GPD	PROPOSED SEWER USAGE	8,640	GPD
<p>WATER - 36 UNITS X 240 GPD = 8,640 GPD</p> <p>SEWER - 36 UNITS X 240 GPD = 8,640 GPD</p>					



WATER				
SIZE	4"	4"	6"	6"
TYPE	C-900	DIP	C-900	DIP
LF	101	57	101	57

SEWER				
SIZE	8"			
TYPE	DIP			
LF	195			

LEGEND



OWNER: PELICAN POINT DEVELOPMENT, LLC
337 BRADLEY DRIVE
WILMINGTON, NC 28409

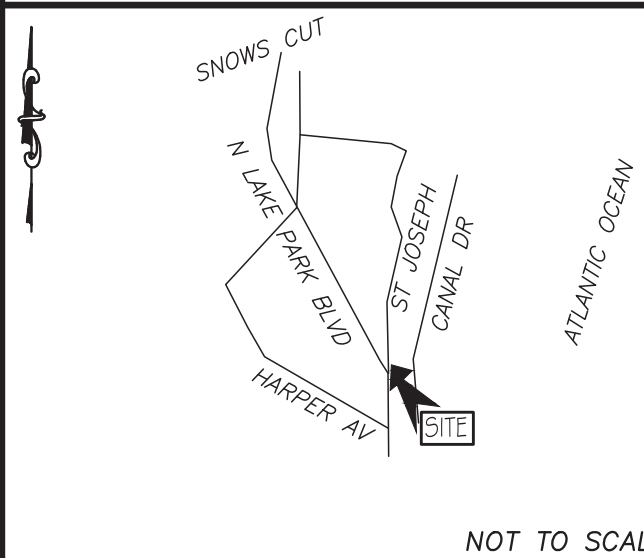
INDEX TO DRAWINGS

SHEET No.	DESCRIPTION	DRAWING No.
1 OF 11	COVER SHEET	CD_COVER
2 OF 11	EXISTING BOUNDARY AND TOPOGRAPHY	EX_COND
3 OF 11	SITE PLAN	SITE_PLAN
4 OF 11	GRADING & UTILITY PLAN	GP_UP
5 OF 11	NCDOT ENCROACHMENT PLAN	NCDOT_DE
6 OF 11	NCDOT TRAFFIC CONTROL PLAN	NCDOT_TCP
7 OF 11	NCDOT DETAILS	NCDOT_DETAILS
8 OF 11	CFPUA STANDARD WATER DETAILS	WSD_1
9 OF 11	CFPUA STANDARD WATER DETAILS	WSD_2
10 OF 11	CFPUA STANDARD SEWER DETAILS	SSD_1
11 OF 11	CFPUA STANDARD SEWER DETAILS	SSD_2
1 OF 4	SEDIMENTATION & EROSION CONTROL PLAN	EC1_OF_4
2 OF 4	SEDIMENTATION & EROSION CONTROL PLAN	EC2_OF_4
3 OF 4	SEDIMENTATION & EROSION CONTROL PLAN	EC3_OF_4
4 OF 4	SEDIMENTATION & EROSION CONTROL PLAN	EC4_OF_4
1 OF 1	DRAINAGE AREA & PROJECT LIMITS	DA_PL
LP1 OF LP1	LANDSCAPE PLAN	LP1

NOTES:

1. ASBUILT, BOUNDARY AND TOPOGRAPHIC SURVEY PERFORMED AND PROVIDED TO CSD ENGINEERING BY ROBERT H. GOSLEE & ASSOCIATES, PA 513 CHESTNUT ST WILMINGTON, NC 28401 (910) 763-1941
2. THIS MAP IS NOT FOR CONVEYANCE, RECORDATION, OR SALES.
3. THIS PROPERTY IS LOCATED WITHIN ZONE "AE" ELEV 11 ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY'S FLOOD INSURANCE RATE MAP, COMMUNITY-PANEL #372031300-K, EFFECTIVE DATE 8/28/18
4. THIS PROPERTY IS ZONED HB & MB-1
5. TOWN OF CAROLINA BEACH WATER
6. TOWN OF CAROLINA BEACH SEWER
7. ALL CONSTRUCTION TO CONFORM TO TOWN OF CAROLINA BEACH STANDARDS AND APPLICABLE STATE & LOCAL CODES.
8. CONTRACTOR TO COORDINATE ANY REQUIRED TRAFFIC CONTROL WITH TOWN OF CAROLINA BEACH AND OR NCDOT.
9. CARE SHALL BE TAKEN DURING FINAL GRADING TO ENSURE POSITIVE DRAINAGE AWAY FROM BUILDINGS AND TO RECEIVING STRUCTURES. ROOF DRAIN DOWNSPOUTS TO BE CONNECTED TO STORM DRAINAGE STUBOUTS OR DIRECTED TO STREET/PARKING AREAS.
10. CONTRACTOR IS RESPONSIBLE FOR COORDINATION OF ANY RELOCATIONS, RE-ALIGNMENTS, DISCONNECTIONS OR CONNECTIONS OF EXISTING UTILITIES WITH APPLICABLE AUTHORITIES.
11. CLEARING AND GRUBBING OF SITE TO INCLUDE REMOVAL OF EXISTING CURB, ASPHALT, INLETS, AND ANY OTHER STRUCTURES INCLUDING TREES, STUMPS AND DEBRIS EXISTING ON SITE. TREES NOT REQUIRED TO BE CLEARED FOR CONSTRUCTION SHALL REMAIN UNLESS OTHERWISE DIRECTED.
12. INFORMATION CONCERNING UNDERGROUND UTILITIES WAS OBTAINED FROM AVAILABLE RECORDS. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXACT ELEVATIONS AND LOCATIONS OF ALL EXISTING UTILITIES AT ALL CROSSINGS PRIOR TO COMMENCING TRENCH EXCAVATION. IF ACTUAL CLEARANCES ARE LESS THAN INDICATED ON PLAN, THE CONTRACTOR SHALL CONTACT THE DESIGN ENGINEER BEFORE PROCEEDING WITH CONSTRUCTION. ANY CONDITION DISCOVERED OR EXISTING THAT WOULD NECESSITATE A MODIFICATION OF THESE PLANS SHALL BE BROUGHT TO THE ATTENTION OF THE DESIGN ENGINEER BEFORE PROCEEDING WITH CONSTRUCTION.
13. NO CONSTRUCTION IS TO BEGIN BEFORE LOCATION OF EXISTING UTILITIES HAS BEEN DETERMINED. CALL "NO ONE-CALL" AT LEAST 72 HOURS BEFORE COMMENCING CONSTRUCTION.
14. CONTRACTOR SHALL ADJUST ALL MANHOLES, VALVE & CURB BOXES TO FINAL GRADE UPON COMPLETION OF ALL CONSTRUCTION. ANY BOXES DAMAGED OR OTHERWISE DISTURBED BY THE CONTRACTOR SHALL BE REPAIRED AT THE EXPENSE OF THE CONTRACTOR.
15. THE CONTRACTOR IS RESPONSIBLE FOR CONTROLLING DUST AND EROSION DURING CONSTRUCTION AT HIS EXPENSE. PARKING AREAS SHALL BE WATERED TO CONTROL DUST WHEN ORDERED BY THE ENGINEER.
16. NO GEOTECHNICAL TESTING HAS BEEN PERFORMED ON SITE. NO WARRANTY IS MADE FOR SUITABILITY OF SUBGRADE, AND UNDERCUT AND ANY REQUIRED REPLACEMENT WITH SUITABLE MATERIAL SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
17. CONTRACTOR TO ENSURE THAT PAVEMENT IS PLACED SO AS TO DRAIN POSITIVELY TO THE STREET INLETS AND CATCH BASINS. ALL FUTURE ROOF DRAIN DOWNSPOUTS TO BE DIRECTED TO THE STORM DRAINAGE STUBOUTS.
18. CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL REQUIRED PERMITS.
19. THIS PLAN IS FOR SITE GRADING, UTILITIES, SITING, AND DRAINAGE ONLY. SEE BUILDING PLANS FOR DETAILED HOOKUPS TO BUILDINGS, ETC.
20. CONTRACTOR AND BUILDER ARE RESPONSIBLE FOR COORDINATING FINISHED FLOOR ELEVATION OF ALL BUILDINGS WITH THE OWNER. ELEVATIONS GIVEN ARE MINIMUM GROUND ELEVATIONS AT THE BUILDING SITE AND DO NOT PURPORT TO BE FINISHED FLOOR. MINIMUM RECOMMENDED FF ELEVATIONS SHOWN ON PLANS.
21. AFFECTED NON-MUNICIPAL UTILITIES SHALL BE CONTACTED AND PROVIDED WITH PLANS AND OTHER PERTINENT INFORMATION, WHEN FEASIBLE, TO COORDINATE APPROPRIATE SCHEDULING AND PLACEMENT.
22. EXTREME CARE SHALL BE TAKEN TO ENSURE MINIMUM SEPARATIONS AT ALL UTILITY CROSSINGS.
23. MINIMUM SEPARATION SHALL BE MAINTAINED AS FOLLOWS:
 - a. HORIZONTAL SEPARATION OF 10 FEET BETWEEN SANITARY SEWER AND WATER MAINS AND STORM SEWER.
 - b. WHERE VERTICAL CLEARANCE IS LESS THAN 24" BETWEEN SANITARY SEWER AND WATER OR WHERE SEWER LINE CROSSES ABOVE WATER MAIN, BOTH PIPES SHALL BE DUCTILE IRON PIPE FOR A MINIMUM OF 10' EITHER SIDE OF CROSSING.
 - c. WHERE VERTICAL CLEARANCE IS LESS THAN 24" BETWEEN SANITARY SEWER AND STORM DRAIN, SANITARY SEWER SHALL BE DUCTILE IRON PIPE FOR A MINIMUM OF 10 FEET EITHER SIDE OF CROSSING.
 - d. WHERE VERTICAL CLEARANCE IS LESS THAN 12" BETWEEN SANITARY SEWER AND STORM DRAIN, SANITARY SEWER SHALL BE DUCTILE IRON PIPE FOR A MINIMUM OF 10' EITHER SIDE OF CROSSING, AND BRIDGING SHALL BE INSTALLED PER APPLICABLE UTILITY AUTHORITY'S DETAILS.
 - e. IN NO CASE SHALL THERE BE LESS THAN 18" OF SEPARATION BETWEEN OUTSIDE OF WATER MAIN AND OUTSIDE OF SEWER OR STORM DRAINAGE.
 - f. MINIMUM COVER OF 36" SHALL BE PROVIDED FOR ALL BURIED WATER MAINS AND SANITARY SEWER MAINS.
24. SEE DETAIL SHEETS FOR TYPICAL UTILITIES HOOKUPS.
25. ALL SANITARY SEWER MAINS TO BE 8" UNLESS OTHERWISE INDICATED.
26. ALL WATER MAINS TO BE 8" UNLESS OTHERWISE INDICATED.
27. TWO VALVES ARE REQUIRED AT "T" INTERSECTIONS AND ONE VALVE ON THE WATER LINE TO FIRE HYDRANTS.
28. A BLOW-OFF VALVE IS REQUIRED AT THE TERMINUS OF ALL "DEAD END" WATER LINES.







LOCATION MAP

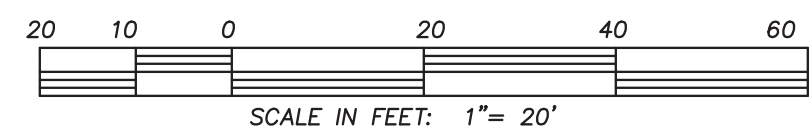


GENERAL NOTES:

1. NEW HANCOVER COUNTY PARCEL NUMBERS:
PID = 0080819-006-019-000
2. TOTAL PROJECT AREA: 40,839 SF (0.94 AC)
3. EXISTING ZONING DISTRICT: HB & MB-1
4. LAND CLASSIFICATION: URBAN
5. THIS SITE IS LOCATED WITHIN ZONE "AE" ELEV 11 ACCORDING TO
FEMA FIRM COMMUNITY PANEL NUMBER 3301372003, EFFECTIVE
DATE 8/28/18
6. SITE ADDRESS: 402 NORTH LAKE PARK BLVD
7. EXISTING IMPERVIOUS NORTH SIDE = 6,469 SF
8. ASSESS L, BOUNDARY AND AREA OF SURVEY PERFORMED
AND PROVIDED TO CSD ENGINEERING BY ROBERT H. GOSLEE
AND ASSOCIATES, PA (910)-763-1941 (PRACTICE) = 88
9. STORMWATER DRAINS TO CAROLINA BEACH YACHT BASIN, SB
18-87-31.2

LEGEND

-  EXISTING BOUNDARY
 CENTERLINE OF RIGHT OF WAY
 CONTOUR LINE & ELEVATION
 EXISTING SANITARY SEWER & MANHOLE
 EXISTING WATERLINE
 EXISTING FIRE HYDRANT
 EXISTING STORM DRAIN



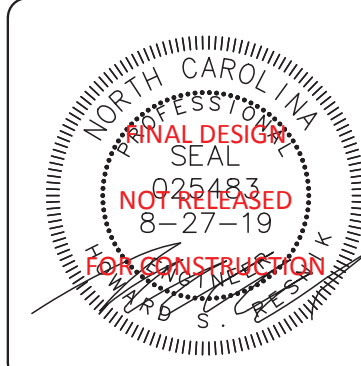
LICENSE # C-2710
ENGINEERING
LAND PLANNING
COMMERCIAL / RESIDENTIAL

P.O. BOX 4041
WILMINGTON, NC 28406
(910) 791-4441

EXISTING CONDITIONS for
HARBOR VIEW

EXISTING CONDITIONS for
HARBOR VIEW
LOCATED IN TOWN OF CAROLINA BEACH
NEW HANOVER COUNTY, NORTH CAROLINA

OWNER:
PELICAN POINT DEVELOPMENT, LLC
337 BRADLEY DRIVE
WILMINGTON, NC 28409



REV. NO.	REMARKS	BY	DATE
4	REVISED FLOOD ZONE NOTE		8-27-19
3	RE-PLOTTED FOR TOWN SUBMITTAL		6-21-19
2	RE-PLOTTED FOR SIGNATURE		4-25-18
1	REVISED OWNER NAME & SHEET NUMBERS		4-19-18

DATE: 6-28-17

HORZ. SCALE: 1" = 20'
VERT. SCALE: N/A

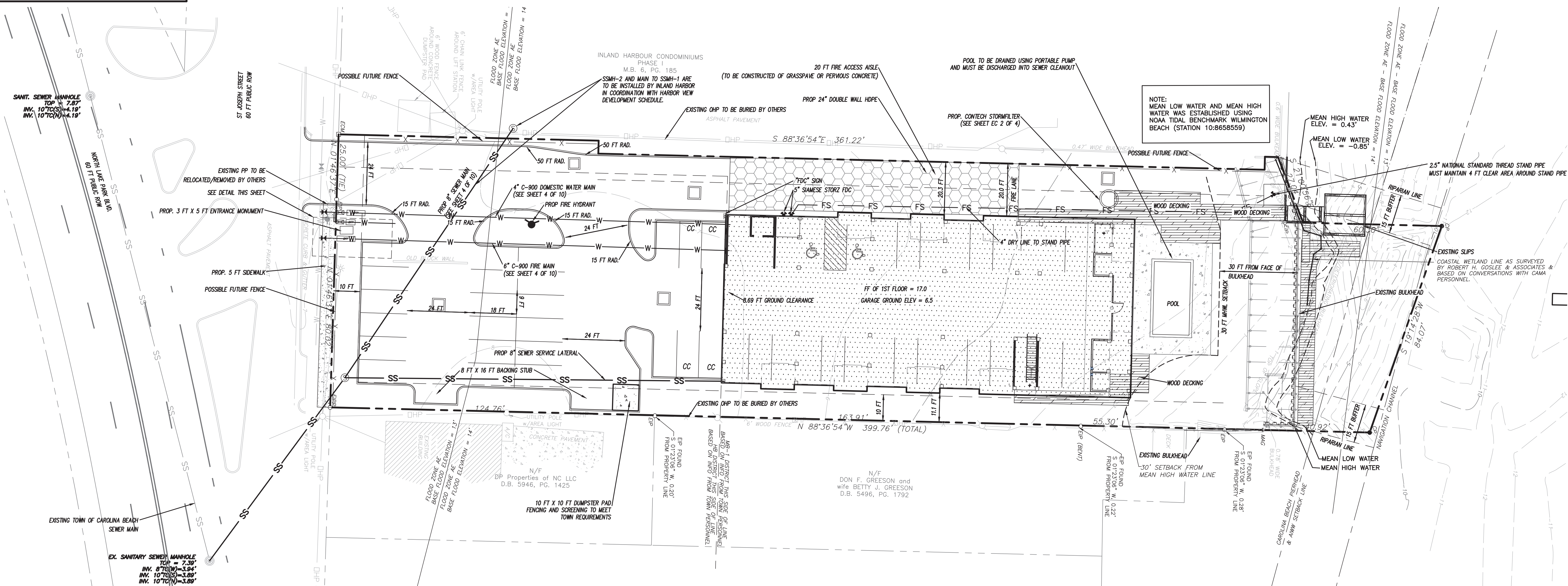
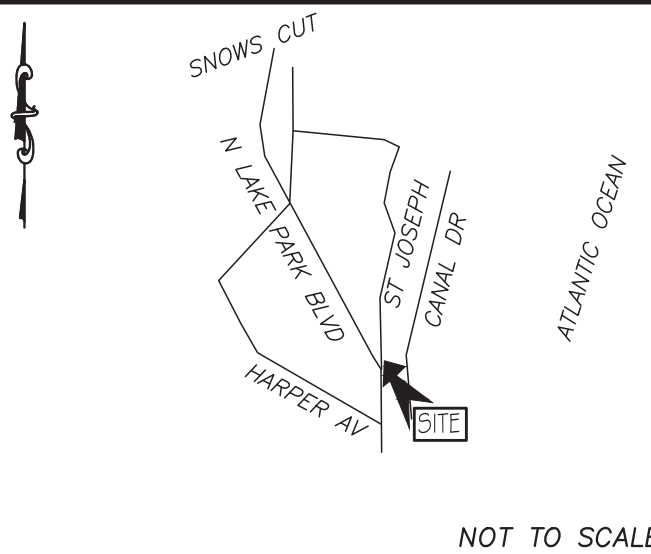
DRAWN BY: RLW

CHECKED BY: HSR

PROJECT NO.: 17-0395

Sheet No. 2 Of 11

LOCATION MAP



LEGEND

---	EXISTING BOUNDARY
---	CENTERLINE OF RIGHT OF WAY
---	CONTOUR LINE & ELEVATION
---	EXISTING SANITARY SEWER & MANHOLE
---	EXISTING WATERLINE
---	EXISTING FIRE HYDRANT
---	EXISTING STORM DRAIN
---	PROP STORM DRAIN
---	PROP FIRE HYDRANT
---	PROP GATE VALVE
---	PROP WATER METER
---	PROP SANITARY SEWER & MANHOLE
---	PROP WATER MAIN
---	PROP FENCE
---	PROP SUPPORT COLUMN
---	COMPACT CAR PARKING 8.5 FT X 18 FT
---	PROP BUILDING FOOTPRINT
---	PROP CONCRETE
---	PROP GRASSPAVE

SITE & BUILDING DATA:

TOTAL LOT AREA = 40,839 SF (0.94 AC.)	
PROPERTY ADDRESS: 402 N. LAKE PARK BLVD.	
PID = ROBB18-006-019-000	
EXISTING ONSITE DATA:	
EXISTING GRAVEL ON SITE = 6,489 SF	
EXISTING ASPHALT = 0 SF	
TOTAL = 6,489 SF	
6,489 / 40,839 = 0.158	
EXISTING 16% IMPERVIOUS	
PROPOSED IMPERVIOUS ONSITE	
PROPOSED ASPHALT & CURBING = 12,365 SF	
PROPOSED BUILDING = 10,524 SF	
CONCRETE POOL DECK = 1,045 SF	
TOTAL = 23,934 SF	
23,934 / 40,839 = 0.586	
PROPOSED 58% IMPERVIOUS	
PROPOSED IMPERVIOUS OFFSITE	
DRIVEWAY TO PROPERTY LINE = 253 SF	
BUILDING DATA:	
NUMBER OF BUILDINGS = 1	
5 STORIES	
8 - 2 BEDROOM UNITS	
28 - 1 BEDROOM UNITS	
BUILDING HEIGHT = 57 FT TO TOP OF ELEVATOR PENTHOUSE	
= +/- 56 FT 8 1/4 INCHES TO TOP OF BUILDING	
BUILDING TYPE = RESIDENTIAL - III-A, BUILDING OCCUPANCY TYPE R-2	
= PARKING LEVEL - II-A, BUILDING OCCUPANCY TYPE S-2	
GROSS BUILDING AREA (CONDITIONED AND UNCONDITIONED): 52,465 SF	
BUILDING AREA: 10,524 SF	
LOT COVERAGE: 10,524 SF / 40,839 SF = 0.257	
PROPOSED 26% BUILDING LOT COVERAGE	
TOTAL OCCUPIED SPACE WITHIN EXTERIOR WALL: 27,056 SF	
BUILDING SETBACKS:	
REQUIRED SETBACKS MB-1	PROPOSED SETBACKS MB-1
FRONT SETBACK: 50 FT	FRONT SETBACK: 151.9 FT
SIDE SETBACK: 10 FT	SIDE SETBACK: (N) 20.3 FT (S) 11.1 FT
REAR SETBACK: 10 FT	REAR SETBACK: >10 FT

GENERAL NOTES:

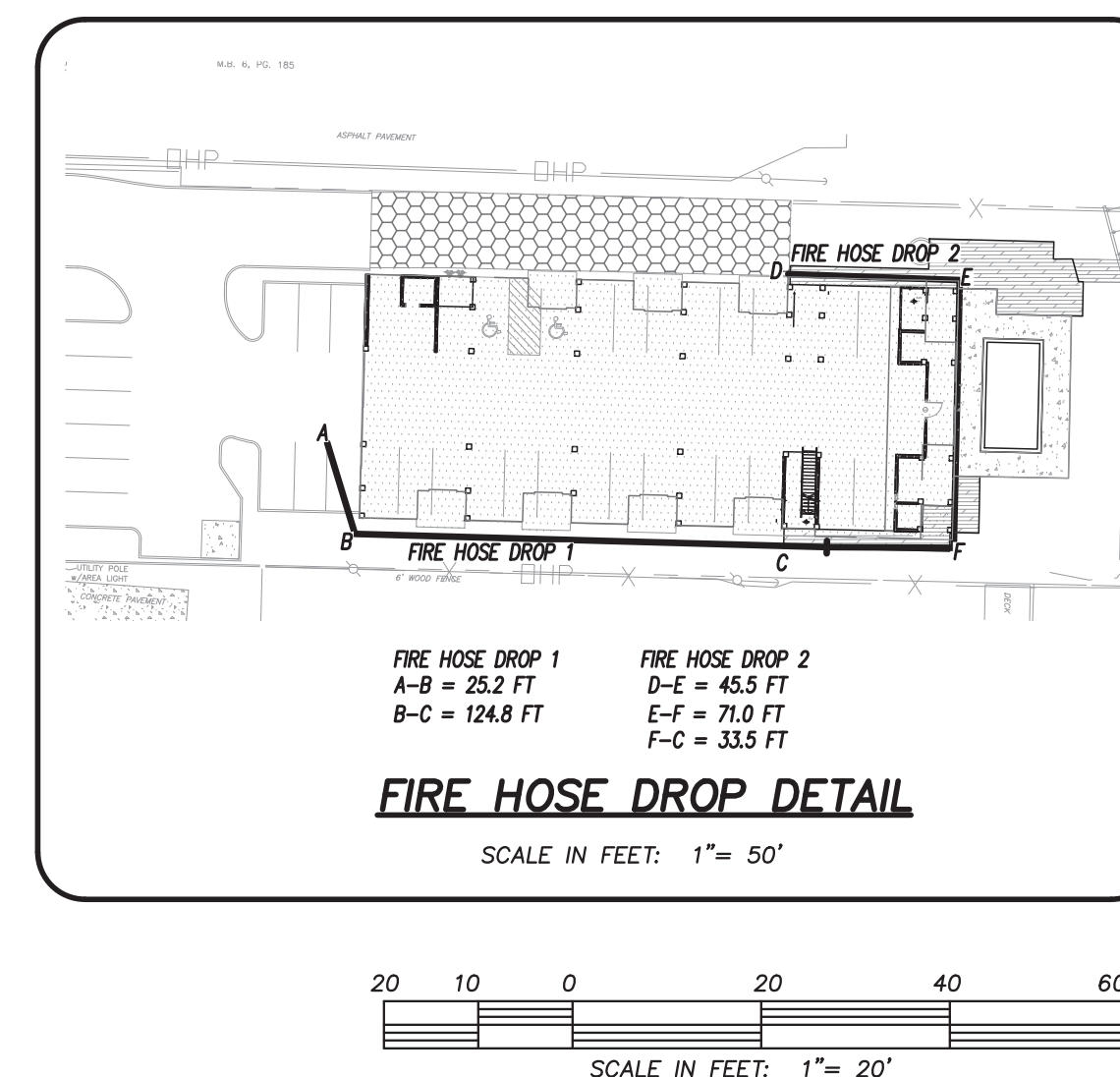
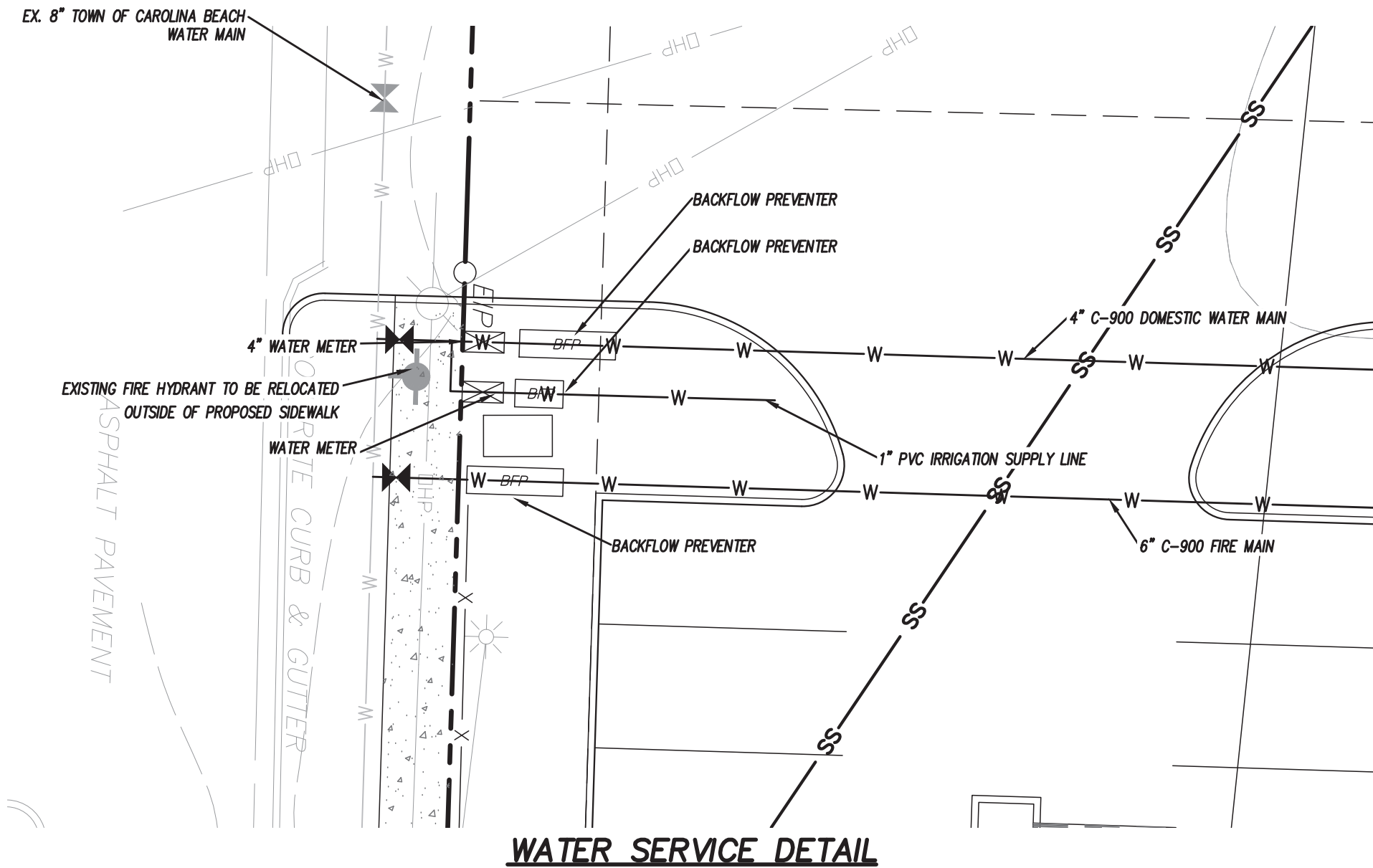
1. NEW HANOVER COUNTY PARCEL NUMBERS: PID = ROBB18-006-019-000
2. TOTAL PROJECT AREA: 40,839 SF (0.94 AC.)
3. EXISTING ZONING DISTRICT: HB-MB-1
4. LAND CLASSIFICATION: URBAN
5. THIS SITE IS LOCATED WITHIN ZONE "AE" ELEV 11' ACCORDING TO FEMA FIRM COMMUNITY PANEL NUMBER 372031300K, EFFECTIVE DATE 8/28/18
6. SITE ADDRESS: 402 NORTH LAKE PARK BLVD
7. EXISTING IMPERVIOUS ONSITE = 6,489 SF
8. ASBUILT, BOUNDARY AND TOPOGRAPHIC SURVEY PERFORMED AND PROVIDED TO CSD ENGINEERING BY ROBERT H. GOSLEE AND ASSOCIATES, PA (910-763-1941) VERTICAL DATUM = 88
9. STORMWATER DRAINS TO CAROLINA BEACH YACHT BASIN, SB 18-87-31.2
- LAND OWNER - PELICAN POINT DEVELOPMENT, LLC
337 BRADLEY DRIVE
WILMINGTON, NC 28409

LANDSCAPE NOTES:

1. REFERENCE LANDSCAPE PLAN

PARKING NOTES:

1. 1 SPACE PER UNITS 650 SF OR LESS
- 28 UNITS ARE 650 SF OR LESS = 28 SPACES
- 8 UNITS ARE OVER 650 SF AND ARE TWO BEDROOMS 8 X 2 = 16
- 28 + 16 = 44 SPACES
- 24 SPACES UNDER BUILDING
- 24 SPACES IN PARKING LOT
- 48 SPACES PROVIDED



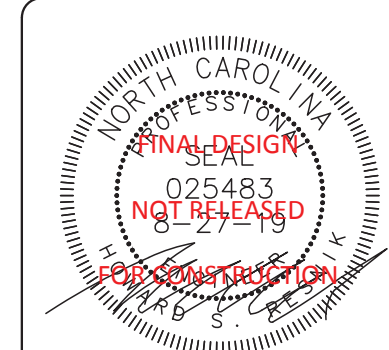
LICENSE # C-2710
ENGINEERING
LAND PLANNING
COMMERCIAL / RESIDENTIAL

P.O. BOX 4041
WILMINGTON, NC 28406
(910) 791-4441

SITE PLAN for
HARBOR VIEW

SITE PLAN for
HARBOR VIEW
LOCATED IN TOWN OF CAROLINA BEACH
NEW HANOVER COUNTY, NORTH CAROLINA

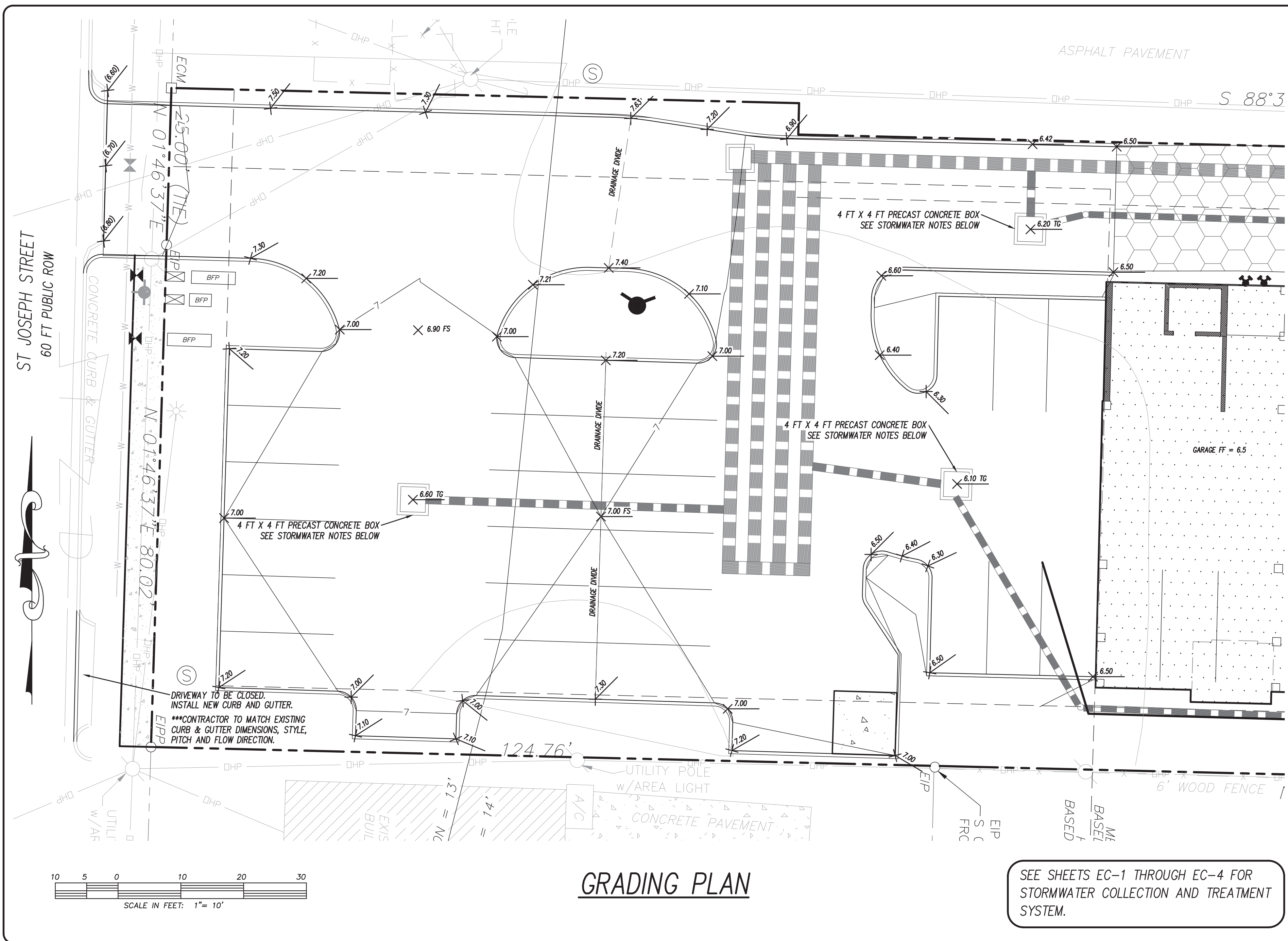
OWNER: PELICAN POINT DEVELOPMENT, LLC
337 BRADLEY DRIVE
WILMINGTON, NC 28409



REV.	NO.	DATE	BY	REMARKS
1	1	4/30/18	RLW	REVISIONS
2	2	4-25-18	RLW	REVISIONS
3	3	4-9-18	RLW	REVISIONS
4	4	3-27-18	RLW	REVISIONS
5	5	8-10-17	RLW	REVISIONS
6	6	8-9-17	RLW	REVISIONS
7	7	8-27-19	RLW	REVISIONS
8	8	8-21-19	RLW	REVISIONS

DATE: 3-23-17
HORZ. SCALE: 1" = 20'
VERT. SCALE: N/A
DRAWN BY: RLW
CHECKED BY: HSR
PROJECT NO.: 17-0395

Sheet No. **3** of **11**

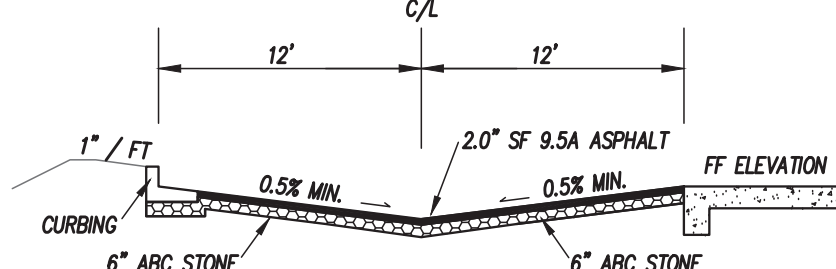


GRADING NOTES:

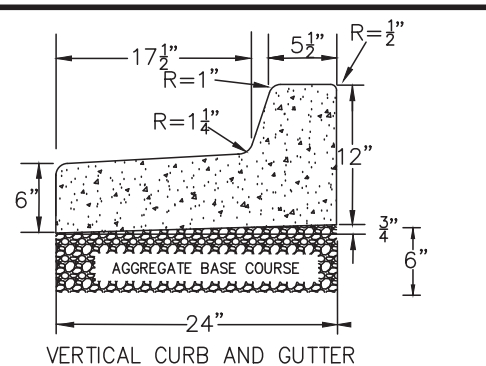
1. CONTRACTOR TO MAKE SMOOTH TRANSITION FROM INVERTED CROWN TO SHEET FLOW IN DESIGNATED AREAS
2. CONTRACTOR TO ENSURE POSITIVE DRAINAGE IN ALL FINISHED AREAS.
3. ALL BUILDING ROOF DRAINS MUST BE DIRECTED INTO THE STORM DRAINAGE COLLECTION SYSTEM OR INTO THE PARKING LOT.

GRADING KEY

- *** UNLESS NOTED ALL ELEVATIONS ARE TO FLOW LINE OF CURB
- TG - TOP OF GRATE
 - EP - EDGE OF PAVEMENT
 - BC - BACK OF CURB
 - FS - FINISHED SURFACE
 - FF - FINISHED FLOOR
 - CC - CURB CUT
 - (7.20) - EX. SPOT ELEVATION
 - PROPOSED STORM SEWER & CATCH BASIN

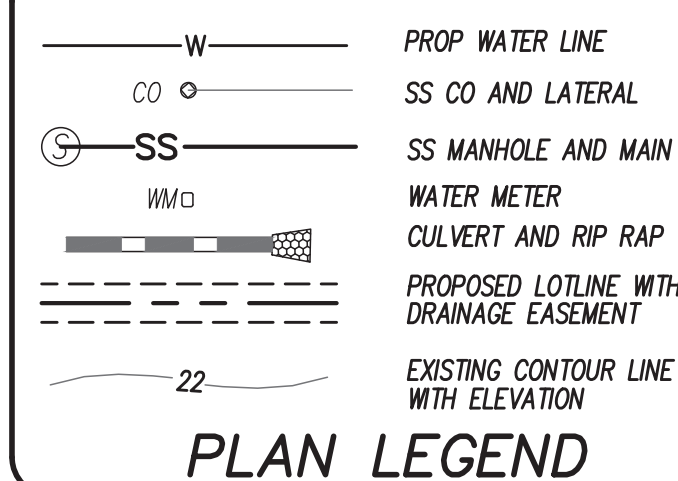
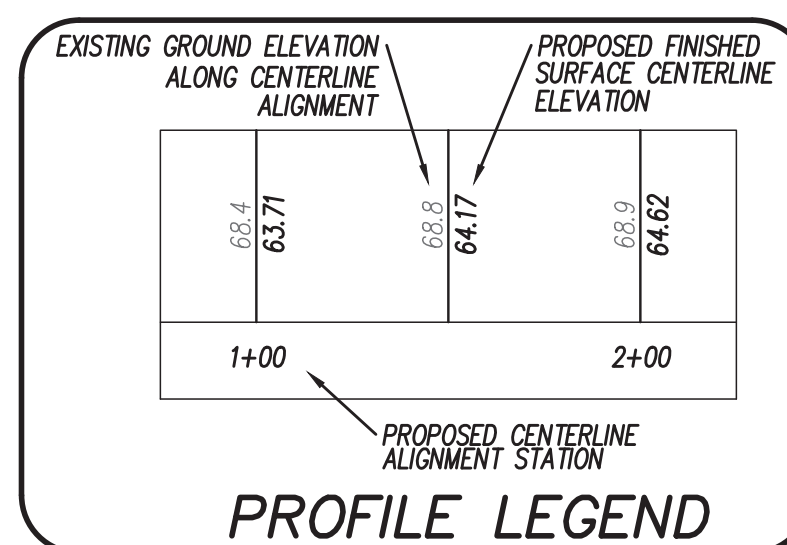


(REVERSE/INVERTED CROWN)
TYP. PARKING BAY
NOT TO SCALE



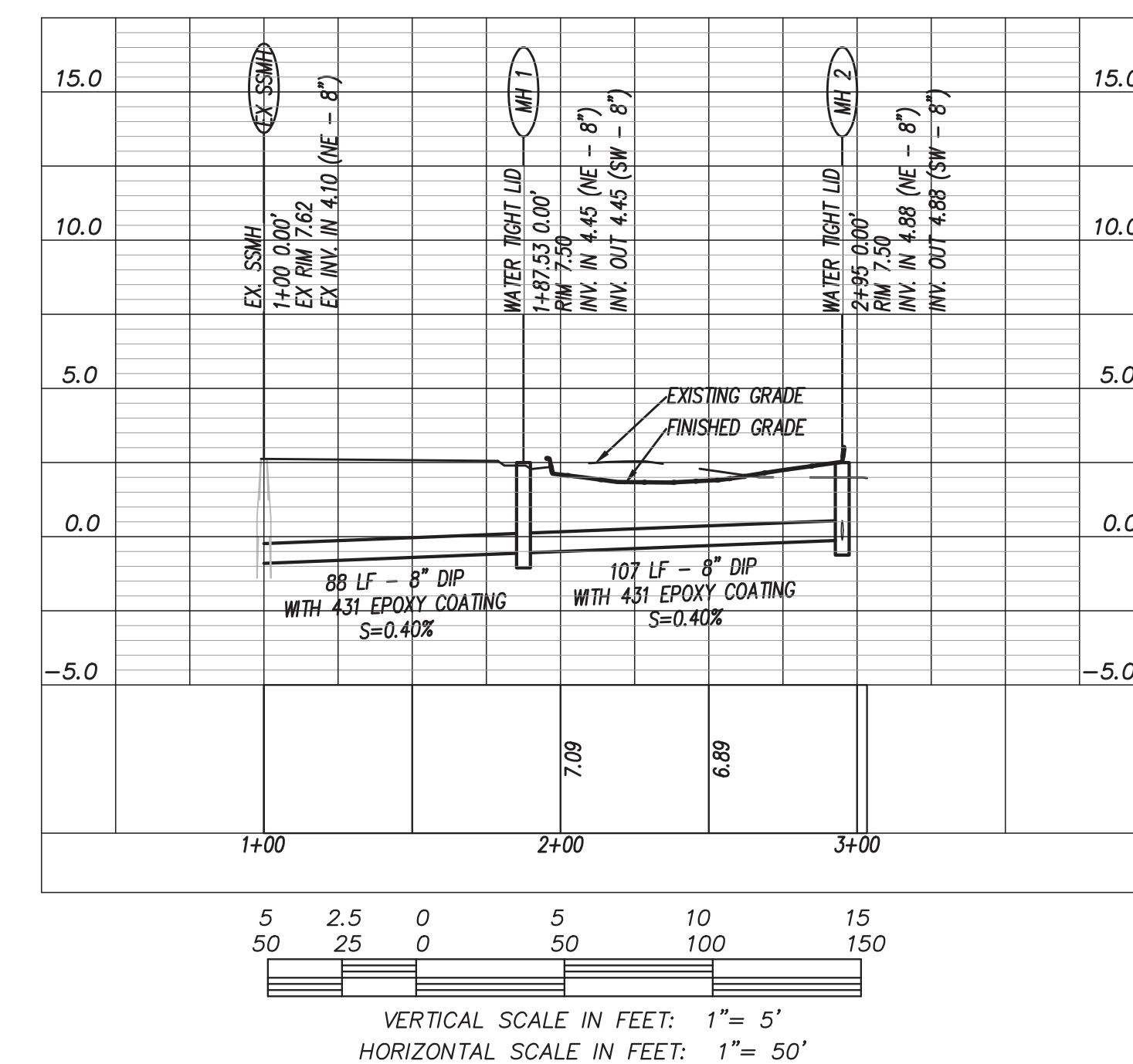
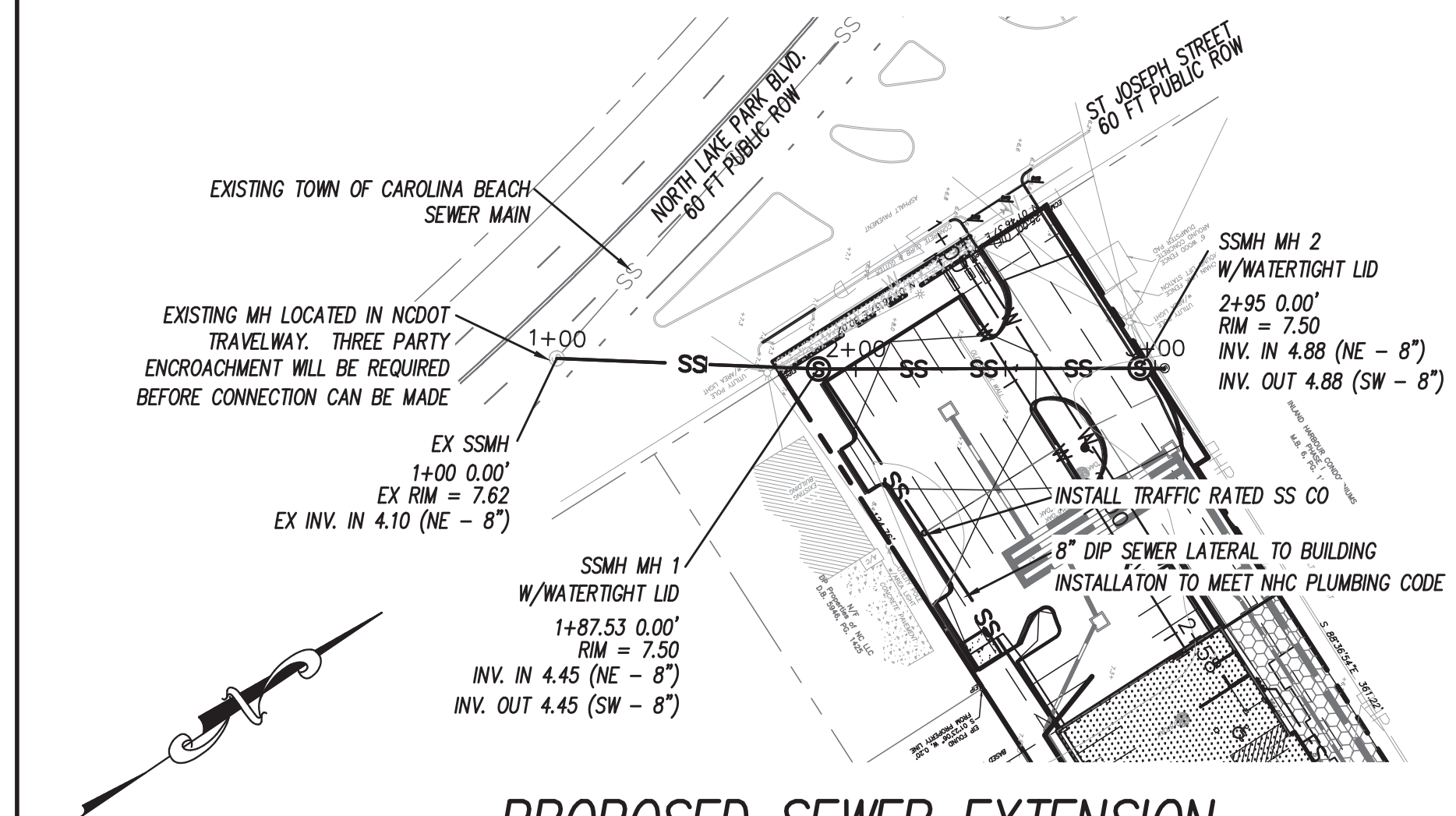
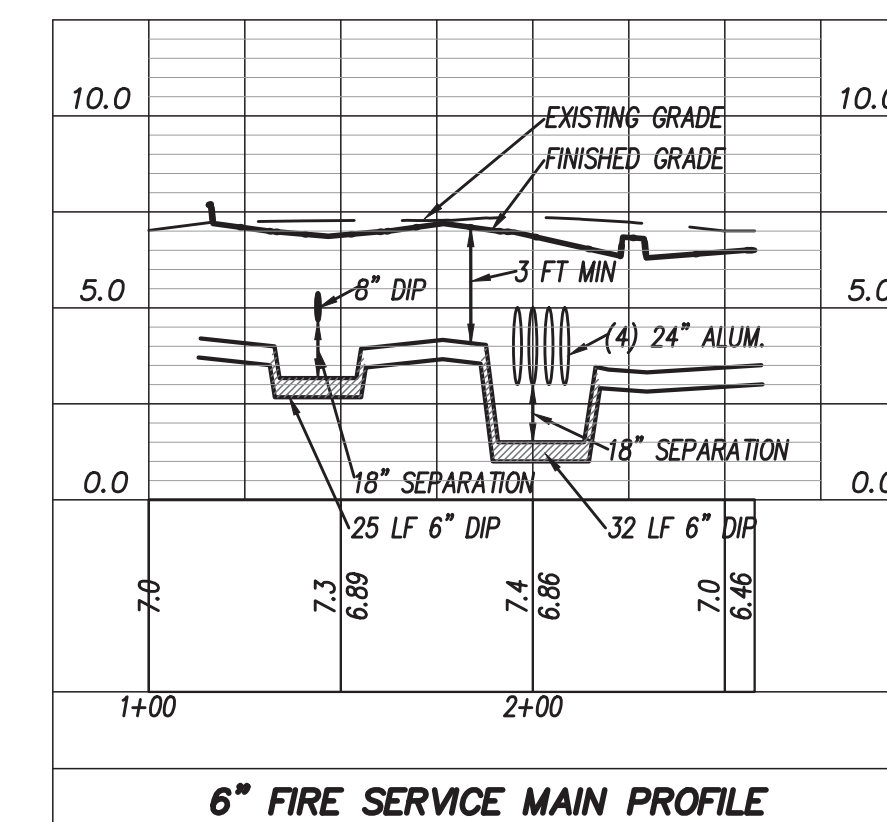
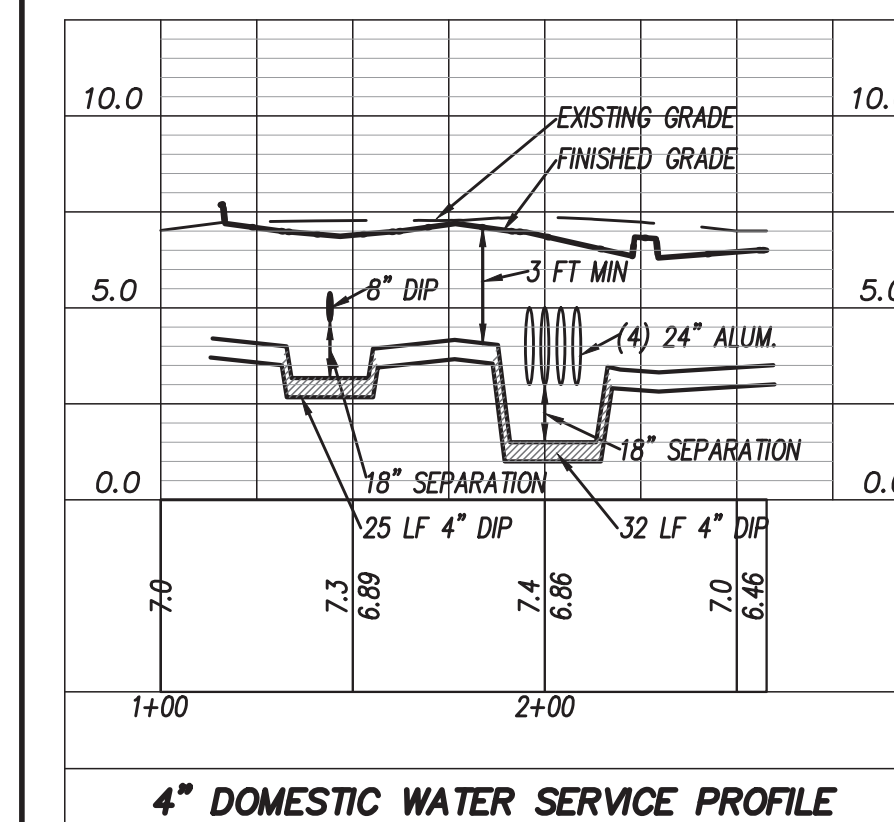
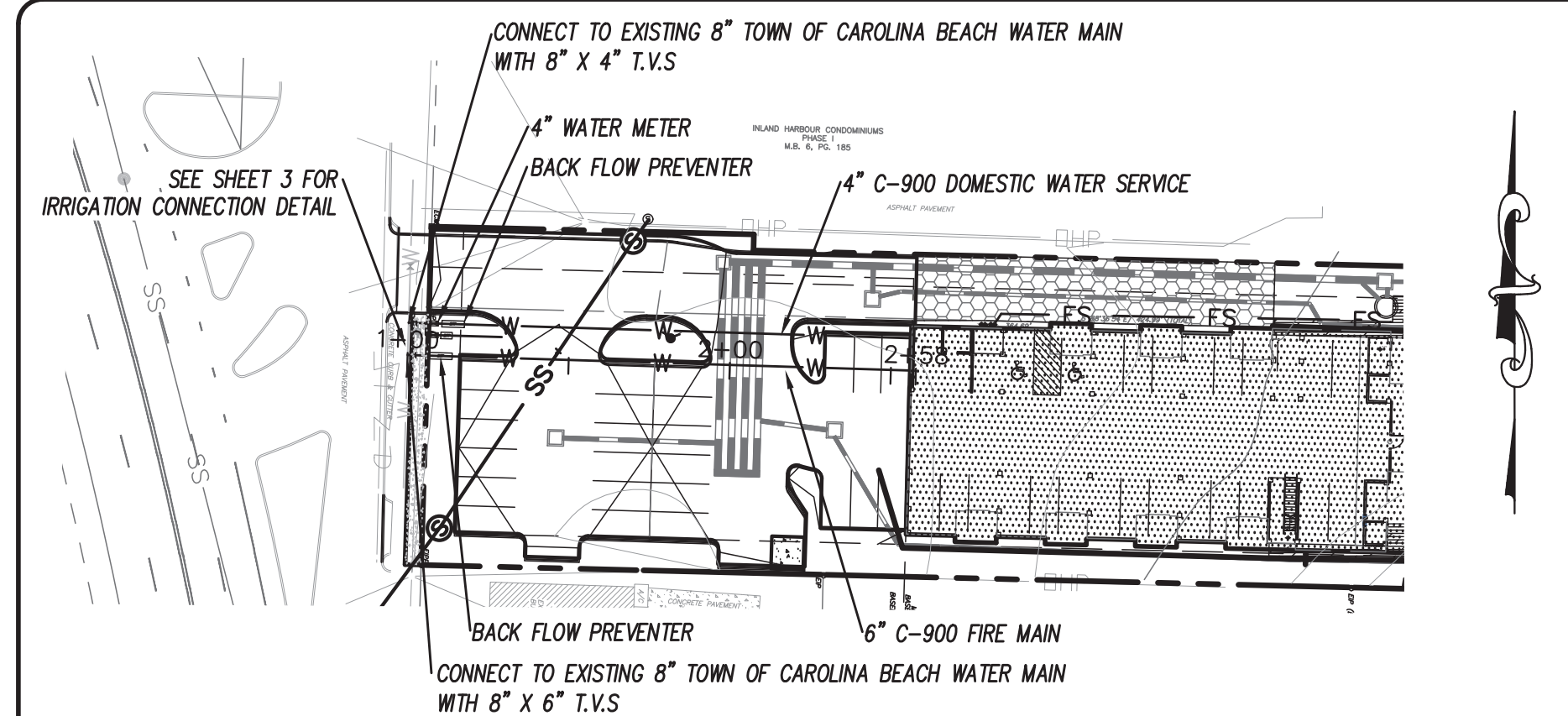
- NOTES:
1. EXPANSION JOINT MATERIAL TO COMPLY WITH CURRENT NC DOT STANDARDS
 2. 50' MAX EXPANSION JOINT SPACING; 10' MAX CONTRACTION JOINT SPACING
 3. MINIMUM INSTALLATION LENGTH IS 5 FT.
 4. CONCRETE TO BE 3000 PSI MIN
 5. VERTICAL CURB AND GUTTER BASE CAN BE SLOPED 3/4" OR USE A FLAT BASE

REVERSE PITCH CURBING
NOT TO SCALE



STORMWATER DRAINAGE STRUCTURE NOTES

1. CONTRACTOR AND PRECASTER TO DETERMINE STORM STRUCTURE SIZES.
2. FRAME AND GRATES TO BE NC DOT STD 840.16 OR EQUIVALENT.
3. PRECAST STORM STRUCTURES TO MEET HS-20-44 LOADING.



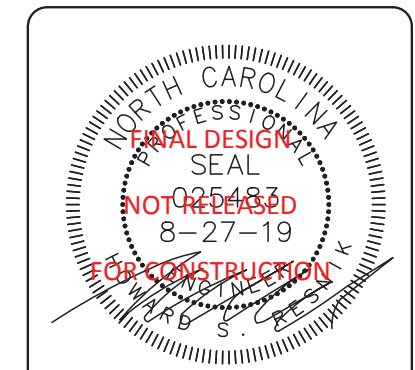
LICENSE # C-2710
ENGINEERING
LAND PLANNING
COMMERCIAL / RESIDENTIAL

P.O. BOX 4041
WILMINGTON, NC 28406
(910) 791-4441

GRADING & UTILITY PLAN
HARBOR VIEW

GRADING PLAN
HARBOR VIEW
LOCATED IN TOWN OF CAROLINA BEACH
NEW HANCOCK COUNTY, NORTH CAROLINA

OWNER: PELICAN POINT DEVELOPMENT, LLC
337 BRADLEY DRIVE
WILMINGTON, NC 28409



REV. NO.	DATE	BY	REMARKS
6	9/27/19	RLW	REMOVED UTILITY EASEMENT
5	9/27/19	RLW	REVISED BLVD FOOTPRINT
4	4/30/18	MRB	REVISED BLVD FOOTPRINT
3	4/25/18	RLW	BLD SHFT
2	4/9/18	RLW	REVISED GRADING, OWNER NAME & SHEET NUMBERS
1	6/29/17	MRB	REVISED SHEET NUMBERS

DATE: 5-4-17

HORIZ. SCALE: 1" = 10'

VERT. SCALE: N/A

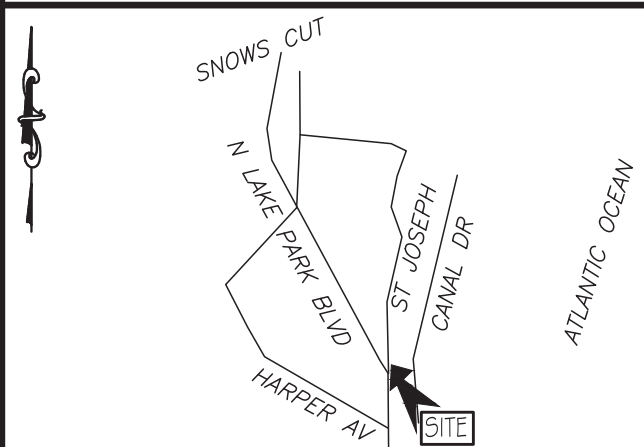
DRAWN BY: RLW

CHECKED BY: HSR

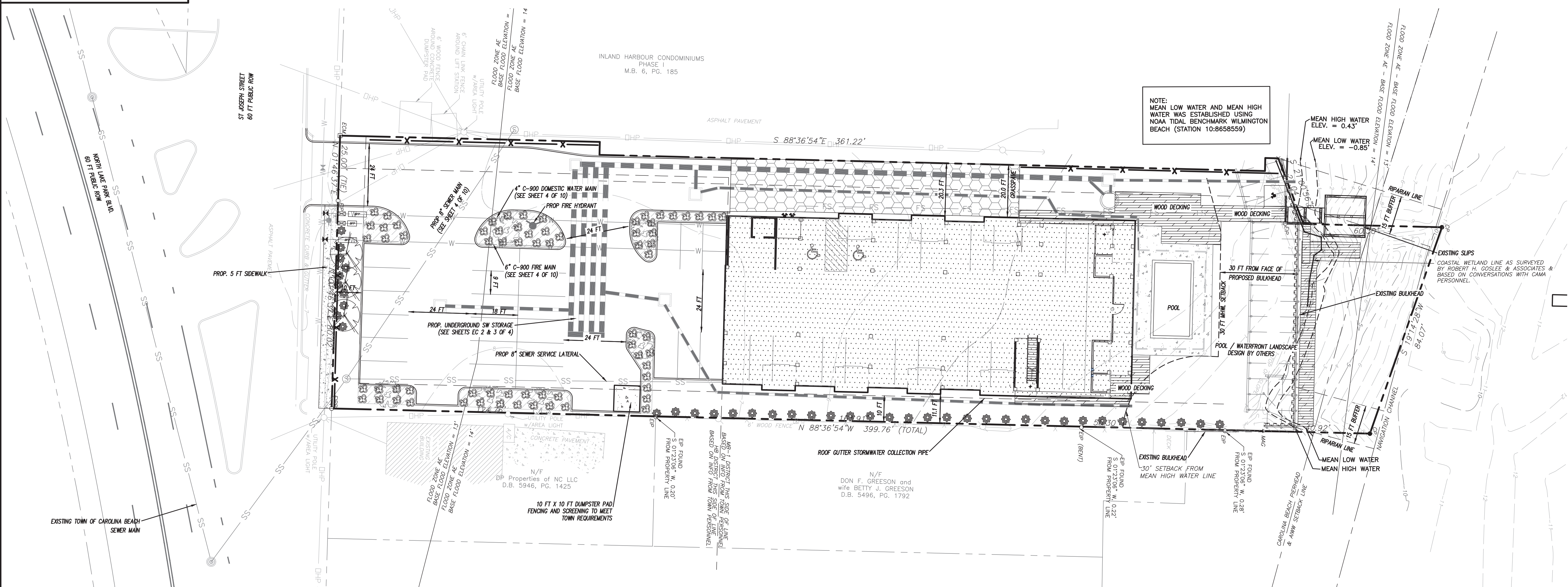
PROJECT NO.: 17-0395

Sheet No. **4** of **11**

LOCATION MAP



NOT TO SCALE







LEGEND


- | | |
|----|---------------------------------------|
| | EXISTING BOUNDARY |
| | CENTERLINE OF RIGHT OF WAY |
| | CONTOUR LINE & ELEVATION |
| | EXISTING SANITARY SEWER & MANHOLE |
| | EXISTING WATERLINE |
| | EXISTING FIRE HYDRANT |
| | EXISTING STORM DRAIN |
| | PROP. STORM DRAIN |
| | PROP. FIRE HYDRANT |
| | PROP. GATE VALVE |
| | PROP. WATER METER |
| | PROP. SANITARY SEWER & MANHOLE |
| | PROP. WATER MAIN |
| | PROP. SUPPORT COLUMN |
| CC | COMPACT CAR PARKING
8.5 FT X 18 FT |
| | PROP. BUILDING FOOTPRINT |
| | PROP. CONCRETE |

Proposed Plant Table

SHRUBS

Quantity	Symbol	Scientific Name	Common Name	Planting Size	Planting Remarks
10		<i>Ilex cornuta</i>	Needlepoint Holly	7 GAL. 3' HT.	STREETYARD SHRUBS
30		<i>Ilex cornuta</i>	Needlepoint Holly	7 GAL. 3' HT.	BUFFERYARD SHRUBS
70		<i>Buxus microphylla</i>	Wintergreen Boxwood	3 Gal.	PARKING ISLAND
6		<i>Myrica cerifera</i>	Wax Myrtle	7 GAL. 3' HT.	PARKING ISLAND

TREES

Quantity	Symbol	Scientific Name	Common Name	Planting Size	Planting Remarks
3		<i>prunus serrulata</i>	'Kwanzan' Japanese Cherry	2-1/2" CAL.	STREETYARD TREE

O.C. - "ON CENTER" CAL. - "CALIPER AT 6" ABOVE GRADE" GAL. - "GALLON CONTAINER"

LANDSCAPE CALCULATIONS:

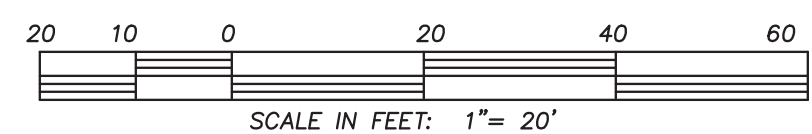
1. BUFFERYARD / STREETYARD CALCULATIONS: (SEC.40-176)
 TYPE B; 2 CANOPY, 4 UNDERSTORY, 6 SHRUBS / 50' LF OF FRONTAGE
 $10.02 \text{ LF} \div 24 \text{ LF DRIVEWAY} = 81.02 \text{ LF (APPLICABLE)}$
 $81.02 \text{ LF} \div 25 \text{ (CANOPY TREE REQ'D)} = 3.24 \text{ TREES REQ'D}; 3 \text{ TREES PROVIDED}$
 $81.02 \text{ LF} \div 12.5 \text{ (UNDERSTORY TREE REQ'D)} = 6.48 \text{ TREES REQ'D}; 9 \text{ TREES PROVIDED}$
 $81.02 \text{ LF} \div 8.33 \text{ (SHRUB TREE REQ'D)} = 9.73 \text{ TREES REQ'D}; 10 \text{ SHRUBS PROVIDED}$
 *** UTILITY EASEMENTS AND INFRASTRUCTURE LIMIT THE AVAILABLE PLANTING AREA WITHIN THE STREETYARD.
 TYPE B; 2 CANOPY, 4 UNDERSTORY, 6 SHRUBS / 50' LF OF SIDE PROPERTY LENGTH
 SIDE PROPERTY LINE = 234 LF (REQUESTING WAIVER ON TREES)
 $234 / 50 = 4.7$
 $5 \times 6 = 30 \text{ SHRUBS REQ'D}$

NORTH PROPERTY LINE = REQUESTING WAIVER

LANDSCAPE NOTES:

1. POOL & WATERFRONT LANDSCAPE DESIGN BY OTHERS.
2. REQUESTING WAIVER FOR PERIMETER LANDSCAPING REQUIREMENTS

2. PARKING FACILITIES LANDSCAPING CALCULATIONS: (SEC.40-178(A)(2))
 MINIMUM REQ'D = 8% OF TOTAL PARKING FACILITY
 TOTAL PARKING FACILITY AREA= 12,365 SF
 $12,365 * 0.8 = 9,892$ SF REQ'D LANDSCAPE AREA; 1,486 SF PROVIDED



LICENSE # C-2710
ENGINEERING
LAND PLANNING
COMMERCIAL / RESIDENTIAL

P.O. BOX 4041
WILMINGTON, NC 28406
(910) 791-4441

LANDSCAPE PLAN for
HARBOR VIEW

LANDSCAPE PLAN for
HARBOR VIEW
LOCATED IN TOWN OF CAROLINA BEACH
NEW HANOVER COUNTY, NORTH CAROLINA

OWNER:
PELICAN POINT DEVELOPMENT, LLC
337 BRADLEY DRIVE
WILMINGTON, NC 28409



REV. NO.	REMARKS	BY	DATE
1	REUSED NOTES	MRB	4/25/18
2	REUSED BLOG FOOTPRINT	MRB	4/20/18
3	REUSED BLOG FOOTPRINT	MRB	6/21/19
4	REUSED POOL FOOTPRINT, LANDSCAPE NOTES	MRB	8/27/19

DATE: 4-9-18

HORZ. SCALE: 1" = 20'

DRAWN BY: RLW

CHECKED BY: HSR

PROJECT NO.: 17-0395

Sheet No. LP1 Of LP1



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council – 09/14/2021

SUBJECT: Parking Season Updates and Recommendations

BACKGROUND:

Reef Parking will give an update on the 2021 parking season and recommendations for the 2022 season.



AGENDA ITEM COVERSHEET

PREPARED BY: Alan Griffin, Fire Chief

DEPARTMENT: Fire

MEETING: Town Council – 09/14/2021

SUBJECT: Bid Approval for New Fire Apparatus

BACKGROUND:

Chief Griffin will present the bids for the new fire apparatus.

ACTION REQUESTED:

Review bid information.

RECOMMENDED MOTION:

Motion to award the bid for the new fire apparatus.



AGENDA ITEM COVERSHEET

PREPARED BY: Ed Parvin, Assistant Manager

DEPARTMENT: Executive

MEETING: Town Council – 09/14/2021

SUBJECT: Hamlet Ocean Rescue and Bathrooms

BACKGROUND:

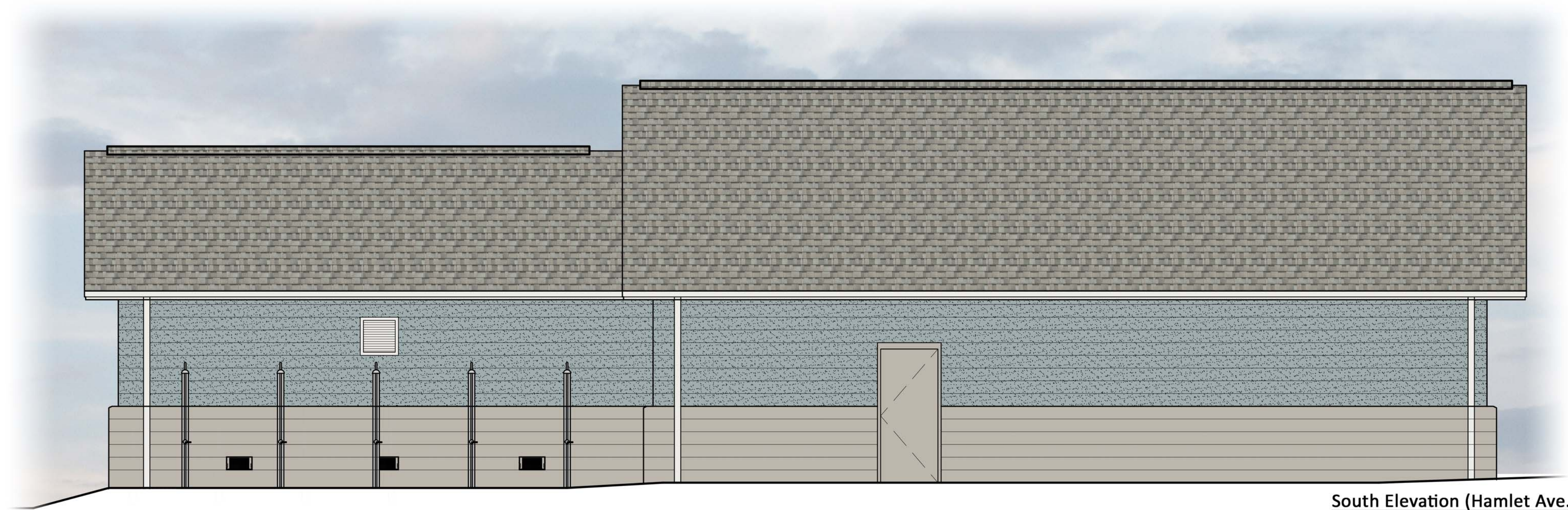
Staff received bids back for the Ocean Rescue and public bathroom facility planned for the Town's property at 100 Hamlet Avenue.

ACTION REQUESTED:

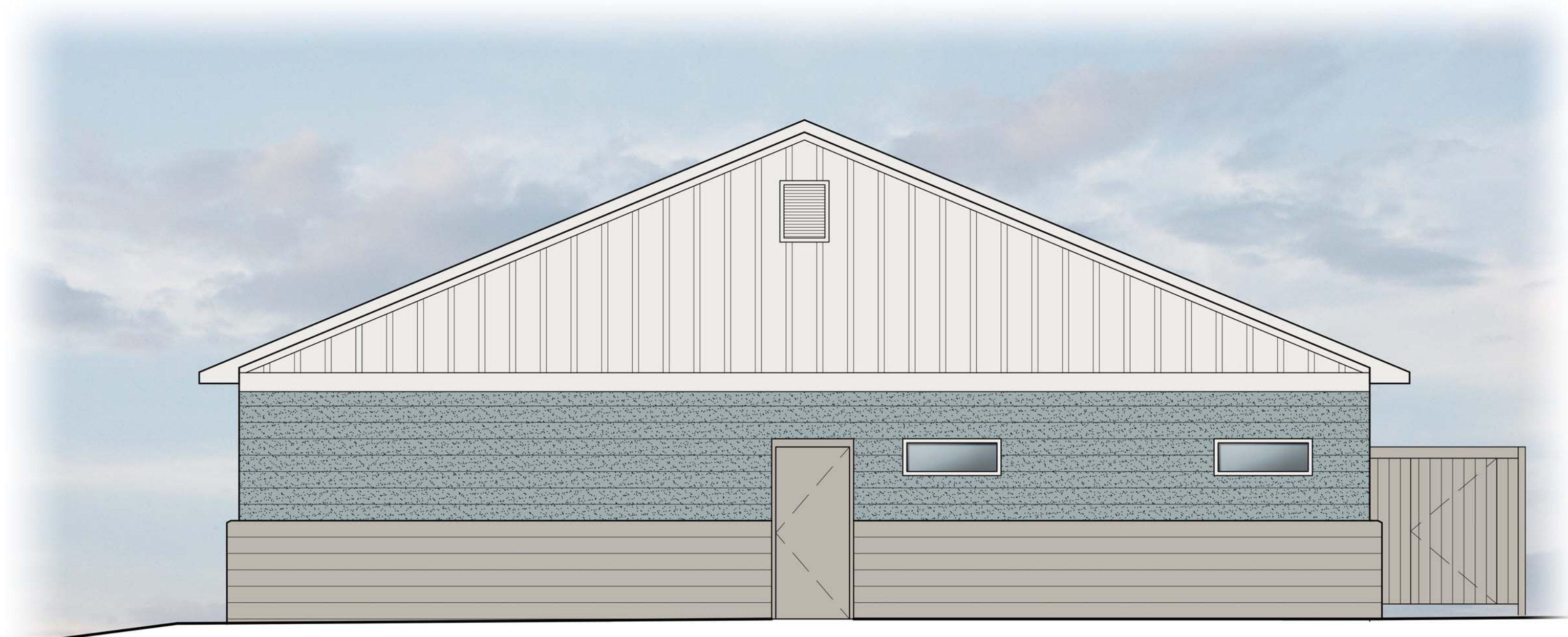
To move forward with the project staff will need to enter a contract with the lowest responsible and responsive bidder. This has been determined to be IMEC Group LLC at \$777,000

RECOMMENDED MOTION:

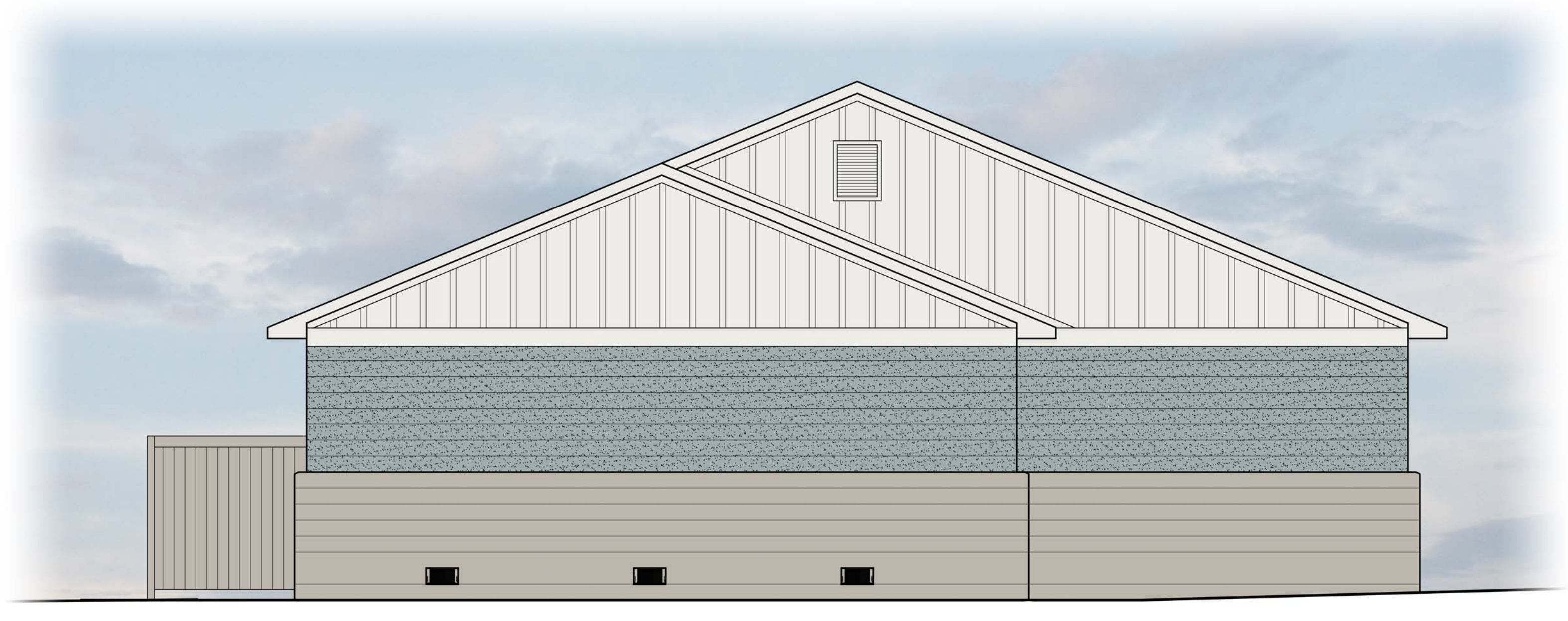
Motion to give direction for the Town Manager to enter into a contract with IMEC Group LLC to build an Ocean Rescue and public bathroom building at 100 Hamlet Avenue.



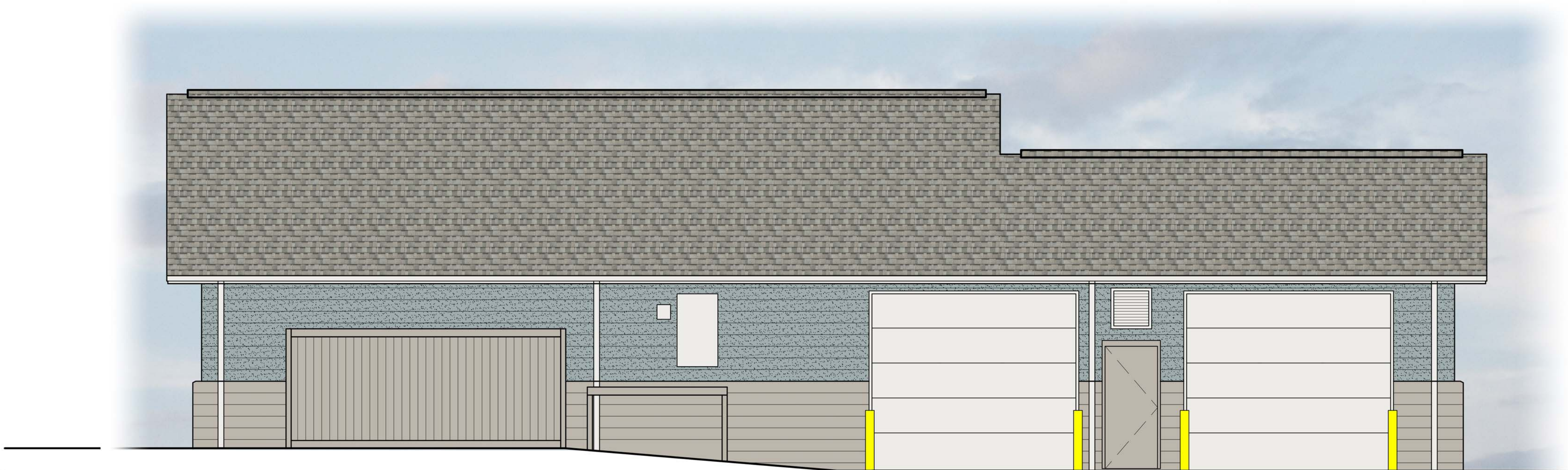
South Elevation (Hamlet Ave.)



East Elevation



West Elevation



South Elevation

Material Legend

- Smooth Face CMU, Painted
Color - Mindful Gray SW 7016
- Splitface CMU, Painted
Color - Breezy SW 7616
- James Hardie Fiber Cement Trim
Color - Pure White SW 7005
- Painted Hollow Metal Doors
Color - Mindful Gray SW 7016
- Shingles - Owens Corning
Duration Premium Cool
Cool Sage

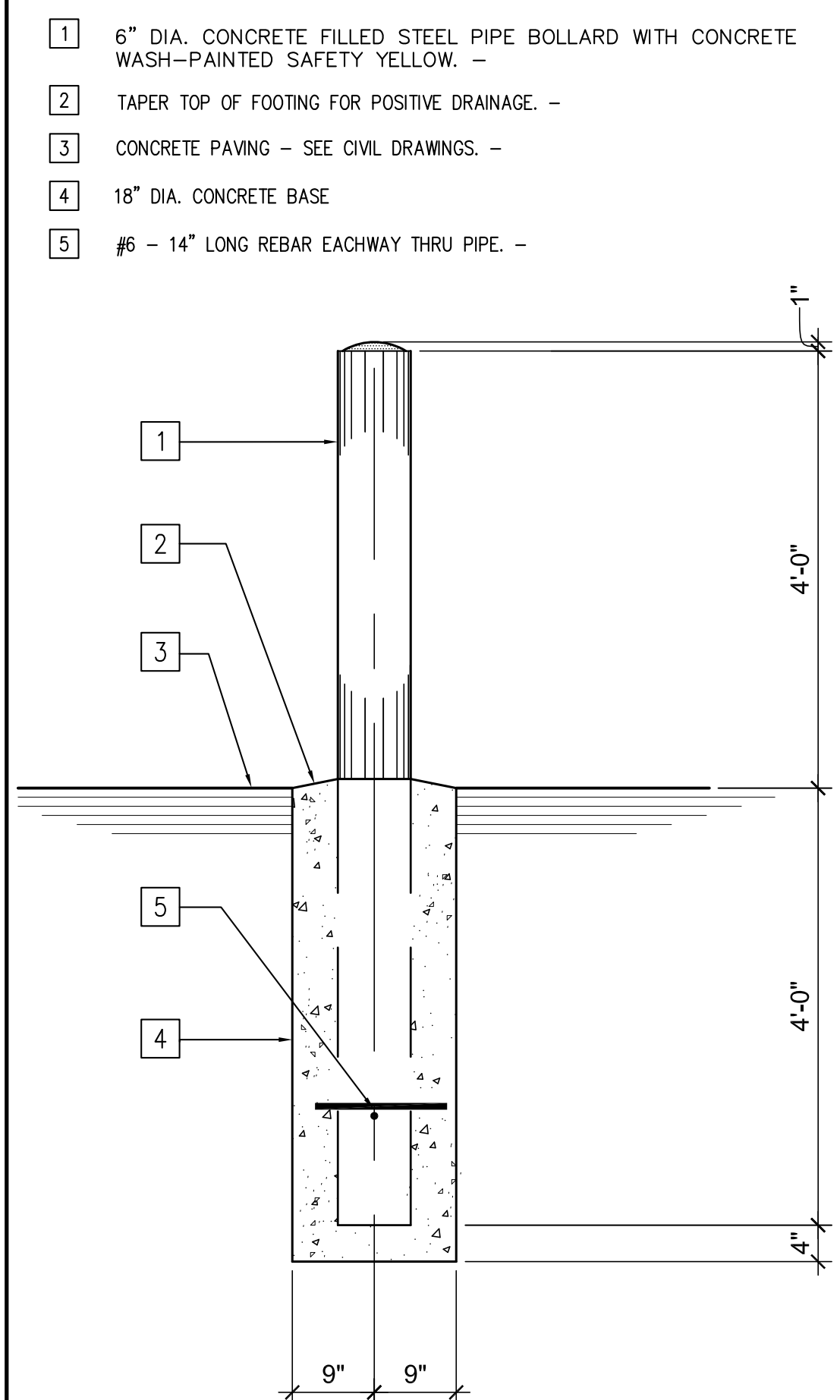
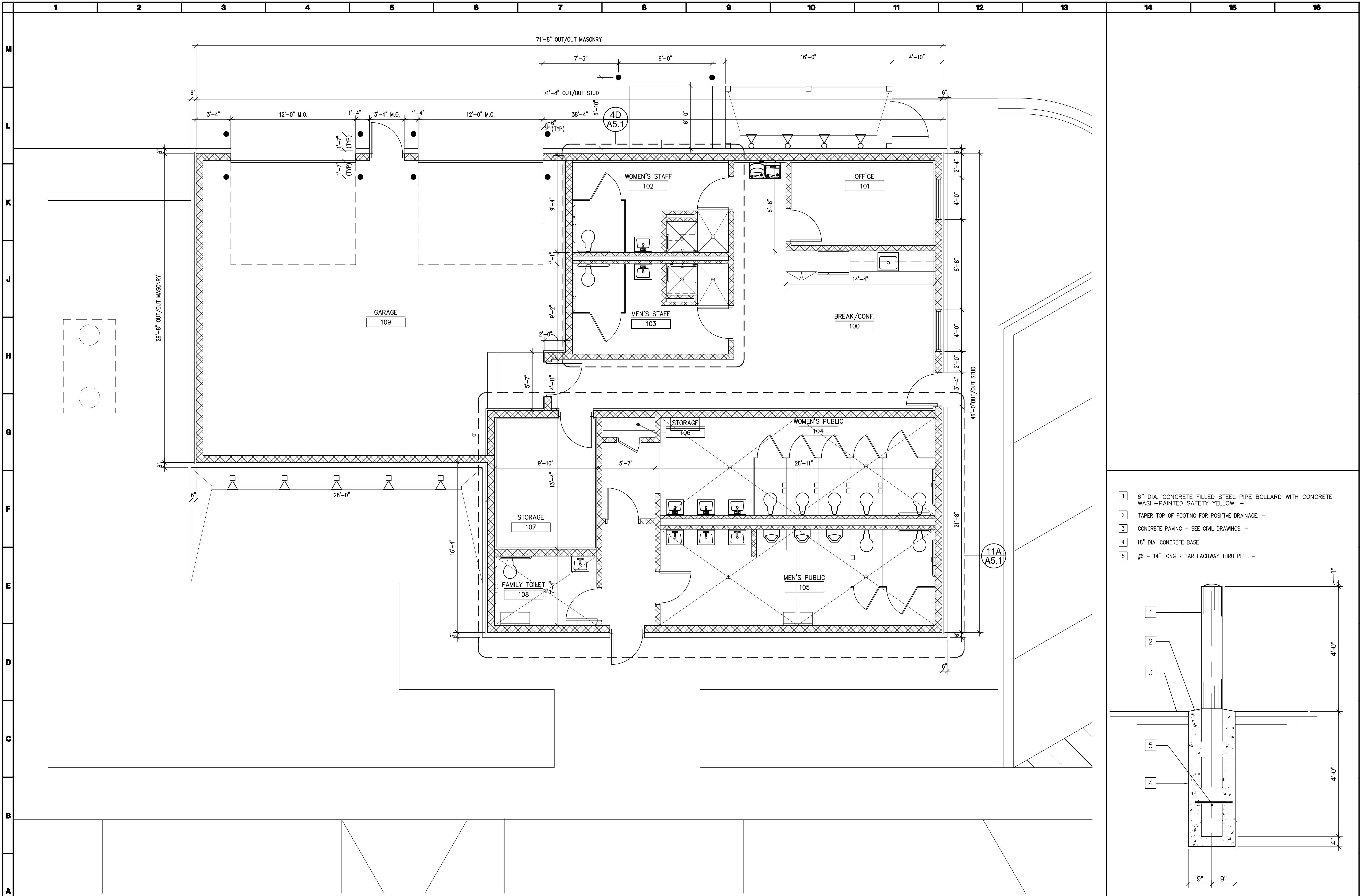


DUNN &
DALTON
ARCHITECTS

Carolina Beach - Hamlet Bathhouse
Rendered Exterior Elevations

May 20, 2021

This is a conceptual rendering for illustrative purposes only. Design is subject to change and actual construction may vary. This drawing is the property of Dunn & Dalton Architects, P.A. This drawing is not to be copied in whole or in part. This drawing or the information hereupon is not to be used without written permission and must be returned to Dunn & Dalton, P.A. upon request. Copyright 2020 Dunn & Dalton Architects, P.A.



PRELIMINARY
FOR REVIEW ONLY
NOT FOR CONSTRUCTION

**Hamlet Bathhouse
& Ocean Rescue Facility
Carolina Beach, NC**

401 North Heritage Street
Kinston, North Carolina 28501
phone: 252-527-1523
web: dunnaldon.com

**DUNN &
DALTON
ARCHITECTS**

Issue Date: 5/17/21
Revisions:

A1.1a

1A DIMENSION FLOOR PLAN

SCALE: 1/4" = 1'-0"



14A CONC. BOLLARD

SCALE: 3/4" = 1'-0"

DETAIL



**NORTH CAROLINA LICENSING BOARD
FOR GENERAL CONTRACTORS**



Name: IMEC Group, LLC
Number: 72860
Status: Valid
Last Renewal Date: 2021-01-01
Address: 6470 Dobbins Rd Ste B
City: Columbia
State: MD
Zip: 21045
Telephone: (443) 583-7890
Limitation: Unlimited
Classifications : Building
Qualifiers : Gudell Levar Ward



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward

DEPARTMENT: Clerk

MEETING: Town Council – 9/14/2021

SUBJECT: Committee Appointments

BACKGROUND:

Council will make committee appointments for vacant positions.

ACTION REQUESTED:

Council will make appointments to the following committees:

Bike/Ped (1 vacancy)

Board of Adjustment (1 vacancy)

Marketing Committee (1 vacancy)

Parks and Rec (1 vacancy)

The Board of Adjustment has one vacant position. Keith Bloemendaal declined the appointment.

Item 14.

Please **select one** applicant to fill this term:

☐ Chris Bartosik

☐ Tim Howard Hickey

☐ Dorrene Stanley

☐ Ken Thompson

☐ Readvertise Vacancy

The Bike/Ped Committee has one vacant position. Marcia Russell resigned.

Please **select one** applicant to fill this term:

☐ Laura Mandato

☐ Scott Pate

☐ Bill Stoll

☐ Readvertise Vacancy

The Marketing Advisory Committee has one vacant position. Mark Sblendorio resigned.

Please **select one** applicant to fill this term:

☐ Tim Howard Hickey

☐ Dorrene Stanley

☐ Readvertise Vacancy

The Parks and Recreation Committee has one vacant position. Alex Torres resigned.

Please **select one** applicant to fill this term:

☐ Chris Bartosik

☐ Eric Lachance

☐ Dorrene Stanley

☐ Bill Stoll

☐ Readvertise Vacancy

Council Member Signature

For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

* Full Name

Bill Stoll

Home Address

312 Charlotte Ave
Carolina Beach NC

* Email Address

billstoll02@gmail.com

Phone

(502) 643-1088

* Check Box List

Bicycle/Pedestrian Committee
Operations Advisory Committee
Parks and Rec Committee
Planning and Zoning Commission

How long have you lived in Carolina Beach?

We have owned a vacation home here since 2014.

Availability

Available for night meetings

Educational Background

I am a graduate of the University of Dayton, class of 1995. I received a BA in political science.

Occupational Background

I am the sole owner of my families road construction company, Stoll Construction and Paving Co, INC. We have been restoring Louisville, KY and Southern Indiana roads since 1964. I have a wealth or knowledge in road construction. You can see more information on our company at www.Stollconstructionandpaving.com

Special Talents and Interests

I love Carolina Beach and I am interested in helping Carolina Beach be the best little beach town. I have years of knowledge in road construction and working for and around city governments. I am willing to really sit in and listen to see where I could be best used in the community.

Community Involvement

This will be my first venture in community involvement here in Carolina Beach. I am excited to get in there and help where I can.

Resume or other Attachment

SKIPPED

* Date of Application

08/02/2021

For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

* Full Name

Laura Mandato

Home Address

711 Plymouth St
Carolina Beach NC

* Email Address

lalamandato@me.com

Phone

(910) 443-4370

* Check Box List

Bicycle/Pedestrian Committee

How long have you lived in Carolina Beach?

14 years

Availability

Available for day meetings

Available for night meetings

Educational Background

B.A. in Psychology B.S. in Nursing with emphasis in Public Health Working on completion of MS in Nursing

Occupational Background

Registered Nurse at NHRMC

Special Talents and Interests

Senior thesis topic for BS in Nursing was performing public health analysis on Carolina Beach with emphasis on bicycle and pedestrian safety Avid swimmer, biker, runner
Adept at public relations

Community Involvement

Volunteer for Bike Rodeo

Resume or other Attachment

SKIPPED

* Date of Application

06/24/2020

For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

* Full Name
Scott Pate

Home Address
609 Fayetteville Ave
Carolina Beach NC

* Email Address
cspate3@gmail.com

Phone
(919) 656-5534

* Check Box List
Bicycle/Pedestrian Committee

How long have you lived in Carolina Beach?
7 years

Availability
Available for night meetings

Educational Background
BS and MS from Clemson University in Mathematical Sciences

Occupational Background
Sr. Analytics Consultant at Blue Cross Blue Shield NC

Special Talents and Interests
Lifelong advocate for sports, nutrition and exercise. I'm a runner and cyclist and have done many races including Ironman triathlons in my past. I would like to bring my love and passion for biking, running and walking to my community.

Community Involvement
Donate today to Pleasure Island Revitalization Association. I'm on the board of the Steve Haydu Lo Tide Run. I have performed as race director for the Good Hops 5k for the past 5 years. I would like the opportunity to apply my energy to the town and helping continue to make this island a wonderful and active place to live.

Resume or other Attachment
SKIPPED

* Date of Application
04/13/2021

For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

* Full Name

christopher bartosik

Home Address

1509 swordfish lane
NC Carolina Beach

* Email Address

cbartosik1974@gmail.com

Phone

(919) 943-9649

* Check Box List

Business and Economic Development
Harbor Commission
Parks and Rec Committee

How long have you lived in Carolina Beach?

2 years

Availability

Available for night meetings

Educational Background

uncw graduate

Occupational Background

vp engineering

Special Talents and Interests

Interested in getting back to working on a board to apply my business skills

Community Involvement

SKIPPED

Resume or other Attachment

Chris Bartosik - 2019.doc

* Date of Application

02/22/2020

For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

* Full Name

Scott Cornelison

Home Address

313 Birmingham Ave

Unit 1

Carolina Beach NC

* Email Address

scottcornelison01@gmail.com

Phone

(803) 361-8823

* Check Box List

Bicycle/Pedestrian Committee

Board of Adjustment

Business and Economic Development

Operations Advisory Committee

Parks and Rec Committee

Planning and Zoning Commission

Police Advisory Committee

How long have you lived in Carolina Beach?

1.5 years

Availability

Available for day meetings

Available for night meetings

Educational Background

MBA Corporate Planning & Strategy Bachelor Finance & Economics

Occupational Background

VP of Operations, Sales & Services for a Private Equity ownership group focusing on investing in technology companies

Special Talents and Interests

Strategy, organization, execution, relationships, problem solving, P&L, operations

Community Involvement

I am not involved currently.

Resume or other Attachment

Scott Cornelison Resume.docx

* Date of Application

06/25/2020

Town of Carolina Beach

Committee Application



Contact Information

Name	Dorrene L Stanley
Street Address	1201 Saint Joseph Street
City, State, ZIP Code	Carolina Beach, NC 28428
Preferred Phone	336-337-3041
E-Mail Address	dstanley007@gmail.com

Interests

Tell us in which areas you are interested in volunteering (check all that apply)

- ☐ **Arts and Activities** (meets 3rd Wednesday of each month at 6:00 p.m. in the conference room)
- ☒ **Board of Adjustment** (meets as needed on the 3rd Wednesday of each month at 6:30 p.m.)
- ☐ **Freeman Park** (meets 4th Thursday of each month at 7:30 p.m. in the conference room)
- ☐ **Harbor Commission** (meets 4th Wed. in Jan, Feb, Apr, May, July, Aug, Oct & Nov at 6:30 p.m. in conference room)
- ☒ **Operations Advisory** (meets 1st Tuesday of each month at 10:00 a.m. in the conference room)
- ☒ **Parks and Recreation** (meets 1st Monday of each month at 7:00 p.m. at the rec center)
- ☒ **Planning and Zoning** (meets 2nd Thursday of each month at 6:30 p.m. in the council chambers)
- ☒ **Police Advisory** (meets 1st Monday of each month at 7:00 p.m. in the conference room)
- ☒ **Marketing Advisory Committee** (meets the 4th Tuesday of each month at 2:30 p.m. in the council chambers)
- ☐ **Other**

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports.

I have a Degree in Textile Engineering
 Former: 20 + Years of Experience as a Full-Time Paid Public Safety Professional
 NC Firefighter Level III
 NC Emergency Medical Technician
 NC Rescue Technician
 NC Detention & Correctional Officer
 NC Public Safety Officer

Previous Volunteer Experience

Summarize your previous volunteer experience.

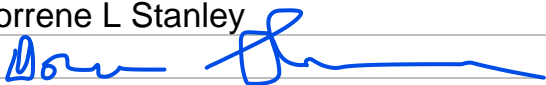
North Carolina Volunteer Firefighter & Volunteer Board Member
 I have volunteered in many community out-reach programs servicing : Food Banks, Fund Raising and Environmental Programs such as Adopt-A-Highway.
 Horse Power Therapeutic Learning Center -- Helping those with physical & Mental challenges through Equestrian Therapy
 United States Flag Placement at Wilmington National Cemetery & Green Lawn
 Fund Raising for United States Flags for NC Honor Guard
 Beach Clean-Up with Carolina Beach Jeeps - North End
 Carolina Beach Jeep Go Topless Day
 Pleasure Island Jeep Jam

Person to Notify in Case of Emergency

Name	Sherri S Bowman
Street Address	7605 NC Highway 150
City, State, ZIP Code	Greensboro NC, 27455
Home Phone	336-327-8342
Work Phone	336-327-8342
E-Mail Address	

Agreement and Signature

I understand that this application is public record and I certify that the facts contained in the application are true and accurate. I understand that I must attend 75% of scheduled meetings in order to remain an active committee member. This application will remain on file in the office of the town clerk for 18 months.

Name (printed)	Dorrene L Stanley
Signature	
Date	8/10/2021

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, age, or disability.

Thank you for completing this application form and for your interest in volunteering with the Town of Carolina Beach!



Submit

Town of Carolina Beach

Committee Application



Contact Information

Name	Dorrene L Stanley
Street Address	1201 Saint Joseph Street
City, State, ZIP Code	Carolina Beach, NC 28428
Preferred Phone	336-337-3041
E-Mail Address	dstanley007@gmail.com

Interests

Tell us in which areas you are interested in volunteering (check all that apply)

- ☐ **Arts and Activities** (meets 3rd Wednesday of each month at 6:00 p.m. in the conference room)
- ☒ **Board of Adjustment** (meets as needed on the 3rd Wednesday of each month at 6:30 p.m.)
- ☐ **Freeman Park** (meets 4th Thursday of each month at 7:30 p.m. in the conference room)
- ☐ **Harbor Commission** (meets 4th Wed. in Jan, Feb, Apr, May, July, Aug, Oct & Nov at 6:30 p.m. in conference room)
- ☒ **Operations Advisory** (meets 1st Tuesday of each month at 10:00 a.m. in the conference room)
- ☒ **Parks and Recreation** (meets 1st Monday of each month at 7:00 p.m. at the rec center)
- ☒ **Planning and Zoning** (meets 2nd Thursday of each month at 6:30 p.m. in the council chambers)
- ☒ **Police Advisory** (meets 1st Monday of each month at 7:00 p.m. in the conference room)
- ☒ **Marketing Advisory Committee** (meets the 4th Tuesday of each month at 2:30 p.m. in the council chambers)
- ☐ **Other**

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports.

I have a Degree in Textile Engineering
 Former: 20 + Years of Experience as a Full-Time Paid Public Safety Professional
 NC Firefighter Level III
 NC Emergency Medical Technician
 NC Rescue Technician
 NC Detention & Correctional Officer
 NC Public Safety Officer

Previous Volunteer Experience

Summarize your previous volunteer experience.

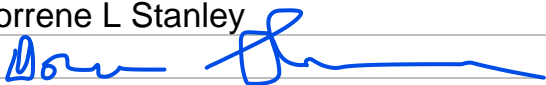
North Carolina Volunteer Firefighter & Volunteer Board Member
 I have volunteered in many community out-reach programs servicing : Food Banks, Fund Raising and Environmental Programs such as Adopt-A-Highway.
 Horse Power Therapeutic Learning Center -- Helping those with physical & Mental challenges through Equestrian Therapy
 United States Flag Placement at Wilmington National Cemetery & Green Lawn
 Fund Raising for United States Flags for NC Honor Guard
 Beach Clean-Up with Carolina Beach Jeeps - North End
 Carolina Beach Jeep Go Topless Day
 Pleasure Island Jeep Jam

Person to Notify in Case of Emergency

Name	Sherri S Bowman
Street Address	7605 NC Highway 150
City, State, ZIP Code	Greensboro NC, 27455
Home Phone	336-327-8342
Work Phone	336-327-8342
E-Mail Address	

Agreement and Signature

I understand that this application is public record and I certify that the facts contained in the application are true and accurate. I understand that I must attend 75% of scheduled meetings in order to remain an active committee member. This application will remain on file in the office of the town clerk for 18 months.

Name (printed)	Dorrene L Stanley
Signature	
Date	8/10/2021

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, age, or disability.

Thank you for completing this application form and for your interest in volunteering with the Town of Carolina Beach!



Submit

Town of Carolina Beach

Committee Application



Contact Information

Name	Tim Howard Hickey
Street Address	103 Virginia Ave
City, State, ZIP Code	CB, NC, 28428
Preferred Phone	714 813 4688
E-Mail Address	Timhmg@gmail.com

Interests

Tell us in which areas you are interested in volunteering (check all that apply)

- ☐ **Arts and Activities** (meets 3rd Wednesday of each month at 6:00 p.m. in the conference room)
- ☐ **Board of Adjustment** (meets as needed on the 3rd Wednesday of each month at 6:30 p.m.)
- ☐ **Freeman Park** (meets 4th Thursday of each month at 7:30 p.m. in the conference room)
- ☐ **Harbor Commission** (meets 4th Wed. in Jan, Feb, Apr, May, July, Aug, Oct & Nov at 6:30 p.m. in conference room)
- ☐ **Operations Advisory** (meets 1st Tuesday of each month at 10:00 a.m. in the conference room)
- ☐ **Parks and Recreation** (meets 1st Monday of each month at 7:00 p.m. at the rec center)
- ☐ **Planning and Zoning** (meets 2nd Thursday of each month at 6:30 p.m. in the council chambers)
- ☐ **Police Advisory** (meets 1st Monday of each month at 7:00 p.m. in the conference room)
- ☒ **Marketing Advisory Committee** (meets the 4th Tuesday of each month at 2:30 p.m. in the council chambers)
- ☐ **Other**

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports.

Creative out of the box thinker with a huge amount of Can Due Attitude
35 years consulting to my fortune 1000 clients regarding, Marketing concepts, Human Behavior, Management training, Compensation programs, recruiting do's & don't s.

I am looking forward to meeting with the chair person to go over expectations and the towns challenges.. Tim

Previous Volunteer Experience

Summarize your previous volunteer experience.


Church fund raisers, Police department fund raisers, Fire department Fund raiser.

Person to Notify in Case of Emergency

Name	N/A
Street Address	
City, State, ZIP Code	
Home Phone	
Work Phone	
E-Mail Address	

Agreement and Signature

I understand that this application is public record and I certify that the facts contained in the application are true and accurate. I understand that I must attend 75% of scheduled meetings in order to remain an active committee member. This application will remain on file in the office of the town clerk for 18 months.

Name (printed)	Tim Howard Hickey
Signature	
Date	August 15th 2019

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, age, or disability.

Thank you for completing this application form and for your interest in volunteering with the Town of Carolina Beach!



Submit

Town of Carolina Beach

Committee Application



Contact Information

Name	Eric Lachance
Street Address	700 Seafarer Drive
City, State, ZIP Code	Carolina Beach, NC 28428
Preferred Phone	480-432-2055
E-Mail Address	elach10@gmail.com

Interests

Tell us in which areas you are interested in volunteering (check all that apply)

- ☐ **Board of Adjustment** (meets as needed on the 3rd Monday of each month at 6:00 p.m.)
- ☐ **Freeman Park** (meets 4th Thursday of each month at 7:00 p.m. in the conference room)
- ☐ **Harbor Commission** (meets 4th Wed. Quarterly at 6:30 p.m. in conference room)
- ☐ **Operations Advisory** (meets 1st Tuesday of each month at 10:00 a.m. in the conference room)
- ☒ **Parks and Recreation** (meets 1st Monday of each month at 7:00 p.m. at the rec center)
- ☒ **Planning and Zoning** (meets 2nd Thursday of each month at 6:30 p.m. in the council chambers)
- ☐ **Police Advisory** (meets 1st Monday of each month at 7:00 p.m. in the conference room)
- ☐ **Marketing Advisory Committee** (meets the 4th Tuesday of each month at 2:30 p.m. in the conference room)
- ☐ **Other**

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports.

Parks /Rec - I served on Parks and Recreation from 2009-2012 when I moved from Carolina Beach. I coached youth soccer,

Planning and Zoning - I am a civil engineer with vast experience in the US Army in military base planning, including urban design of 82d Airborne Division, 10,000+soldiers, living area. During my time in Iraq, I led the procurement for military infrastructure for the Iraqi Military. The ability to prioritize and optimize land utilization

Previous Volunteer Experience

Summarize your previous volunteer experience.


Habitat for Humanity -NY - 2000-2003
 USMA Water Polo Team Coach - 2003
 Youth Soccer - 2004-2012
 CB Parks and Recreation - 2009-2012

Person to Notify in Case of Emergency

Name	Viva Lachance
Street Address	700 Seafarer Drive
City, State, ZIP Code	Carolina Beach, NC
Home Phone	910-409-1244
Work Phone	
E-Mail Address	dakodabella@gmail.com

Agreement and Signature

I understand that this application is public record and I certify that the facts contained in the application are true and accurate. I understand that I must attend 75% of scheduled meetings in order to remain an active committee member. This application will remain on file in the office of the town clerk for 18 months.

Name (printed)	Eric Lachance
Signature	 Eric Lachance Digitally signed by Eric Lachance Date: 2017.07.14 08:35:34 -04'00'
Date	14 July 2017

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, age, or disability.

Thank you for completing this application form and for your interest in volunteering with the Town of Carolina Beach!



Submit

For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

* Full Name

christopher bartosik

Home Address

1509 swordfish lane
NC Carolina Beach

* Email Address

cbartosik1974@gmail.com

Phone

(919) 943-9649

* Check Box List

Business and Economic Development
Harbor Commission
Parks and Rec Committee

How long have you lived in Carolina Beach?

2 years

Availability

Available for night meetings

Educational Background

uncw graduate

Occupational Background

vp engineering

Special Talents and Interests

Interested in getting back to working on a board to apply my business skills

Community Involvement

SKIPPED

Resume or other Attachment

Chris Bartosik - 2019.doc

* Date of Application

02/22/2020

For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

* Full Name
Ken Thompson

Home Address
203 Carolina Sands Dr
Carolina Beach NC

* **Email Address**
ken.thompson06@gmail.com

Phone
(919) 427-7058

* Check Box List
Board of Adjustment

How long have you lived in Carolina Beach?
3.5 Years

Availability
Available for day meetings
Available for night meetings

Educational Background
BA Business Management - 1985 MS Information Systems - 1993

Occupational Background
US Army Reserve Officer (1980-2000) Field Artillery, Aviation, Signal Corps Information Technologist in various roles serving Federal, State, and private organizations in a variety of industries

Special Talents and Interests
Database design, Data analysis, Organizational Development

Community Involvement
Carolina Beach Town Council and Mayoral Campaign participation 2019 and 2021.

Resume or other Attachment
Ken_Thompson.pdf

* **Date of Application**
09/07/2021